



**Town of Hermon**

**Public Safety Meeting Room**

**August 10, 2017**

**Town Council Meeting**

**7:00 PM**

**AGENDA**

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**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. REVIEW CONSENT CALENDAR: REGULAR BUSINESS, APPOINTMENTS, SIGNATURES,  
And APPROVAL OF MINUTES:**  
  
**MINUTES. -APPROVE** June 1, 2017, June 14, 2017 and June 22, 2017  
**WARRANTS. -SIGN** August 11, 2017  
**RESOLVES. -SIGN**
- V. NEWS, PRESENTATIONS AND RECOGNITIONS**
- VI. PUBLIC ITEMS OR COMMENTS** (*Items Not Already on Agenda*)
- VII. PUBLIC HEARINGS**
- VIII. COMMITTEE REPORTS**
- IX. SCHEDULED AGENDA ITEMS**



**A. OLD BUSINESS**

**#1. Discuss** – RFP Audit Services for Fiscal Years 2017, 2018 & 2019.

**B. NEW BUSINESS**

**#2. Consider** purchase of a new Gas Compactor.

**#3. Consider** installation of a new street light.

**C. WORKSHOPS**

**#4. Review** of Sewer Ordinance

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

**X. APPOINTMENTS**

**XI. MANAGER STATUS REPORT:**

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

**XIII. COUNCIL ITEMS:**

**XIV. EXECUTIVE SESSION:**

**XV. ADJOURNMENT:**

**Explanatory note #1:** All items in the CONSENT CALENDAR are considered routine and are proposed for adoption by the Town Council with one motion without DISCUSSION or deliberation. If DISCUSSION on any item is desired, any member of the Council or public may request the removal of an item for it to be placed in the regular agenda prior to the motion to approve the Consent Agenda.

**Explanatory Note #2:** In the interest of effect decision-making: At 10:00 p.m., the Chairman shall poll the Council and Town Manager to identify remaining items which shall be carried forward to the next Regular Meeting.

**Explanatory Note #3:** A Councilor who feels the need for the Council excusing his/her absence will make the request to the Town Manager or the Town Clerk prior to the meeting.



Town of Hermon

Public Safety Building Meeting Room

June 1, 2017

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 Snyder and Steve Watson

**Members Absent:** None

**Others Present:** Town Manager Howard Kroll, Town Clerk Ruth A. Nickerson, Sgt. Pelletier and Donna Pulver

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

MINUTES. -APPROVE April 13, 2017, April 20, 2017, April 24, 2017 and April 25, 2017

WARRANTS. -SIGN June 2, 2017

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

*The motion carries.*



**V. NEWS, PRESENTATIONS AND RECOGNITIONS**

- **Update: Route #2, Klatte Rd & Annis Rd intersection.**

Chair Thomas told how several conversations took place last year regarding the Rt.#2/Klatte/Annis Road intersection due to the significant number of accidents that have taken place there. We have repainted the lines and stripes and have placed a flashing stop sign on Annis Road in attempt to make drivers aware. Sgt. Pelletier stated that he is hoping new lines will be painted now that is the season to do so. The Sargent told how his department has conducted thirteen details at the top of the hill. Additionally, the new electronic message board had been placed on the hill as a reminder to be aware. There has only been one accident at this location so far in 2017. Councilor Sinclair pointed out that removing the shrubbery and keeping the snow banks back have made a significant difference. Manager Kroll affirmed that MDOT has recognized that this is a dangerous intersection and has approved it a current engineering project that should be complete this summer.

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

None

**VII. PUBLIC HEARINGS**

None

**VIII. COMMITTEE REPORTS**

None

**IX. SCHEDULED AGENDA ITEMS**

**A. OLD BUSINESS**

None

**B. NEW BUSINESS**

- #1. Consider authorization of payment for replacement pumps for Town Office septic.**

Manager Kroll told how the two pumps that operate the sewer system here at the Town Office are failing. It would not be prudent to wait for the pumps to completely break. Nichols Plumbing has offered to do this preventative maintenance for the Town for \$1,750. In response to Chair Thomas, the Manager stated that we have had significant trouble with the sewer over the past 5 years.

**Councilor Sinclair moved to approve FR16-17-60. Councilor Snyder seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

*\*(FR16-17-60 is attached for review.)*



**#2. Consider authorizing purchase of an archiving server**

The Town Manager told how the purchase of an archive server was previously approved and is one of the Council Goals for the current fiscal year. This project was put out to bid. Two bids were received. One of those bids came from an employee which per policy we cannot accept. Hence, he recommended acceptance of the remaining bid. This is a cost sharing project with the school. The Town's cost will be \$4,500. The purchase of this server will double our storage capacity of terabytes.

**Councilor Watson moved to approve FR16-17-61. Councilor Snyder seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

*\*(FR16-17-61 is attached for review.)*

**#3. Consider approving funds for safety repairs to the baseball field.**

Manager Kroll explained the safety repairs to the baseball field were previously planned and budgeted for, and requested authorization to expend the funds for the scheduled repair work.

