



**Town of Hermon**

**Public Safety Meeting Room**

**March 12, 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://www.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:**

<b>MINUTES</b>	<b>-APPROVE</b>	<b>02/12/2026</b>
<b>SIGNATURES</b>	<b>-APPROVE</b>	
<b>RESOLVES</b>	<b>-SIGN</b>	
<b>WARRANTS</b>	<b>-SIGN</b>	<b>02/27/2026, 03/13/2026</b>

**VI. NEWS, PRESENTATIONS AND RECOGNITIONS:**



**VII. PUBLIC HEARINGS:**

- **Hold a public hearing – Dangerous Building** for 10 Finch real estate # 1503

**VIII. EXECUTIVE SESSION:**

1. Consider entering into Executive Session regarding labor negotiations per 1 M.S.R.A. § 405(6)(D)

**IX. COMMITTEE REPORTS:**

**X. SCHEDULED AGENDA ITEMS:**

**1. OLD or INCOMPLETE BUSINESS:**

**2. NEW BUSINESS:**

- O25-26-38** Consider deeming 10 Finch Lane account # 1503 a dangerous building
- O25-26-39** Consider awarding the “Winter Snow Removal & Deicing Services” contract
- O25-26-40** Consider approving the labor agreement between the Town of Hermon and International Association of Firefighters, AFL-CIO, CLC Local 5458 (aka Hermon Fire Department)
- O25-26-41** Consider scheduling:
- June 09, 2026 Secret ballot Election for Municipal and School & State Primary
  - June 11, 2026 Annual Town meeting to vote on budget warrant articles
  - November 03, 2026 State Election
- O25-26-42** Consider awarding the “Sidewalk Snow Removal & Deicing Services” Contract
- O25-26-43** Consider awarding the “Street & Parking Lot Sweeping/Catch Basin Cleaning Services
- O25-26-44** Consider entering into an agreement for the “Route 2 Pump Station Replacement Design Project”
- O25-26-45** Consider entering into an agreement for the “Logistics Lane Sewer Project”



**3. WORKSHOPS:**

- **FY2027 Draft School budget presentation and discussion– Barbara Sargent**
- **FY2027 Draft Municipal budget discussion– Stephen Fields**

**7 OTHER ITEMS: (FROM TABLE PACKAGE)**

**XI. APPOINTMENTS:**

**XII. MANAGER STATUS REPORT:**

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

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**XIV. COUNCIL ITEMS:**

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

**XV. EXECUTIVE SESSION:**

**XVI. 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.

**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

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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:** Adam Brewer, Richard Cyr, Jason Forbes, Terry Hamm-Morris and Ronald Murphy

**Members Absent:** Joshua Berry, Christopher Gray - Excused

**Others Present:** Town Manager Stephen Fields, Town Clerk Kristen Cushman, and 6 residents/guests

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

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- None



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

MINUTES	-APPROVE	01/15/2026
SIGNATURES	-APPROVE	
RESOLVES	-SIGN	
WARRANTS	-SIGN	01/30/2026, 02/13/2026

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

**VI. NEWS, PRESENTATIONS AND RECOGNITIONS:**

**VII. PUBLIC HEARINGS:**

- TIF District #27 – ABM Mechanical

**Chair Murphy opened the public hearing at 6:02 PM. No public comments were made. The hearing closed at 6:02PM.**

**VIII. COMMITTEE REPORTS:**

**IX. SCHEDULED AGENDA ITEMS:**

**1. OLD or INCOMPLETE BUSINESS:**

**2. NEW BUSINESS:**

**O25-26-35 AN ORDER**

**Providing for: Designation of Town of Hermon, Maine Municipal Development and Tax Increment Financing District (No. 27) (ABM Mechanical) and Adoption of Related Development Program**

**Councilor Cyr moved to approve O25-26-35. Councilor Brewer seconded the motion. The motion was accepted. Motion passes 5-0.**

**O25-26-36 Consider enacting a moratorium ordinance to the Hermon Code of Ordinances titled “154.084 Mobile Home Parks”**

**Councilor Cyr moved to approve O25-26-36. Councilor Brewer seconded the motion. The motion was accepted. Motion passes 5-0.**



**O25-26-37 Consider** scheduling a public hearing on April 9, 2026 regarding 2038 Park Drive as a dangerous building

**Councilor Cyr moved to approve O25-26-37. Councilor Brewer seconded the motion. The motion was accepted. Motion passes 5-0.**

**R25-26-07 Consider** accepting Capital Improvement Plan for June 11, 2026 Annual Town Meeting

**Councilor Cyr moved to approve R25-26-07. Councilor Forbes seconded the motion. The motion was accepted. Motion passes 5-0.**

### 3. WORKSHOPS:

- **Budget presentation – Stephen Fields**

**March 5, 2026**

**Memorandum for Town of Hermon, Town Council**

**From: Stephen Fields, Town Manager**

**Reference: Fiscal Year 2027 Municipal Operating Budget Summary Narrative**

**Greetings to the Honorable Council Members and Citizens of Town of Hermon**

**For the Fiscal Year 2027 Municipal Operating Budget, I implemented a team approach to the development of the budget with Department Heads, who received input from staff. My process started with individual department meetings in September 2025 through November 2025. The next few months consisted of final input of data into TRIO software budgetary module, working with Assistant Town Manager and Finance Director to obtain historical budgetary information. Overall, the process was efficient and streamlined.**

**Historically the budget has been developed and maintained for the process in Microsoft Excel and upon final approval from the Annual Town Meeting Warrant Results, data was placed into TRIO Budgetary Module, prior to fiscal year 2025.**



**Beginning in Fiscal Year 2026, the administrative team developed the budget in excel with implementation into TRIO Budgetary Module for all phases. TRIO Budgetary became the record of source.**

- **Allowed for historical year comparison (based on data in system)**
- **Allowed for comparison of next year's fiscal budget entry phase budget to current budget for percentage and dollar changes, based on how reports would be printed.**
- **Excel was utilized for internal control methods only and not source of record.**

### **Impact**

**The question of mil rate estimate and impact is not adequately answered until all required financial data is provided from the legislative body vote at the Annual Town Meeting and the Municipal Valuation Return (MVR). The mil rate and range are determined by the results and data calculated in the MVR which includes many key components.**

**The MVR is completed by the Assessor. As the Town Manager, I am not the town assessor or a state-certified assessor. Therefore, without the proper data available, I will provide a projection from available budget financial data to estimate, repeat an estimated range for the tax levy, also known as the mil rate.**

**The Assessor, by statute, can collect data for the MVR for all property owners effective April 1<sup>st</sup> of each year. This significant date allows the team to move forward, and update all required taxation allocation values for the MVR.**

- **Key Components:**
- **Valuation of commercial and residential properties. Increase and/or decrease of valuation is dependent on historical market results.**
- **Approved budgetary expenses and revenues for cost centers that include:**
- **County Tax Assessment**
- **Municipal Operating Budget**
- **Tax Increment Financing (TIF)**
- **Local Education Appropriation**
- **State Revenue Share**
- **All other revenues (not including State Revenue Share)**

**All these components will result in the formulation of the tax mil rate range to establish the final mil rate required for the town to balance the operational budget/annual town fiscal budgetary warrant. Once the final approval of the annual town fiscal warrant is verified and validated, the Assessor will complete all required actions for the municipal valuation report and commitment.**



**A variety of factors were reviewed in the development of the budget. Some of the factors include historical expenditure levels, revenue sources, property valuation changes, annual financials, consumer inflation and the services provided to the town. The town has been providing services to meet the needs of the community, especially with commercial and residential growth.**

**Special Note 1: The School Department and County Tax are not included in the calculated totals.**

**The County Tax Assessment I am estimating is a 25% increase.**

**The School Department I am estimating at 9%. A review of revenues, to be received during February, will have required adjustments by the School Administration and School Committee.**

### **Summary**

**The following budget summary view looks at the current budget and the initial recommendation requests.**

**The increase is compiled of the following items:**

- **Consumer inflation of supplies and material required to operate the administrative requirements.**
- **Request an increase in public work road improvement/paving and construction projects. A typical year to maintain and not fall behind in road maintenance would be funded approximately \$1,000,000. Labor, aggregate material, fuel, liquid asphalt is variable depending on the market, have seen increases in costs. I am recommending continuing a phased approach; therefore, the request is \$850,000.**
- **Capital Improvement funding increased to allow the administration and Council to develop and implement a sound improvement funding source for capital needs to include vehicles, equipment and facilities. The Capital Improvement Plan is a separate plan document, but the costs are included within the budget calculation.**
- **The Penobscot County and County Commissioners recognize the impact of costs on the town. Due to a result of budgetary financial shortfall, the tax levy assessment will be increased compared to previous history.**

**The town staff, myself and department heads, have provided recommendations for required expenditure. These recommendations outline the changes needed to meet the town's growing demand for services and capital improvement.**



**There are many variables in completing a budget process and municipal valuation return. All components are needed to provide accurate and transparent information. While compiling the budget for the operation of the town and school, both administrations work with elected officials to develop what is required to operate based on services and support. I will conclude that the fundamental and root question to ask...What is the quality, level, and required need to provide service and support to the Town of Hermon? What expenditure is to be sacrificed or spared for the future on the service and support? Please consider the level of service, what services, quality and impact to the citizens this budget request is compiled. The Town has had growth in commercial and residential with services provided in incremental stages over the past years.**

**For the Council and public, to assist in this, I provided the 3-year History Comparison, TRIO report, that visualizes the budget vs. actual costs for operating years. These products will be available on the Town website and at the town office for review.**

**Enclosed with this memo is the TRIO report, Current vs. Initial for Department Only for review.**

**The following documents are contained within the Council Budget FY27 Binder for review and reference.**

**Council Presentation PowerPoint**

**Capital Improvement Plan FY27 (One page summary document)**

**Three-Year History and Initial Report**

**Current Budget vs. Initial Budget Report (Division Level)**

**Current Budget vs. Initial Budget Report (Department Level)**



# FY 2027 Municipal Operating Budget Projections

Stephen Fields, CMH, PSMA-SCP  
Town Manager

February 12, 2026

## FY27 Budget Process





## General Information

### Budget Projections

- County and School – estimates only, waiting for final date
- County Assessment - estimate at 25%
- School – Revenue projections and final updates - estimated 9%
  - First Reading – March 2026 School Committee Meeting
  - Second Reading – April 2026 School Committee Meeting

### Quality of Service and Requirements for citizens/businesses

### Delay of implementation results

- Tax levy rate
- Bond/Loan for small items (vehicles) vs major projects (facility)

## Highlights of Revenue FY27

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OVERALL  
REDUCTION FROM  
FY26



FUND BALANCE USE  
MINIMAL (\$100K)



TIF REVENUES



EMS INSURANCE  
REVENUES



## Highlights of FY27 Budget Expenditure

- **Capital Improvement Plan**
  - **Capital Required Needs**
  - **Reserve Funding – future major expenditure**
- **Additional software purchased in FY2026, requires annual cost**
- **Winter Snow Operations RFP – estimate in expenditure**
- **Valuation steady with minimal gains – market basis**
- **Routine costs added: Shred on site, security access**
- **Sewer maintenance transition and billing**
- **Equipment requirements**

### Review of Capital Improvement Plan

Reserve Funding for future expenditure 5-yr plan \$903,000.00

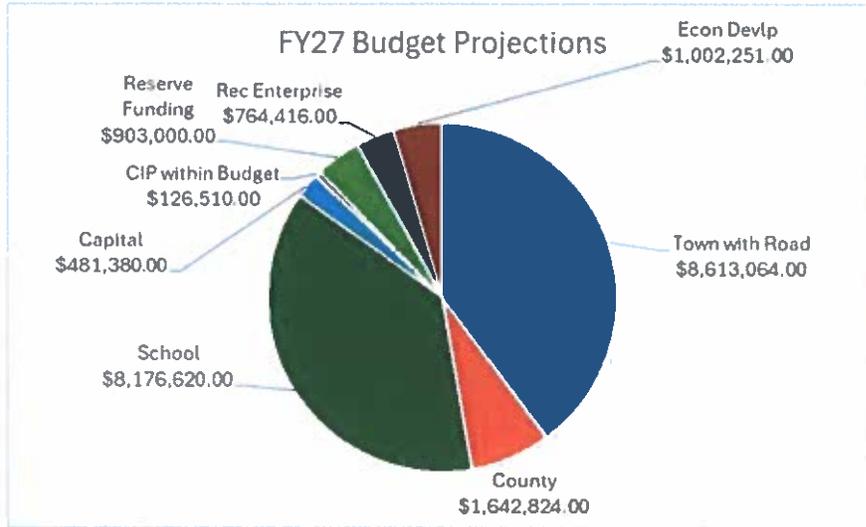
Annual Operating Budget \$976,510

- **Road Paving/Construction, Sewer, Public Works/Cemetery**

Capital Purchase contained in budget \$481,380

- **Fire Department Vehicle, Boat**
- **Public Works Vehicle**
- **Public Works/Town Office facility maintenance**
- **Use of available reserve funding**





The projections for County and School are **estimates only**.



- Projection = 19.74% increase
  - Town, School and County
    - Estimate for School and County – requires adjustments
- Tax Levy
  - Final rate upon completion of budget approval (Annual Town Meeting)
    - Based on any adjustments
    - Municipal Valuation Report Completion
    - Estimate TBD

**4. OTHER ITEMS: (FROM TABLE PACKAGE)**

**X. APPOINTMENTS:**



## **XI. MANAGER STATUS REPORT:**

**Thank you to our contractors and public works team for the winter snow removal efforts during the last two-day storm and additional clean up actions at the end of January. The extended hours are appreciated to keep our roads open for safety of the citizens, businesses, and first responders.**

**I would like to thank all the town staff for this past week with attending the Annual Safety Training and providing support to me with the finalization of the FY27 municipal operating budget.**

**The past month has been filled with winter storms and conditions. Spring is nearing. Keep an eye on your neighbors as we progress through the winter season. The Fire Department did an outstanding performance responding on Jan 25<sup>th</sup> in the height of the storm to support our neighbors responding to Bangor International Airport aircraft crash. This event continues to promote the need for first responders and the professional development the staff endure. Thank you to the fire department, your performance is noticed and appreciated.**

**The Rec Department is holding the Daughter Dance on Feb 15<sup>th</sup>. A dress event held on Friday, Feb 6<sup>th</sup> was a success for all of the young ladies to find a nice outfit for the evening. May those attending the dance have a special memorable moment.**

**I want to thank the public and Council for taking the time tonight for providing attention during the FY27 municipal operating budget. For those that have any questions, please feel free to contact myself during business hours or a Councilor. Further discussion on the budget will occur during the March Council meeting.**

**The Hermon School Department FY27 budget will have the first reading at the next school committee meeting on March 2<sup>nd</sup>.**

**Nomination papers for elected officials are available on March 2<sup>nd</sup> through April 10<sup>th</sup>. Best of luck to all candidates opting to support the community in an elected position. Thank you.**

**Have a happy valentine's day with your loved ones and family.**

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- **None**



### XIII. COUNCIL ITEMS:

- Sign orders and resolves from section IX

**Jason Forbes:** Just like to say, everything that was talked about this evening were increases, the two increases that they're talking about are county, which we can't do anything about. The second phase of increase was the school budget, and the only way we can control that is everybody contributing. So, if you have a concern, voice your concern to a councilor or school budget or school committee member. Attend the meetings, come to the town meetings, be there to vote. Participation is the only way to get a vote and make things change. It's very simple to push blame, point a finger. We're hearing this at the same time as everybody else is this evening. Three months from now, everybody's going to be blaming the people that are sitting at this table for what happens. We can't do our job without you participating, letting us know what needs to be done and what you want to pay for. So, I ask, please be a participant, be a constituent of the town. Let's all be proactive and not reactive and just speak up for what you can pay for, what you want to see our children have, and the way you want to see the town progress. The only way we can do that in harmony is to do it collaboratively as a community. I just ask everybody, please get involved, say your piece, and let's do this as a community. Thank you.

**Richard Cyr:** I'd just like to thank everybody for their participation. And again, I love it when we come and express what you want to have with us rather than come pitch.

