



Town of Hermon

Public Safety Building Meeting Room

May 26, 2016

Town Council Meeting

7:00 PM

AGENDA

*** 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
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. REVIEW CONSENT CALENDAR: REGULAR BUSINESS, APPOINTMENTS, SIGNATURES,
And APPROVAL OF MINUTES:

MINUTES. -APPROVE April 7, 2016

WARRANTS. -SIGN

QUITCLAIM. -SIGN M/L 041-067-000 Account #1527
- V. NEWS, PRESENTATIONS AND RECOGNITIONS
- VI. PUBLIC ITEMS OR COMMENTS (*Items Not Already on Agenda*)
- VII. PUBLIC HEARINGS
 - #1. Hold public hearing on the proposed 2016-17 Town Budget and Capital Improvement Plan



VIII. COMMITTEE REPORTS

IX. SCHEDULED AGENDA ITEMS

A. OLD BUSINESS

#2. Consider adopting the CIP for the period 7-1-2016 to 6-30-2017

#3. Set the final Town Budget for the period 7-1-2016 to 6-30-2017

#4. Approve Election Warrant for the election of officers and Annual Town Meeting

B. NEW BUSINESS

#5. Consider approving MDOT/ Municipal Agreement for improvements to intersection of Route 2 and Billings Road

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

Public Safety Building Meeting Room

April 7, 2016

Town Council Meeting

7:00 PM

MINUTES

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

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has taken place – check hermon.net for link.

ALL ITEMS ARE SUBJECT TO APPROPRIATE COUNCIL ACTION

I. CALL TO ORDER BY CHAIRPERSON

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

II. PLEDGE OF ALLEGIANCE

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

III. ROLL CALL

Members Present: Douglas Sinclair Sr., Steven Thomas, Alden Brown, Timothy McCluskey, William Scott and Donna Ellis

Members Absent: Anne Freeman

Others Present: Town Manager Roger Raymond, Town Clerk Ruth A. Nickerson, Assessor Benjamin Birch Jr., Cindy Pellett, Ted Harris, Wendy Wiles-Scott, Scott Perkins, Tony Reynolds, Gaynor Reynolds, Byron Ogden, Sgt. Pelletier, Carol Lackedy, Josh Berry JoJo Brigham and three others unknown to the clerk.

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

MINUTES. -APPROVE March 16, 2016

WARRANTS. -SIGN April 8, 2016

SIGN Quit Claim Deed for M/L 021-045-000



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

The motion carries.

V. NEWS, PRESENTATIONS AND RECOGNITIONS

#1. Presentation by Ben Birch regarding the status of the revaluation

Assessor Ben Birch spoke to the Council regarding the revaluation that is currently underway. He explained that the purpose of the revaluation is not to raise new revenue for the Town but to make sure that all properties are valued by the same standards. A recent Sales Ratio Study of our community indicates there are major discrepancies amongst the assessed values of homes in Hermon. Additionally, there have been numerous complaints from the public regarding equity with their property. Mr. Birch told how the valuation is being conducted using TRIO computer software for Real Estate using the Cost Approach to value. The Cost Approach meets the legal requirements of equal, equitable and consistent assessments. According to Maine State Law and Property Tax Division regulations, the assessed value is the value of a property to be used for local taxation. Assessors are required by the State to value all real and personal property within their community, this includes single-family residences to the largest of commercial and industrial enterprises. Assessors do not create value. Rather they have the legal responsibility to discover and appraise property as it exists. Mr. Birch explained that people make value by their transactions in the marketplace.

The current revaluation process includes property information, dwelling/commercial information, outbuilding information and lastly correlation analysis. At some time each home in Hermon will receive a visit from the Assessing Office to assess individual properties and to examine it inside and out. A list is made of a property's components. These include such things as its age, the floor area, number of stories, and number of bathrooms, quality of construction as well as condition and location. All of these factors are considered in a final determination of value. In response to Councilor Thomas, Mr. Birch affirmed that all home visits will take place during regular business hours unless otherwise requested by a homeowner.

#2. Presentation by Cindy Pellet regarding the in-house mapping program

Cindy Pellet introduced herself to the Council. Cindy lives here in Hermon with her family, her daughters attend HMS. Her career in GIS began in 1993. She told how she began working part time for the Town in mid-December. Her first project was updating our Land Use District Map.

Mrs. Pellet then explained that we have 61 tax maps. She has updated 6 of them. The process includes reviewing each map line by line with the data in TRIO. She showed the old map and the new so the Council could have a visual of her current project.

The Town Manager complimented Mrs. Pellet's work and explained to the Council the cost and time savings we are experiencing by having Cindy on our staff. Scott Perkins also told how he is excited about Arch GIS and its potential for our community.



#3. Presentation by Scott Perkins regarding the Economic Development Plan

Scott offered each Councilor a draft copy of the Economic and Community Development Strategic Plan. He told how the Committee has been meeting for several months and has completed a significant amount of work.

Mr. Perkins highlighted several parts of the proposed plan and spoke regarding the overall Economic Development Goals for the Town of Hermon. The overall theme of the plan centers on the fact that Hermon is a great place to do business. The top three reasons supporting that theme are our location, uncomplicated regulations, and our proactive staff. Businesses are here in Hermon intentionally and are happy to be here.

The draft shared with the Council will be attached as part of these minutes.

#4. Presentation by Wendy Scott regarding the website update

Wendy Wiles-Scott spoke to the Council about the Town of Hermon's website. She told how the current site is outdated, does not leave a good first impression and is hard to navigate on a cell phone. Our web-site contains a significant amount of data which can be challenging and expensive. Our current host has offered to help us update our site and train our staff. They have quoted a price of \$9,330. Wendy stated that she has made a budget request of \$11,000 for improvements to our website.

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

#5. Set date for a workshop to determine the job description for the Town Manager position

The Town Manager explained that a review, discussion and possible amendment of the Town Manager job description is one of the few goals left on this year's list of Council Goals, and suggested that the Council schedule a workshop for April 21, 2016.



Councilor Brown moved to schedule a workshop to discuss the Town Manager's job description at the next Town Council Meeting. Councilor Scott seconded the motion. The motion was accepted without doubt.

The motion carries.

#6. Set date for a workshop regarding the alternatives to be selected by the Town Council regarding Post 2018

The Town Manger reminded the Council that they will be required to make a decision about how to handle the Town's Municipal Solid Waste very soon. He asked them to schedule a workshop to discuss the issue on April 21, 2106.

Councilor Brown moved to schedule a workshop to discuss MSW on April 21, 2016. Councilor Scott seconded the motion. The motion was accepted without doubt.

The motion carries.

C. WORKSHOPS

#7. Complete review of the municipal budget which will include: Debt Service, Social Services, CIP 2016-2017; and Revenues

Debt Service: The Manager reported to the Council that our debt service was a little over 100,000. Rachel worked with the bond bank and got our balance reduced for the debt service on the water and sewer extension on the Coldbrook Road by \$25,000. We have three more years to pay on this debt. This year's payment will be reduced by 15,189. The Manager asked the Council to budget \$89,900 for debt service.

Social Services: Manager Raymond informed the Council that representatives from the Social Services agencies requesting funds for 2016-2017 were present. He then invited each of them to speak regarding the services they provide in our community.

Penobscot Snowmobile Club was represented by Byron Ogden. Mr. Ogden told how Penobscot Snowmobile Club chartered in 1970, is one of the top ten clubs in the State. He spoke of the clubs goal to develop a GPS trail map that would be superimposed over our town map. Manager Raymond explained that a portion of the \$3,900 requested by the club is paid from snowmobile registration fees.

ECOTAT, represented by Gaynor Reynolds and JoJo Brigham celebrated its 25th Anniversary in March. Mrs. Reynolds told of the significant transformation that has taken place at the garden. The Route #2 garden will be this year's focus. The funds given to the garden by the Town of Hermon are used to reduce the costs of the gardener and ECOTAT's liability insurance. Wednesday night is volunteer night at ECOTAT. Everyone is welcome to come and help keep the gardens and grounds beautiful and kept for all to enjoy.

Neighbors Supporting Neighbors was founded in 2007 and is run by Volunteer Director Carol Lackedy. NSN provides food and personal item for the needy in our community, including 129



adults and 87 children. They dispense food at the Penobscot Snowmobile Club. Carol told how she is in the process of organizing a very large silent auction. The funds raised will be used for the construction of a new building. Mr. Raymond praised Carol's work and told how the Town has not received a food request through General Assistance for the past two years. Councilor McCluskey stated how fortunate our community is to have people who work as hard for our residents as Ms. Lackedy does.

Capital Improvement: The Manager offered a packet of information with some changes and additions to the Council. The School's Capital Improvement Plan has been added for all the school reserves.

Town Office Technology Account: \$11,000 to update website. \$5,000 from general appropriation and \$6,000 from TIF revenues.

Highway Improvement Account: Printer's Drive is falling apart. We have had to close a section of that road. We will be fixing 600 feet of road there.

School Bus Reserve: A new bus will be purchased this year.