**Councilor Jacques moved to approve FR16-17-62. Councilor Snyder seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

*\*(FR16-17-62 is attached for review.)*

**#4. Consider approving the naming of a private drive.**

Residents at 2190 Union Street submitted a request to name their private drive *Comfort Living Lane*. The Code Enforcement Office and the USPS have approved the request.

**Councilor Freeman moved to approve R16-17-76. Councilor Snyder seconded the motion. The motion was accepted without doubt.**

*The motion carries.*

*\*(R16-17-76 is attached for review.)*

**#5. Consider waiving fees for Elementary School Construction project.**

Manager Kroll informed the Council that we will waive local fees for the Elementary School construction project. Those fees include the site plan fee and the building permit fees. This does not include any plumbing permit fees.

**Councilor Snyder moved to approve R16-17-77. Councilor Freeman seconded the motion. The motion was accepted without doubt.**

*The motion carries.*

*\*(R16-7-77 is attached for review.)*



**#6. Consider amending the Personnel Policy.**

The Town Manager spoke regarding the recommended changes to the Personnel Policy. Those changes include Section 4 - overtime policy, Section 5 - holiday pay, Section 6 – vacation, Section 8 – bereavement leave, and Appendix B – health benefits. The Council participated in discussion regarding each section.

**Councilor Jacques moved to table amending the Personnel Policy until a meeting at a later date. Councilor Freeman seconded the motion. The motion was accepted without doubt. The motion carries.**

**C. WORKSHOPS**

**#7. Consider the introduction of a Marijuana Retail Ordinance.**

Manager Kröll referred to the draft Ordinance provided in the Council packet, stating that this should be a stand alone ordinance rather than simply part of the Land Use Ordinance. The Ordinance would prohibit anything at all to do with retail marijuana in the Town of Hermon, essentially making Hermon a “Dry Town.” The Council agreed that a Public Hearing should be scheduled so that they may consider adopting the *Marijuana Retail Ordinance*.

**Councilor Jacques moved to approve R16-17-79. Councilor Snyer seconded the motion. The motion was accepted without doubt. The motion carries.**

*\*(R16-17-79 is attached for review.)*

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

**Councilor Watson moved to consider items in the Table Packet. Councilor Snyer seconded the motion. The motion was accepted without doubt.**

*The motion carries.*

**#8. Consider authorizing the payment of \$1200 for additional drainage work at the Route #2 sidewalk project.**

Manager Kröll informed the Council that there is a catch basin that is outside of the scope of the project but directly affecting the south side of the project. The catch basin needs to be made flush with the pavement, yielding better drainage. Now is the best time to deal with it since the Contractor is on site.

**Councilor Jacques moved to approve FR16-17-63. Councilor Snyer seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

*\*(FR16-17-63 is attached for review.)*



**X. APPOINTMENTS**

None

**XI. MANAGER STATUS REPORT:**

**Annette Merrithew** is retiring. Tomorrow is her last day. Annette is a blessing. She always treats everyone well. The Town of Hermon has been extremely fortunate to have someone of her caliber on its staff for so many years. Josh Berry will be replacing her. He has big shoes to fill. We will miss Annette.

**Memorial Day** - Dealing with the Cemeteries has been challenging. I have met with the contractor. We have received interest from the community in establishing a Cemetery Committee. I would be pleased to receive your input regarding having such a committee.

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

None

**XIII. COUNCIL ITEMS:**

**Councilor Freeman** asked if the new speed sign has been out. Sgt. Pelletier stated that it was on Partridge Lane for two weeks and is currently on Silas Warren Drive. He also affirmed that if there is no speed limit sign, the speed limit is 25mph in residential areas and 45mph in all other areas.

**Councilor Sinclair** asked if the sidewalk seemed narrow to anyone besides himself. Manager Kroll responded, stating that the sidewalk is a standard dimension.

**XIV. EXECUTIVE SESSION:**

None

**XV. ADJOURNMENT:**

**Councilor Jacques** moved to adjourn the meeting at 8:12pm. **Councilor Ellis** seconded the motion. **With no objection the meeting was adjourned.**

**Respectfully Submitted,**

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

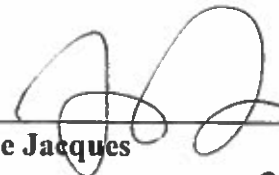


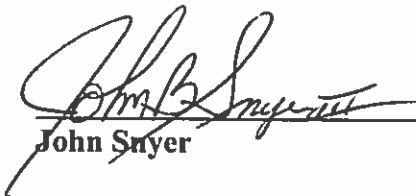
FR16-17-60

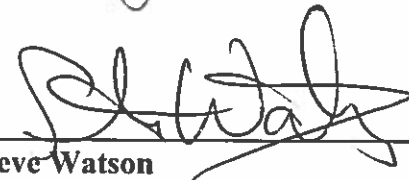
Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to expend an amount not to exceed \$1,750 for purchasing and installing 2 Gould's PE51M pumps on the Town Office Sewer. Be it further resolved the cost of the services is to be paid for from the Town Office Reserve Account (HERM11).