**Adam Brewer:** I would just like to thank Steve again for the budget presentation, and there's a lot of work in there. I looked at some of it in our email, but this is more in depth and hearing him explain some things is helpful. So, I will definitely take a better look at that. I apologize; I wasn't at the second meeting either. I didn't know about the first one I wasn't at because I didn't feel well, but I will be at the March 2 meeting for school, and we'll see what we can get done there. Also, as Jason said, if anybody has any questions or wants things to be brought up, we don't know unless they tell us, I don't get people that will reach out, but sometimes they do, but that's, the only way I know what to bring up.

**Terry Hamm-Morris:** I think we all get affected by social media. I just want to compliment Stephen and all your staff for this amazing amount of work that you've done and put together, and it's made it much easier to understand and all done early this year. Thank you and the staff who have done a great job. High School boys basketball team plays Friday night at 5:30pm and girls Saturday night at 7:00PM. The other thing I would like to say is to show what a great staff we have here at Hermon. I was in church, and one of the one of our elders came up to me, and he asked me if I was still on the town council. And I said yes. And he said, well, you have a really good person over there who's working for you. His name is Rylee. And I said, oh, really, thank you. I said, what did he do? But he did say that Rylee



told him what he was doing was wrong and that he could show him how to save money if he did it another way. And he really appreciated that. So, you know, Rylee is not only helping the people in our community, but people in other communities too, I guess, who have to deal with us. So, I think he's doing a great job, and that I wanted to express to the public what a good job he is doing, and it is being recognized by other people.

Ronald Murphy: The only thing I've got is Steve, I want to thank you. I know you put hours of work into this budget and the rest of the staff too as well, and I just want everybody to know that Steve is really just the messenger here. He's telling us what the town needs and what we're going to need in the future, so we don't end up in a bind somewhere and have to take out a bunch of bonds to get caught up. So yes, unfortunately, there are going to be some increases, but he's letting us know what we need and it's up to the council to decide whether they want to send it to the voters, because the voters have the final say. We don't have the final say. So, thank you, Steve. I appreciate that. And then you and the staff, I know you put a lot of time in on that, I appreciate that. Thank you.

**XIV. EXECUTIVE SESSION:**

**XV. ADJOURNMENT:**

Councilor Cyr moved to adjourn the meeting at 6:59 PM. With no objection the meeting was adjourned at 6:59 PM.

Respectfully Submitted,

Kristen Cushman, CCM  
Town Clerk

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## NOTICE OF HEARING

Pursuant to 17 M.R.S.A. § § 2851-2859  
(Dangerous Buildings)

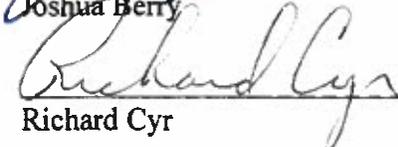
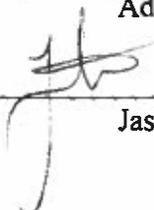
TO: **Hermon MHP, LLC**  
**C/O Michael & Johnathan Behling**  
**12630 Huston Street**  
**Valley Village, CA 91607**  
**Lake Worth Beach, FL 33460**

You are hereby notified that the **MUNICIPAL OFFICERS OF HERMON, Maine** will hold a hearing at the **HERMON TOWN OFFICE**, located at **333 BILLINGS ROAD, HERMON, MAINE 04401** on **MARCH 12, 2026 at 6:00 P.M.**, to determine whether the buildings located on land owned by the **HERMON MHP, LLC**, located at **10 FINCH LANE**, as shown on **TAX MAP 35, LOT 26-011T** of the current Tax Maps of Hermon, Maine, described in **BOOK 13363, PAGE 1**, see at the Penobscot County Registry of Deeds, is a nuisance or dangerous within the meaning of 17 M.R.S. § 2851.

If the Municipal Officers, following the public hearing, find that one or more buildings or structures on the properties constitutes a “dangerous building,” they may order appropriate corrective action, including but not limited to demolition and removal of the buildings or structures. If the order is not complied with by the deadline stated in the order and no appeal is taken, the Municipal Officers may take the corrective action at municipal expense and recover all expenses, including reasonable attorney’s fees, by means of a special tax or civil action. This hearing is your opportunity to present evidence as to why the buildings or structures are not dangerous and to oppose any corrective action ordered by the Municipal Officers.

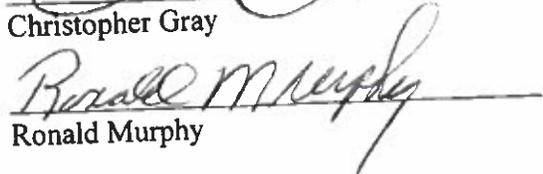
IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals this 13<sup>th</sup> day of January, 2026.

### HERMON TOWN COUNCIL:

 _____ Joshua Berry	 _____ Adam Brewer
 _____ Richard Cyr	 _____ Jason Forbes

  
Christopher Gray

  
Terry Hamm-Morris

  
Ronald Murphy

STATE OF MAINE  
COUNTY OF PENOBSCOT

January 13, 2026

Then personally appeared the above-named Joshua Berry, Adam Brewer, Richard Cyr, Jason Forbes, Christopher Gray, Terry Hamm-Morris, and Ronald Murphy and acknowledged the foregoing instrument to be their free act and deed in their said capacities, and the free act and deed of the Town of Hermon.

Before me,

  
Notary Public/Maine Attorney-at-Law  
Printed Name: *Stephen W. Taylor*  
Commission Expires: *ME 2026/1*

IN RE: Hermon MHP, LLC

Case No.:

vs.  
Hermon MHP, LLC

Plaintiff/Petitioner

Hearing Date: 03/12/2026

Defendant/Respondent

AFFIDAVIT OF SERVICE OF  
NOTICE OF HEARING

Received by Robert Tarverdyan, on the 28th day of February, 2026 at 9:36 PM to be served upon Hermon MHP, LLC c/o Michael & Johnathan Behling, REGISTERED AGENT at 12630 Huston St, Valley Village, Los Angeles County, CA 91607.

On the 2nd day of March, 2026 at 7:54 PM, I, Robert Tarverdyan, SERVED Hermon MHP, LLC c/o Michael & Johnathan Behling, REGISTERED AGENT at 12630 Huston St, Valley Village, Los Angeles County, CA 91607 in the manner indicated below:

**CORPORATE SERVICE**, by personally delivering 1 copy(ies) of the above listed documents to the named Corporation, by serving Simom R, on behalf of said Corporation.

THE DESCRIPTION OF THE PERSON WITH WHOM THE COPY OF THIS PROCESS WAS LEFT IS AS FOLLOWS: I delivered the documents to Simom R who identified themselves as the person authorized to accept with identity confirmed by subject saying yes when named. The individual accepted service with direct delivery. The individual appeared to be a brown-haired white male contact 18-25 years of age, 5'6"-5'8" tall and weighing 160-180 lbs.

Service Fee Total: \$76.00

Per 28 U.S.C. § 1746, I declare under penalty of perjury under the laws of the United States of America that the foregoing is true and correct.

NAME:		03/02/2026
	Robert Tarverdyan	Date
	Server ID #	



REF: 16900.094165



NOT AN OFFICIAL COPY  
NOT AN OFFICIAL COPY  
**NOTICE OF HEARING**

Pursuant to 17 M.R.S.A. § § 2851-2859  
(Dangerous Buildings)

OFFICIAL COPY  
OFFICIAL COPY

TO: **Hermon MHP, LLC**  
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If the Municipal Officers, following the public hearing, find that one or more buildings or structures on the properties constitutes a "dangerous building," they may order appropriate corrective action, including but not limited to demolition and removal of the buildings or structures. If the order is not complied with by the deadline stated in the order and no appeal is taken, the Municipal Officers may take the corrective action at municipal expense and recover all expenses, including reasonable attorney's fees, by means of a special tax or civil action. This hearing is your opportunity to present evidence as to why the buildings or structures are not dangerous and to oppose any corrective action ordered by the Municipal Officers.

IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals this 13<sup>th</sup> day of January, 2026.

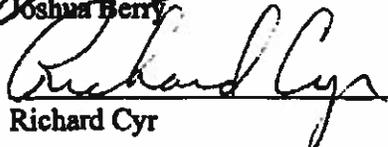
**HERMON TOWN COUNCIL:**



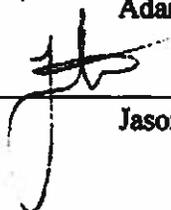
Joshua Berry



Adam Brewer



Richard Cyr



Jason Forbes

*Ch Gray*  
 NOT AN OFFICIAL COPY  
 Christopher Gray  
*Ronald Murphy*  
 NOT AN OFFICIAL COPY  
 Ronald Murphy  
 STATE OF MAINE  
 COUNTY OF PENOBSCOT

*Terry Hamm-Morris*  
 NOT AN OFFICIAL COPY  
 Terry Hamm-Morris  
 NOT AN OFFICIAL COPY  
 January 13, 2026

Then personally appeared the above-named Joshua Berry, Adam Brewer, Richard Cyr, Jason Forbes, Christopher Gray, Terry Hamm-Morris, and Ronald Murphy and acknowledged the foregoing instrument to be their free act and deed in their said capacities, and the free act and deed of the Town of Hermon.

Before me,

*Stephan L. Taylor*  
 Notary Public/Maine Attorney-at-Law  
 Printed Name: *Stephan L. Taylor*  
 Commission Expires: *ME 2026-11*

January 30, 2026

Penobscot County Sheriff's Office  
ATTN: Civil Division  
85 Hammond Street  
Bangor, ME 04401

RE: Town of Hermon, Maine v. Hermon MPH, LLC

Dear Deputy:

Enclosed is an original and one copy of a Notice of Hearing Pursuant to 17 M.R.S.A. §§2851-2859 (Dangerous Buildings).

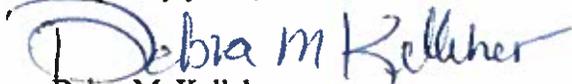
While the last known address of Hermon MHP, LLC is in Valley Village, California, it is our understanding that Michael Behling may be staying at one of the units at the Hermon Mobile Home Park, specifically **2027 Park Drive, Hermon, Maine**. Please make service of the copy upon Hermon MHP, LLC at that address.

Please also feel free to contact the Code Enforcement Officer for the Town of Hermon, Jessefa Murphy, at (207) 848-1042 should you need further information regarding the park address or the whereabouts of Mr. Behling within the park.

Once service has been successfully made, please send a return of service to our office along with your statement for service.

Thank you for your assistance.

Very truly yours,

  
Debra M. Kelleher  
Paralegal

DMK/d

Enclosures

**NOTICE OF HEARING**

Pursuant to 17 M.R.S.A. § § 2851-2859  
(Dangerous Buildings)

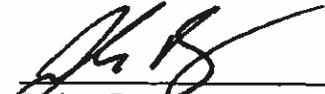
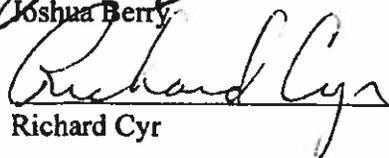
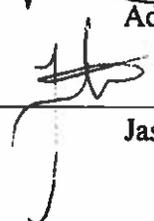
**TO: Hermon MHP, LLC  
C/O Michael & Johnathan Behling  
12630 Huston Street  
Valley Village, CA 91607**

You are hereby notified that the **MUNICIPAL OFFICERS OF HERMON**, Maine will hold a hearing at the **HERMON TOWN OFFICE**, located at **333 BILLINGS ROAD, HERMON, MAINE 04401** on **MARCH 12, 2026 at 6:00 P.M.**, to determine whether the buildings located on land owned by the **HERMON MHP, LLC**, located at **10 FINCH LANE**, as shown on **TAX MAP 35, LOT 26-011T** of the current Tax Maps of Hermon, Maine, described in **BOOK 13363, PAGE 1**, see at the Penobscot County Registry of Deeds, is a nuisance or dangerous within the meaning of 17 M.R.S. § 2851.

If the Municipal Officers, following the public hearing, find that one or more buildings or structures on the properties constitutes a “dangerous building,” they may order appropriate corrective action, including but not limited to demolition and removal of the buildings or structures. If the order is not complied with by the deadline stated in the order and no appeal is taken, the Municipal Officers may take the corrective action at municipal expense and recover all expenses, including reasonable attorney’s fees, by means of a special tax or civil action. This hearing is your opportunity to present evidence as to why the buildings or structures are not dangerous and to oppose any corrective action ordered by the Municipal Officers.

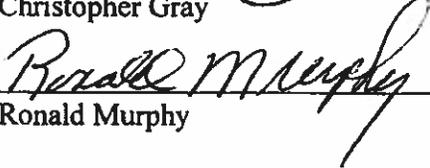
IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals this 13<sup>th</sup> day of January, 2026.

**HERMON TOWN COUNCIL:**

 _____ Joshua Berry	 _____ Adam Brewer
 _____ Richard Cyr	 _____ Jason Forbes

  
\_\_\_\_\_  
Christopher Gray

  
\_\_\_\_\_  
Terry Hamm-Morris

  
\_\_\_\_\_  
Ronald Murphy

STATE OF MAINE  
COUNTY OF PENOBSCOT

January 13, 2026

Then personally appeared the above-named Joshua Berry, Adam Brewer, Richard Cyr, Jason Forbes, Christopher Gray, Terry Hamm-Morris, and Ronald Murphy and acknowledged the foregoing instrument to be their free act and deed in their said capacities, and the free act and deed of the Town of Hermon.

Before me,

  
\_\_\_\_\_  
Notary Public/Maine Attorney-at-Law  
Printed Name: *Stephan Wagner*  
Commission Expires: *ME 5/26/21*

Attest a true copy of the original:   
\_\_\_\_\_  
Kristen L. Cushman, Clerk

## NOTICE OF HEARING

Pursuant to 17 M.R.S.A. § § 2851-2859  
(Dangerous Buildings)

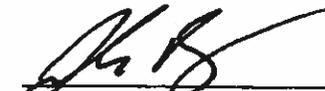
TO: **Hermon MHP, LLC**  
**C/O Michael & Johnathan Behling**  
**12630 Huston Street**  
**Valley Village, CA 91607**

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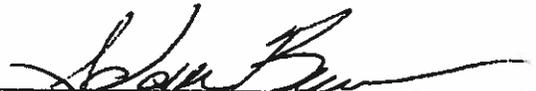
IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals this 13<sup>th</sup> day of January, 2026.

**HERMON TOWN COUNCIL:**



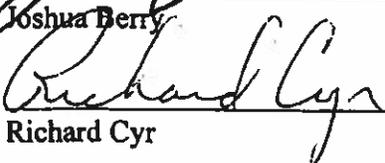
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Joshua Berry



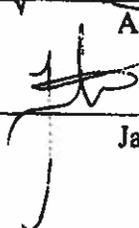
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Adam Brewer



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Richard Cyr

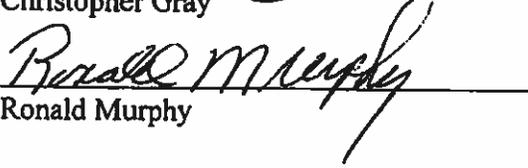


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Jason Forbes

  
\_\_\_\_\_  
Christopher Gray

  
\_\_\_\_\_  
Terry Hamm-Morris

  
\_\_\_\_\_  
Ronald Murphy

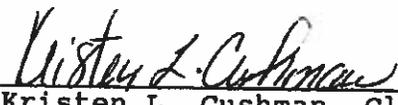
STATE OF MAINE  
COUNTY OF PENOBSCOT

January 13, 2026

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Before me,

  
\_\_\_\_\_  
Notary Public/Maine Attorney-at-Law  
Printed Name: Stephan Weyner  
Commission Expires: ME 5/26/21

Attest a true copy of the original:   
Kristen L. Cushman, Clerk

February 25, 2026

Washington County Sheriff's Office  
ATTN: Civil Division  
83 Court Street  
Machias, ME 04654

RE: Town of Hermon, Maine v. Hermon MPH, LLC

Dear Deputy:

Enclosed is an original and one copy of a Notice of Hearing Pursuant to 17 M.R.S.A. §§2851-2859 (Dangerous Buildings).

