



Town of Hermon

Via Teleconference

April 22, 2020

Special Town Council Meeting

7:00 PM

AGENDA

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

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

**Town Council Meeting held via telephone conference call and audio streamed on <https://hermon.net>
Click on Council tab, and select the Public Access Channel link.**

Town Office and Public Safety Building closed to the public as of 3/17/2020 due to COVID-19

- 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:**
 - SIGNATURES. -APPROVE**
 - MINUTES. -APPROVE 4/9/2020 Minutes**
 - WARRANTS. -SIGN**
 - 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:

B. NEW BUSINESS:

FR19-20-32 Consider awarding Mowing contract for CY20,CY21, CY22, CY23 and CY24.

FR19-20-33 Consider approving the Town Manager to use HERM06 for Spring Clean up efforts

R19-20-48 Consider approving XL Golf dba The Sports Arena's liquor license and authorize Kristen Cushman, Town Clerk to sign on the councils behalf.

C. WORKSHOPS:

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

Via Teleconference

April 9, 2020

Town Council Meeting

7:00 PM

AGENDA

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ALL ITEMS ARE SUBJECT TO APPROPRIATE COUNCIL ACTION

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I. CALL TO ORDER BY CHAIRPERSON

II. PLEDGE OF ALLEGIANCE

Chair McCluskey led those in attendance in the Pledge of Allegiance

III. ROLL CALL

Members Present: John Snyder III, Donna Ellis, Anthony “Tony” Reynolds, Charles Lever IV, Steve Thomas and Timothy McCluskey

Members Absent: Douglas Sinclair Sr. - excused

Others Present: Town Manager Howard Kroll and Town Clerk Kristen Cushman.

Councilor Snyder moved to excuse Douglas Sinclair Sr. from the council meeting. Councilor Lever seconded the motion. Motion passes



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

SIGNATURES. –APPROVE Quitclaim: 057-033-000T # 1709 & 023-036-000 # 321 Manager
Kroll to sign Quitclaims.

MINUTES. -APPROVE 3/31/2020

WARRANTS. –SIGN

RESOLVES. -SIGN

Councilor Thomas moved to approve the Consent Calendar as presented. Councilor Snyder seconded the motion. Motion passes 6-0.

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:

B. NEW BUSINESS:

FR19-20-31 Consider awarding a bid to supply mowing services for all municipal grounds listed in the mowing RFP (tabled from March 31, 2020 meeting)

Steve: Asked why a decrease in the contract amount on the 4th and 5th year? Howard stated stability and to level out the pricing.

Asked about damage done to the stones in the past – how would this be handled going forward? Howard stated contractor would have liability insurance. Call the contractor and see if they damaged the stone and go from there.

John: Very concerned with the increase in the contract price compared to the prior contractor pricing. Approx 50k to 110k.

Donna: Agrees with John

Steve: Understands wages have gone up and the cost of equipment. Steve is concerned everyone knows Mr. Byers price if they were to go out to bid.

Tony: Does not like going back out to bid. Mr. Byers submitted a bid properly but if all the bids come back close to Mr. Byers bid he feels the bid should be given to Mr. Byers unless the bid is 20k to 30k less.



Charles: So close to May to be going back out to bid and costs are going up.

Councilor Ellis moved to reject any and all bids and put out to bid again advertising in BDN, MMA website and mail to contractors. Councilor Snyder seconded the motion. Motion passes 6-0.

Councilors agreed the new RFP should be for 5 years and will meet again on 4/22/2020 to award the mowing bid.

C. WORKSHOPS:

Review FY21 Town Manager's PROPOSED Municipal Budget-

Tony: Budget looks good and unknown the future at the State level.

Charles: Budget looks good.

John: Budget looks great. Tab 1 Town Manager does not show an increase for cost of living.

Steve: 2 ½ to 3 % increases would account for cost of living.

John/Steve: Town Manager should put 3% increase in the budget for himself.

Steve: How is Code/Assessing working out having one person? Howard explained there is an additional 2 part time staff that help with personal property, quarterly reviews of property and working with business helping to file reports to the State. Staff is good for now.

Tab 4 – Mowing at cemeteries removed from this line in the budget? Howard stated next year there will be one line for all Town of Hermon mowing – not by department.