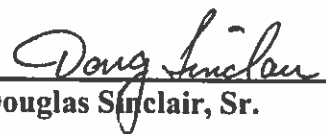
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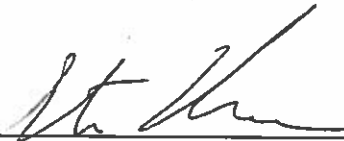
  
Donna Ellis

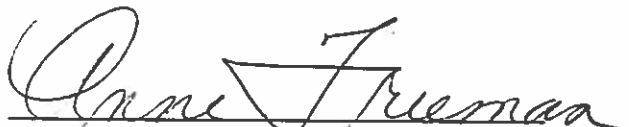
  
Jeanne Jacques

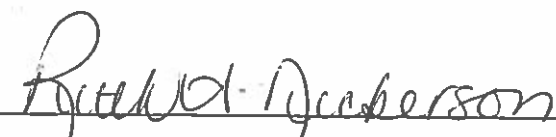
  
John Snyder

  
Steve Watson

  
Douglas Sinclair, Sr.

  
Steven Thomas

  
Anne Freeman

Attest Original: 

Motion	<u>Sinclair</u>	Yeas	<u>7</u>	Date	<u>6-1-17</u>
Second	<u>Snyder</u>	Nays	<u>0</u>		



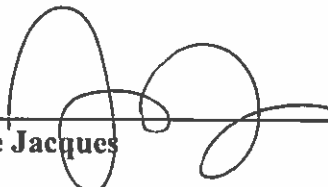


ER16-17-61

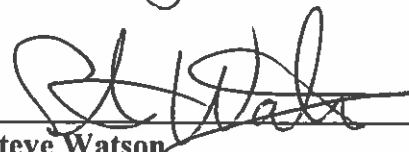
Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to expend an amount not to exceed \$4,414 for purchasing an archiving server for the Town Clerk and follow the Town's Purchasing Policy and award the bid to New Egg Company. Be it further resolved the cost of the services is to be paid for from the Town Office Equipment and Technology Reserve Account (HERM19).

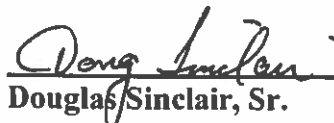
SIGNED this June 1, 2017 by the Hermon Town Council:

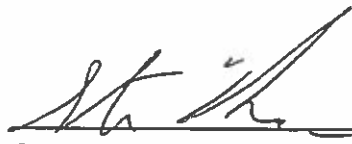
  
\_\_\_\_\_  
Donna Ellis

  
\_\_\_\_\_  
Jeanne Jacques

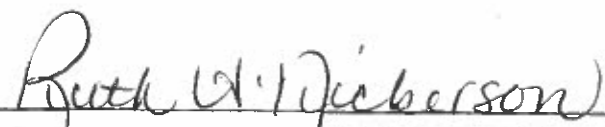
  
\_\_\_\_\_  
John Snyder

  
\_\_\_\_\_  
Steve Watson

  
\_\_\_\_\_  
Douglas Sinclair, Sr.

  
\_\_\_\_\_  
Steven Thomas

  
\_\_\_\_\_  
Anne Freeman

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

Motion	<u>Watson</u>	Yeas	<u>7</u>	Date	<u>6-1-17</u>
Second	<u>Snyder</u>	Nays	<u>0</u>		



FR16-17-62

Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to expend an amount not to exceed \$2,400 for purchasing safety repairs to the baseball field as well as fields LL2 & LL3. This work will include the construction of protective screens for dugouts; fence adjusting, straightening and replacement of posts and adjusting the cantilever gate rollers, etc. Be it further resolved the cost of the services is to be paid for from the Recreation Reserve Account (HERM09).

SIGNED this June 1, 2017 by the Hermon Town Council:

Donna Ellis

Jeanne Jacques

John Snyer

Steve Watson

Douglas Sinclair, Sr.

Steven Thomas

Anne Freeman

Attest Original:

Motion		Yeas	<u>7</u>	Date	<u>6-1-17</u>
Second		Nays	<u>0</u>		



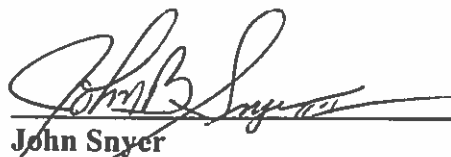
R16-17-76

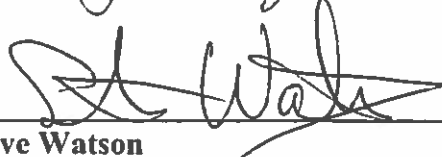
Be it resolved by the Hermon Town Council in town council assembled a private way currently known as 2190 Union Street be named COMFORT LIVING LANE.