Capital Improvement Account: No activity is scheduled for this year but we will continue to fund to this reserve in preparation of paying for proposed improvements at the elementary school.

School Tax Stabilization Reserve: We are still paying for the middle school improvements. This is our 3rd year of a 6 year balloon payment.

School Repair Reserve: A large number of projects have been proposed, but all activities have been included in the operating budget. Some of those activities are - resurfacing the tennis courts, replacing the intercom system at the high school, improving the press box at the high school, improvements to the entrance at the high school, portions of the heating system at the high school will be replaced, a new sound system to be installed at the high school, replacing the floor in the weight room at the high school, major roof repairs at the middle school, tile replacement at the elementary school, asbestos removal at the elementary school, portable classrooms and new basketball winches in addition to several projects at the Superintendent's Office which include paving the parking lot and upgrading the accessibility ramp and front steps.

Summary: \$1,769,863 in Capital Improvements this year.

Revenues: The Manager shared preliminary revenue detail sheets with the Council. Manager Raymond then reviewed all the revenue details. Clerk Revenue will increase by \$1,000,
Vehicle Excise Tax up \$25,000
Boat Excise Tax down \$200
Dog Fees up \$200
Building Permits no change
Local plumbing fees up \$400
Planning and Zoning no change



Hermon Connection no change
Cemetery Fees no change
Misc Revenue - no change
Payment in lieu of taxes - no change
Cable Franchise - reduced \$2000
Fines - no change
Sewer Assessment - down \$300
Wireless Tower - up \$1000
TIF Revenues up - \$424,600
Investment Interest - up significantly
Undesignated Fund Balance - up \$22,000
State Revenue Sharing – down \$5000
Homestead
Bête
Snowmobile Reimbursement – no change
URIP funds - up \$3000

D. OTHER ITEMS (from Table Package)

None

X. APPOINTMENTS

None

XI. MANAGER STATUS REPORT:

- **Update Council regarding meeting with Fiberight** - Per Manager Raymond's request, Councilor Thomas told the meeting with Fiberight was a productive one that lasted almost 2 hours. Some of the topics discussed were revenue sources, operating expenses and debt services. This is a 70 million dollar project. Interest has been expressed by Covanta to be a financial partner but no commitment has been made yet. This is a new technology for the United States. DEP permits are scheduled to wrap up by the end of April, and there are plans to downsize the plant to a 100,000 ton plant. Mr. Raymond stated many towns are waiting to see what Hermon does before they make their own decision regarding MSW. Mr. Raymond will meet with Casella next Wednesday.

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

None

XIII. COUNCIL ITEMS:

Councilor Thomas stated that he had received an email from a resident concerned about the lack of striping at the Route #2/Billings Road intersection. Drivers are stopping at the wrong line and this is causing the sensors to function improperly. Can we paint a new line at the lights? Manager Raymond stated that the lines will be painted as soon as the weather allows.



XIV. EXECUTIVE SESSION:

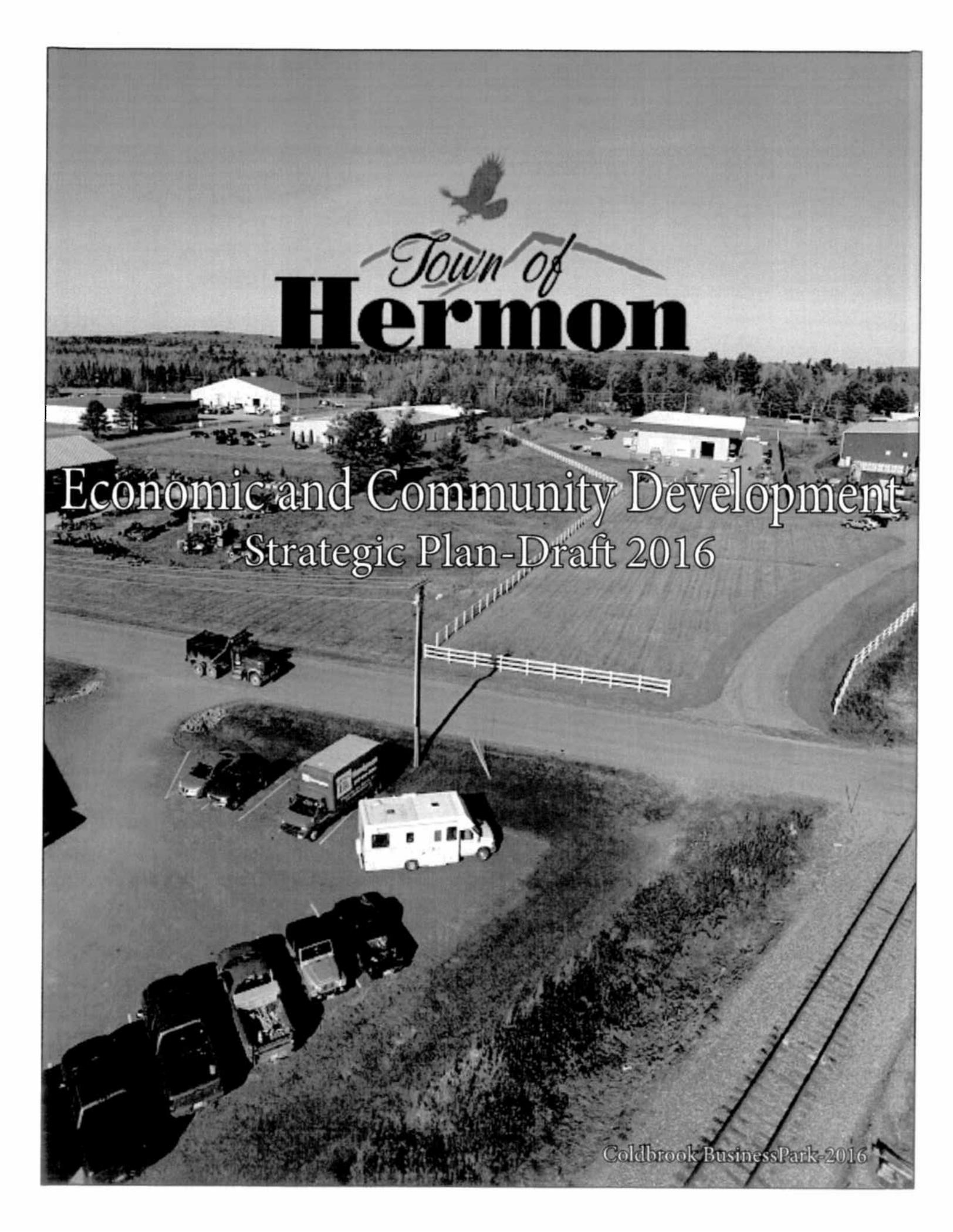
None

XV. ADJOURNMENT:

Councilor Scott moved to adjourn the meeting at 9:28pm. Councilor Ellis seconded the motion. With no objection to the motion the meeting was adjourned.

Respectfully Submitted,

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



Town of
Hermion

**Economic and Community Development
Strategic Plan-Draft 2016**

Town of Hermon

Economic and Community Development-Draft 4-5-2016
Strategic Plan 2016

Introduction

(Overview of DECD team and responsible partners in plan development)

In January of 2015, the Hermon Town Council authorized the Town Manager to establish an Economic Development Committee to act as an advisory board for municipal employees involved with completing the goal of economic and community development planning. Committee members included residents and employees who enjoy experience in finance, real estate, property development, construction, marketing and public administration. The committee developed proposals from economic development advisors in the legal, marketing and planning process industries. Eastern Maine Development Corporation was hired to assist the Town of Hermon with data mining, goal development and conducting business interviews.

The Town Council approved the item of economic planning in July of 2015, formalizing the effort as part of the Town manager's work plan. Council resolve R15-16-07 was signed on July 30, 2015 addressing the complete list of goals for 2015-2016 including support for seventeen different economic and community development items related to plan creation.

The global effort will include brand creation, establishing marketing programs and implementing technology upgrades necessary for Hermon to improve its competitive position regionally. Incentives and guidelines concerning access to municipal, State and regional support for business will be specifically listed for reference. This Economic and Community Development plan identifies detailed strategies for business growth and support while simultaneously representing the five year work plan for the DECD office in Hermon.

Mission Statement & Vision

(Discussion of Hermon's strengths, weaknesses, opportunities and threats...vision will be based on community values and be clear and perceived as attainable)

Hermon is a growing community made up of young families, educated professionals, business owners and long term residents that anchor our Town. Hermon experiences a quality workforce available locally and regionally due to our unique geographical advantage. Our Town offers some of the best locations for business regionally because of our multiple transportation options including the Interstate system, Bangor International Airport and Railway service extending from Canada to Searsport.

An exceedingly low tax rate is common in Hermon with rates often times half as much as neighboring communities. These supports have created a strong local business base that takes advantage of the qualities that a well planned community can provide.

Hermon provides an extremely high quality of life for families of all ages. The Town is a State wide leader concerning the delivery of quality municipal and business services. Hermon offers good recreational opportunities and strong support for its schools. An identified strength for Hermon remains its ability to encourage commercial growth in areas that does not interfere with its suburban and rural appeal.