Please have this served on Machias Savings Bank at their corporate headquarters:

Machias Savings Bank  
c/o Nathan J. Martell  
4 Center Street  
Machias, ME 04654

Once service has been successfully made, please send a return of service to our office along with your statement for service.

Thank you for your assistance.

Very truly yours,

Debra M. Kelleher  
Paralegal

DMK/d

Enclosures

## NOTICE OF HEARING

Pursuant to 17 M.R.S.A. § § 2851-2859  
(Dangerous Buildings)

TO: **Machias Savings Bank**  
**P.O. Box 318**  
**Machias, Maine 04654**

You are hereby notified that the **MUNICIPAL OFFICERS OF HERMON**, Maine will hold a hearing at the **HERMON TOWN OFFICE**, located at **333 BILLINGS ROAD, HERMON, MAINE 04401** on **MARCH 12, 2026 at 6:00 P.M.**, to determine whether the buildings located on land owned by the **HERMON MHP, LLC**, located at **10 FINCH LANE**, as shown on **TAX MAP 35, LOT 26-011T** of the current Tax Maps of Hermon, Maine, described in **BOOK 13363, PAGE 1**, see at the Penobscot County Registry of Deeds, is a nuisance or dangerous within the meaning of 17 M.R.S. § 2851.

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IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals this 13<sup>st</sup> day of January, 2026.

### HERMON TOWN COUNCIL:



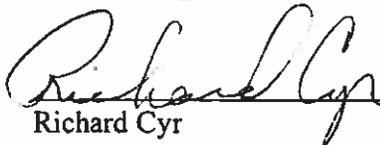
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Joshua Berry



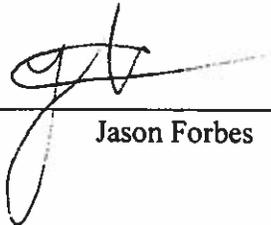
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Adam Brewer



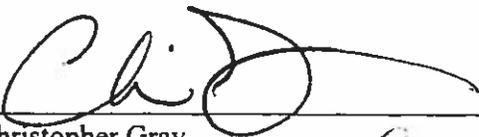
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Richard Cyr

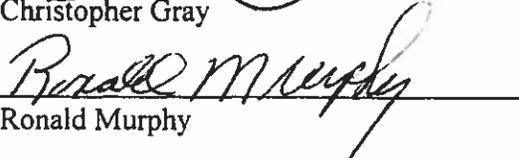


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Jason Forbes

  
\_\_\_\_\_  
Christopher Gray

  
\_\_\_\_\_  
Terry Hamm-Morris

  
\_\_\_\_\_  
Ronald Murphy

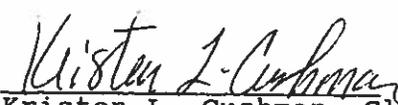
STATE OF MAINE  
COUNTY OF PENOBSCOT

January 13, 2026

Then personally appeared the above-named Joshua Berry, Adam Brewer, Richard Cyr, Jason Forbes, Christopher Gray, Terry Hamm-Morris, and Ronald Murphy and acknowledged the foregoing instrument to be their free act and deed in their said capacities, and the free act and deed of the Town of Hermon.

Before me,

  
\_\_\_\_\_  
Notary Public/Maine Attorney-at-Law  
Printed Name: *Stephan Wagoner*  
Commission Expires: *ME 2/26/21*

Attest a true copy of the original:   
\_\_\_\_\_  
Kristen L. Cushman, Clerk



Town of Hermon  
333 Billings Road  
Hermon, ME 04401

January 9, 2026

Hermon MHP, LLC  
C/O Michael & Jonathan Behling  
12630 Huston St  
Valley Village, CA 91607

Dear Michael Behling and Jaqueline Behling,

My name is Jessefa Murphy, and I am the Town of Hermon Code Enforcement Officer. On 1/6/2026, myself, Donny Russel, and Hermon Fire Chief Cody Sullivan inspected the Hermon Mobile Home Park. The Inspection report is attached. As described therein, the applications for Certificates of Occupancy are denied. The Town will proceed with the demolition of 2032 Park Drive and 2035 Park Drive as scheduled on 1/12/2026.

Thank you,

Jessefa Murphy  
Code Enforcement Officer  
[murphyj@hermonmaine.gov](mailto:murphyj@hermonmaine.gov)  
207-848-1010  
INS#2320

Attachment:  
Hermon MHP Inspection Report 1-7-2026

CC:  
Stephen Wagner – Rudman & Winchell – Town Attorney  
Stephen Fields – Town Manager  
John Snyder – Council Chair  
Ed Marsh – Planning Board Chair  
Cody Sullivan – Fire Chief

Mailing Address  
333 Billings Rd  
Hermon, ME 04401

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

Physical Address  
333 Billings Rd  
Hermon, ME 04401

# **Hermon Mobile Home Park Certificate of Occupancy Inspection Report**

**Date:** 1/7/2026

**Date of inspection:** 1/6/2026

**Present at time of inspection:**

- Donny Russel – On behalf of Hermon MHP per Michael Behling on 1/5/2026 @ 1524. Mr. Russel is a retired Penobscot Sheriff Deputy and has been assisting Mr. Behling.
- Cody Sullivan – Town of Hermon Fire Chief
- Jessefa Murphy – Town of Hermon Code Enforcement Officer

**General Notes:**

This report documents inspections conducted for multiple mobile homes located at Hermon Mobile Home Park at the request of Michael Behling and Jaqueline Behling. Findings are based on observable conditions at the time of inspection and applicable local, state, and adopted codes. Photographs referenced are retained in the inspection file. The inspection began at 0904 and concluded 1018. Prior to entering any of the properties, Mr. Russel informed us that multiple units did not have water due to frozen pipes and furnaces that were not working. It should be noted also that none of the units were plowed out or made accessible.

Prior to the inspections, the Hermon Fire Department responded to a call within the park over the preceding weekend. During that response, frozen pipes and discharged water were observed to have flowed into the park roadway, creating icy and slippery conditions. These conditions had not been remediated at the time of inspection. Due to the hazardous site conditions, the Hermon Fire Department recommended the use of ice cleats for safe access during inspections.

The order in which units were inspected were 2041 Park Drive (property “e” on the Consent Decree), 2035 Park Drive (property “d” on the Consent Decree), 16 Chickadee Lane (property “f” on the Consent Decree), 2033 Park Drive (property “c” on the Consent Decree), 2027 Park Drive (property “a” on the Consent Decree), and 10 Finch Lane (property “g” on the Consent Decree). The report is organized from lowest address to highest. Per Mr. Russel, no work had been done to 2032 Park Drive and a complete inspection of the interior of the unit was not done during this inspection.

The observations, conditions, and findings documented in this report are limited to conditions that were visible and accessible at the time of inspection. This inspection is not exhaustive and may not identify all existing deficiencies, code violations, or concealed conditions. The absence of a noted deficiency or violation in this report shall not be construed as confirmation of compliance with all applicable codes, standards, or ordinances.

Roughly 50% of the smoke detectors in the units worked. The expiration dates of the detectors were not checked.

**Determination – Certificate of Occupancy:**

Based upon site inspections, documented inspection findings, observed conditions, identified code violations, and ongoing health, safety, and sanitation concerns, the Code Enforcement Office has determined that Certificates of Occupancy cannot be issued or granted for the properties listed below at this time. This inspection report shall be a formal denial of Certificates of Occupancy for the properties listed below.

The conditions observed at each of these locations include, but are not limited to, deficiencies related to structural integrity, life safety systems, electrical and plumbing systems, heating systems, moisture intrusion, sanitation, rodent infestation, and general habitability. Collectively, these conditions render the structures unsafe and unsuitable for occupancy under the Maine Uniform Building and Energy Code (MUBEC) and applicable adopted codes.

**Properties Affected**

- 10 Finch Lane
- 16 Chickadee Lane
- 2027 Park Drive
- 2032 Park Drive
- 2033 Park Drive
- 2035 Park Drive
- 2041 Park Drive

Certificates of Occupancy for the above-referenced properties are hereby denied until such time as all identified violations and deficiencies have been fully corrected, required permits obtained, inspections completed, and compliance with all applicable codes and standards has been verified by the Code Enforcement Officer.

This determination is based on current conditions and documentation on file and shall remain in effect until the Town has confirmed that the properties meet minimum requirements for health, safety, and sanitation as required for lawful occupancy.

**Prior Consent Agreements :**

Nothing in this inspection report or denial of occupancy permits shall waive the Town's rights under the Consent Decree executed on 7/18/2025 between the Town and Hermon MHP LLC. The Town may continue to act on the terms laid out in the Consent Decree as allowed in the agreement.

**Descriptions of Each Property Inspected:**

**Property Address:** 10 Finch Lane (“g”)

**Observations & Conditions:**

The steps and deck leading to the primary entrance of the mobile home exhibit a visible outward lean away from the structure, indicating potential structural instability.

Immediately upon entering the dwelling, a strong and persistent odor consistent with rodent fecal and urine contamination was observed throughout the interior of the unit. Mr. Russel stated that odor-removal products, described as packaged “odor bombs” purchased in three-packs, have been repeatedly used in an attempt to mitigate the odor. Masking does not remediate contamination embedded in materials.

Prior inspections indicated extensive fecal and urine contamination believed to be generated by more than rodents alone. Based on both prior records and current observations, contamination appears to have penetrated building materials, including but not limited to subflooring, wall assemblies, insulation, and drywall. The use of odor-masking products is not an acceptable remediation method for contamination embedded within structural and finish materials.

Multiple required smoke alarms were missing throughout the unit, and no carbon monoxide detector(s) were present. Hard-wired smoke alarms had been removed, leaving exposed electrical wiring, creating an electrical and fire hazard.

Numerous holes were observed in the sheetrock throughout the mobile home. There was no running water available at the time of inspection.

In the kitchen area, exposed wall studs were observed adjacent to the cabinetry. In the furnace closet, a direct hole was present through the floor. Visible rat droppings were observed surrounding the furnace and on the top of the unit. The sheetrock within the furnace closet was not mudded or taped, providing no required fire-resistant barrier.

The rear entrance door exhibits visible daylight around the door and hinge areas, indicating improper sealing and loss of weather and pest protection.

In the bathroom, multiple areas of water staining and visible black mold were observed around the shower/tub area. There is no proper sealing to prevent moisture intrusion, which will likely result in continued deterioration and mold growth. The toilet was not properly sealed to the floor.

The electrical receptacle located above the washing machine was missing a cover plate, creating a potential electrical shock hazard.

Throughout the dwelling, multiple areas of missing paint and damaged sheetrock were observed. The water heater was not fully accessible for easy inspection.

In the bedroom adjacent to the bathroom, the electrical panel was missing required labeling. A breaker space was open without a blank cover installed, creating a risk of electrical shock or electrocution. Additional holes in the sheetrock and visible water staining on the ceiling were noted in this room.

In the second bedroom, visible water damage was observed above the window, where wall paneling or sheetrock was separating from the wall surface.

The hallway closet contained rodent fecal matter and exposed insulation.

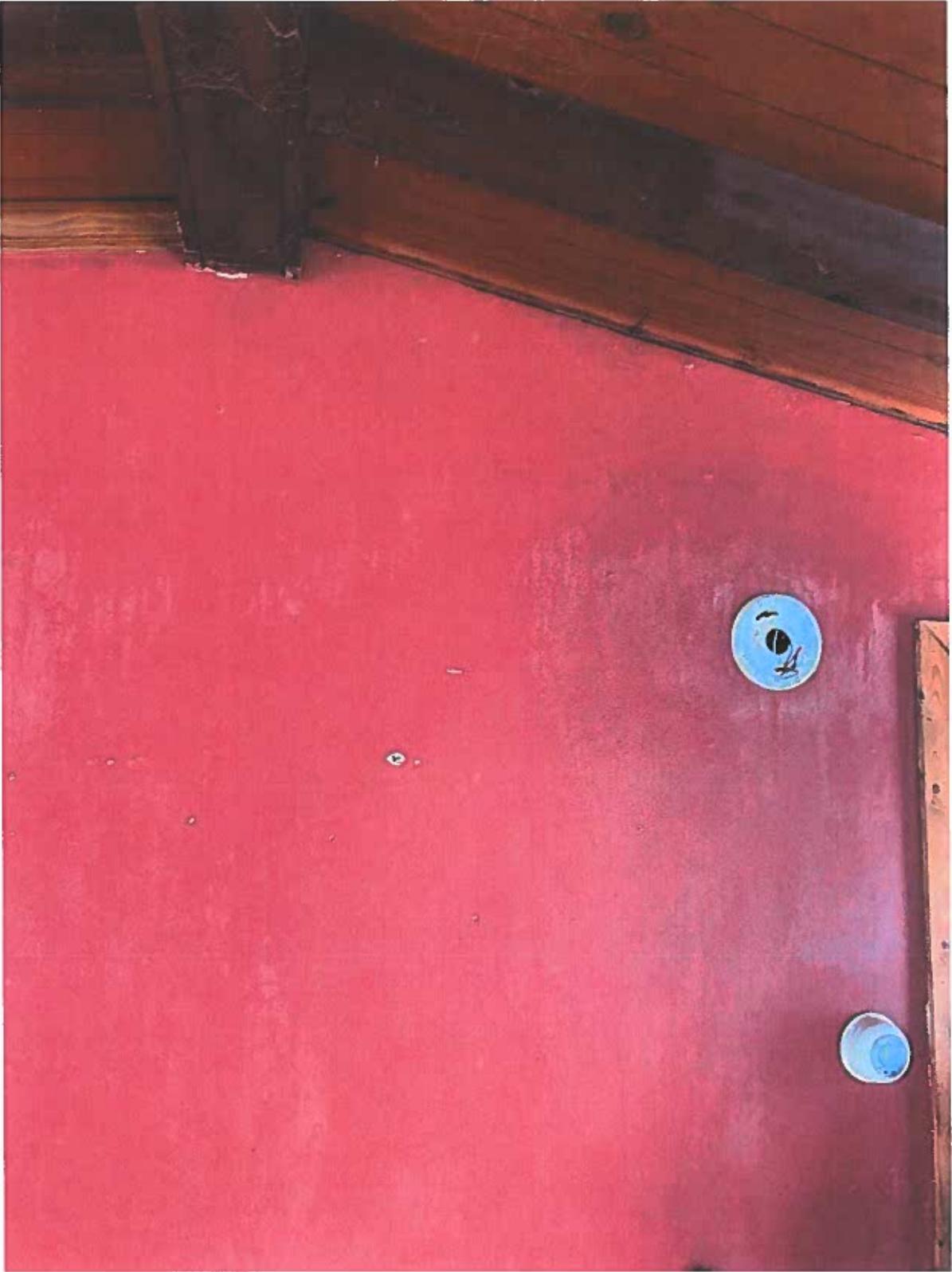
While exterior skirting has been replaced, multiple areas show poor installation, including visible gaps where rodents are actively gaining entry. Mr. Russel stated that he was only provided with sufficient skirting material for this unit and no additional material for other units.

The continued presence of these conditions constitutes a potential health hazard to occupants and is inconsistent with minimum standards for habitable residential occupancy.

