



Town of Hermon

Public Safety Meeting Room

December 14, 2017

Town Council Meeting

7:00 PM

MINUTES

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: Steve Thomas, Doug Sinclair, Jeanne Jacques, John Snyder, Steve Watson, Donna Ellis and Timothy McCluskey

Members Absent: None

Others Present: Town Manager Howard Kroll, Town Clerk Ruth A. Nickerson, Chris McCauley, Superintendent Gary Gonyar, Anthony Reynolds, Scott Perkins, Jason Davis, Fred Costlow, Josh Berry and Mary Cameron

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

MINUTES. -APPROVE November 2, 2017 and November 16, 2017

WARRANTS. -SIGN December 14, 2017

RESOLVES. -SIGN FR17-18-31 (approved 10/19/17)

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

The motion carries.



V. NEWS, PRESENTATIONS AND RECOGNITIONS

None

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

Assessor/Code Enforcement Officer Josh Berry gave a quick update on the Revaluation that is currently taking place. He stated that 20% of the 1,800 Data Verification Forms that were mailed out have been received back in the office. The first mailing had a 66% return rate. He affirmed that filling out the form does not mean that your taxes are going up. Josh informed the Council that all the field work has been completed. The Assessing Department has been working on Saturdays in an effort to accomplish this project on time. 40% of the data entry is complete and the project is on track with the estimated timeline. Josh thanked Will, Brittany, Brandon, Lillian and Cindy for their hard work and for all the hours they have put towards the completion of the in house revaluation.

Mr. Berry then told how the new tax maps are almost complete. It has been five years since the tax maps were updated.

In response to Councilor Thomas, Mr. Berry stated that if you do not fill out the Data Verification Form that legally it takes away your right to challenge your assessment or to be heard by the Board of Assessment Review.

Manager Kroll thanked Josh Berry and his staff; stating that they are a great crew and they have put a good dent into the work that needs to be completed.

VII. PUBLIC HEARINGS

None

VIII. COMMITTEE REPORTS

None

IX. SCHEDULED AGENDA ITEMS

A. OLD BUSINESS

- #1. Consider scheduling a public hearing to hear comment regarding the establishment of a TIF district for *THE SHOP* and *Landscape Supply*.**

The Town Manager reminded the Council of the presentations that were given in August regarding these two proposed TIF districts. A Public Hearing must be held before a TIF district can be established.

Councilor Jacques moved to approve R17-18-25 & R17-18-26. Councilor Ellis seconded the motion. The motion was accepted without doubt.

The motion carries.

***(R17-18-25 & R17-18-26 are attached for review.)**

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#2. Consider approving the Hermon Business Loan Program

Economic Development Director Scott Perkins affirmed that the Town of Hermon currently has a Business Loan Program available for fixed assets only. The Loan Program being discussed tonight offers a broader scope and loans can range from \$250,000 to \$1,000,000. There are specific guidelines and criteria that must be matched alongside a commitment to the Town of Hermon to be considered for a loan. All loans will require approval from the Council. Scott thanked Chair Thomas for his assistance with this Development Incentive Program. Chair Thomas told how he is pleased that we can offer and attract businesses to our community.
(This was an introduction to the new Business Loan Program. No action was taken tonight.)

#3. Consider authorization of final payment to Plymouth Engineering for Route #2 project.

Manager Kroll asked the Council for authorization to pay the final invoice for the Route #2 sidewalk project.

Councilor Jacques moved to approve FR17-18-41. Councilor Ellis seconded the motion. A Roll Call vote was unanimous in favor of the motion.

The motion carries.

***(FR17-18-41 is attached for review.)**

B. NEW BUSINESS

#5. Consider authorizing a Waiver of Foreclosure for M/L 015-034-000.

The Town Manager explained that M/L 015-034-000 is currently owned by Maine Montreal & Atlantic Railway, LTD. This is a 5.34 acre parcel full of nothing but railroad ties. The ties are piled higher than the tankers that sit on the tracks. MMAR has abandoned the property. Should the Town end up owning the property we will then be responsible for the ties. We need to discuss with the Assessor how we will handle this property and that will require legal counsel.

Councilor Jacques moved to approve R17-18-27. Councilor Ellis seconded the motion. The motion was accepted without doubt.

The motion carries.

***(R17-18-27 is attached for review.)**

#4. Consider authorizing a tax abatement for M/L 015-034-000.

This tax abatement request is for the same railroad property just discussed. The Manager stated that we cannot let this property slip through the cracks; the responsibility that comes with owning this property is phenomenal.



Councilor Jacques moved to approve R17-18-28. Councilor Watson seconded the motion. The motion was accepted without doubt.

The motion carries.

***(R17-18-28 is attached for review.)**

#6. Consider authorizing an expenditure from the School Capital Reserve Account.