With responsive administrative leaders, quality educational opportunities and public safety resources that exceed most communities our size, Hermon is a complete package for any business owner looking for excellence in municipal service and steady positive growth for its bottom line.

In order to maintain our competitive regional advantages as a desirable community in which to start or grow a business, this plan specifically addresses several challenges for the future that include:

- Planning to support our current transportation and construction strengths while seeking diversity in the business base for long term stability
- Build consensus for infrastructure and utility development for commercial and village areas where none exist
- Improve the Land Use plan for future business development areas to increase inventory
- Creating new marketing plans and incentive programs that forge partnerships between municipal and private industry
- Maintaining and improving municipal facilities and services for both businesses and residents to encourage positive growth
- Preserve Hermon's character by observing land use transition areas between residential, village commercial, commercial and industrial areas
- Create plans that incentivize consumer service businesses in the Village Commercial district
- Providing personal customer service to build relationships that encourage growth and investment for both new and existing entrepreneurs

(List of strategies to implement in final summary at end of document specifically address challenges and goals)

Local Economic Conditions & Analysis

(Demographics including population trends, incomes, education, employment data, business interview summaries, business inventory, transportation and tourism- to be inserted by EMDC from US Census Data, Maine State Planning Office, Bangor Metropolitan Statistical Reports, Folger Library, UMO, etc.)

Example:

Narrative: Hermon's population is expected to increase through 2032, as projected by the State Planning Office (SPO) to total 7,292 persons, an increase of nearly 31% from 2012. A large portion of the influx in population for the Town of Hermon has been incoming new residents migrating from other communities. The town recognizes the potential for increased business opportunities and participation in local government, but also recognizes the potential demand upon town roads, facilities and services when considering infrastructure. As the town moves forward in understanding its potential future growth rates, the opportunity exists for Hermon to take advantage of this growth period if long range planning is part of its *Strategic Economic Development Plan*.

Town	Population observed		Population projected				Percent change from previous period						Total percent change
	2007	2012	2017	2022	2027	2032	2002-07	2007-12	2012-17	2017-22	2022-27	2027-32	
Bangor	32,721	32,796	32,858	32,866	32,729	32,425	2.4%	0.2%	0.2%	0.0%	-0.4%	-0.9%	-1.1%
Brewer	9,420	9,402	9,424	9,430	9,393	9,309	3.2%	-0.2%	0.2%	0.1%	-0.4%	-0.9%	-1.0%
Carmel	2,712	2,788	2,876	2,955	3,021	3,072	8.3%	2.8%	3.2%	2.7%	2.2%	1.7%	10.2%
Charleston	1,405	1,396	1,376	1,357	1,332	1,300	-0.4%	-0.6%	-1.4%	-1.4%	-1.8%	-2.4%	-6.9%
Clifton	879	923	976	1,022	1,064	1,101	12.3%	5.0%	5.7%	4.7%	4.1%	3.5%	19.3%
Corinth	2,800	2,852	2,905	2,949	2,981	2,998	7.8%	1.9%	1.9%	1.5%	1.1%	0.6%	5.1%
Eddington	2,195	2,227	2,270	2,312	2,344	2,365	4.8%	1.5%	1.9%	1.9%	1.4%	0.9%	6.2%
Glenburn	4,458	4,586	4,738	4,872	4,987	5,076	8.4%	2.9%	3.3%	2.8%	2.4%	1.8%	10.7%
Hampden	7,061	7,271	7,520	7,750	7,948	8,107	7.8%	3.0%	3.4%	3.1%	2.6%	2.0%	11.5%
Hermon	5,168	5,585	6,022	6,472	6,899	7,292	12.3%	8.1%	7.8%	7.5%	6.6%	5.7%	30.6%
Kenduskeag	1,310	1,332	1,357	1,375	1,388	1,394	8.1%	1.7%	1.9%	1.3%	0.9%	0.4%	4.7%
Levant	2,684	2,894	3,111	3,320	3,516	3,695	15.6%	7.8%	7.5%	6.7%	5.9%	5.1%	27.7%
Newburgh	1,519	1,541	1,569	1,593	1,609	1,618	6.3%	1.4%	1.8%	1.5%	1.0%	0.6%	5.0%
Newport	3,229	3,247	3,281	3,306	3,316	3,309	5.0%	0.6%	1.0%	0.8%	0.3%	-0.2%	1.9%
Old Town	7,918	7,758	7,652	7,541	7,395	7,211	0.3%	-2.0%	-1.4%	-1.5%	-1.9%	-2.5%	-7.1%
Orono	9,919	10,582	10,862	11,243	11,579	11,857	2.5%	6.7%	2.6%	3.5%	3.0%	2.4%	12.0%
Orrington	3,705	3,717	3,752	3,781	3,794	3,788	3.7%	0.3%	0.9%	0.8%	0.3%	-0.2%	1.9%
Stetson	1,151	1,215	1,284	1,351	1,412	1,466	11.5%	5.6%	5.7%	5.2%	4.5%	3.8%	20.7%
Veazie	1,900	1,897	1,902	1,902	1,894	1,876	4.3%	-0.2%	0.3%	0.0%	-0.4%	-1.0%	-1.1%

Demographics-(List and graphs by EMDC providing data and narrative)

- a. Population (total and by age group)
- b. Age ranges
- c. Education levels and characteristics
- d. Income (total, per capita, per household)
- e. Household characteristics (average size, lone persons, couples w/children, one parent, couples w/out/children, etc.
- f. Housing tenure (renting, mortgage, own, etc...)
- g. Mapping and supporting graphs as needed

Employment-(List and graphs by EMDC providing data and narrative)

- a. Employment by industry
- b. Occupation
- c. Qualification (education level and type)
- d. Workforce age
- e. Earnings
- f. Change in jobs by industry sector
- g. Method of travel to work (commuting flows and levels)
- h. Mapping and supporting graphs as needed

(See example from Maine.gov.labor site at SPO):

2015 Annual Average Civilian Labor Force for Maine Cities and Towns

Source: Maine Dept. of Labor, Center for Workforce Research and Information

Maine				
	Labor Force	Employment	Unemployment	Unemployment Rate (%)
Maine	679,756	649,855	29,901	4.4
Penobscot				
	Labor Force	Employment	Unemployment	Unemployment Rate (%)
Penobscot County	76,643	72,994	3,649	4.8
Bangor	16,684	16,014	670	4.0
Brewer	5,034	4,849	185	3.7
Charleston	568	541	27	4.8
Clifton	416	394	22	5.3
Corinth	1,339	1,269	70	5.2
Eddington	1,261	1,221	40	3.2
Glenburn	2,405	2,307	98	4.1
Hampden	4,333	4,204	129	3.0
Hermon	3,345	3,232	113	3.4
Kenduskeag	728	698	30	4.1
Levant	1,563	1,494	69	4.4
Newburgh	883	853	30	3.4
Old Town	4,195	4,045	150	3.6
Orono	5,185	4,977	208	4.0
Orrington	2,109	2,030	79	3.7
Stetson	580	548	32	5.5
Veazie	962	921	41	4.3

Housing-*(List and graphs by EMDC providing data and narrative)*

- a. Number of units
- b. Housing/building permits issued
- c. Age of housing units
- d. Affordability
- e. Price / Rent
- f. Occupancy/vacancy
- g. Seasonal
- h. Senior housing potential (support strategy with current data)
- i. Mapping as needed

Industry-*(List and graphs by EMDC providing data and narrative)*

- a. Establishments (types, location, sizes)
- b. Output/Revenue (gross revenue generated by businesses / organizations in each of the industry sectors in a defined region.)
- c. Exports
- d. Mapping as needed

Transportation-*(EMDC & Town of Hermon for Mapping/Conditions)*

- a. Inventory of roads, bridges, rail, etc.
- b. Conditions
- c. Mapping

Tourism

(Narrative and graphs by EMDC providing data from Maine Tourism and SPO)

- a. Value-added
- b. Employment
- c. Distribution of \$
- d. Visitor profile
- e. Tourist accommodation/businesses
- f. Length of stay
- g. Mapping

Regional Economic Indicators / Trends

(US Census Data on Greater Bangor Region and State of Maine, Re-Engineering the Region recommendations and identified emerging sectors-EMDC)

Inventory/Land Use/Utilities

(List community resources, public water, public sewer, technology, 3 phase power grid, transportation along with current commercial, industrial and village commercial zones by EMDC and Hermon DECD; Current/Future Land Use mapping by Town of Hermon)

- a. Natural gas
- b. High-speed internet
- c. 3 Phase power
- d. Public Sewer
- e. Public Water

(Summary to include the future land use goals as determined by Hermon DECD for Commercial and industrial zones)

Natural Resources

(List current natural resources-EMDC from Comprehensive plan, State of Maine)

- a. List of natural resources (lakes, streams, wetlands, mountains, etc.)
- b. Critical natural resources (those that may be in danger of disappearing due to development, overuse, etc.)
- c. Wildlife habitat
- d. Conservation
- e. Open space-Public Recreational Areas
- f. Soils
- g. Regional collaboration
- h. Mapping

Financial Resources & Business Incentives- Hermon & State of Maine

(List current incentive programs and local resources-Town of Hermon)

- a. TIF- to benefit business owner
- b. Façade improvement program for Village Commercial District-CDBG
- c. Other grants (Partner with Husson and UMaine for assistance with workforce training initiatives)
- d. Camden National Fixed Asset Loan Program

➤ Town of Hermon

Town of Hermon Economic &Community Development
333 Billings Road
Hermon, Maine 04401
207-848-1010 <http://www.hermon.net/>

Camden National Bank Fixed Asset Loan Subsidy

The Town of Hermon wishes to encourage establishment and growth of business enterprises now existing or wishing to locate in the Town. For this purpose, it has established a fund for the purpose of subsidizing interest payments on business loans made by the Bank to qualified business enterprises within the Town. (Finish details...)