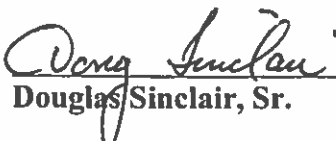
SIGNED this June 1, 2017 by the Hermon Town Council:

  
\_\_\_\_\_  
Donna Ellis

  
\_\_\_\_\_  
Jeanne Jacques

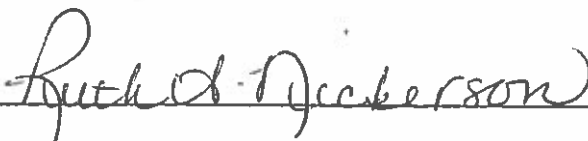
  
\_\_\_\_\_  
John Snyder

  
\_\_\_\_\_  
Steve Watson

  
\_\_\_\_\_  
Douglas Sinclair, Sr.

  
\_\_\_\_\_  
Steven Thomas

  
\_\_\_\_\_  
Anne Freeman

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

Motion	<u>Freeman</u>	Yeas	<u>Accept</u>	Date	<u>6-1-17</u>
Second	<u>Snyder</u>	Nays	<u>1070 Doubt</u>		




R16-17-77


Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to waive the Planning Board and Building Permit Fee for the Hermon Elementary School Project. Be it further resolved the cost of the State Plumbing Fee can not be waived and shall be paid by the Hermon School Department.

SIGNED this June 1, 2017 by the Hermon Town Council:

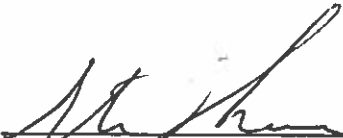
  
Donna Ellis


  
Jeanne Jacques

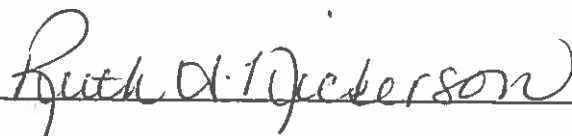
  
John Snyder




  
Steve Watson

  
Douglas Sinclair, Sr.

  
Steven Thomas

  
Anne Freeman

Attest Original: 

Motion 	Yeas 	Date <u>6-1-17</u>
Second 	Nays <u>10/0 doubt</u>	



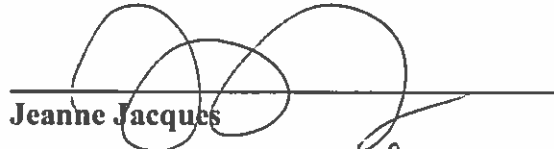
R16-17-79

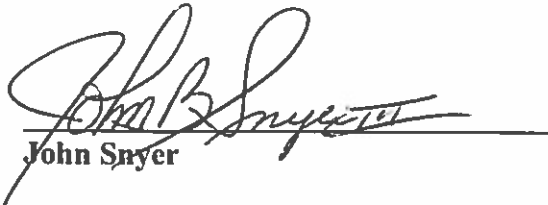
Be it resolved by the Hermon Town Council in Town council assembled that a public hearing be scheduled for Thursday, June 29, 2017 to consider the proposed Town of Hermon Recreation Marijuana Ordinance with potential action to follow.

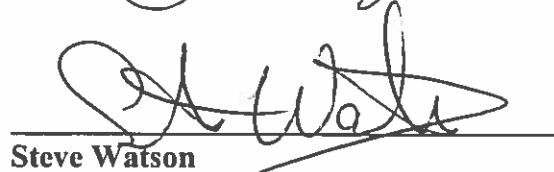
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**SIGNED** this June 1, 2017 by the Hermon Town Council:

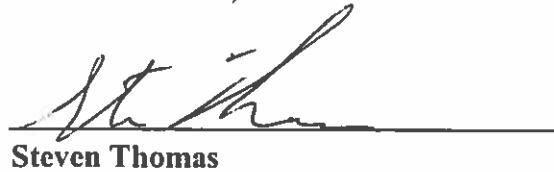
  
Donna Ellis

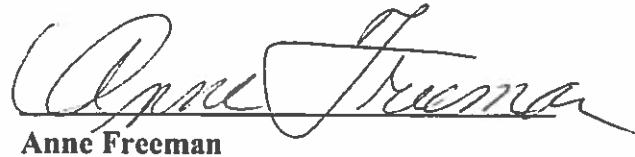
  
Jeanne Jacques

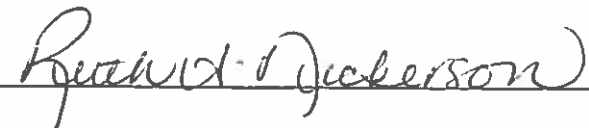
  
John Snyder

  
Steve Watson

  
Douglas Sinclair, Sr.