**Photos of 10 Finch Lane:**







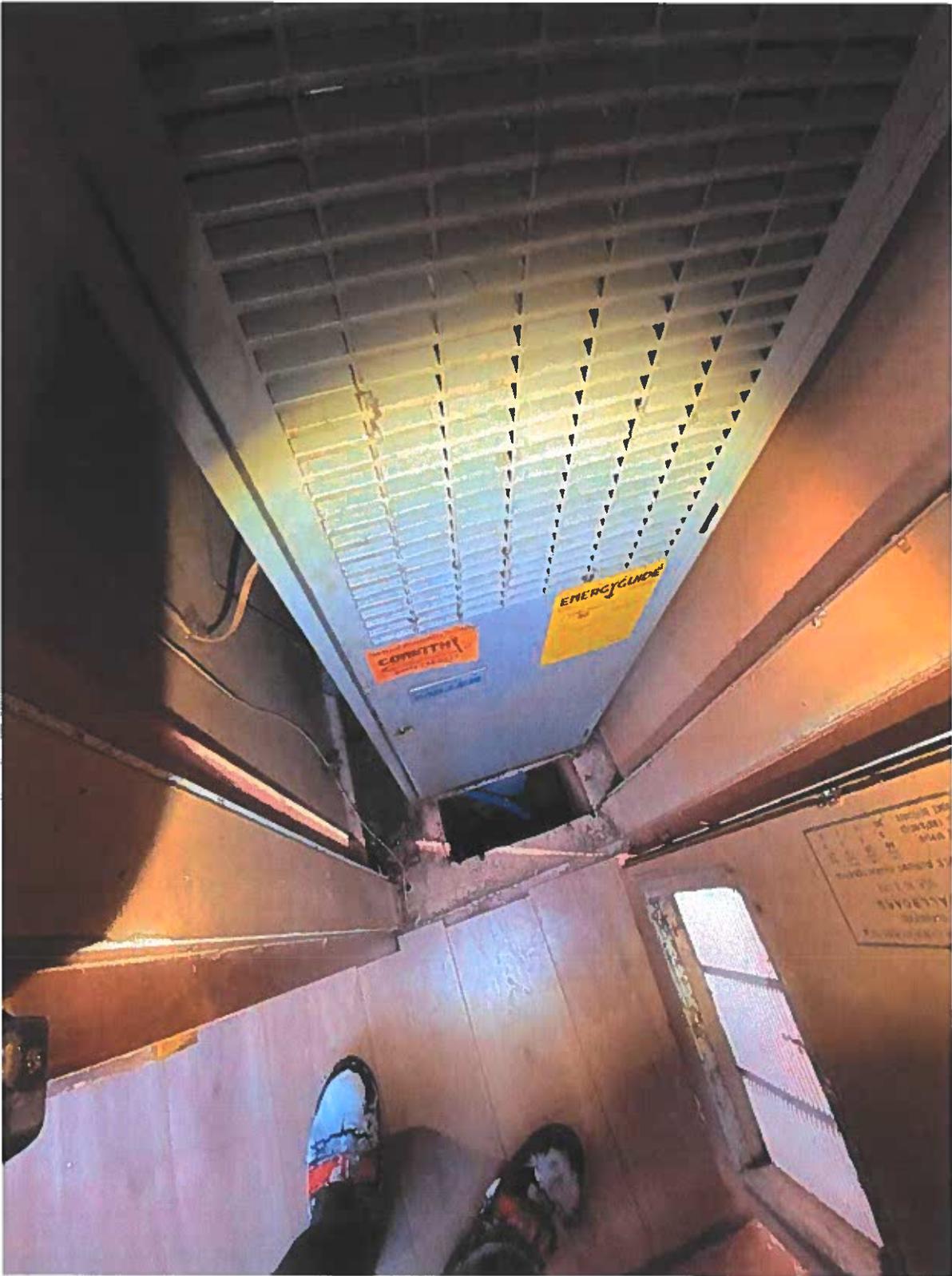




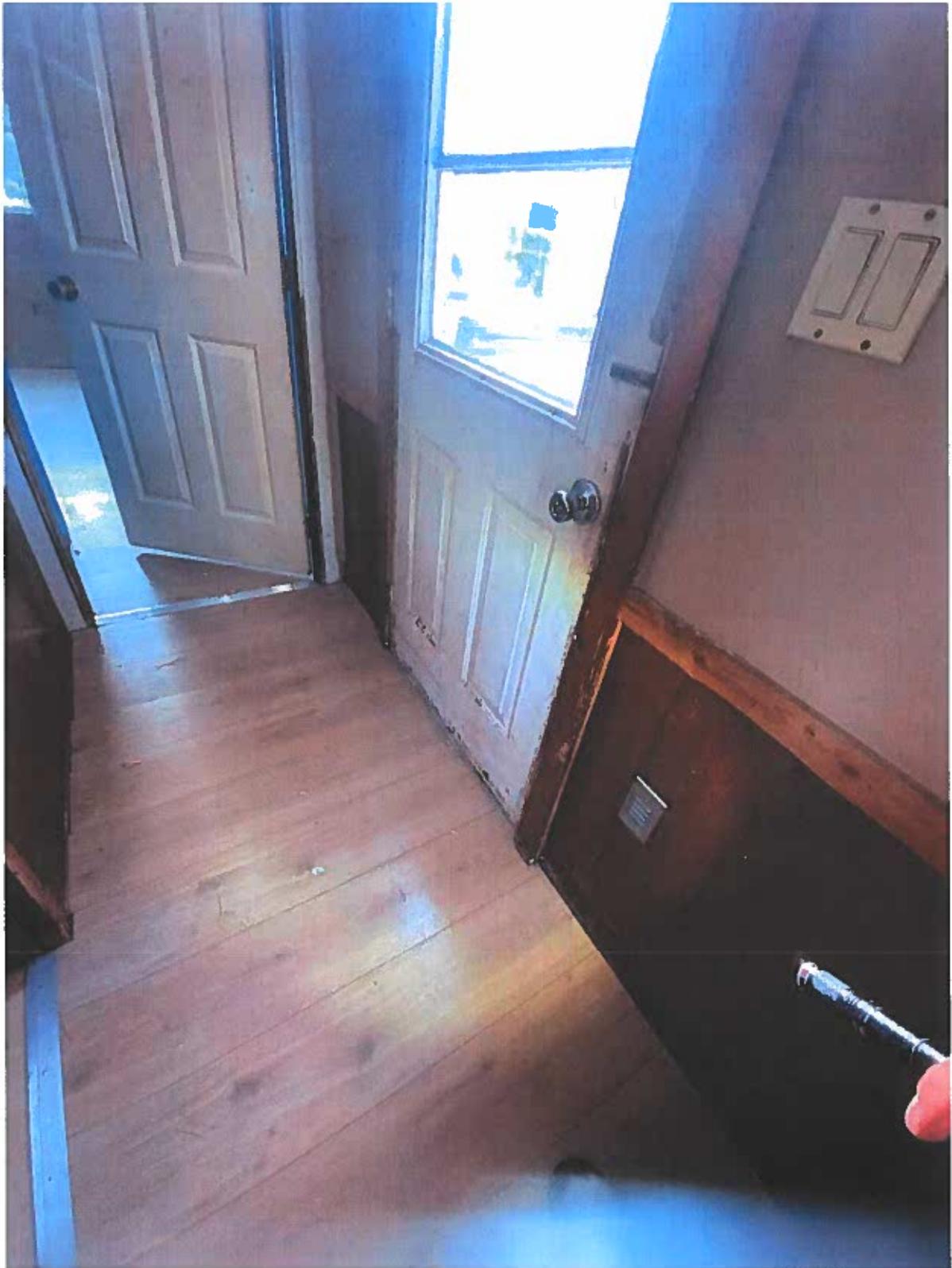




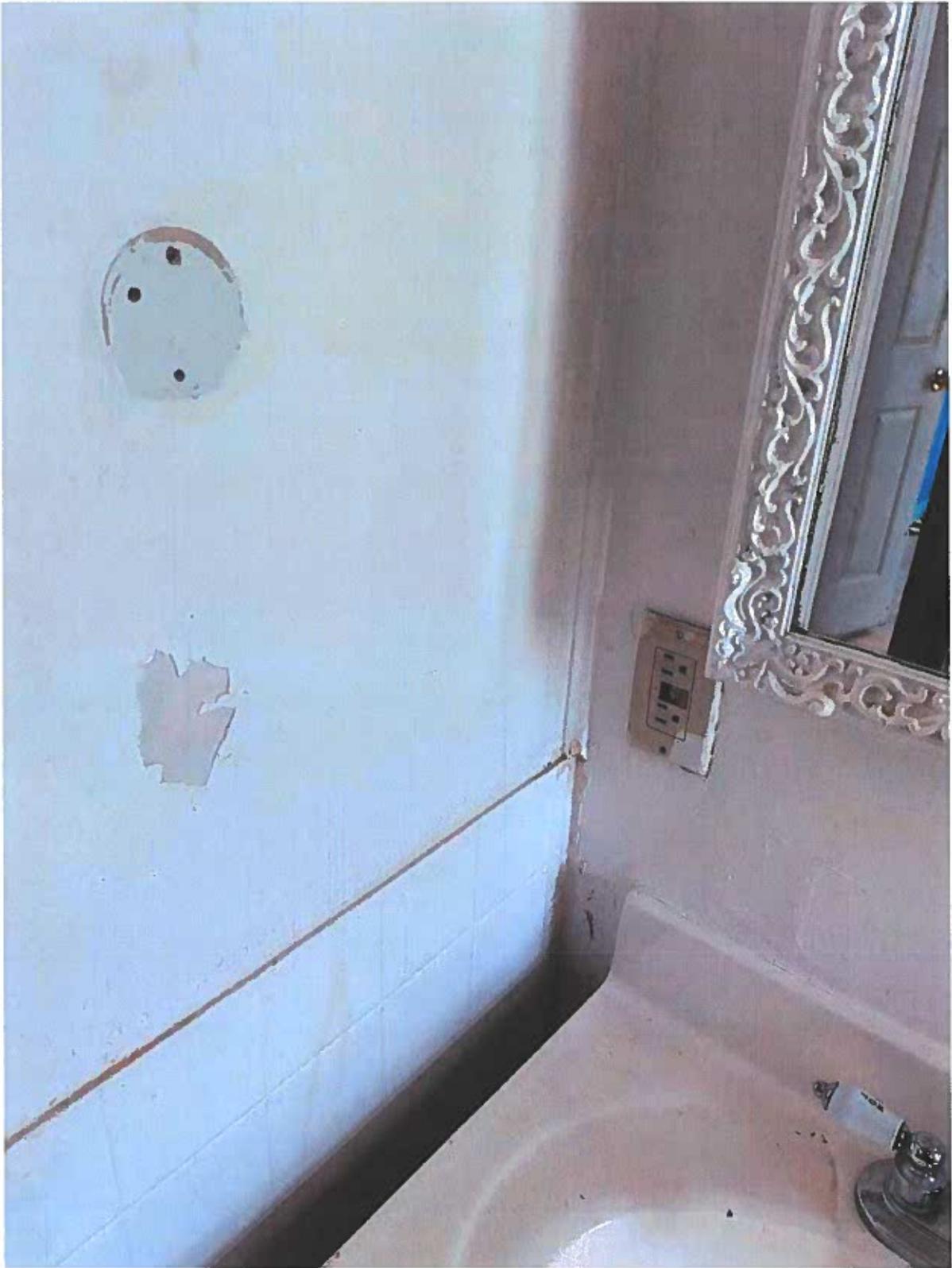




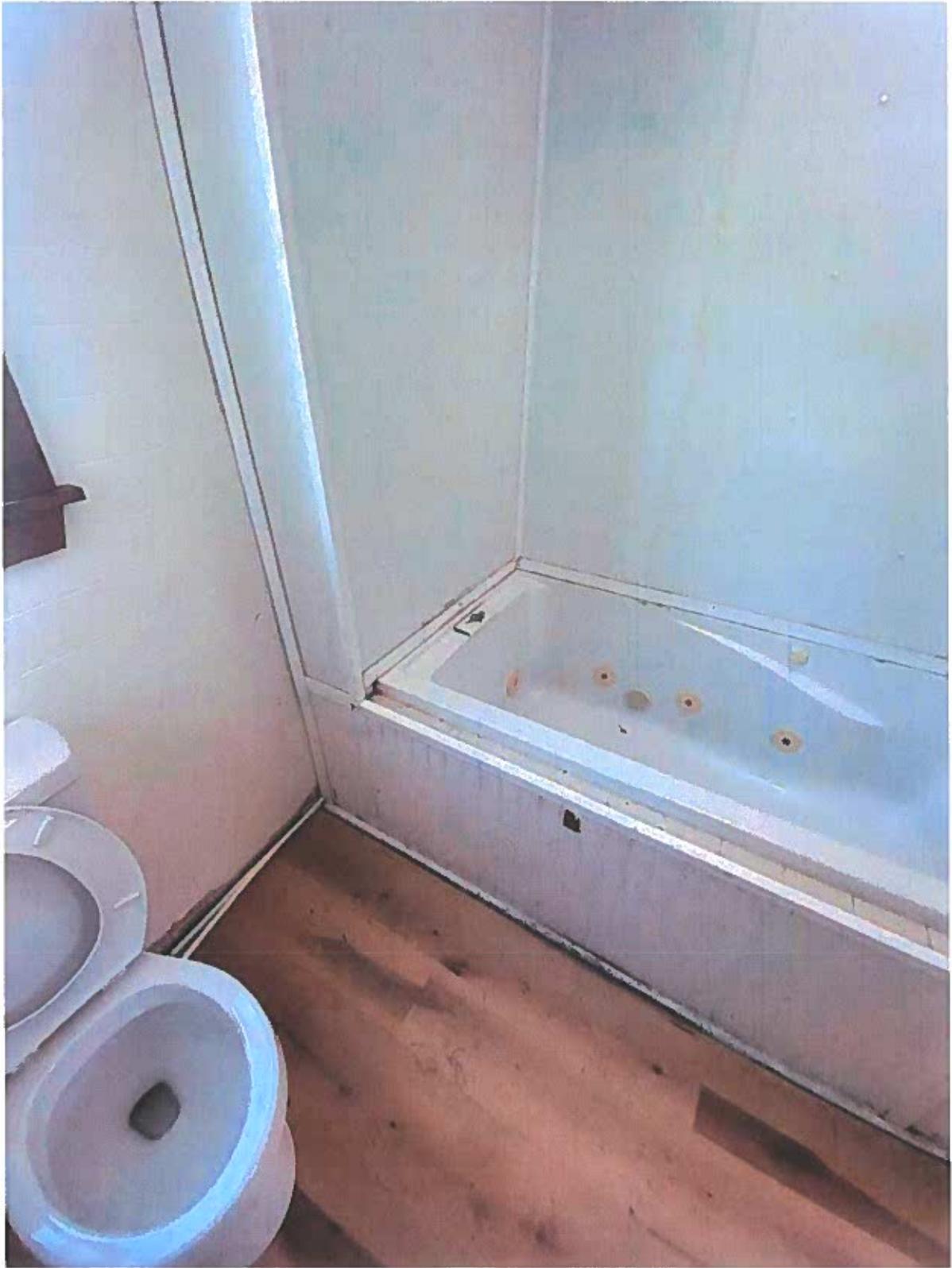




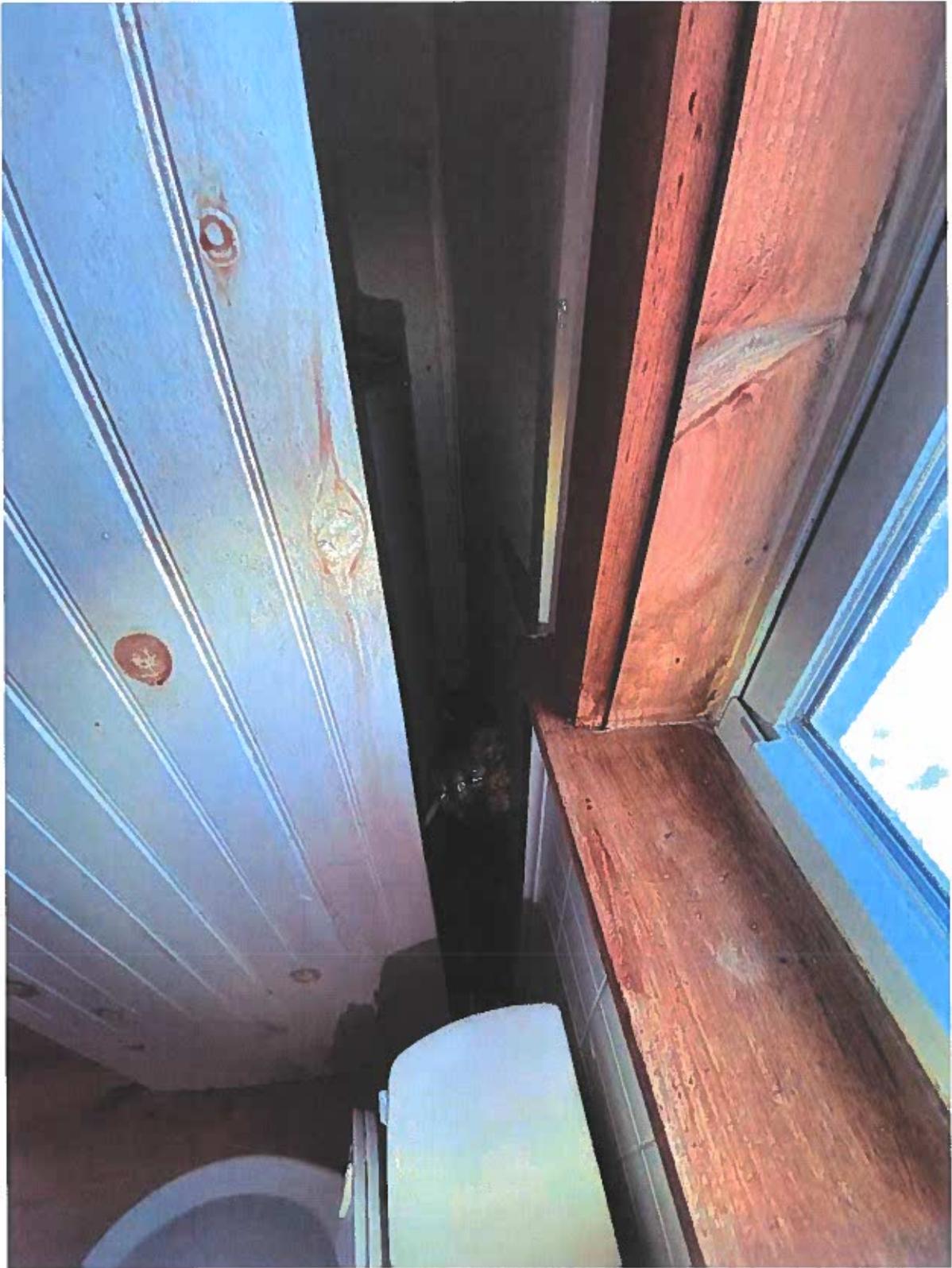




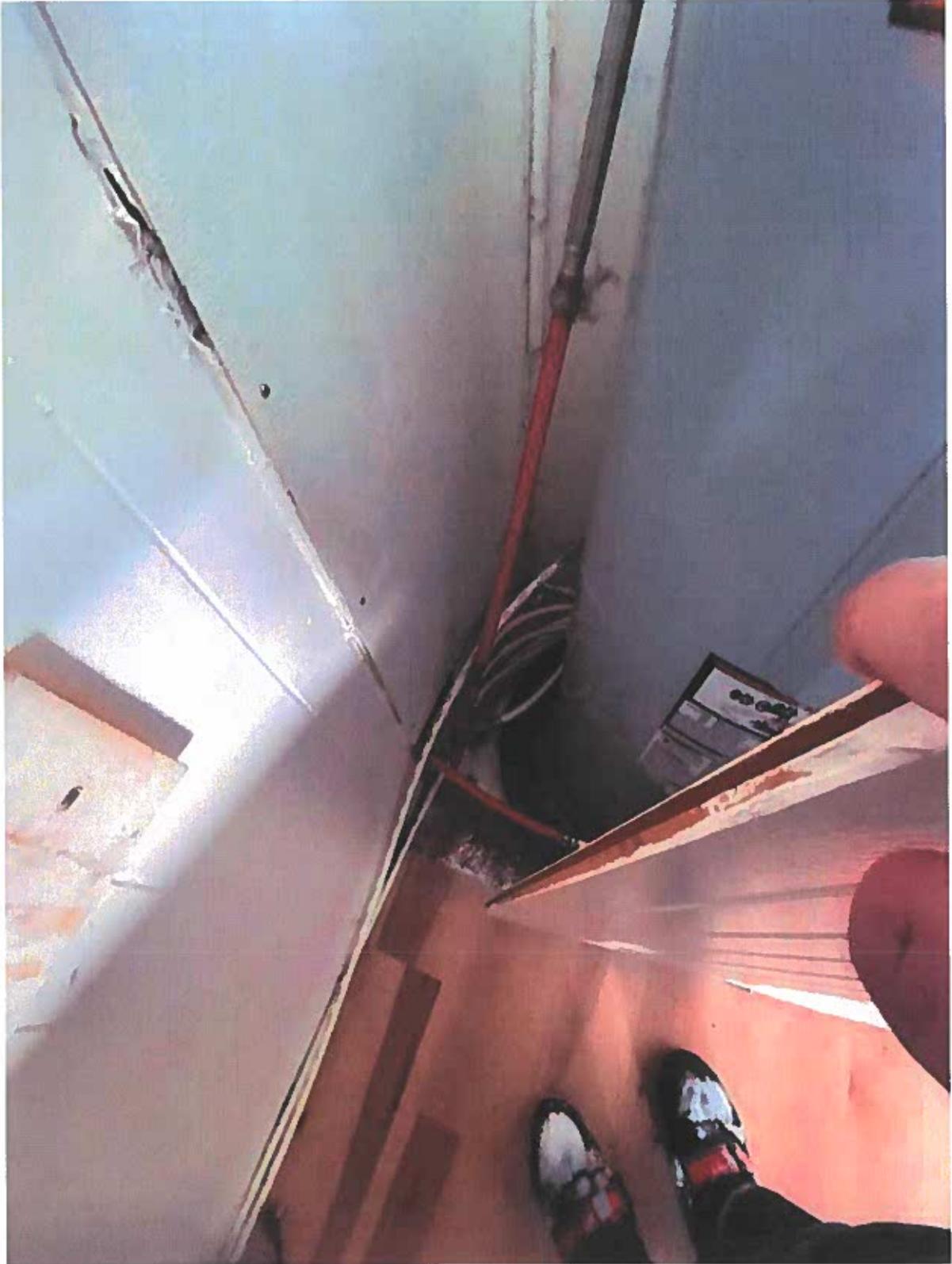


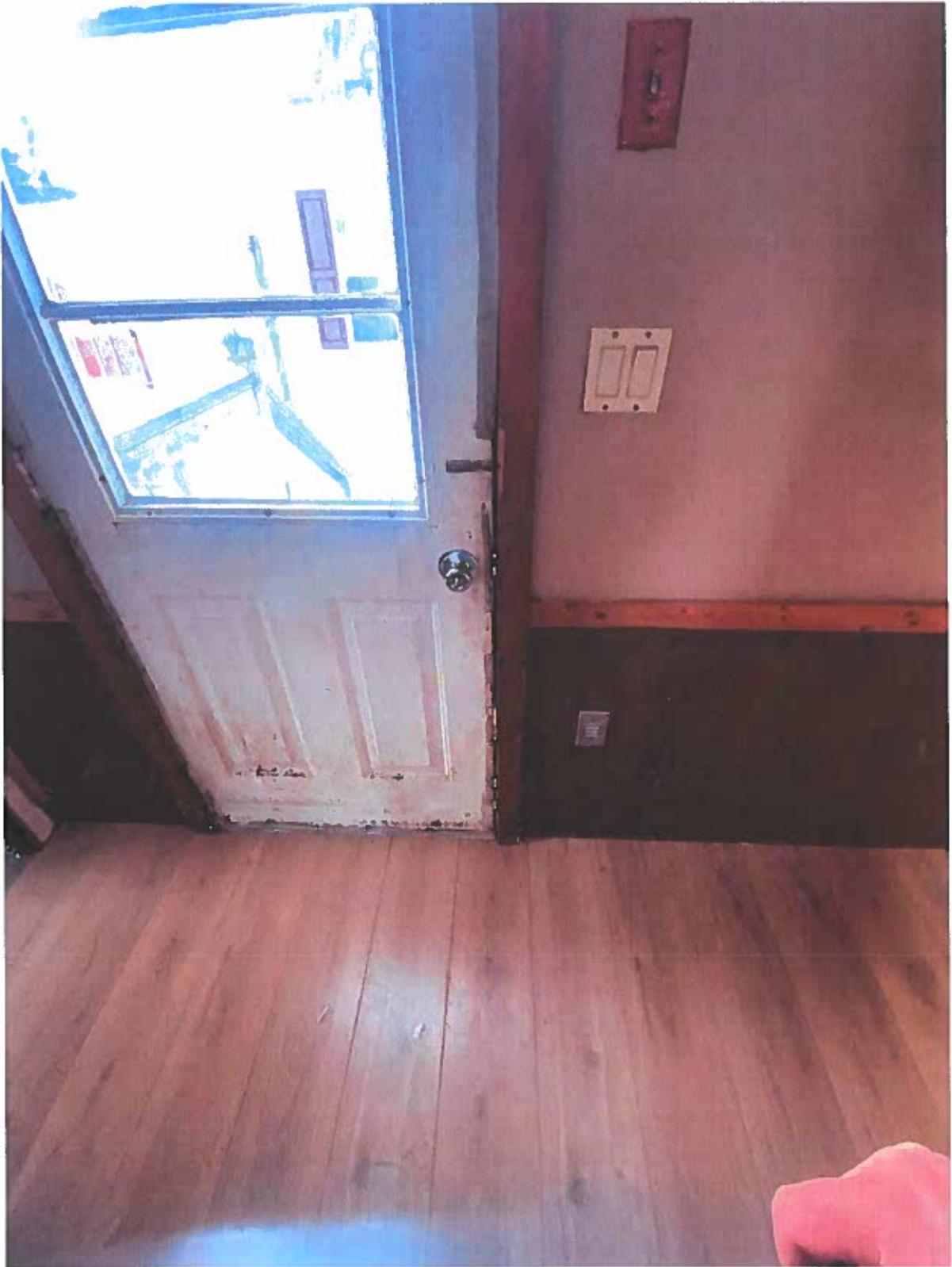












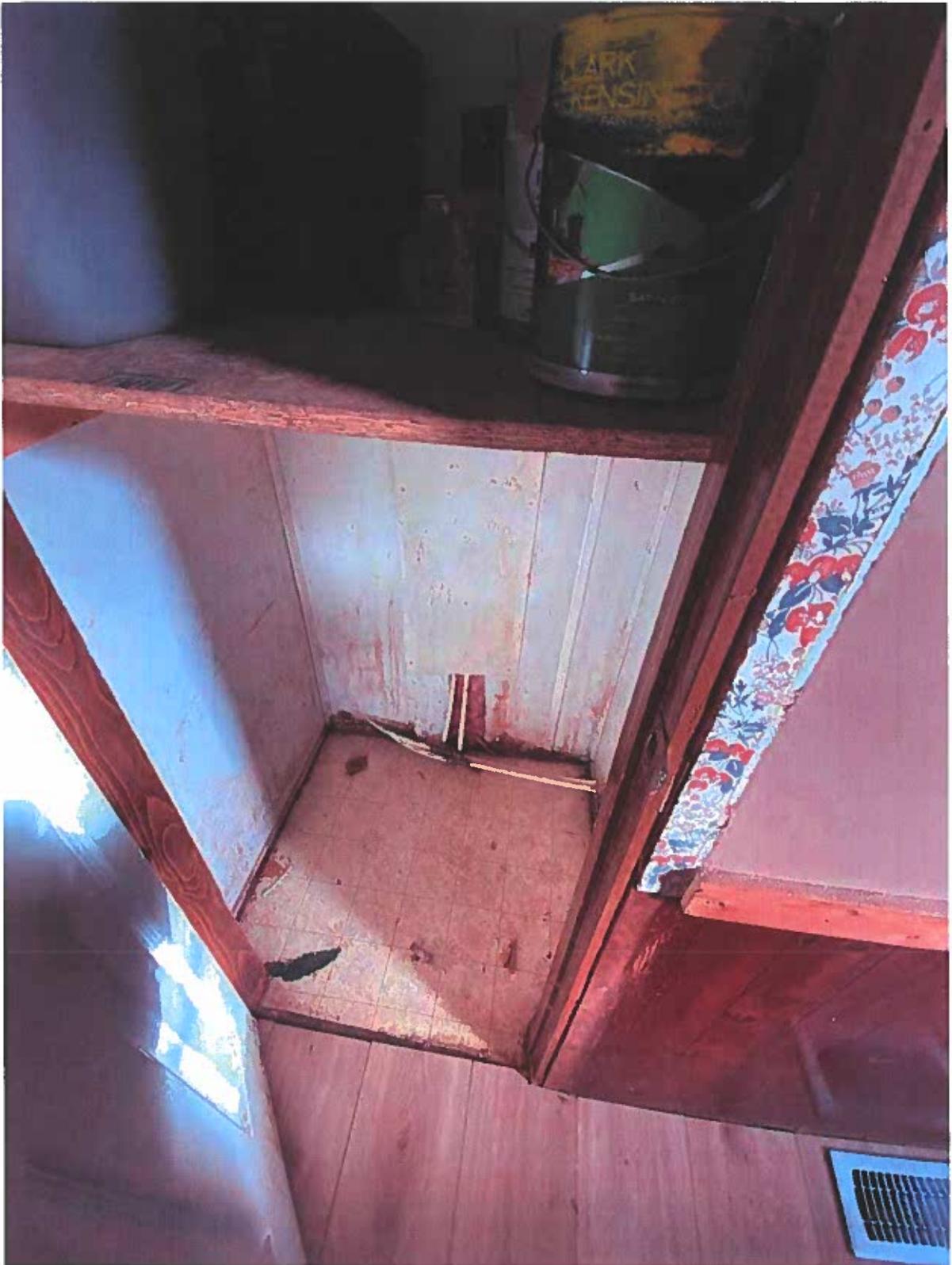




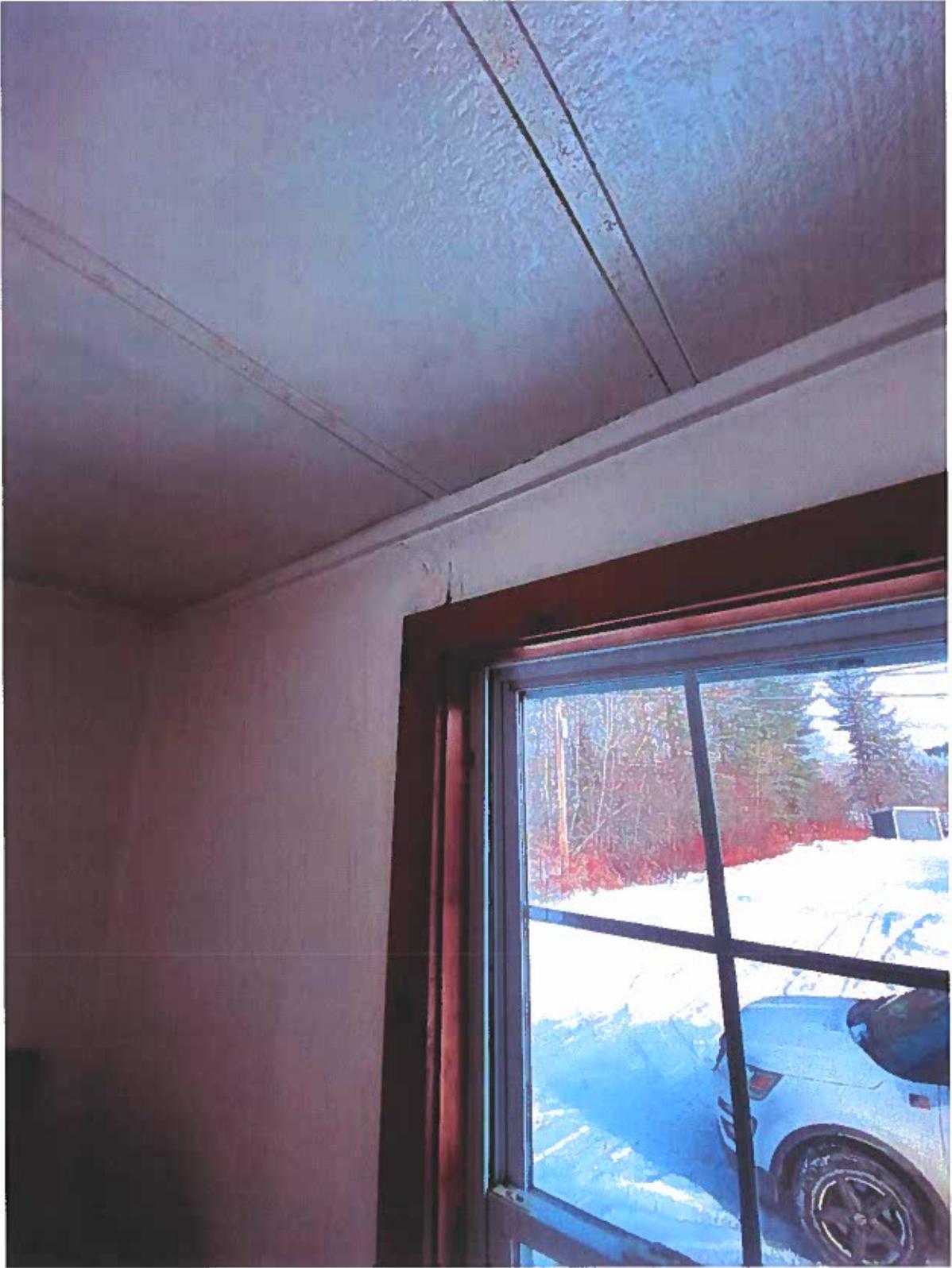


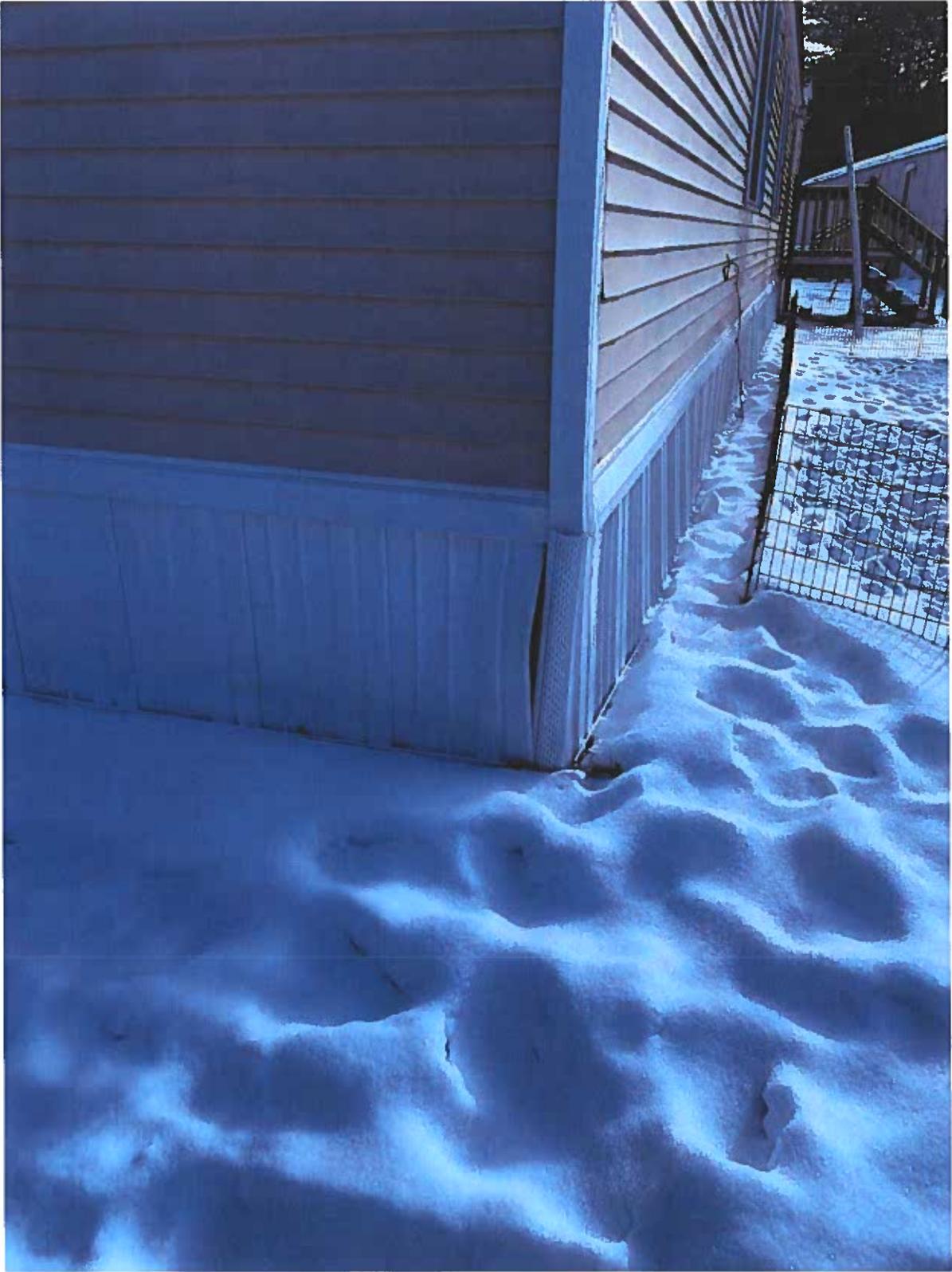




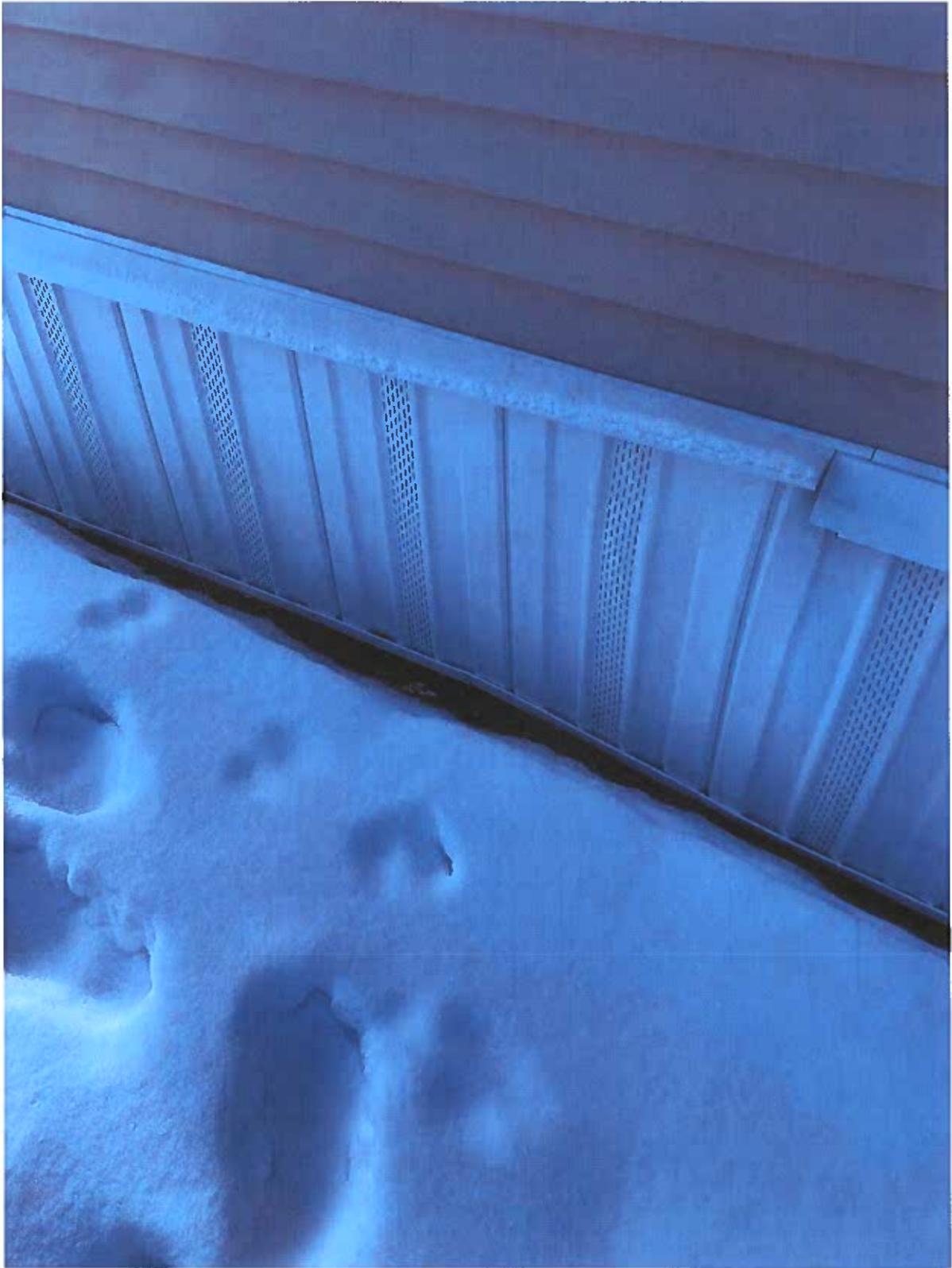
















**From:** [Jessefa Murphy](#)  
**To:** [Stephen W. Wagner](#); [Alex D. Weatherbee](#)  
**Subject:** FW: Hermon MHP Inspection Report  
**Date:** Friday, January 9, 2026 11:30:45 AM  
**Attachments:** [image001.png](#)  
[Hermon MHP Letter 1-9-2026.pdf](#)  
[Hermon MHP Inspection Report 1-7-2026.pdf](#)

---

Proof that I sent the letter.

Thank you

Jessefa Murphy  
Code Enforcement Officer INS#2320  
P: (207)848-1042  
F: (207)848-3316  
333 Billings Road  
Hermon, ME 04401  
[www.hermonmaine.gov](http://www.hermonmaine.gov)



*Notice: Please be advised that email communications sent to or received from Town employees are subject to the Freedom of Access Act and may become part of public record or shared with the media.*

**From:** Jessefa Murphy  
**Sent:** Friday, January 9, 2026 11:21 AM  
**To:** Michael B. <astropope@gmail.com>; Jacqueline Behling <behlingsj@aol.com>  
**Subject:** Hermon MHP Inspection Report

Michael Behling and Jaqueline Behling,

Please see the attached letter and inspection report.

Thank you

Jessefa Murphy  
Code Enforcement Officer INS#2320  
P: (207)848-1042  
F: (207)848-3316  
333 Billings Road  
Hermon, ME 04401  
[www.hermonmaine.gov](http://www.hermonmaine.gov)



*Notice: Please be advised that email communications sent to or received from Town employees are subject to the Freedom of Access Act and may become part of public record or shared with the media.*



**O25-26-39**

Be it resolved by the Hermon Town Council in town council assembled the Town Manager, or his Designee, be authorized to sign on behalf of the Town Council a five (5) year contract mutually agreed upon with \_\_\_\_\_ starting October 15, 2026 until May 15, 2031 for “Winter Snow Removal & Deicing Services” on designated municipal roads, streets and facilities.

---

SIGNED this March 12, 2026 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 \_\_\_\_\_

Town of Hermon Bid Tabulation - SNOW REMOVAL & DEICING FY27-FY31