Government Resources

(List Government resources, programs, grant opportunities and business assistance programs-Town of Hermon & EMDC)

- a. CDBG-Regularly review grant opportunities for community development projects
- b. State of Maine DECD
- c. Finance Authority of Maine
- d. Maine and Company
- e. Eastern Maine Development Corporation
- f. BACTS (Bangor Area Transportation Committee)
- g. SBA (Small Business Administration)
- h. Maine Small Business Development Centers
- i. Maine Angels

➤ **State of Maine DECD**

Industrial development bonds:

The Finance Authority of Maine (FAME), as well as municipalities in the state, issues bonds to provide tax-exempt financing for private businesses. Proceeds may cover the cost of land, land improvements, utilities, buildings, engineering, architectural and legal fees, and machinery and equipment.

Loan guarantees:

The Commercial Loan Insurance Program insures up to 90 percent of a loan to a maximum loan insurance exposure of \$4.25 million. 100 percent insurance available for loans to veterans, oil storage facility projects, clean fuel vehicle projects, and waste oil disposal site cleanup projects. Loan proceeds may be used for purchase of - and improvements to - real estate, machinery, and equipment.

Direct lending:

The Economic Recovery Loan Program is a direct lending program designed to help small businesses remain viable during difficult economic times. Existing businesses may apply. In considering loan applications, FAME looks to support creditworthy projects demonstrating substantial public benefit that have utilized other sources of capital.

The program is meant to be a lending program of last resort after a business has exhausted conventional lending sources. Loans may not exceed \$200,000, except in cases where substantial public benefit exists. The interest rate will not exceed Wall Street prime plus 2 percent. Terms may be structured to meet the borrower's specific needs.

Economic Development Grant Programs-State of Maine DECD:

a. Grants to Municipalities: for acquisition, relocation, demolition, clearance, construction, reconstruction, installation, and rehabilitation associated with public infrastructure projects such as water and sewer facilities, flood and drainage improvements, publicly-owned commercial and industrial buildings, parking, streets, curbs, gutters, sidewalks, etc. All public infrastructure must be owned by the municipality or public or private utility and be in support of an identified business. Maximum award: \$1,000,000.

b. Grants to Municipalities for Direct Business Support: for capital and non-capital equipment, land and site improvements, rehabilitation or construction of commercial or industrial buildings, job training, working capital and capital equipment and be in support of an identified business. Acquisition is not an allowable activity under this group. Maximum award: \$1,000,000.

Workforce Development Grant Program (WDG)-State of Maine DECD:

Grants to municipalities to address community and business resource needs by providing funding for operating expenses, equipment, and program materials for workforce training programs which will benefit low/moderate income (LMI) persons. Eligible activities include operating and program material expenses for the purpose of providing workforce training and skills development to address the shortage of an available trained workforce. Other eligible public service activities associated with the project are allowed. Maximum award: \$100,000.

Micro-Enterprise Assistance Grant Program-State of Maine DECD:

Grants to Municipalities for Direct Business Support to assist in innovative solutions to problems faced by micro-enterprise businesses. Assistance to businesses may be in the form of grants or loans at the discretion of the community. Eligible activities under the Micro-Enterprise Assistance category are grants or loans to for-profit businesses that can be used for working capital and interior renovations, facade grants or loans for exterior improvements, including signage, painting, siding, awnings, lighting, display windows and other approved improvements; and eligible planning activities necessary to complete the project development phase. Maximum award: \$150,000.

Tax increment financing (TIF) - State of Maine & Town of Hermon:

Local governing bodies can designate areas in their municipalities as development districts to facilitate redevelopment activities. Public financing, usually in the form of bonds, provides necessary improvements, and developers obtain financing to carry out the major redevelopment. The public debt is retired through the increase in property taxes generated by the redevelopment.

Employment tax increment financing (ETIF):

This program provides project financing to businesses that add five or more employees at wages above the county average and provide access to health insurance and a retirement program. The amount of financing is based upon state individual income tax withholdings and is available for up to 10 years.

Pine Tree Development Zone Program:

This program uses a combination of tax incentives to spur economic development statewide. The state will offer to qualified new and expanding businesses (1) an enhanced employment tax increment financing that returns 80 percent of the state income taxes withheld from qualified net new employees for up to 10 years; (2) a 100 percent refund of corporate income tax and insurance premium tax for years one-five, and 50 percent for years six through 10; (3) a 100 percent sales tax exemption for construction materials and equipment purchases; (4) a 100 percent sales tax reimbursement on real property purchased and/or physically incorporated; and (5) access to reduced electricity rates.

Workforce Training Programs

Maine Quality Centers:

The Maine Quality Centers, administered by the Maine Community College System, provide a pre-trained, competitively tooled workforce for new or expanding Maine businesses that create at least eight full-time jobs with benefits. The education and training, provided at no cost to the company, is fast-track, guaranteed, and customized to an employer's specifications.

Maine Apprenticeship Program:

This program is a customized, systematic training program designed to meet the needs of Maine employers through on-the-job training and related classroom instruction. The program may reimburse the apprentice (or employer if the company is providing tuition assistance) for up to 50 percent of tuition for college credit courses. At the end of the program, an employer has a certified, skilled journey person.

Maine State Contact:

Maine Department of Economic and Community Development
59 State House Station
Augusta, ME 04333-0059
(207) 624-9800
<http://www.maine.gov/decd/>

➤ **Community Development Block Grant CDBG Program**

The CDBG Economic Development Program provides gap funding in the form of grants and loans for communities to assist businesses in the creation/retention of quality jobs for low and moderate-income persons. Program activity groups, maximum grant and loan amounts may be reviewed at:

<http://www.maine.gov/decd/meocd/cdbg/>

➤ **Finance Authority of Maine**

FAME offers a wide array of business assistance programs, ranging from traditional loan insurance programs for both small and larger businesses, to investment tax credits. FAME has also established taxable and tax-exempt bond financing programs that allow strong, creditworthy firms in Maine to access capital at favorable rates and terms. <http://www.famemaine.com/>

➤ **Maine and Company**

Maine & Company provides free and confidential consulting services to businesses looking to relocate to Maine or expand within Maine. Services include real estate site searches, data collection and analysis, incentives identification and valuation, site visit coordination, workforce analysis, and financing coordination. <http://maineco.org/how-it-can-work-for-you/>

➤ **Eastern Maine Development Corporation**

EMDC provides a rich array of programs administered by dedicated professionals to assist business. Services include connecting business with start-up loan opportunities, business plan development, workforce training programs, legal and finance consultations. <http://www.emdc.org/>

➤ **Small Business Administration**

Financial assistance for new or existing businesses through guaranteed loans made by area bank and non-bank lenders. Free counseling, advice and information on starting, operating or expanding a small business through SCORE - Counselors to America's Small Business, Small Business Development Centers (SBDC) and Women's Business Centers (WBC). <https://www.sba.gov>

➤ **Maine Small Business Development Centers**

The Maine SBDC program helps build and strengthen small businesses through business advising, training and educational resources. Certified business advisors provide guidance on topics such as business feasibility, business plan development, capital acquisition, financial management, marketing and sales, e-commerce, customer service, personnel management, small business strategic planning and more. The Maine SBDC is a program of the U.S. Small Business Administration, the Maine Department of Economic and Community Development and the University of Southern Maine. <http://www.mainesbdc.org/>

➤ **Maine Angels**

The Maine Angels are accredited private equity investors who help entrepreneurs by investing in and mentoring early stage companies. Our goal is to make sound investments in promising New England entrepreneurs with an emphasis on Maine businesses. <http://www.maineangels.org/>

Quality of Life

(Summary statement regarding education, recreational opportunities, public safety, regional access to range of services including health care and retail/service sector businesses, public facility access-Town of Hermon to insert...)

