



**Town of Hermon**

**PUBLIC SAFETY MEETING ROOM**

**August 25, 2016**

**Town Council Meeting**

**7:00 PM**

**MINUTES**

**\*\*\* Televised live on Cable Channel 121.111 \*\*\***

Council Meetings may be viewed live online and are archived after the meeting  
has taken place – check hermon.net for link.

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

**I. CALL TO ORDER BY CHAIRPERSON**

Chair Thomas called the meeting to order at 7:00pm.

**II. PLEDGE OF ALLEGIANCE**

Chair Thomas led those in attendance in the Pledge of Allegiance.

**III. ROLL CALL**

**Members Present:** Anne Freeman, Donna Ellis, Steve Thomas, Doug Sinclair, Jeanne Jacques, John Snyer and Steve Watson

**Members Absent:** None

**Others Present:** Town Manager Roger Raymond, Town Clerk Ruth A. Nickerson, Alden Brown, Chris Patten, Donna Pulver, Roger Reed, Larry Merrithew, Annette Merrithew, Bill Scott, Wendy Wiles-Scott, Ben Birch, Josh Berry, Lillian Smith, Scott Perkins, Laurie Gardner, Randy Gardner, Michelle Thayer, Tim Schoppe, Joan Schoppe, Kristen Cushman, Danielle Perkins, Garnett Chute, Don Page, Tim McCluskey, Sgt. Pelletier, Dave Quinn, Darrell Cyr, Deb Farnham, Tom Ellis, Gina Bennett, Patricia Duran, Troy Morton, Mike McCarthy, Mike Paradis, Ralph Shaw, Ruth Chavez and Rachel Grass

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

**WARRANTS. –SIGN      August 26, 2016**

**RESOLVES.    -SIGN      R16-17-09      Fire Chief Job Description**



**QUIT CLAIM. -SIGN M/L 006-014-000**

**Councilor Sinclair moved to approve the Consent Calendar as presented. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

**V. NEWS, PRESENTATIONS AND RECOGNITIONS**

• **Presentation by Chair Thomas**

Steve Thomas informed those in attendance that this is Town Manager Roger Raymond's last Council meeting. Steve thanked Roger for his leadership, guidance and patience, telling how he admires Roger's passion and his ability to bring the Council together. Several of those in attendance spoke regarding their interactions and relationships with Mr. Raymond. Donna Pulver thanked Roger for helping us to understand TIF's. Tom Ellis thanked Roger for working tirelessly on the water quality issue at Danforth's Plaza. Tom told how the attention and time Roger has given businesses in Hermon is phenomenal. Alden Brown informed Roger that he was the right man at the right place at the right time and thanked Roger for his service to our community. Tim McCluskey informed us of the unique relationship he and Roger have. They talk on the phone everyday sometimes five or six times a day. He mentioned the many projects they worked on together including Jackson's Beach, the Transfer Station and the Route #2 sidewalk project. Tim told Roger he will miss him and thanked him for leaving Hermon better than it was when he started. Gina Bennett thanked Roger for believing in her and seeing her true potential. Roger Reed told how many times he has called Roger Raymond from the Statehouse and how Mr. Raymond has given him a lot of wisdom which he appreciates. Mr. Reed noted that the people in Augusta will tell you that Roger Raymond is a classy guy who knows what he is talking about and is the best Town Manager in our State. Reed informed Raymond that he appreciates that he had the chance to know him. Troy Morton spoke of the great relationship he has with Roger, having known him since Troy was in high school. He thanked Roger for his direction, his vision and his willingness to work out a unique contract with the Sheriff's Department, explaining that the Sherriff's office works with 54 towns and the Town of Hermon is an absolute privilege to work with. Scott Perkins thanked Roger for everything he has done; informing him he is a great teacher. Scott stated that our Town is stronger than ever. He told how Roger will never ask anyone to do anything he is not willing to do himself. Scott thanked Roger for making us better employees, for the fond memories, for his volunteerism and the valuable asset he has been to our community.

Manager Raymond thanked those in attendance for their kind words. He informed us that he has been a Town Manager for 41 years and has conducted over 1,000 Council Meetings.

Chair Thomas recessed the Council Meeting for a brief reception at 7:30pm.

Chair Thomas called the meeting back to order at 7:45pm.