On February 18, 2026 a bid opening was held at 4PM at the conference room at Town of Hermon. Scott Perkins, Kristen Cushman, Cody Sullivan and Jessefa Murphy were present for staff members to accommodate 5 different bidders for *Snow Removal and Deicing*, and one bidder for *Snow Removal for Sidewalks*. Bids were publicly opened and read aloud at 4:01 pm:

	Dorr Construction, LLC		Sunset Development, Inc.		Hopkins Paving		Phil's Towing		Ted McLeod		Eyer's Contracting
	Per mile:	Total:	Per mile:	Total:	Per mile:	Total:	Per mile:	Total:	Per mile:	Total:	(sidewalks only)
Fiscal Year 2026-2027											
Total Miles: 73.68	\$10,789.90	\$795,000.00	\$12,282.84	\$905,000.00	\$13,195.93	\$972,276.00	\$13,422.91	\$989,000.00	\$13,543.08	\$997,854.00	
Sidewalk maintenance:											\$25,625.00
Letter of Bondability or Credit Y/N?	Y		Y		Y		Y		Y		N/A
Attended pre-bid meeting Y/N?	Y		Y		Y		Y		Y		Y
Equipment list:	N*		Y		Y		Y		N***		Y
Addendum consideration:	Y		Y		Y		N		Y		N/A
Distance of 10 miles?	Y		N**		Y		Y		Y		Y

\*Dorr Construction would purchase trucks if awarded the bid

\*\* Sunset would purchase or lease in Hermon if awarded the bid

\*\*\*Ted McLeod would purchase 8 trucks if awarded the bid



**025-26-40**

**Labor agreement between the Town of Hermon and International Association of Firefighters, AFL-CIO, CLC Local 5458 (aka Hermon Fire Department)**

---

Be it ordered by the Hermon Town Council in Town Council assembled to approve the proposed labor agreement between the Town of Hermon and International Association of Firefighters, AFL-CIO, CLC Local 5458 (aka Hermon Fire Department). Be if further ordered, the Hermon Town Council in Town Council assembled to authorize the Town Manager Stephen Fields and Fire Chief Cody Sullivan, or their designees, to sign and ratify the proposed labor agreement July 1, 2026 - June 30, 2029.

---

**SIGNED this March 12, 2026 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 \_\_\_\_\_



**O25-26-41**

Be it resolved by the Hermon Town Council in Town Council assembled to schedule the following dates:

June 9, 2026 Secret ballot Election for Municipal and State Primary from 7:00am to 8:00pm at the Hermon High School Gym

June 11, 2026 Annual Town meeting to vote on budget warrant articles at Hermon High Auditorium at 6:00 pm

November 3, 2026 Secret ballot State Election from 7:00am to 8:00pm at the Hermon High School Gym