Overall Economic Development Goals

Administrations-

- a. Continue to maintain an Economic Development Committee with membership from the Town Council, businesses, governmental agencies and the public
 - i. *Work as a liaison between fund raising groups and municipal government when directed*
- b. Develop a job description for the position of Economic and Community Development which is consistent with the needs of the community
- c. Continue to fund competitively the position of Economic and Community Development Director and to extend the hours to full-time status
 - i. *Use TIF funding to support DECD operations*
 - ii. *Complete cost comparisons for Council review annually*
- d. Continue to provide training opportunities for the Economic and Community Development Director so he/she can become knowledgeable of all available Federal, State and private funding opportunities to assist with the development of business and community development activities and projects
- e. Complete an Economic Development Plan and update the plan every five years
- f. Identify and participate in regional groups that have been established to create new opportunities for economic and community development
- g. Seek assistance from representatives of State and Federal agencies that can assist financially with the development of an economic development plan

Land Use-

- a. Prepare a land use map that identifies all land areas that can be used for economic and community development purposes
 - i. *Distribute maps to real estate professionals, land owners and stakeholders locally and regionally*
- b. Identify areas that are part of a TIF district
 - i. *Cross reference mapping from TIF attorney, assessing and finance for accuracy at least annually*
- c. Identify lots that are available for business development
- d. Land use review to identify new Village Commercial, Commercial and Industrial business expansion areas
- e. Review the existing land use standards to assure the existing standards are realistic and will not be a detrimental to development
 - i. *Build consensus with land owners, planning board and Town Council if changes are required*
- f. Identify properties that might be suitable for economic development activities that are not currently zoned for economic development purposes

Technology & Infrastructure-

- a. Identify the areas of the community that are served by public water and sewer, natural gas, communications services, high speed internet, storm drainage, and three phase power
 - i. *Map the areas current inventory and record future areas for technology upgrades*
- b. Identify areas of the community that are suitable for business development where the above noted infrastructure is not available but should be extended
- c. Attend training on technology provided by MMA and the State of Maine DECD
- d. Identify current capacity with each utility noted above and determine the need to obtain additional capacity for future economic and community projects
 - i. *Seek technology and infrastructure planning grants*
- e. Develop a plan to fund water and sewer extensions in commercial areas where none exist
 - i. *Research with Bangor Water District and Bangor Wastewater concerning costs and logistics*
- f. Determine the capacity that will be required to meet future economic and community development needs of Hermon in each plan update
- g. Technology Improvements for targeted locations
 - i. *Identify Business Park locations to create technology "hot spot" for wireless, fiber and communications advancements*
- h. GIS mapping of existing community infrastructure and proposed planning maps
 - i. *Purchase GIS equipment for field use and locate all new installations of technology and existing infrastructure for mapping*

Economic Development Incentives-

- a. Expand the existing Business Loan Program to include business development and gap financing
 - i. *Work with Camden National on fixed asset loan program*
 - ii. *Collaborate with Camden National on real estate subsidy loan program for Council presentation*
- b. Establish a Micro-loan program and seek financing from DECD through a CDBG grant application
 - i. *Publish local banking offers for micro-loan products for Hermon businesses*
- c. Develop a spec building model to provide incubator space for new businesses
- d. Develop a town owned business park if suitable land becomes available to the Town
 - i. *Determine the acceptable level of reserve savings for future investment projects concerning land and real estate purchases*

- e. Seek grants and low interest loans made available by state, federal and non-profit agencies that provide funds for economic and community development projects
- f. Seek federal and state assistance for workforce training funds
- g. Develop relationships with qualified colleges and universities that are capable of providing research and development for new products and processing
 - i. *Determine which businesses existing in Hermon and regionally could benefit from facilitated research relationships and market the opportunity to those companies*
- h. Create Tax Incremental Financing guidelines that assist businesses to extend public utilities and infrastructure that are required for their project
 - i. *Suggest TIF thresholds to the Council that meet Hermon's development goals*
 - ii. *Manage TIF reserve by building consensus for CIP with Council and business community*
- i. Continue to provide Credit Enhancement Agreements to assist with new and expanded business projects that create jobs and new taxes.
 - i. *Suggest reimbursement rates on a sliding scale according to numbers of jobs created*
 - ii. *Suggest reimbursement rates according to total amount of real estate development investment*
- j. Provide financial incentives for developers to provide land for business development
 - i. *Create incentive plans that reimburses the Town once a property has been sold to a business owner*
 - ii. *Target investment incentives to grow inventory levels or for specific businesses needing unique logistical support (utility extension, etc.)*
- k. Continue to provide support for the permitting process with Hermon's CEO
- l. Assist entrepreneurs to locate land or lease space for development
- m. Assist entrepreneurs to find funding for business projects such as loan guarantees and low interest loans
- n. Assist with the development of business plans from interested entrepreneurs
- o. Maintain relationships with local and regional banks that provide commercial loans
- p. Provide options for high speed internet access to all businesses in Hermon

Marketing-

- a. Use the Hermon Connection to introduce businesses to the community
 - i. *Support the Hermon Connection budget with TIF dollars in exchange for guaranteed placement of business reports and articles each edition*
 - ii. *Supplement the cost of local business advertising in the Hermon Connection*
- b. Attend ribbon cutting ceremonies
 - i. *Support businesses when appropriate with ribbon purchasing, logistics and event planning with marketing when requested*

- c. Develop a webpage that will promote local businesses
 - i. *Offer links to business that connect directly from the business list to their website*
 - ii. *Showcase business anniversaries using active banners*
 - iii. *Promote local news and connectivity through the DECD Webpage*
- d. Establish and update a list of all businesses in Hermon and incorporate a professional contact system
 - i. *Research Constant Contact, or similar database for bulk mailing*
 - ii. *Communicate networking opportunities for businesses*
 - iii. *Connect and network with lenders and real estate professionals regularly using electronic messaging*
- e. Develop TV advertisements that promote the town of Hermon for business development
 - i. *Develop business/ municipal partnerships for advertising different business segments seasonally*
- f. Integrate Hermon's brand in all forms of media and marketing
- g. Update the Town's website to promote Economic Development
 - i. *Update the content manager so mobile devices realize their full potential*
- h. The Economic Development Director to visit all businesses in Hermon on an annual basis
- i. Establish a list of all commercial properties for sale
 - i. *Post regularly on Towns Website*
 - ii. *Create program with real estate brokers that includes press releases of available properties*
- j. Develop a brochure identifying the quality of life and available incentives
 - i. *Use first hand testimonials*
 - ii. *Change the message for Municipal and Business highlights*
 - iii. *Purchase native files for ease of use when updates are necessary*
 - iv. *Use updated and current software environments that can publish print and web formats*
 - v. *Distribute to Chamber of Commerce, State Office of Tourism, etc.*
- k. Develop a video with a positive message featuring the highlights of the community
- l. Obtain the services of a consultant to identify potential businesses that could be successful in Hermon
- m. Conduct a survey of local citizens to determine services or businesses that are not available that they would want the Economic Development Director to seek
- n. Introduction letter- create quick reference letter for business as part of marketing materials
 - i. *Add letter to marketing packet in front jacket or as part of introduction*
 - ii. *Update when new contacts, staff changes occur and new programs are offered*

Transportation / Infrastructure-

(Improve the quality of transportation in the community by developing a consistent neighborhood theme that the citizens will patronize ...example: "Complete Streets" program)

- a. Continue to support the development of an annual Highway Improvement Plan and adequately fund the plan
 - i. *Attend BACTS meetings regionally*
 - ii. *Attend Road and Street Committee Meetings*
- b. Partner with the State of Maine to improve the road system in Hermon
 - i. *Use LPI and MPI programs and matching grants to leverage municipal dollars*
- c. Maintain high standards for new road construction
- d. Develop a gateway sign for the intersection of the Billings Road and Route 2
- e. Maintain and improve signs at all business parks
- f. Develop a façade program for the business parks and Village District
 - i. *Apply for CDBG grants for façade program support*
 - ii. *Use engineering design services to suggest style and items to include*
- g. Develop road policy for mixed commercial village properties that include all modes of transportation including pedestrian, bicycle and automobile.
 - i. *Consider policy similar to National Complete Streets for mixed residential and commercial subdivisions*

Job Creation-Workforce Development

- a. Partner with Husson University and University of Maine for assistance with workforce training initiatives
- b. Integrate marketing efforts to showcase quality of life and residential opportunities. Alternate with business advertising for general appeal
- c. Assist business with specific skill set training needs by connecting them with information, resources and programs available from educational institutions
 - i. *Review DECD plan to include funding for job training for LMI and specific business needs*
 - ii. *Create application process and limits for job training programs*

Senior and Affordable Housing

- a. Develop strategy for implementing senior and affordable housing projects for community members wishing to "age in place."
 - i. *Hire consultant to determine need and immediacy of senior housing projects including types of programming*
- b. Increase land use areas to accept Senior housing opportunities
- c. Apply for State of Maine funding programs and tax credits to encourage private development of assisted living facilities

Feature Supports-

(Section to be completed with details and narrative for each item by Town of Hermon)

- a. Ease of Permitting- CEO assistance
- b. Meeting representation - planning board and Council support
- c. Business & Marketing plan development
- d. Connection with State of Maine DECD Governor's Account Executives
- e. Public/ private marketing partnership program
- f. Public Safety enhancements- camera projects at commercial/ industrial locations
- g. Utility planning and permitting support between government agencies

Focus-

(Types of businesses & services to focus on concerning recruitment)

- a. Transportation- Trucking
- b. Construction Services
- c. Retail Services
- d. Engineering
- e. Veterinary
- f. Business and Professional services
- g. Storage
- h. Technology
- i. Health Care and related services
- j. Create strategy for attracting supply chain businesses to support existing business list

Action Plan & Strategy

(Details for Workforce training, proposed infrastructure improvements, Local loan program details, Marketing plans and budgets, Infrastructure improvements, updated & proposed land use and zoning plan)

- Existing business retention and new expansion strategies in this section
- Natural resource planning and protection plans and requirements in this section
- Plans for extending water and sewer in this section
- Plan for creating technology "hot spots" in Industrial Parks in this section
- Provide free education for business on governmental/legal/local regulations
- New local real estate subsidy loans for existing and new business in this section

Executive Summary/ Credits

(Annotations, table of authorities, cross references and plan development credits)

MUNICIPAL QUITCLAIM DEED WITHOUT COVENANTS

The **TOWN OF HERMON**, a Municipal corporation located in Penobscot County, Maine, in consideration of taxes and costs due, releases to **Dwight D. Keirstead** of **Hermon**, Penobscot County, Maine, Penobscot County, State of Maine, Described as follows:

Designated as **Map/Lot 041-067-000 Account 1257** on the Tax Maps of the Town of Hermon prepared by James W. Sewall dated January 2012, on file at the Town of Hermon municipal office.