**VI. PUBLIC ITEMS OR COMMENTS (*Items Not Already on Agenda*)**



**Don Page** spoke on behalf of the average citizens in our community. He stated that while he understands you cannot please everybody he has personally never heard a bad word about Roger Raymond. Mr. Page thanked Roger for doing a great job.

**Michelle Thayer**, Director of Parks and Rec informed the Council and those in attendance that the Harvest & Homecoming Celebration has a full schedule of events. The schedule can be found in the most recent Hermon Connection. She told how she looks forward to the community participating in the celebration.

## **VII. PUBLIC HEARINGS**

None

## **VIII. COMMITTEE REPORTS**

None

## **IX. SCHEDULED AGENDA ITEMS**

### **A. OLD BUSINESS**

#### **1. Review and approve changes to the Goals for the ensuing year**

Manager Raymond spoke of the goals to adopt for 2016-2017. He informed the Council that he added a 23<sup>rd</sup> goal. That goal is to pursue a long and short term plan to correct the safety issues at the intersection of the Annis Road and Route #2. The Manager handed out a revised list of goals to the Councilors.

**Councilor Watson moved to approve R16-17-10. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

**\*(R16-17-10 is attached for review.)**

### **B. NEW BUSINESS**

#### **2. Consider approving the Economic Development Plan**

Interim Economic Development Director Scott Perkins presented the Economic Development Plan to the Council. He passed a copy of the 60 page document to each Councilor. The highlights of the plan were reviewed. Mr. Perkins told how the most important part of the plan is on page 43 and includes the goals for the Office of Economic Development. Chair Thomas asked about the commercials that were recently created to promote the Town of Hermon. Scott stated that those would be aired at a separate meeting. Using the commercials to promote our Town is part of the *EDP*. Tonight's purpose is to approve the plan itself; approving the use of the commercials will take place at a later time.



**Councilor Freeman moved to approve R16-17-11. Councilor Watson seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

**\*(R16-17-11 is attached for review.)**

**3. Consider authorizing expenditure from the Public Safety and Town Office Reserve for new surveillance cameras**

Manager Raymond told how the purchase and installation of security cameras at the Public Safety Building and the Town Office is part of the 2016-2017 Capital Improvement Plan. In response to Chair Thomas, Mr. Raymond stated that there are currently no security issues.

**Councilor Freeman moved to approve FR16-17-09. Councilor Snyer seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

**\*(FR16-17-09 is attached for review.)**

**4. Consider contract for resident engineer and inspector for the Route 2 Sidewalk Project**

The Town Manager informed the Council that he would only recommend approving the Contract for Resident Engineer and Inspector for the Route #2 Sidewalk Project with the following conditions. #1. The contract is approved by MDOT. #2. There are adequate funds to cover the cost of the contract. #3. The contract complies with the grant & budget requirements.

Mr. Raymond told how there are three grants covering the cost of this 1.3 million dollar project, which include the costs for the engineer/inspector. He explained that the services are provided on an hourly basis and that the paving requires a trained inspector. At this point one bid has been received. The bid opening is scheduled for tomorrow at 11:00am.

**Councilor Jacques moved to approve FR16-17-11. Councilor Snyer seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

**\*(FR16-17-11 is attached for review.)**

**5. Consider award of the contract for the Route 2 Sidewalk Project**

Chair Thomas read the prepared resolve awarding the Project to the qualified low bidder as recommended by Plymouth Engineering.

**Councilor Sinclair moved to approve FR16-17-10. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

**\*(FR16-17-10 is attached for review.)**

**6. Consider introducing an ordinance titled "Amendment to the Hermon Code of Ordinances, Land Uses, Schedule of Uses"**



Town Manager Raymond informed the Council that the Code Enforcement Officer requested approval of an amendment to the Land Use Code regarding the zoning of abandoned property. Since then the Town Attorney has told of the specific wording that should be used. This proposed amendment now needs to go back to the Planning Board before the Council can approve it. The Manager requested this agenda item be tabled to a later date.

**Councilor Snyder moved to approve R16-17-12. Councilor Freeman seconded the motion. The motion was accepted without doubt.**

*The motion carries.*

**\*(R16-17-12 is attached for review.)**

**7. Consider approval of expenditures from the Transfer Station Reserve for paving and the new sign**

Chair Thomas read the prepared resolve.