**SIGNED this March 12, 2026 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 \_\_\_\_\_



**O25-26-42**

Be it resolved by the Hermon Town Council in town council assembled the Town Manager, or his Designee, be authorized to sign on behalf of the Town Council a five (5) year contract mutually agreed upon with Byer's Contracting starting October 15, 2026, until May 15, 2031, for "Sidewalk Snow Removal & Deicing Services".

---

SIGNED this March 12, 2026 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 \_\_\_\_\_

## **Sidewalk Snow Removal & Deicing Services**

### **Bid Instructions**

All bids must be submitted on the Bid Form attached to the Request for Bids.

All bids must be submitted in a sealed envelope marked on the outside of the envelope "Sidewalk Snow Removal & Deicing Services Bid".

All bids must be submitted no later than 4:00 p.m. E.S.T., Wednesday, February 18, 2026, at which time bids will be opened and publicly read aloud at the Hermon Town Office, Conference Room.

All bids must be forwarded to: Town Manager, 333 Billings Road, Hermon, Maine 04401 delivering to the Hermon Town Office at 333 Billings Road. No bids will be received by fax or email.

Questions regarding the Request for Bids may be addressed to: Scott Perkins, Assistant Town Manager at 848-1015, or email mail to: [SPerkins@Hermonmaine.gov](mailto:SPerkins@Hermonmaine.gov)

The Town reserves the right to accept or reject any or all bids or to waive any bid formality if it is determined by the Town Council to be in the best interest of the Town.

The Town Council reserves the right to negotiate with any bid provider if it is determined to be in the best interest of the Town.

The properly completed and signed Bid for **Sidewalk Snow Removal & Deicing Services** form provided with the Bid constitutes the Bidder's offer. After Council award and the Town of Hermon has received the insurance, and any other award items required, the Town of Hermon will sign and execute the Contract.

The point of Contract execution is when the Contractor and Town Manager, or his designee, has signed the agreement.

The Town of Hermon is an equal opportunity employer.

# BID SHEET

## Sidewalk Snow Removal & Deicing Services

### BIDDER INFORMATION

Bidder: \_\_\_\_\_ Bidder Name \_\_\_\_\_

Bidder Street Address or P.O. Box \_\_\_\_\_

Bidder City, State, ZIP \_\_\_\_\_

Bidder Email address \_\_\_\_\_

Bidder Contact Person \_\_\_\_\_

Bidder Telephone Number \_\_\_\_\_

The Bidder is organized under the laws of the State of Maine: [check one] as the following type of business organization. ( ) individual ( ) corporation ( ) limited liability company ( ) joint venture ( ) partnership ( ) other: \_\_\_\_\_ .