The purpose of this Deed is to release any interest the Grantor may have by virtue of undischarged tax liens filed in the name of to **Dwight D Keirstead, Account 1257** at the Penobscot Registry as:

	Year	Book	Page
Lien:	2013	13616	19

EXCEPTING AND RESERVING all interests of the Municipality of Hermon in and to the above-described premises arising by virtue of undischarged tax liens for tax years subsequent to Tax Year **2013**.

The said Inhabitants of the Municipality of Hermon have caused this instrument to be signed in its corporate name by Chair Timothy McCluskey, Vice-Chair Alden Brown, Anne Freeman, Donna Ellis, Stephen Thomas, William Scott, Douglas Sinclair, Sr., its Municipal Officers duly authorized, this **26th day of May 2016**.

Timothy McCluskey, Chair

Anne Freeman

Alden Brown, Vice-Chair

Donna Ellis

Stephen Thomas

William Scott

Douglas Sinclair, Sr.

ACKNOWLEDGMENT

State of Maine
Penobscot County, ss.

Then personally appeared before me the above named in their capacity as Chair Timothy McCluskey, Vice-Chair Alden Brown, Anne Freeman, Donna Ellis, Stephen Thomas, William Scott, Douglas Sinclair, Sr., it's Municipal Officers for the Town of Hermon, Maine and acknowledged the foregoing to be his free act and deed in their said capacity and the free act and deed of the Town of Hermon.

Dated: 5/26/2016 Before me, _____
Notary Public

MEMORANDUM

To: Members of the Town Council
From: Roger Raymond, Town Manager
Re: Town Council Meeting Agenda May 26, 2016
Date: May 12, 2016

Hold public hearing on the proposed 2016-17 Town Budget and Capital Improvement Plan- A public hearing has been scheduled to receive comments from the public regarding the 2016-2017 Town Budget and the Capital Improvement Plan (CIP) . Once public comments have been received, the Town Council will be asked to approve the budget.

Consider adopting the CIP for the period 7-1-2016 to 6-30-2017- The Town Council will be asked to adopt the CIP for the period 7-1-2016 to 6-30-2017. The citizens will also be asked at the Annual Town Meeting to approve the appropriations required to fund the reserve accounts that will fund many of the proposed capital improvements. The summary for the CIP including all proposed revenues, expenditures, activities and the balance for each reserve is included as part of the packet for the meeting. The CIP outlines the capital needs for every department of the Town including schools. The plan itself is for a five-year period but the Council is being asked only to approve the activities for 2016-2017 fiscal year. The CIP will also be posted on the Town's website.

Set the final Town Budget for the period 7-1-2016 to 6-30-2017- The Town Council will be asked to approve the final budget for all departments that will be submitted at Town Meeting for approval on June 16, 2016. Included in the meeting packet is a copy of the budget and summary. The information will also be posted on the Town's website.

Approve Election Warrant for the election of officers and Annual Town Meeting- Members of the Town Council will be asked to sign the warrant for the Annual Town Meeting. A copy of the warrant is included in the packet. A copy will also be posted on the website.

Consider approving MDOT/ Municipal Agreement for improvements to the intersection of Route 2 and Billings Road- MDOT is requesting the Town enter into an agreement to maintain the traffic light at the intersection of Route 2 and Billings Road. This also includes the annual painting of the crosswalks, stop bars and turn arrows. This is a standard practice in many communities. MDOT will continue to paint the center line and pavement edge. A copy of the document is included as part of the meeting packet.

1.
5/26/16

Legal Notices

PUBLIC NOTICE

BY ORDER of the Hermon Town Council, the following Public Hearing has been scheduled for Thursday, May 26, 2016 at 7:00 pm in the Public Safety Meeting Room:

TO CONSIDER comment regarding the proposed 2016-2017 Municipal Budget.



4.
5/26/16

R15-16-102

Be it resolved by the Hermon Town Council in town council assembled the Preliminary Election Warrant include the following articles:

**Annual Town Meeting
Secret Ballot Election
Tuesday, June 14, 2016**

To: Kristen Cushman, a resident of the Town of Hermon, in the County of Penobscot, State of Maine,

GREETING: In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Hermon in Penobscot County, Maine, qualified by law to vote in town affairs, to meet at the **Elementary School Gymnasium in Hermon on Tuesday, the 14th of June, 2016, at 7:00am**, then and there to act upon Article 1 and by secret ballot on Article 2 and 3 as set out below, the polling hours therefore to be from 7:00am to 8:00pm.

Article 1: To elect a moderator by written ballot to preside at said meeting.

Article 2: To elect all municipal officers and school committee members as are required to be elected.

Article 3: Do you favor approving the Hermon Municipal School budget for the 2016-2017 school year that was adopted at the latest municipal school budget meeting? **Recommended by the Town Council**

**Annual Town Meeting
Budget Approval
Thursday, June 16, 2016**

To: Kristen Cushman a resident of the Town of Hermon, in the County of Penobscot, State of Maine,

Attest Original: _____

Motion _____	Yeas _____	Date _____
Second _____	Nays _____	

GREETING: In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Hermon in Penobscot County, Maine, qualified by law to vote in town affairs, to meet at the **High School Auditorium in Hermon on Thursday the 16th day of June, 2016, at 6:30 p.m.**, then and there to act upon Articles 4 through 23 as set out below.

Article 4: Shall the Town vote to appropriate the revenues received for the following accounts to offset the associated expense accounts, for fiscal year 2016-2017 with approval of the Town Council?

<u>Revenues</u>	<u>Expenses</u>
10-130 Hermon Connection Revenue	10-13-04-05 Hermon Connection Expenses
10-121 Local Plumbing Fees	10-13-05-04 Local Plumbing Expenses
14-140 Transfer Station Fees	14-01 Landfill Expense
14-150 Tipping Fee Revenue (PERC)	14-02 Household Waste Expense
12-182 Police Revenue	12-01 Police Expenses
12-185 Fire Dept. Revenue	12-02 Fire Dept. Expenses
35 Recreation Enterprise Revenues	35 Recreation Enterprise Expenses

*(Explanation: The listed revenue accounts are special funds received by the Town for specific purposes. Approval by the citizens will allow the Town Council to expend these revenues for the expense accounts listed above. **Recommended by the Town Council***

Article 5: Shall the Town raise and appropriate the following sums of money for each of the listed reserves?

HERM01 Police Equipment Reserve	\$ 20,500
HERM02 Unemployment Reserve	\$ 5,000
HERM04 Cemetery Reserve	\$ 8,500
HERM05 Fire Equipment Reserve	\$ 53,000
HERM06 Highway Improvement Reserve	\$ 250,000
HERM08 Public Works Facility Reserve	\$ 25,000
HERM08 Public Works Equip Reserve	\$ 52,000
HERM09 Recreation Equipment Reserve	\$ 2,500
HERM09 Recreation Facility Reserve	\$ 20,000
HERM11 Municipal Office Reserve	\$ 8,000
HERM12 Sewer Maintenance Reserve	\$ 28,500
HERM13 Public Land Acquisition Reserve	\$ 2,500
HERM14 Planning and Ordinance Reserve	\$ 3,000
HERM17 Public Safety Building Reserve	\$ 10,000
HERM19 Town Office Equip. & Tech. Reserve	\$ 10,000
HERM24 School Tax Stabilization Reserve	\$ 25,000
HERM28 Jackson Beach Reserve	\$ 2,500
HERM29 Transfer Station Site Reserve	\$ 12,000
HERM30 Rural Fire Protection Reserve	\$ 1,800
HERM32 Veterans Memorial Park Reserve	\$ 3,000
HERM34 Sick Leave Reserve	\$ 6,000
Total Appropriation to Reserves	\$ 548,800