**Councilor Jacques moved to approve FR16-17-12. Councilor Sinclair seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

**\*(FR16-17-12 is attached for review.)**

**8. Consider approving Election warrant articles for the November General elections.**

Manager Raymond asked the Council to consider approving the Election Warrant Articles for the November General Election. Included are 10 Charter Amendments as well as 2 Ordinances. Ordinance #1 proposes a new school addition at the Hermon Elementary School for educational purposes and Ordinance #2 proposes a portion of the same project for recreational purposes.

The Manager told how the school has worked hard to save 2.3 million dollars for this project. Additionally, the Town has been working to build a reserve. We charge for our recreation services, and we make a little money every year. We have \$600,000 saved and feel comfortable about raising at least that much more. The goal is to pull off both projects with as little affect on our tax payers and the mill rate as possible. Currently our only debt is the Middle School.

**Councilor Freeman moved to approve the Election Warrant Articles as presented. Councilor Snyder seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

**9. Consider notifying the MRC regarding the use of the Tipping Fee Reserve for the Fiberright Development**

The Town Manager spoke again regarding the use of the Tipping Fee Reserve by the MRC. He told how now that the Town has agreed to continue with PERC post 2018, protecting the funds in the tipping fee reserve, the MRC currently manages for member communities, is imperative. The MRC has continued to spend down the reserve to assist Fiberright with the permitting of the new facility as well as with the development of the site. The towns that have chosen to withdraw



from the MRC are concerned the tipping fee reserve will be reduced from its original estimate if the MRC is not held accountable for the funds. The Council agreed to put the MRC on notice, informing them that we expect an account for all funds.

**Councilor Freeman moved to approve R16-17-15. Councilor Snyder seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

**\*(R16-17-15 is attached for review.)**

#### **10. Consider approving the 2016-2017 Tax Commitment**

Tax Assessor Ben Birch spoke to the Council about the 2016-2017 Tax Commitment. The Town's value is 502 million. This year's mill rate will be 12.00. Mr. Birch told how this was one of his most challenging commitments he has ever prepared. There are 7 new TIF's this year.

He also told of the status of the in house revaluation. It is about ½ complete. 99 neighborhoods have been consolidated into 15 communities. Mr. Birch stated that the goal is for fair and reasonable assessments for all properties.

**Councilor Freeman moved to approve R16-17-16. Councilor Snyder seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

**\*(R16-17-16 is attached for review.)**

#### **C. WORKSHOPS**

None

**Councilor Sinclair moved to consider other items from the table packet. Councilor Freeman seconded the motion. The motion was accepted without doubt.**

*The motion carries.*

#### **D. OTHER ITEMS (from Table Package)**

##### **#11. Consider an emergency expenditure from the Fire Equipment Reserve to replace the pump & gear box in Engine 401.**

The Town Manager informed the Council that we suffered a failure in engine 401. There are some serious noises in the gear box and pump. We have received two cost estimates for repairs; the lower estimate being \$25,000. While this truck is almost 20 years old, it is a very important piece of apparatus.

**Councilor Sinclair moved to approve FR16-17-13. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

**\*(FR16-17-13 is attached for review.)**



**X. APPOINTMENTS**

None

**XI. MANAGER STATUS REPORT:**

**Fire Chief** – The committee has interviewed 5 candidates. 2 candidates have been promoted to the next step. The Town Manager will make the final decision. If Councilors are available for the final interview, your presence would be appreciated. I will meet with the new Town Manager tomorrow, he will also be involved.

**Police Sergeant** – Pelletier spoke with the Council regarding improvements to the Route #2, Klatte Rd, Annis Rd intersection. He offered rumble strips, line striping and signage as an immediate and temporary solution. He then informed the Council that the new cruiser is all striped and painted. The new equipment has been ordered. We are waiting for the console. Additionally, the new message board that was ordered in June should be here anytime. We hope to have it for the Harvest & Homecoming Celebration.

**Town Manager Work Schedule** - The Town Manager's last day of work will be August 31, 2016.

**High School wetlands** have been visited by an expert who will report to us shortly.

**Roger's final comments:** Thank you Council for your support. I have never worked with such an involved Council. I have learned a lot from you. You have made me a better Town Manager. I truly appreciate all your effort. I have enjoyed my time here in Hermon. I am humble. I am appreciative. I will leave you my phone number.

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

None

**XIII. COUNCIL ITEMS:**

None

**XIV. EXECUTIVE SESSION:**

None

**XV. ADJOURNMENT:**

**Chair Thomas declared the meeting adjourned at 9:50pm.**

**Respectfully Submitted,  
Ruth A. Nickerson, CCM  
Town Clerk**