The Bidder hereby offers to remove the snow, control ice, and perform all other work indicated in the **Sidewalk Snow Removal & Deicing Services AGREEMENT** for the entire term of the Contract and in compliance with all the terms, conditions, and representations of the same on the "Scope of Work for Sidewalk Snow removal and Deicing." The Bidder offers to do this work, for the initial year of the contract, for the Base Lump Sum price of:

\$ \_\_\_\_\_ dollars, Lump sum price in numerals.

\$ \_\_\_\_\_, Lump sum price in words.

This price is the total price for "Sidewalk Snow Removal & Deicing", for the first season of the Contract. Each additional season will be at a rate equal to the Base Lump Sum price, plus an annual escalation factor of 2%, or CPI-U annually (whichever is higher).

The bidder acknowledges that he/she has received the following addendums:

\_\_\_\_\_

The Bidder further offers and agrees that the equipment described will be available for this work, plus any additional equipment that may be necessary to perform this contract in an efficient and workmanlike manner.

Signature: \_\_\_\_\_ Date \_\_\_\_\_

Printed Name: \_\_\_\_\_

# AGREEMENT

## Sidewalk Winter Maintenance FY27-FY31

Owner and Contractor in consideration of the mutual covenants hereinafter set forth, agree as follows:

### **ARTICLE 1. WORK**

The work shall consist of winter sidewalk maintenance for all sidewalk sections on Billings Road and Route 2 (both north and south side) including the intersections Route 2 & Billings Road and C&K Variety in the Town of Hermon. The sidewalks shall be completely cleared of snow at the end of each storm. The sidewalks shall be treated with salt when excessive icing occurs that prohibits safe pedestrian use. The Contractor shall make observations with regards to scheduling sidewalk maintenance and carry out the work independently. The Town of Hermon's Road Commissioner, or his designee may also call out the Contractor as necessary.

The Contractor shall use approved equipment and methods as established by the Town of Hermon. The Town of Hermon shall supply the salt for contractor application at the Town of Hermon Public Works facility.

See enclosed map for sidewalk section.

The bidder will provide a list of equipment for consideration on a separate sheet of paper and include with the bid form.

### **ARTICLE 2. CONTRACT TIME**

This agreement is for the FY27-FY31 Snow Seasons. Each snow season extends from October 15 to May 15 annually.

### **ARTICLE 3. CONTRACT PRICE**

The Owner will pay the Contractor as described in the pay schedule tables below:

10% of the total price (on or about) October 15  
10% of the total price (on or about) November 15  
20% of the total price (on or about) December 15  
20% of the total price (on or about) January 15  
20% of the total price (on or about) February 15  
10% of the total price (on or about) March 15  
10% of the total price (on or about) April 15

### **ARTICLE 4. TERMINATION**

Notwithstanding any other provision of this contract, the Contractor shall be in default and the Town of Hermon, may terminate this Contract, if the contractor: (i) fails to begin the work as required by the contract; (ii) fails to perform the work with sufficient workers and equipment or materials to meets the terms of the Contract; (iii) discontinues the prosecution of the work; (iv) fails to resume work which has been discontinued within a reasonable time after notice to do so; (v) subcontracts any of the work without the approval of the Town of Hermon;

(vi) becomes insolvent, files for bankruptcy, allows any final judgment to stand against him unsatisfied for a period of ten days, or makes an assignment for the benefit of creditors without authorization by the Town of Hermon; (vii) fails to perform the Work in substantial conformity with any material provision of the contract as determined by the Town of Hermon; (viii) fails to perform the Work in a satisfactory manner as determined solely by the Town of Hermon Road Commissioner, or his designee after written notice of the deficiencies have been provided to Contractor.

**ARTICLE 5. INDEMNIFICATION**

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Town of Hermon, their agents, and employees against all claims, damages, losses and expenses, including, but not limited to, attorneys' fees arising out of or resulting from the performance of the work regardless of standard of care. This indemnification extends to all costs and all attorneys' fees incurred by the Town of Hermon.

**ARTICLE 6. GENERAL LIABILITY INSURANCE**

The Contractor shall maintain during the period of the contract such Contractor's General Liability and Property Damage Insurance as listed below. A Certificate of Insurance shall be provided at the time of contract signing listing the Town of Hermon as being "additionally insured":

- a. Workers' Compensation Insurance. The Contractor must carry Workers' Compensation Insurance or qualify as a self-insurer with the State of Maine Workers' Compensation Board, all in accordance with the requirements of the laws of the State of Maine.
- b. Automobile. The Contractor must carry Automobile Liability Insurance covering the operation of all motor vehicles including any which are rented, leased, borrowed or otherwise used in connection with this contract in an amount not less than \$1,000,000.00 per occurrence.
- c. Commercial General Liability. With respect to all operations performed the Contractor shall carry commercial general liability or other coverage affording equal or greater protection as determined by the Town of Hermon, in an amount not less than \$1,000,000.00 per occurrence and \$1,000,000.00 in the aggregate.

This insurance section and the purchase of insurance by the Contractor shall not be interpreted as a waiver of any immunity provided by law including that provided by the Maine Tort Claims Act, 14 M.R.S.A. §8101, et. seq.

**ARTICLE 7. MISCELLANEOUS**

Owner and Contractor each binds itself, its partners, successors, assign and legal representatives to the other party hereto, its partners, successors, assign and legal representatives in respect of all covenants, agreements and options contained in this agreement.

In Witness Whereof, Owner and Contractor have signed this Agreement in duplicate. One counterpart each has been delivered to Owner and Contractor.

This Agreement will be effective on December 28th, 2019.

Owner: \_\_\_\_\_ Contractor: \_\_\_\_\_

Attest: \_\_\_\_\_ Attest: \_\_\_\_\_





**O25-26-43**

Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to sign on behalf of the Town Council a three (3) year contract mutually agreed upon with \_\_\_\_\_ for “Street & Parking Lot Sweeping/ Catch Basin Cleaning” services on designated municipal roads, streets and facilities.

---

SIGNED this March 12, 2026 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 _____

Bid Submission Form – Street and Parking Lot Sweeping F Y 2 6 - F Y 2 8

Bidder Name: Tim Richardson / TGP Enterprises INC

Company Name: TGP Enterprises INC

Address: 956 Main Road

City, Town, State: Carmel, Maine 04419

Office Telephone: 207-570-8217 Email address: \_\_\_\_\_

List of equipment used for performing work: All trucks hold 5 yards of dirt & 300 Gallons of water  
2019 Schwarze m6000, 2015 Schwarze m6000, 2023 Kubota SSV75 w/ 84" Broom  
2016 Elgin Badger, 2005 Tenant Centuron, 2002 Schwarze m6000

My lump sum bid for sweeping FY 26: \$ 28,500

My lump sum bid for sweeping FY 27: \$ 29,925 5% Increase

My lump sum bid for sweeping FY 28: \$ 31,425 5% Increase

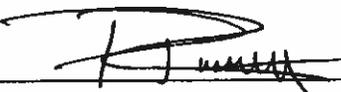
Total 2026-2028: \$ 89,850<sup>00</sup>

Sweeping price for additional road work: \$ 1,000<sup>00</sup> (per mile) 3 year price

Catch Basin Vacuuming service: \$ 150<sup>00</sup> (per basin) 3 year price

By submitting and signing this bid, the bidder understands the Town of Hermon may accept or reject any, and all bids. Bidders will be required to file proof of general liability insurance in the amount of at least \$1,000,000 naming the Town of Hermon as "additionally insured" if awarded a contract. Bidders must also include proof of workers compensation insurance.

The Town of Hermon reserves the right to offer annual contract extensions with Town Council approval.

Signature  Dated: 3/3/2026

Printed Name (D.B.A.) TGP Enterprises Contact phone: 207-570-8217  
Tim Richardson



Town of Hermon, Maine  
 333 Billings Road  
 Hermon, ME 04401

Request for Bids  
 Street and Parking Lot  
 Sweeping/ Catch Basin Cleaning  
 FY2026-FY2028

The Town of Hermon is requesting written proposals for street and parking lot sweeping to remove winter sand and catch basin vacuuming. **Bidders are required to fill out and return the attached form to the Hermon Town Office by 1:00 PM, Friday, March 6, 2026 at 333 Billings Road, Hermon, ME., 04401 in an envelope marked Street Sweeping Bid FY26-FY28.**

The Town of Hermon reserves the right to accept or reject any and/or all bids. Sweeping services are to be completed between April 15 and May 15 each year.

The following roads, sidewalks and parking lots are to be swept clean of winter sand buildup or broomed off by machine onto the shoulder as shown in the list below:

Hermon Sweeping List

<u>Road Name</u>	<u>From Road/Section</u>	<u>To Road Section</u>	<u>Length</u>	<u>Sweep</u>	<u>Brush- Shoulder</u>
Allard Dr	Dead end	SR 222 (Union St)	0.50	Y	
Arlene Lane	Allard Drive	Cul-de-sac	0.10	Y	
Amberside Dr	Dead end	Black Stream Rd	0.11	Y	
Annis Rd	Fuller Rd	US 2 (Route 2)	1.54		Y
Ash Ln	Ridge Dr	Smith Rd	0.17	Y	
Ash Ln	Woods Edge Rd	Ridge Dr	0.14	Y	
Autocar Ln	Dead end	Coldbrook Rd	0.28	Y	
Balsam Dr	Fuller Rd	Cul-de-sac	0.21	Y	
Bayberry Ln	Treadwell Acres	Smith Rd	0.21	Y	
Beech Ridge Dr	Evergreen Dr	Black Stream Rd	0.30	Y	
Billings Rd	US 2 (Route 2)	Patten Drive	0.67	Y	Rt. 222 to HTO
Birch Dr	Homsted Ln	Wendy Acres Dr	0.11	Y	
Bishop Dr	Dead end	Wing Rd	0.39	Y	
Black Forest Dr	Dead end	Black Stream Rd	0.39	Y	
Black Stream Rd	US 2 (Route 2)	Fuller Rd	2.11	Y	Y
Bog Rd	Town Line	Newburgh Rd	0.31		Y
Bog Rd	US 2 (Route 2)	Town Line	2.76		Y
Bond Rd	SR 222 (Union St)	Dead end	0.47	Y	
Bonnie Lea Dr	Dead end	SR 222 (Union St)	0.37	Y	
Boxwood Lane	Fuller Road	Cul-de-sac	0.31	Y	
Cambridge Dr	Dead end	Billings Rd	0.51	Y	
Carriage Ln	Dead end	Cambridge Dr	0.15	Y	

Cedar Brook Dr	Coldbrook Rd	Dead End	0.19	Y	
Clark Rd	Billings Rd	Dead end	1.64		Y
Cole Circle	Bog Road	Cul-de-sac	0.11	Y	
Concord Dr	Dead end	Freedom Pkwy	0.26	Y	
Connors Avenue	Bog Road	Cul-de-sac	0.30	Y	
Copper Ridge	Dead end	Wendy Acres Dr	0.28	Y	
Cottage Drive	Pendelton Drive	Dead End	0.10	Y	
Creamery Rd	Dead end	Hopkins Rd	0.38		Y
Crogan Rd	SR 222 (Union St)	Town Line	0.82	Y	
Daves Wy	Dead end	Coldbrook Rd	0.31	Y	
Deerfield Dr	Timberview Dr	Billings Rd	0.36	Y	
Diesel Shop Rd	Coldbrook Rd	Dead end	0.30	Y	
Edenfield Dr	Amberside Dr	Dead End	0.14	Y	
Elaine Dr	Dead end	Freedom Pkwy	0.09	Y	
Emerson Mill Rd	Coldbrook Rd	Town Line	0.35	Y	
Evergreen Dr	Dead end	Spruce St	0.54	Y	
Fenway Dr	Dead end	New Boston Rd	0.27	Y	
Freedom Pkwy	US 2 (Hammond)	Lexington Dr	0.60	Y	
Fuller Rd	Billings Rd	Dead end	2.04		Y
Fuller Rd	Town Line	Fuller Rd	2.43		Y
Fuller Rd	Fuller Rd	Billings Rd	1.98		Y
George Rd	Dead end	Wheeler Rd	0.18	Y	
Glenwood Av	Dead end	Billings Rd	0.34	Y	
Hardwood Dr	Dead end	Evergreen Dr	0.39	Y	
Hawk's Crossing	Union Street	Cul-de-sac	0.38	Y	
Hemlock Dr	Fuller Rd	Cul-de-sac	0.57	Y	
Hermon Heights	Dead end	US 2 (Route 2)	0.34	Y	
Higgins Dr	Dead end	Hillcrest Dr	0.28	Y	
Hillcrest Dr	Dead end	US 2 (Route 2)	0.34	Y	
Hinkley Hill Rd	Newburgh Rd	Town Line	0.02		Y
Homsted Ln	Mountainview Dr	Mountainview Dr	0.59	Y	
Hopkins Rd	Dead end	Newburgh Rd	0.37		Y
Jackson Beach Park	Dead end	Newburgh Rd	0.36		
Kaydens Wy	Dead end	Fuller Rd	0.25	Y	
Kelley Rd	Union Street	Croghan Rd	1.11		Y
Klatt Rd	Newburgh Rd	Dead end	0.81	Y	
Klatt Rd	US 2 (Route 2)	Newburgh Rd	0.37	Y	
Lewis Rd	Billings Rd	Dead end	0.17		Y
Lexington Dr	Dead end	Freedom Pkwy	0.26	Y	
Liberty Dr	Dead end	US 2 (Hammond St)	0.31	Y	
Lily Ln	Wing Road	Cul-de-sac	0.24	Y	
Littlefield Av	Coldbrook Rd	Town Line	0.37	Y	
Logistics Lane	Coldbrook Rd	Dead End	0.31		Y
Mack Ln	Dead end	Daves Wy	0.18	Y	
Mansell Rd	Dead end	SR 222 (Union St)	0.17	Y	
Maple Leaf Ln	Wing Rd	Dead End	0.40	Y	
McDougal Dr	Mansell Rd	Dead end	0.35	Y	
Meadow Ridge Dr	North Street	Dead End	0.20	Y	
Mountainview Dr	School House Ln	Wendy Acres Dr	0.90	Y	
Munn Dr	Hillcrest Dr	Evergreen Dr	0.39	Y	
N County Rd	Town Line	Newburgh Rd	0.14		Y
New Boston Rd	US 2 (Route 2)	Fuller Rd	1.93		Y
Newburgh Rd	Newburgh Rd	Newburgh Rd	0.78		Y
Newburgh Rd	Newburgh Rd	N County Rd	0.60	Y	
Newburgh Rd	Klatt Rd	Newburgh Rd	2.26		Y
North Ridge Dr	Dead end	Timberview Dr	0.10	Y	