Recommended by the Town Council

Attest Original: _____

Motion _____	Yeas _____	Date _____
Second _____	Nays _____	

Article 6: Shall the Town vote to authorize the expenditure of up to \$8,000 from the Recreation Facility Reserve (HERM09) to pay for one-half the cost of sealing the tennis courts at the Hermon High School? **Recommended by the Town Council**

Article 7: Shall the Town vote to authorize the expenditure of up to \$23,360 from the Fire Equipment Reserve (HERM05) for the purchase of 40 SCBA air bottles? **Recommended by the Town Council**

Article 8: Shall the Town vote to authorize the expenditure of up to \$75,000 from the Highway Improvement Reserve (HERM06) in addition to the amount raised in the annual operating budget for drainage improvements for several Hermon Roads? **Recommended by the Town Council**

Article 9: Shall the Town vote to authorize the expenditure of up to \$76,000 from the Public Works Equipment Reserve Account to purchase a backhoe (\$70,000 plus the trade-in of the existing Case backhoe) and snow blower (\$6,000) for use by the Public Works Department? **Recommended by the Town Council**

Article 10: Shall the Town vote to authorize an expenditure of up to \$12,000 from Sewer Reserve (HERM12) to install a SCADA System at Hammond Street Pump Station? **Recommended by Town Council**

Article 11: Shall the Town vote to transfer the balance of the funds remaining in the Credit Reserve (HERM15) to the Office Equipment & Technology Reserve (HERM19)? **Recommended by the Town Council**

Article 12: Shall the Town vote to authorize an expenditure not to exceed \$6,000 from the Office Equipment/Technology Reserve (HERM19) in addition to the \$5,000 raised by the Town Council from the Economic Development Reserve to update the Town's website? **Recommended by the Town Council**

Article 13: Shall the Town vote to authorize an expenditures of up to \$80,000 from the Economic Development Reserve (HERM16) for improvements to Printers Way (\$70,000), and surveillance cameras for the business parks (\$10,000)? **Recommended by the Town Council**

Article 14: Shall the Town vote to authorize the expenditure of \$200,000 from the School Tax Stabilization Reserve (HERM24) to offset a portion of the cost for the Hermon Middle School debt service in addition to the local appropriation for education? **Recommended by Town Council**

Article 15: Shall the Town vote to authorize the expenditure of \$80,000 from the School Repair (HERM07) Reserve for repair of the roof at the Middle School? **Recommended by the Town Council**

Article 16: Shall the Town vote to authorize the expenditure of \$10,000 from the School Capital Improvement Reserve to set up a new modular classroom at the Hermon Elementary School? **Recommended by the Town Council**

Article 17: Shall the Town vote to authorize the transfer of funds from Tax Incremental Financing (TIF) Revenue in the amount of \$424,806, to off-set authorized expenditures for Economic Development general

Attest Original: _____

Motion _____	Yeas _____	Date _____
Second _____	Nays _____	

accounts #11-01-01-01 to 11-01-20-06 in the amount of (\$54,006); for account #17-01-35-05 Fire Equipment Reserve (\$15,000); for account #17-01-35-12, Sewer Maintenance Reserve HERM12 (\$25,000) ,for account #17-01-35-16 Economic Development Reserve HERM16 (\$139,000); for account #11-02-20-33 Town Technology and Hermon Wireless (\$10,000); and account # 19-02-25-03 TIF Credit Enhancement Agreements (\$181,800)? **Recommended by the Town Council**

Article 18: Shall the Town vote to appropriate \$45,000 from the School Capital Improvement Account (HERM21) for Phase 2 architectural services for the Hermon Elementary School? **Recommended by the Town Council**

Article 19: Shall the Town vote to approve a Development Agreement with Ryder Trucking, LLC which provides economic development incentives to Ryder that are also economically advantages for the citizens of the Town of Hermon? **Recommended by the Town Council**

Article 20: Shall the Town vote to raise and appropriate from Tax Incremental Revenues an amount not to exceed \$40,000 to fund a Business Loan Subsidy Program if approved by the Town Council? **Recommended by the Town Council**

Article 21: Shall the Town vote to raise and appropriate for municipal purposes for Fiscal Year 2016-2017 for the period July 1, 2016 to June 30, 2017 the following sums of money?

Appropriation by category:

General Government/Administration	\$844,788
Economic Development/Technology	\$135,692
Public Safety	\$802,481
Public Works	\$878,719
Solid Waste	\$563,446
Recreation/Social Service/Library	\$160,622
Debt Service	\$ 89,900
Reserves	\$548,800
Special Assessments	\$788,931
General Assistance	<u>\$ 12,500</u>
Total Municipal & County Appropriation	\$4,825,879

Recommended by the Town Council

Article 22: Shall the Town set the Fiscal Year 2016-2017 Tax Commitment excluding the Overlay Account as follows:

Municipal Expenses:	\$4,218,748
County Assessment	\$ 607,131
Local contribution to Schools:	<u>\$4,547,222</u>
Total Expenses	\$9,373,101
Less Municipal Revenues	<u>-\$3,482,792</u>

Total Commitment less Overlay \$5,890,309

Recommended by the Town Council

Attest Original: _____

Motion _____	Yeas _____	Date _____
Second _____	Nays _____	

Article 23: Shall the Town appropriate from Overlay Account an amount not to exceed \$55,000 for tax abatements? **Recommended by the Town Council**

SIGNED this May 26, 2016 by the Hermon Town Council:

Donna Ellis

William Scott

Timothy McCluskey

Alden Brown

Douglas Sinclair, Sr.

Steven Thomas

Anne Freeman

Attest Original: _____

Motion _____

Yeas _____

Date _____

Second _____

Nays _____



<i>MaineDOT use only</i>	
TEDOCS #:	_____
CT #:	_____
CSN #:	_____
PROGRAM:	_____

5
5/26/16

**MAINE DEPARTMENT OF TRANSPORTATION
MUNICIPAL/STATE AGREEMENT**

PROPOSED IMPROVEMENTS TO INTERSECTION OF ROUTE 2 AND BILLINGS ROAD

<i>(MaineDOT Use Only)</i>	
Project Location: <u>Hermon</u>	Estimated Municipal Share: <u>\$0.00</u>
State WIN #: <u>17887.00</u>	Vendor Customer #: <u>17A21372</u>
Federal Aid Project #: <u>STP-1788(700)X</u>	Agreement Begin Date: _____
	Agreement End Date: <u>(3 years from the date last signed below)</u>

This Agreement is entered into between the Maine Department Of Transportation (hereafter the "MaineDOT") and the Municipality of Hermon, a municipal corporation located in the County of Penobscot (hereafter the "Municipality") (hereinafter the "Parties") regarding the planning, development, design, right of way, construction, cost sharing and reimbursement for a project to make improvements to Intersection of Route 2 and Billings Road, in Hermon, Maine, (hereafter Project) as follows:

The following checked appendices are hereby incorporated into this Agreement by reference:

- Appendix A – Project scope, cost sharing, and payment schedule
- Appendix B – Perpetual Bicycle/Pedestrian Facility Maintenance
- Appendix B – Perpetual Landscape Maintenance
- Appendix B – Perpetual Operation and Maintenance of Lighting/Flashing Beacon and/or signage and associated light(s)
- Appendix B – Perpetual Traffic Signal Operation and Maintenance
- Appendix B – Perpetual Bridge Lighting/Approach Lighting Maintenance & Snow Plowing
- Appendix C – Additional work requested by Municipality

- A. MaineDOT agrees to procure and administer a contract to construct the Project in accordance with the plans and specifications developed by MaineDOT and, subject to Department approval. This would include any additional plans, specifications and estimates furnished by the Municipality. Please refer to Appendix A of this Agreement for the outline of the scope, limits of work and cost sharing.
- B. MaineDOT shall be the sole administrator of this contract. MaineDOT will pay all project costs, subject to cost sharing by the Municipality, when applicable, as specified in this agreement. Neither MaineDOT nor its contractors will be required to pay for inspections and permits from the Municipality.
- C. MaineDOT reserves the right to terminate the Project for any reason prior to the award of a contract to construct the Project. MaineDOT also reserves the right to terminate all provisions pertaining to work requested by the Municipality at any time prior to the award of a contract to construct the Project

because of any failure by the Municipality to meet any of the conditions and stipulations set forth in this Agreement.