  
Steven Thomas

  
Anne Freeman

Attest Original: 

Motion <u>Jacques</u>	Yeas <u>accepted</u>	Date <u>6-1-17</u>
Second <u>Snyder</u>	Nays <u>no doubt</u>	




FR16-17-63

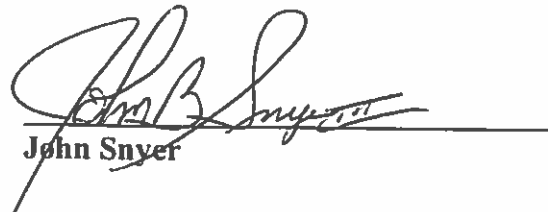
Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to expend an amount not to exceed \$1,200 for purchasing the services of Gardner Construction to install a catch basin for drainage on the south side of the Route 2 project that is outside the scope of the designated Route 2 project. The project includes the raising of the catch basin approximately 4" to become flush with the pavement, cutting pavement, excavating around the basin, adding a concrete riser and prepping for surface pavement.

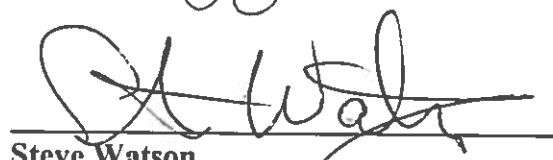
Be it further resolved the cost of the services is to be paid for from the Highway Reserve Account (HERM06).

**SIGNED** this June 1, 2017 by the Hermon Town Council:


  
\_\_\_\_\_  
Donna Ellis

  
\_\_\_\_\_  
Jeanne Jacques

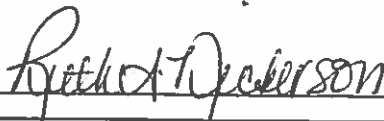
  
\_\_\_\_\_  
John Snyder

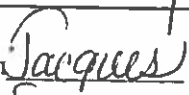

  
\_\_\_\_\_  
Steve Watson

  
\_\_\_\_\_  
Douglas Sinclair, Sr.

  
\_\_\_\_\_  
Steven Thomas

  
\_\_\_\_\_  
Anne Freeman

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

Motion		Yeas	<u>7</u>	Date	<u>6-1-17</u>
Second		Nays	<u>0</u>		



Town of Hermon

Public Safety Meeting Room

June 14, 2017

Town Council Meeting

7:00 PM

MINUTES

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

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\*\*\*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**

**III. ROLL CALL**

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

**Members Absent:** Anne Freeman

**Others Present:** Town Manager Howard Kroll

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

**V. NEWS, PRESENTATIONS AND RECOGNITIONS** None

**VI. PUBLIC ITEMS OR COMMENTS** (*Items Not Already on Agenda*) None

**VII. PUBLIC HEARINGS** None

**VIII. COMMITTEE REPORTS** None

**IX. SCHEDULED AGENDA ITEMS**

**A. OLD BUSINESS** None

**B. NEW BUSINESS** None



**C. WORKSHOPS** None

**D. OTHER ITEMS (from Table Package)** None

**X. APPOINTMENTS** None

**XI. MANAGER STATUS REPORT:** None

**XII. FINAL PUBLIC ITEMS OR COMMENT** (*Items Not Already on Agenda*) None

**XIII. COUNCIL ITEMS:** None

**XIV. EXECUTIVE SESSION:**

**Councilor Sinclair moved to go into Executive Session to discuss a Personnel Matter per 1 M.R.S.A. § 405(6)(A) and secondly to discuss a Real Estate Matter per 1 M.R.S.A. § 405(6)(C). Councilor Ellis seconded the motion. A Roll Call vote was unanimous in favor of the motion. Councilor Freeman absent.**

*The motion carries.*

**#1. Executive Session to discuss a Personnel Matter per 1 M.R.S.A. § 405(6)(A)**

**#2. Executive Session to discuss a Real Estate Matter per 1 M.R.S.A. § 405(6)(C)**

**Councilor Sinclair moved to exit Executive Session at 8:10pm. Councilor Snyer seconded the motion. A Roll Call vote was unanimous in favor of the motion. Councilor Freeman absent.**

*The motion carries.*

**XV. ADJOURNMENT:**

**Councilor Sinclair moved to adjourn the Council Meeting at 8:10pm. Councilor Snyer seconded the motion. With no objection the meeting was adjourned.**

**Respectfully Submitted by Town Clerk Ruth A. Nickerson**

**On behalf of Town Manager Howard A. Kroll**





**Town of Hermon**

**Public Safety Meeting Room**

**June 22, 2017**

**Town Council Meeting**

**7:00 PM**

**MINUTES**

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

**\*\*\*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 Snyder and Steve Watson

**Members Absent:** None

**Others Present:** Town Manager Howard Kroll, Town Clerk Ruth A. Nickerson, School Superintendent Patricia Duran, School Committee Members Ted Harris, Anne Smith and Tony Reynolds, Ed Marsh, Donna Pulver, Jesse Keith, Josh Berry and Michelle Thayer

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

- MINUTES – April 27, 2017

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

**V. NEWS, PRESENTATIONS AND RECOGNITIONS**

**Chair Thomas moved agenda item #1 to Presentations.**



Chair Thomas told how the School Building Committee has been meeting for several months. The project includes an 18, 800 square foot addition that will provide 10 new classrooms a small library and a few other rooms. A draft of the building project was rolled out for all to look at. Mr. Thomas told how test borings have been done and there is ledge which affected the design and placement of the addition. He then stated that a decision needs to be made regarding the sprinkler system. There are two codes that the project must be in compliance with. Any new building over 12,000 sq. ft is required to have a sprinkler system; this affects design decisions.