North St	US 2 (Hammond)	Dead end	0.14	Y	
Nye Lane	Wing Road	Dead end	0.19	Y	
Oak Ridge Dr	Dead end	Evergreen Dr	0.13	Y	
Odlin Rd	Coldbrook Rd	Town Line	1.32	Y	
Ohio St	Bangor Line	Glenburn Line	0.27		Y
Old Trail Rd	Dead end	Fuller Rd	0.47	Y	
Page Rd	Odlin Rd	Dead end	0.16	Y	
Partridge Ln	Coldbrook Rd	Dead End	0.29	Y	
Patten Dr	Dead end	Billings Rd	0.52	Y	
Pendleton Dr	Dead end	Newburgh Rd	0.34	Y	
Pine Tree Rd	Town Line	Fuller Rd	1.26		Y
Printers Dr	Autocar Ln	Daves Wy	0.19	Y	
Propane Lane	US 2 (Hammond)	Dead end	0.17	Y	
Reed Hill Rd	US 2 (Route 2)	Dead end	0.12	Y	
Richardson Drive	Clark Road	Cul-de-sac	0.27	Y	
Ridge Dr	Ash Ln	Smith Rd	0.43	Y	
Robinhood Dr	Dead end	US 2 (Route 2)	0.22	Y	
Rockwood Dr	Dead end	Deerfield Dr	0.17	Y	
SR 222 (Union St)	Town Line	Town Line	2.87		Y
School House Ln	Dead end	Billings Rd	0.27	Y	
Shaw Hill Rd	Town Line	Newburgh Rd	0.04	Y	
Shelby Drive	Maple Leaf	Cul-de-sac	0.16	Y	
Silas Warren Dr	Dead end	Summer Ln	0.39	Y	
Skyway Dr	Dead end	Skyway Vly	0.50	Y	
Skyway Vly	Dead end	SR 222 (Union St)	0.58	Y	
Smith Rd	Dead end	Bog Rd	1.54	Y	
Springbrook Dr	Klatt Rd	Cul-de-sac	0.36	Y	
Spruce St	Evergreen Dr	US 2 (Route 2)	0.65	Y	
St Louis Av	Dead end	Bonnie Lea Dr	0.48	Y	
Stage Rd	Dead end	US 2 (Route 2)	0.19	Y	
Stone Farm	Dead end	Annis Road	0.44	Y	
Stoney Brook Wy	Dead end	Annis Rd	0.78	Y	
Streamside Av	Dead end	Black Forest Dr	0.25	Y	
Summer Ln	Dead end	Pine Tree Rd	0.25	Y	
Swan Rd	US 2 (Route 2)	Newburgh Rd	1.30		Y
Teal Ln	Dead end	Partridge Ln	0.07	Y	
Timberview Dr	West Ridge Dr	Deerfield Dr	0.61	Y	
Treadwell Acres	Bog Rd	Treadwell Acres	0.37	Y	
Treadwell Acres	Treadwell Acres	Smith Rd	0.28	Y	
Vafiades Av	US 2 (Hammond)	Dead end	0.21	Y	
Webber Dr	Dead end	Patten Dr	0.13	Y	
Wendy Acres Dr	Mountainview Dr	Stage Rd	0.74	Y	
West Ridge Dr	Dead end	Timberview Dr	0.20	Y	
Westwood Dr	Dead end	Annis Rd	0.26	Y	
Wheeler Rd	Bog Rd	Dead end	0.23	Y	
White Pine Rd	Route 2	Dead end	0.33	Y	
Wing Rd	Town Line	Fuller Rd	1.77		Y
Woods Edge Rd	Ash Ln	Ridge Dr	0.31	Y	
York Rd	Dead end	Fuller Rd	1.12	Y	
<b>MILES:</b>				<b>36.85</b>	<b>29.75</b>

**The following is a list of parking lots to include each year for sweeping:**

Hermon Town Office- 333 Billings Road, Hermon (Front and Back)

Public Works paved roadway and parking lot area (333 Billings Road)

Veteran's Park Monument parking lot (Billings Road- P.A.D.S. School)

**The following sidewalks /pedestrians crossings are also to be included in the bid total:**

- Cross walks in the Billings/Route 2 intersection area adjacent to C&K Market
- Sidewalk sweeping shall be from Hermon Corner to Patten Drive

Preferred Equipment:

- Mechanical Sweepers with 300+ gallon water storage, 5 yards of material capacity (Schwarze M6000, or similar) for road & parking lot sweeping.
- Vactor 2100 (or similar) for catch basin vacuuming
- 45-75 horse skid steer with 12-25 GPM hydraulic flow minimum for sweeping with a 72" - 96" angle broom

Please list alternatives or make suggestions for scope of services regarding equipment items that vary from preferred list on the bid form. May attach additional sheets if necessary.

Town of Hermon additional items:

- Town of Hermon may purchase more or less sweeping services if necessary
- List is subject to change. Additional services will be paid using the per mile rate on the bid form
- Bidder must provide additional per mile sweeping cost on bid form

Call 848-1010; or e-mail: [SPerkins@Hermonmaine.gov](mailto:SPerkins@Hermonmaine.gov) with any questions concerning this bid document.

**The Town of Hermon is an Equal Opportunity Employer**

Bid Submission Form – Street and Parking Lot Sweeping F Y 2 6 - F Y 2 8

Bidder Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, Town, State: \_\_\_\_\_

Office Telephone: \_\_\_\_\_ Email address: \_\_\_\_\_

List of equipment used for performing work:

\_\_\_\_\_  
\_\_\_\_\_

My lump sum bid for sweeping FY 26: \$ \_\_\_\_\_

My lump sum bid for sweeping FY 27: \$ \_\_\_\_\_

My lump sum bid for sweeping FY 28: \$ \_\_\_\_\_

**Total 2026-2028:** \$ \_\_\_\_\_

Sweeping price for additional road work: \$ \_\_\_\_\_ (per mile)

Catch Basin Vacuuming service: \$ \_\_\_\_\_ (per basin)

By submitting and signing this bid, the bidder understands the **Town of Hermon may accept or reject any, and all bids.** Bidders will be required to file proof of general liability insurance in the amount of at least \$1,000,000 naming the Town of Hermon as "additionally insured" if awarded a contract. Bidders must also include proof of workers compensation insurance.

The Town of Hermon reserves the right to offer annual contract extensions with Town Council approval.

Signature \_\_\_\_\_ Dated: \_\_\_\_\_

Printed Name (D.B.A.) \_\_\_\_\_ Contact phone: \_\_\_\_\_



**O25-26-44**

Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to sign on behalf of the Town Council an engineering agreement with Wright-Pierce for the “Route 2 Pump Station Replacement Design Project” contingent on Northern Borders Regional Commission approval, not to exceed \$371,078. (Three-hundred seventy-one thousand and seventy-eight dollars).

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SIGNED this March 12, 2026 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 \_\_\_\_\_

February 6, 2026

Scott Perkins  
Economic Development Director  
Town of Hermon  
333 Billings Road  
Hermon, ME 04401

**SUBJECT: Route 2 (Hammond St) Pump Station Replacement Design Project – Compensation Proposal**

Dear Scott,

Wright-Pierce is a strong believer in the selection of engineers based on qualifications, with an equitable fee negotiated between the selected firm and the client, based on a mutually established scope of work. We are flexible and willing to reconsider any aspect of our proposal if we can provide a more tailored level of service.

For the proposed scope of services, broken down by the tasks discussed in our scope of services section, we propose a not-to-exceed fee of **\$371,078**.

Our fee reflects a good understanding of the needs of the Town of Hermon. We have provided a work plan and fee that we believe reflects the level of effort required to cost effectively complete this effort. We have also based our fee on leveraging our existing knowledge of the system and the data we have collected from our ongoing support of the Town.

Sincerely,

**WRIGHT-PIERCE**



Corey W. Lewis, PE  
Project Manager (Firm Representative)  
[corey.lewis@wright-pierce.com](mailto:corey.lewis@wright-pierce.com)  
207.798.3723



Christopher Dwinal, PE  
ME WW Group Leader  
[chris.dwinal@wright-pierce.com](mailto:chris.dwinal@wright-pierce.com)  
207.725.2128



Michael A. Stein, PE  
Technical Advisor  
[michael.stein@wright-pierce.com](mailto:michael.stein@wright-pierce.com)  
207.319.1502

TASK DESCRIPTIONS	LABOR EFFORT																
	Man-Hour Group Lead \$131	Project Manager \$176	Technical Advisor \$227	Sr. Jt. \$144	Project Engineer \$120	Process CAD \$109	Civil Engineer \$158	Civil CAD \$129	Sr. Struct. Engineer \$264	Mech. Engineer \$123	Mech. CAD \$133	Sr. I&C \$128	I&C \$127	I&C CAD \$142	Sr. Elec. Engineer \$155	Elec. CAD \$142	
<b>Design</b>																	
1. Project Management	6	28	2														
2. Funding		16		8													
3. Preliminary Design		12		12	12								12			12	
Project Kickoff Meeting and Site Visit																	
Topographic Survey (SUBCONTRACTED)	4		1	10	8	20	12	40									
Base Plans (Assume CIV and PRO only)	1		1	4	12												
Soil Report/Testing (SUBCONTRACTED)	1		1	1	1				3								
Geotech Memo Review	1		1	8	12												
Wellbore Definition (SUBCONTRACTED)	1		1	1	1												
Wellbore Definition Review	2		2	2	2								2			2	
Technical Meetings (Prelim. Design internal helo/ff)	8		8	16	32							1	4			4	
Draft PDR	8		8	8	8												
Client Meeting	2		4	12	16												
Final PDR																	
4. Final Design																	
Technical Meetings	4		4	4	4		4					4	4			4	
Develop 90% P&S + cost estimate	40		40	100	120	80	20	40			3	4	50	30		50	
QA/QC Review	4																
Client Meeting		12		12	12												
Address Client/Agency Comments & Stamp 100%	8		8	12	16	3	1	1				1	16	1		16	
Subtotal	12	150	5	210	256	103	37	81	3	16	3	28	72	31	16	72	51
<b>Permitting</b>																	
1. Permitting	0	8	2	16	20	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal	0	8	2	16	20	0	0	0	0	0	0	0	0	0	0	0	0
<b>Bidding</b>																	
1. Bid Document Preparation	2			6	4												
2. Pre-Bid Conference	12			8	4												
3. Bidder's Questions/Addenda	1																
4. Bid Opening	12																
5. Bid Evaluation	1			6	4												
Subtotal	0	28	0	20	12	0	0	0	0	0	0	0	0	0	0	0	0
<b>Construction Administration</b>																	
1. Single Drawing Review	8			40	80		16						40			40	
2. O&M Manual Review	8			8	12		20						16			16	
3. Construction Administration	34			34	34												
4. Construction Meetings	32			32	8								16			16	
5. RFI's	8			16	16		2					8				8	
6. Contractor Pay Apps	3			6													
7. Substantial Completion	12			24									12			12	
8. Project Close Out				12													
Subtotal	8	105	0	172	150	0	38	0	0	9	0	0	92	0	0	92	0
<b>Resident Project Representative (RPR)</b>																	
1. Resident Project Representative (17 weeks)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL PROJECT</b>	20	291	7	418	618	103	75	83	3	25	3	28	154	31	16	165	51

TASK DESCRIPTIONS	EXPENSES			SUB-CONSULTANTS			TOTAL FEE	
	Hourly Billing Rate \$118	Admin. Manager \$134	QA/QC Manager \$140	TOTAL HOURS	Non-Labor Cost	Subst Cost	Labor	Total
<b>Design</b>								
1. Project Management				36	50		\$6,874	\$6,874
2. Funding				24	50		\$4,000	\$4,000
3. Preliminary Design				50	50		\$11,434	\$11,434
Project Kickoff Meeting and Site Visit				0	50		\$5,980	\$5,980
Topographic Survey (SUBCONTRACTED)				72	50		\$12,830	\$12,830
Base Plans (Assume CIV and PRO only)				95	50		\$17,250	\$17,250
Soil Parameters Testing (SUBCONTRACTED)				18	50		\$1,734	\$1,734
Geotech Memo Review				6	50		\$2,992	\$2,992
Wetlands Delineation (SUBCONTRACTED)				22	50		\$442	\$442
Wetlands Report Review				3	50		\$2,588	\$2,588
Technical Meetings (Prelim Design internal kickoff)				16	50		\$10,051	\$10,051
Draft PDR				24	50		\$3,745	\$3,745
Client Meeting				34	50		\$4,842	\$4,842
Final PDR				0	50		\$4,932	\$4,932
4. Final Design				32	50		\$82,385	\$82,385
Technical Meetings				603	50		\$6,326	\$6,326
Develop 30% P&S + cost estimate				30	50		\$5,304	\$5,304
QA/QC Review				36	50		\$6,406	\$6,406
Client Meeting				45	50		\$168,582	\$168,582
Address Client/Agency Comments & Stamp 100%				1168	0	\$945	\$17,250	\$186,777
Subtotal:	4	0	18					
<b>Permitting</b>								
1. Permitting				50	50		\$7,124	\$7,124
Subtotal:	4	0	0	50			\$1,050	\$8,174
<b>Bidding</b>								
1. Bid Document Preparation				12	50		\$1,700	\$1,700
2. Pre-Bid Conference				12	50		\$1,136	\$1,136
3. Bidder's Questions/Ackenda				13	50		\$1,810	\$1,810
4. Bid Opening				12	50		\$1,136	\$1,136
5. Bid Evaluation				11	50		\$1,522	\$1,522
Subtotal:	0	0	0	60	50		\$9,304	\$9,304
<b>Construction Administration</b>								
1. Scope Definition Review				292	50		\$39,616	\$39,616
2. O&M Manual Review				84	50		\$12,224	\$12,224
3. Construction Administration				118	50		\$16,028	\$16,028
4. Construction Meetings				104	50		\$15,776	\$15,776
5. RFIs				75	50		\$10,487	\$10,487
6. Contractor Pay Apps				9	50		\$1,398	\$1,398
7. Substantial Completion				60	50		\$8,976	\$8,976
8. Project Close-Out				32	50		\$1,728	\$1,728
Subtotal:	0	88	0	754	50		\$1,470	\$1,089,703
<b>Resident Project Representation (RPR)</b>								
1. Resident Project Representative (17 weeks)				408	50		\$57,120	\$57,120
Subtotal:	0	0	0	408	50		\$57,120	\$57,120
<b>TOTAL PROJECT</b>	8	88	18	2,662	5	3,465	\$17,150	\$371,078

**Total Labor** \$350,363  
**Expenses** \$3,465  
**Subcontractor** \$17,150  
**Total Fee** \$371,078



**O25-26-45**

Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to sign on behalf of the Town Council an engineering agreement with Haley Ward for the “Logistics Lane Sewer Project” contingent on Northern Borders Regional Commission approval, not to exceed \$52,560. (Fifty-two thousand five hundred sixty dollars)

---

SIGNED this March 12, 2026 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 \_\_\_\_\_



February 9, 2026

Scott Perkins, Economic Development Director  
Town of Hermon  
333 Billings Road  
Hermon, ME 04401

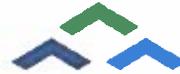
**Re: Town of Hermon Logistics Lane Sewer Project Cost Proposal**

Dear Mr. Perkins:

Haley Ward, Inc. (Haley Ward) is pleased to provide this cost proposal in response to the RFQ for Engineering and Design Services for the Logistics Lane Sewer Project in Hermon, Maine. As requested, we have provided our fee for engineering design services herein, separate from our proposal.

**COST ESTIMATE**

Following is our not to exceed fee schedule to the Town of Hermon for the Scope of Work presented in our proposal.



LOGISTICS LANE SEWER DESIGN PROJECT				
PHASE	EMPLOYEE TYPE	HOURS	BILL RATE	FEE
Kick off Meeting	Project Engineer	8	\$190/hr	\$1,520
	Project Manager	4	\$230/hr	\$920
Total				\$2,440
Preliminary Design	Designer	16	\$180/hr	\$2,880
	Project Engineer	20	\$190/hr	\$3,800
	Senior Project Engineer	6	\$240/hr	\$1,440
	Project Manager	6	\$230/hr	\$1,380
Total				\$9,500
Final Design	Designer	16	\$180/hr	\$2,880
	Project Engineer	30	\$190/hr	\$5,700
	Senior Project Engineer	6	\$240/hr	\$1,400
	Project Manager	6	\$230/hr	\$1,380
	Professional	6	\$175/hr	\$1,050
Total				\$12,450
Bidding Admin	Professional	10	\$175/hr	\$1,750
	Project Engineer	20	\$190/hr	\$3,800
	Senior Project Engineer	2	\$240/hr	\$480
	Project Manager	4	\$230/hr	\$920
	Designer	2	\$180/hr	\$360
Total				\$7,310
Construction Admin	Project Engineer	30	\$190/hr	\$5,700
	Senior Project Engineer	4	\$240/hr	\$960
	Project Manager	4	\$230/hr	\$920
Total				\$7,580
Construction Inspection	Project Engineer	60	\$190/hr	\$11,400
	Senior Project Engineer	4	\$240/hr	\$960
	Project Manager	4	\$230/hr	\$920
Total				\$13,280
PROJECT TOTAL				\$52,560

The costs presented are based on our understanding of the project, our proposed Scope of Services, technical approach, appropriate level of communication, and schedule as outlined in the request for proposals. Tasks excluded from this cost proposal are listed in the Scope of Services. Haley Ward is willing to work with the Town and other stakeholders to adjust any of these factors to meet the specific needs of the project. Our fees do not include costs related to publications or applications fees. They do, however, include costs related to reimbursable expenses such as mileage and printing.



If you have any questions concerning this proposal or if additional services are needed, please contact either of the undersigned at (207) 989-4824. We appreciate this opportunity to be of service to you.

Sincerely,  
Haley Ward, Inc.

Chip Haskell, PE  
Senior Project Manager | Vice President

ACH/rtt