Public Works Tab 4 – Road work down this year? Howard stated road work will be up this year. TIF revenues will be paying for two roads, Herm 06 will be paying for Billings Rd., Blackstream Rd. for it to be reclaimed and fix. Roads are listed in multiple places in the budget.

Tim: Happy with the budget. The \$4,500 for I pads for the Fire Dept can it come from the IT line? Howard stated yes. Explain the \$4,500 for the fire instructor's conference. Howard stated senior Fire Department staff is looking to go to an out of state conference. Due to the current status of COVID-19 this is up in the air.

Tim would like to see a tracker in the explorer.

Howard: Stated because we are not able to have the election and annual town meeting in June per the Governor's order the election will be on July 14, 2020. We will continue with the current budget until a budget is voted on. We are up in tax collection compared to other years. Excise tax is down but rapid renewal is up. Students will have remote learning through the rest of the current school year. Enterprise revenue came to a complete stop on 3/15/2020.

D. OTHER ITEMS: (from Table Package)



X. APPOINTMENTS:

XI. MANAGER STATUS REPORT: Manager Kroll thanked everyone for their cooperation and positive attitude during this uncertain time. Thanked the superintendent for all the hard work for the students. Staff is trying to serve the public and answer the phone. Stay safe over the next few weeks.

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

XIII. COUNCIL ITEMS:

Donna: How will we have annual town meeting? Howard stated we have a 2 day meeting - starting on Election Day and ending at annual town meeting. We are waiting for direction from the Secretary of State and will be working with our attorney for direction.

Donna: This is a unique situation.

Tony: Bond for snowplow contract. What should we do if someone decides to sue us after the bond runs out? Howard stated he has spoken with our attorney and when the bond runs out this will not hold anyone open up a case.

Tim: Has the street sweeping started? Tony stated the contractor goes out early to test his machines. We don't pay extra for this.

XIV. EXECUTIVE SESSION:

XV. ADJOURNMENT:

Councilor Ellis moved to adjourn the meeting at 7:53PM. Councilor Reynolds gave seconded. With no objection the meeting was adjourned at 7:53 PM.

Respectfully Submitted,

Kristen Cushman
Town Clerk

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FR19-20-32

Be it resolved by the Hermon Town Council to award a contract to mow municipal cemeteries and other public owned grounds to _____ in the amount of \$_____ for CY20, _____-CY21 _____ for CY22, _____-CY23 and _____-CY24.

SIGNED this April 22, 2020 by the Hermon Town Council:

Donna Ellis

Anthony Reynolds

John Snyder

Charles Lever IV

Douglas Sinclair, Sr.

Steven Thomas

Timothy McCluskey

Attest Original: _____

Motion _____	Yeas _____	Date _____
Second _____	Nays _____	



FR19-20-33

Be it resolved by the Hermon Town Council to authorize the Town Manager to spend up to \$24,000 from HERM06 (Highway Reserve Account) for services to assist in the town wide brush, tree debris removal in April and May 2020. Services include but not limited to part time Public Works employee costs, arborist, equipment rental, hiring multiple firms to assist in the clean up effort, etc.

SIGNED this April 22, 2020 by the Hermon Town Council:

Donna Ellis

Anthony Reynolds

John Snyder

Charles Lever IV

Douglas Sinclair, Sr.

Steven Thomas

Timothy McCluskey

Attest Original: _____

Motion _____	Yeas _____	Date _____
Second _____	Nays _____	



R19-20-48

Be it resolved by the Hermon Town Council in Town Council assembled to approve XL Golf dba The Sports Arena's liquor license on Thursday, April 22, 2020.

Per S.P.789-L.D.2167 Part F-1 #2 approved March 18, 2020 from Governor Mills, waiving public hearing and authorizing Kristen Cushman, Town Clerk, to sign the liquor license on behalf of the Town Council.

SIGNED this April 22, 2020 by the Hermon Town Council:

Donna Ellis

Charles Lever IV

John Snyder III

Anthony Reynolds

Douglas Sinclair, Sr.

Steven Thomas

Timothy McCluskey

Attest Original: _____

Motion _____

Yeas _____

Second _____

Nays _____

Date _____