There are three options to be considered. The first option includes the installation of fire walls and fire doors in each classroom adding \$145,000 to the project costs. Secondly, a full commercial sprinkler system will add \$275,000 to the cost. The life safety option is the third option, and the option the Committee prefers. The life safety option will add \$115,000 to the original cost of the project. This option would allow for sprinklers in the new portion of the school; however the fire marshal will require the remainder of the school to be sprinkled within 5 years at an additional cost of \$110,000.

Those in attendance participated in a conversation regarding the different variables that affect the overall decision. The Council agreed with the School Building Committee choosing option 3, *Life Safety Option*, as the most reasonable solution for this project.

**Councilor Jacques moved to amend the Town Council Rules and take action on an item not on the agenda. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

**Councilor Jacques moved to authorize the Town Manager to write a letter supporting the ‘Life Safety Option.’ Councilor Watson seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

The motion carries.

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

None

**VII. PUBLIC HEARINGS**

None

**VIII. COMMITTEE REPORTS**

None

**IX. SCHEDULED AGENDA ITEMS**

**A. OLD BUSINESS**

**#1. Discuss School Construction Project.**

See above: News, Presentations and Recognitions



**B. NEW BUSINESS**

**#2. Consider Authorizing Town Manager to sign Contract with Dunbar and Brawn.**

Manager Kroll told how he has a draft contract with Dunbar and Brawn, which has been reviewed by the Town Attorney. He asked for authorization from the Council to sign the contract and partner with Dunbar and Brawn for the construction project at the Elementary School.

**Councilor Watson moved to approve R16-17-80. Councilor Snyder seconded the motion. The motion was accepted without doubt.**

*The motion carries.*

*\*(R16-17-80 is attached for review.)*

**#3. Consider Authorizing expenditure from the Recreation Reserve Account toward the Recreation Department Construction Project.**

Manager Kroll requested the Council offer authorization to pay for the Engineering Cost associated with the Recreation Department’s construction project at the Elementary School. The invoice total is \$10,171.20.

**Councilor Freeman moved to approve FR16-17-64. Councilor Snyder seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

*\*(FR16-17-64 is attached for review.)*

**#4. Consider Authorizing expenditure from the School Capital Reserve Account toward the Elementary School Project.**

Manager Kroll requested the Council offer authorization to pay for the Engineering Cost associated with the School Department’s construction project at the Elementary School. The invoice total is \$75,450.25. In response to Councilor Snyder, Ed Marsh stated that we are on track with projected engineering cost and that 25% of the drawings are complete.

**Councilor Jacques moved to approve FR16-17-65. Councilor Snyder seconded the motion. A Roll Call vote was unanimous in favor of the motion.**

*The motion carries.*

*\*(FR16-17-65 is attached for review.)*

**C. WORKSHOPS**

None

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

None

**X. APPOINTMENTS**

None



**XI. MANAGER STATUS REPORT:**

**Manager Kroll** welcomed the School Committee and the School Superintendant to the joint meeting, and stated that we should meet together more often.

Howard told how 3 submissions have been made for audit services. The submissions were reviewed by The School Superintendant, the Town Manager and the Finance Director. He told how these services affect both groups, the School and the Town and stated that it is important that we protect our established reputation of being good stewards of our funds. The bids received were as follows: RKO - \$77,250, Ron B. - \$30,900 and RHR Smith - \$69,000 for a three year contract. Mr. Kroll affirmed the fact that municipal government audits are not fun; they are complicated and not very profitable. We have a good working relationship with RKO, which is important. Tony Reynolds agreed, strongly recommending that we stay with RKO, stating that we have previously dealt with the other bidders. The Council participated in a discussion with the Manager and the School Committee regarding Audit Services. Chair Thomas expressed his opinion, stating that changing CPA firms is a good practice.

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

**Ed Marsh** offered a big thank you to the School Committee and the Town Council from the Building Committee for their participation and cooperation on this project.

**Patricia Duran** thanked the Council for their work on this project. She also introduced incumbent School Committee Member Jesse Keith.

**Ted Harris** asked for about the number of Pre-K rooms. Mr. Marsh stated that there will in fact be 3 Pre-K classrooms.

**Anne Smith** thanked the Council for the opportunity for the boards to participate in this meeting together. She told how she and Councilor Freeman have served this community for many years together and this is the first she has seen such cooperation between the Council and the Committee.

**XIII. COUNCIL ITEMS:**

None

**XIV. EXECUTIVE SESSION:**

None

**XV. ADJOURNMENT:**

**Councilor Jacques** moved to adjourn the meeting at 7:46pm. **Councilor Freeman** seconded the motion. **With no objection the meeting was adjourned.**

**Respectfully Submitted,**

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



R16-17-80

Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to sign a contract between Dunbar and Brawn Construction, 223 Hildreth Street North, Bangor and the Town of Hermon for construction and engineering services of the Patricia A. Duran Elementary School for school addition and renovation of space within the school for Recreation Department purposes.

