



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**