In response to Chair Thomas, the Town Manger stated that things are progressing smoothly at the Patricia A. Duran Elementary School construction site. The fall weather allowed for a good start. Councilor Jacques informed the others that she has some questions regarding this most recent invoice but will wait to ask those questions when Lewis McEacharn, from Dunbar and Brawn, is here to answer them.

Councilor Snyder moved to approve FR17-18-42. Councilor Ellis seconded the motion. A Roll Call vote was unanimous in favor of the motion.

The motion carries.

***(FR17-18-42 is attached for review.)**

#7. Consider authorizing a change order at the Elementary School Construction Project.

The Town Manager explained that the School Board alongside the School Superintendent has requested a change order with regard to the flooring in the new educational wing at the Elementary School. They have requested a combination of ceramic tile and carpet tile. The Manager explained the different options. There are 5 of them. He recommended option A, which includes all of them, as the best long term solution; ceramic tile throughout the new educational wing including the corridors and the computer room. The custodial spaces and the mechanical room will not be tiled. The library floor will be carpet tiles. These carpet tiles are easy to clean and replace as wear and tear takes place. \$77,000 was originally budgeted for the floors. This change will add another \$154,000 to that cost. In response to Councilor Jacques, Superintendent Gonyar stated that there are other things the school wants to use funds in the school repair reserve for, specifically the roof. Additionally, the boiler and the gym floor at the middle school both need replacing. Mr. Gonyar explained that the tile being requested is the same tile that was installed at the high school. In response to Chair Thomas, the Superintendent stated there could be an additional change order coming for doorway canopies. He also affirmed that there will be 10 new classrooms in the new educational wing being constructed. The Chair reviewed all the options again.

Councilor Jacques moved to approve FR17-18-43. Councilor Watson seconded the motion. A Roll Call vote was unanimous in favor of the motion.

The motion carries.

***(FR17-18-43 is attached for review.)**



#8. Review a proposed Tax Increment Finance District and Schedule a public hearing for *The Early Learning Center*.

Economic Development Director Scott Perkins introduced a new business to the Town Council and read into the record a summary of *The Early Learning Center Childcare and Preschool Inc.*'s TIF proposal. The Learning Center is located at 17 Liberty Drive and owned by Kelly & Corey Staples. Kelly has worked in the childcare industry for 17 years. 22 children attended on the very first day they were open. Their license allows services for 34 families. Currently, the business has five full-time and two part time employees.

Councilor Jacques moved to approve R17-18-29. Councilor Watson seconded the motion. The motion was accepted without doubt.

The motion carries.

***(R17-18-29 is attached for review.)**

C. WORKSHOPS

#9. Discuss and Review Recreation Advisory Committee bylaws.

Howard explained to the Council the need for a Recreation Advisory Committee, telling how we need input from the actual users of this program. He told how we need to give direction and purpose to this committee with regard to updates and changes, program demand and diversity. Applications have been received from seven citizens who desire to serve on this committee. Councilor Snyder offered to serve as Chair of the Committee. The Councilors agreed there is great potential for our Recreation Department.

Councilor Watson moved to approve R17-18-30. Councilor Ellis seconded the motion. The motion was accepted without doubt.

The motion carries.

***(R17-18-30 is attached for review.)**

D. OTHER ITEMS (from Table Package)

X. APPOINTMENTS

#10. Consider appointments to the Recreation Advisory Committee.

Nicole Hopkins
DJ Hart
Alisha Tardy
Timothy Tardy
Jessefa Murphy
Patricia Reynolds
Sherry Andre
John Snyder - Chair



Councilor Watson moved to approve R17-18-30. Councilor Ellis seconded the motion. The motion was accepted without doubt.

The motion carries.

***(R17-18-30 is attached for review.)**

XI. MANAGER STATUS REPORT:

Happy Holidays from my office and the entire Town staff.

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

Scott Perkins informed the Council that he is in receipt of seven new commercials, inviting anyone who would like to view them to stop by his office.

XIII. COUNCIL ITEMS:

Councilor Sinclair spoke of his disappointment in the fact that there are no Christmas decorations in the village or down the sidewalk.

XIV. EXECUTIVE SESSION:

- #11. Consider an Executive Session to discuss a personnel matter per 1 M.R.S.A. § 405(6)(A)**

Councilor Jacques moved to enter Executive Session to discuss a personnel matter per 1 M.R.S.A. § 405(6)(A); followed by a discussion regarding a Real Estate Matter per 1 M.R.S.A. §405 (6)(C). Councilor Snyer seconded the motion. A Roll Call vote was unanimous in favor of the motion.

The motion carries.

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

(See motion above)

Councilor Jacques moved exit Executive Session, taking no action on either item. Councilor Ellis seconded the motion. A Roll Call vote was unanimous in favor of the motion.

The motion carries.

XV. ADJOURNMENT:

Councilor Jacques moved to adjourn the meeting at 9:20pm. Councilor Ellis seconded the motion. With no objection, Chair Thomas adjourned the meeting.

Respectfully Submitted,

Ruth A. Nickerson, CCM
Town Clerk