SIGNED this June 22, 2017 by the Hermon Town Council:

Donna Ellis

Jeanne Jacques

John Snyder

Steve Watson

Douglas Sinclair, Sr.

Steven Thomas

Anne Freeman

Attest Original:

Motion	<u>Watson</u>	Yeas	<u>Accepted</u>	Date	<u>6-22-2017</u>
Second	<u>Snyder</u>	Nays	<u>10/0 Doubt</u>		



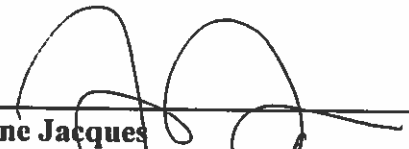
FR16-17-64

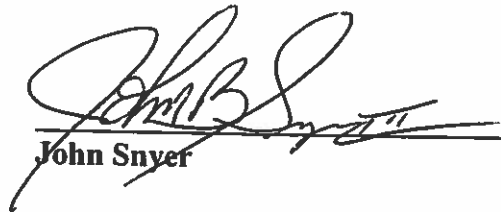
Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to expend an amount not to exceed \$10,171.20 for purchasing engineering services from Dunbar and Brawn Construction of Bangor for the Recreation Department's construction project at the Patricia A. Duran Elementary. Be it further resolved the cost of the services is to be paid for from the Recreation Department Reserve Account (HERM09).

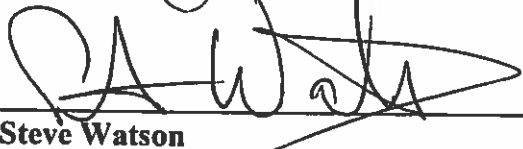
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SIGNED this June 22, 2017 by the Hermon Town Council:

  
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Donna Ellis

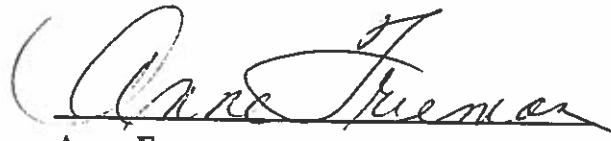
  
\_\_\_\_\_  
Jeanne Jacques

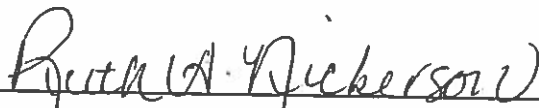
  
\_\_\_\_\_  
John Snyder

  
\_\_\_\_\_  
Steve Watson

  
\_\_\_\_\_  
Douglas Sinclair, Sr.

  
\_\_\_\_\_  
Steven Thomas

  
\_\_\_\_\_  
Anne Freeman

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

Motion	<u>Freeman</u>	Yeas	<u>7</u>	Date	<u>6-22-2017</u>
Second	<u>Snyder</u>	Nays	<u>0</u>		

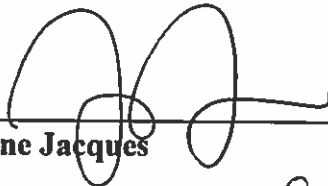


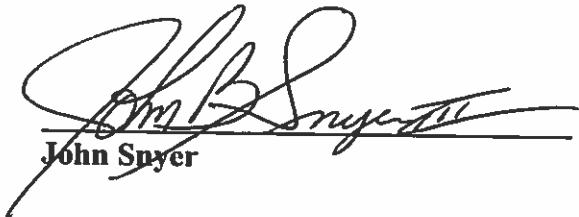
ER16-17-65

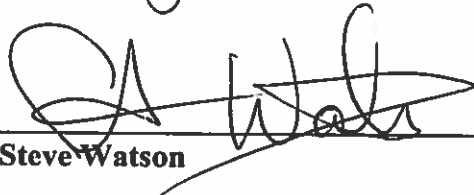
Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to expend an amount not to exceed \$74,450.25 for purchasing engineering services from Dunbar and Brawn Construction of Bangor for the Elementary School Addition/Expansion construction project at the Patricia A. Duran Elementary. Be it further resolved the cost of the services is to be paid for from the School Capital Reserve Account (HERM21).

SIGNED this June 22, 2017 by the Hermon Town Council:

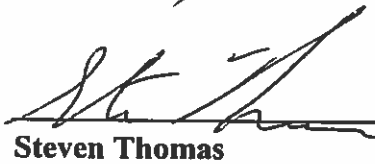
  
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Donna Ellis

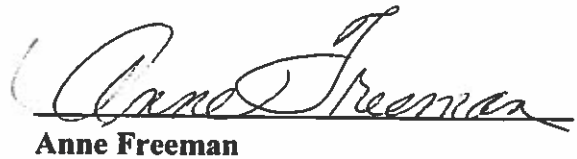
  
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Jeanne Jacques

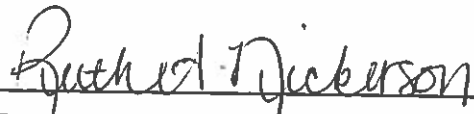
  
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John Snyder

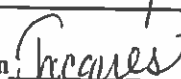
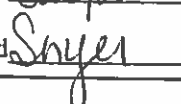
  
\_\_\_\_\_  
Steve Watson

  
\_\_\_\_\_  
Douglas Sinclair, Sr.

  
\_\_\_\_\_  
Steven Thomas

  
\_\_\_\_\_  
Anne Freeman

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

Motion		Yeas	<u>7</u>	Date	<u>6-22-2017</u>
Second		Nays	<u>0</u>		

## MEMORANDUM

To: Members of the Hermon Town Council  
From: Howard Kroll, Town Manager  
Re: 10 August 2017 Town Council Meeting  
Date: 28 July 2017

### **#1. Discussion- RFP Audit Services for FY 17, FY18 & FY19**

An RFP was placed seeking Audit services for both the The Hermon School Department and the Town. We received 3 bids from qualified audit firms.

Town Manager personally called 8 firms (Nicholson, Michaud and Co, Baker Newman and Noyes, Roy and Associates, Louiselle, Goodwin and Hinds, Haverlock, Estey and Curran, LLC, BBSC, Branter, Thibodeau and Associates and Berry Dunn) as well as sending them individual letters and a copy of the RFP packet as well as placing the ad on the Maine Municipal Association Website and in the Bangor Daily News for 2 weekend editions.

The Superintendent, Finance Director and Town Manager will review the 3 bids and will make a recommendation at the meeting.

### **#2. Consider- Authorizing Town Manager to spend \$6,800.00 from the Public Works Reserve Account (HERM08) toward the purchase of a new Gas Compactor.**

Staff is seeking Town Council authorization to spend \$6,800.00 from the Public Works Reserve Account (HERM08) toward the purchase of a new gas compactor. We sought competitive bids and received bids from 3 vendors with prices ranging from \$9155 to a low of \$6800. Please find attached a copy of the bids.

***Town Manager recommends authorization to purchase a gas compactor from Sunbelt Rentals for \$6800.***



### **#3- CONSIDER NEW STREET LIGHT- INTERSECTION OF BAYBERRY/SMITH ROAD**

Michael and Nicole Corbin of 28 Bayberry Lane have requested a street light at the intersection of Bayberry Lane and Smith Road. The intersection does not have a light and unfortunately does not have a pole within 50 feet. The area is residential with many residents out walking, children riding their bikes and vehicles driving within the subdivision that has grown rapidly since its beginning.

Scott Perkins and I inspected the intersection and found 2 utilities poles that are approximately 70 feet from the intersection and it would be a challenge to fix a street light on either to illuminate the intersection.

Recommendations/options include install new pole at intersection with light (approximately \$1500), install light on either pole hoping to create light at intersection (approximately \$700) or do nothing.

***Town Manager suggests we review our policies/ordinances that see if we are required to install new light at intersections. If so we need to install a new pole with a light on it unless light on either of the adjacent poles can create enough light to properly illuminate the intersection.***

### **WORKSHOP- SEWER ORDINANCE-----**

#### **#4 Consider- Approving the repeal of the Sewer Ordinance and replacing it in its entirety with a new version entitled: "Town of Hermon Sewer Ordinance"**

Town of Hermon Staff are seeking Town Council's consideration to repeal the sewer ordinance and replace it in its entirety with a new ordinance entitled: "Town of Hermon Sewer Ordinance."

In 1996 the Town of Hermon signed a 30 year agreement with the City of Bangor to allow Bangor Sewer Department to serve selected areas of the Town within a close proximity of the town border. After 21 years it is evident that the agreement is outdated and puts the town at huge financial risk for maintenance, repair, capital improvement and unfortunately but most

important to mention the unpaid bills of those businesses or residents who fail to pay the City of Bangor in a timely manner.

The agreement forces the Town to pay the City of Bangor all outstanding debt after 60 days of non-payment. Currently the Town has NO mechanism to (1) bill the unpaid amount to that individual business or property owner and (2) recover the paid amount the Town would pay the City of Bangor in the event we would need to pay.

Currently there is over \$110,000 in unpaid bills from various users on the Bangor system.

**The Town will need to hold a special town meeting to pay this if the users fail to pay the City of Bangor over the next 60 days.**

The Town needs to have the ability to recover all costs associated with this process. This includes legal fees, interest, lien costs and court costs.

# 2  
8-10-17

		GAS COMPACTOR- BID RESULTS-26 JULY 2017	
<u>COMPANY</u>	<u>PRICE</u>	<u>COMPACTOR SIZE</u>	
SUNBELT RENTALS	\$ 6,800.00	10 INCH COMPACTOR	
JORDAN EQUIPMENT	\$ 7,683.00	6 INCH COMPACTOR	
	\$ 8,268.00	12 INCH COMPACTOR	
JIMAR CONSTRUCTION PRODUCTS, LLC	\$ 9,155.36	10 INCH COMPACTOR	