- D.** Upon acceptance of plans, specifications and estimates, MaineDOT shall solicit competitive bids for the Project. Upon acceptance of the lowest acceptable responsive, responsible bid to construct the Project and fulfillment of all terms set forth herein, MaineDOT will submit the information to the Municipality, who will have up to five (5) business days to review the information and notify MaineDOT of any questions or concerns. If MaineDOT is not presented with any questions or concerns during the time allotted all decisions pertaining to the acceptance of the bids, the award and administration of the contract and all payments thereunder shall be the sole discretion of MaineDOT.
- E.** The Municipality, at its election, may request that changes be made or work added to the Project during the period of construction, provided the Municipality agrees in writing to pay any additional cost plus an amount not to exceed ten (10%) percent of such construction cost to cover all necessary engineering, inspection and administrative costs associated therewith, unless specified otherwise. All such requests shall be subject to approval by MaineDOT. In the event that such changes or work are approved for federal participation in the cost thereof, such additional cost may be reduced to the non-federal share.
- F.** The Municipality agrees to allow MaineDOT's contractor to control all traffic through the work areas in accordance with the Traffic Control Plan approved by MaineDOT. The development of the Traffic Control Plan will follow the process outlined below:

 - 1. The PM will submit the project for Traffic Analysis and Movement Evaluation (TAME), when possible, approximately one year prior to advertisement. Once the results are received, the PM/Regional Traffic Engineer will discuss the proposed project with the Municipality (scope, limits, day or night work, work window, etc).
 - 2. The Municipality will comment on their concerns/issues (two week timeframe allowed).
 - 3. The PM & Designer will incorporate these comments where practical based on engineering judgment.
 - 4. If the Municipality desires, a meeting will be held prior to PS&E to review the project design, Special Provision 105 – Limitations of Operations, Special Provision 107 - Time, etc.
 - 5. The Municipality will have the opportunity to review and comment.
- G.** The Municipality agrees to alter, move, relocate or remove, or cause to be, at no cost to the Project, any municipal property, including all fixtures, facilities or monuments, located on, under or above the ground, as necessary to permit construction of the Project, which has not otherwise been provided for during the development of the Project. Any work necessary to do so during the period of construction shall be coordinated with the contractor for the Project.
- H.** The Municipality will, at no cost to MaineDOT, assure proper adjustment, relocation, or repair of any portion of a service, whether above or below ground, that is located within the limits of the highway right-of-way and connected to any municipal utility, which might become necessary to permit construction of the Project. The Municipality agrees to hold MaineDOT harmless from any claims for damages occurring as a result thereof.

- I. The Municipality agrees that during and after construction it will apply the requirements of the most recent version of MaineDOT's "Utility Accommodation Rules" as the minimum guidelines not withstanding any municipal rules that are more lenient.
- J. To the extent that it is statutorily responsible therefore, the Municipality agrees to provide utilities, and to maintain all improvements and fixtures constructed, installed or furnished as a part of the Project in such a manner as necessary to preserve the use and function thereof for the expected period of their normal useful life as determined by accepted engineering and/or industry standards. To the extent any warranty exists for said improvements or fixtures, said warranty shall be first relied on by MaineDOT to address maintenance and/or repairs described in this paragraph.
- K. The Municipality agrees that except for an emergency, or as allowed in § 3351-A, it will prohibit the excavation of the highway within the limits of the Project for a period of at least five (5) years after completion of the Project, and agrees to make all necessary notifications to abutters and occupants of the highway as otherwise required of any city government under the provisions of 23 M.R.S.A. § 3351. Thereafter, all future excavations within the right-of-way of the Project shall be regulated and controlled in the manner specified by MaineDOT in its most recent "Utility Accommodation Rules", which is incorporated herein and made a part hereof by reference.
- L. The Municipality will be responsible to keep new or replaced/rehabilitated pedestrian facilities in usable condition.
- M. The Municipality agrees to keep the right-of-way of the Project inviolate from all encroachments and agrees to remove, or cause to be removed, anything that may encroach thereon.
- N. When applicable the Municipality agrees to regulate all entrances to the highway within the limits of the Project in accordance with the provisions of 23 M.R.S.A. § 704.
- O. The Municipality with city council approval agrees to limit all on-street parking to the parking spaces as designed and constructed under the Project.
- P. MaineDOT shall have all of its common law, equitable and statutory rights of set-off. These rights shall include, but not be limited to MaineDOT's option to withhold for the purposes of set-off any monies owed to the Municipality with regard to this Agreement and any other agreement with MaineDOT, including any agreement for a term commencing prior to the term of this Agreement, plus any amounts owed to the Municipality for any other contract with any State of Maine department or agency.
- Q. To the extent permitted by law, the Municipality shall indemnify, defend and hold harmless MaineDOT, its officers, agents and employees from all claims, suits or liabilities arising from any negligent or wrongful act, error or omission by the Municipality, its officials, employees, agents, consultants or contractors. Nothing herein shall waive any defense, immunity or limitation of liability that may be available to either party under the Maine Tort Claims Act (14 M.R.S. Section 8101 et seq.) or any other privileges or immunities provided by law. *Any other provision of this agreement to the contrary notwithstanding, this provision shall survive any termination or expiration of this Agreement.*
- R. MaineDOT may postpone, suspend, abandon or otherwise terminate this Agreement upon thirty (30) days written notice to the Municipality and in no event shall any such action be deemed a breach of contract. Postponement, suspension, abandonment or termination may be taken for any reason by

MaineDOT or specifically as the result of any failure by the Municipality to perform any of the services required under this Agreement to the satisfaction of MaineDOT.

In the event of Project termination, all provisions of this Agreement shall become null and void except for those set forth under *Appendices A and C, if attached to this Agreement, as well as those provisions that by their very nature are intended to survive.*

- S. The Municipality certifies, by signing this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency. If the Municipality is unable to certify to this statement, it shall attach an explanation to this Agreement. The Municipality shall promptly notify MaineDOT if it or its principals becomes debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- T. The Parties agree to: comply with and abide by all applicable State and Federal laws, statutes, rules, regulations, standards and guidelines, including the MUTCD and OSHA standards, and Agreement provisions; avoid hindering each other's performance; fulfill all obligations diligently; and cooperate in achievement of the intent of this Agreement.
- U. All provisions of this Agreement, *except those provided above in Paragraphs J-Q and those that by their very nature are intended to survive*, shall expire at Project final voucher, or upon final payment by the Municipality of any Project costs as hereinbefore provided, whichever occurs later.
- V. Anything herein to the contrary notwithstanding, the Municipality acknowledges and agrees that although the execution of this agreement by MaineDOT manifests its intent to honor its terms and to seek funding to fulfill any obligations arising hereunder, by law any such obligations are subject to available budgetary appropriations by the Maine Legislature and, therefore, this agreement does not create any obligation on behalf of MaineDOT in excess of such appropriations.
- W. No assignment of this agreement is contemplated, and in no event shall any assignment be made without the express written permission of MaineDOT.

IN WITNESS WHEREOF, the Parties hereto have executed this AGREEMENT in duplicate effective on the day and date last signed below.

MUNICIPALITY OF HERMON

MAINE DEPARTMENT OF TRANSPORTATION

By: _____
Roger Raymond, Town Manger

By: _____
William A. Pulver, Director
Bureau of Project Development

(Date Signed)

(Date Signed)

I certify that the signature above is true and accurate. I further certify that the signature, if electronic: (a) is intended to have the same force as a manual signature; (b) is unique to myself; (c) is capable of verification; and (d) is under the sole control of myself.

APPENDIX A
PROJECT SCOPE AND COST SHARING
MAINE DEPARTMENT OF TRANSPORTATION
MUNICIPAL/STATE AGREEMENT
Transportation Improvement Project

MUNICIPALITY OF Hermon

PROPOSED IMPROVEMENTS TO Intersection of Route 2 and Billing

FEDERAL AID PROJECT NO. STP-1788(700)X
STATE PROJECT IDENTIFICATION NUMBER (WIN) 17887.00

Project Scope: Upgrade traffic signal and sight distance improvements

Funding Outline: The Total Project Estimated Cost is \$ 1,399,534.33 , and the Parties agree to share Project under the terms outlined below.

Work Element	Municipal Share		Project Share		
			Federal	Portion	MaineE
	%	\$	%	\$	%
Preliminary Engineering	0.0%	\$ -	80.0%	\$ 129,318.98	20.0%
Right of Way	0.0%	\$ -	80.0%	\$ 70,308.49	20.0%
Construction	0.0%	\$ -	80.0%	\$ 820,000.00	20.0%
Construction Engineering	0.0%	\$ -	80.0%	\$ 100,000.00	20.0%
PROJECT SHARES		\$ -		\$ 1,119,627.46	
Total Cost of Additional Work Requested by Municipality (Below)	100.0%	\$ -			
TOTAL ESTIMATED MUNICIPAL SHARE (Receivable Amount)		\$ -			

(Check if applicable)

Additional Work as outlined in Appendix C to this Agreement.

Funding Outline: The Municipality agrees to pay 100% of the costs for the work outlined below.

Additional Work		Co
TYPE OF WORK		
TYPE OF WORK		
TYPE OF WORK		
TOTAL COST OF ADDITIONAL WORK REQUESTED BY MUNICIPALITY		

Payment:

The Municipality shall submit payment to MaineDOT within 30 days from the invoice date.

1. Prior to award of the contract for Project construction, the Municipality will be invoiced a portion of its share. Invoicing will include the following:
 - a. 100% of the local share of the Preliminary Engineering and Right of Way costs; plus
 - b. Fifty percent (50%) of the local share of the Construction and Construction Engineering cost for the Project; plus
 - c. 100% of all additional work requested by the Municipality.

2. Final Voucher Payment to the Contractor. A final bill will be created following MaineDOT's final voucher after all quantities are verified, and any required adjustments have been made. The cost of the work for which the Municipality shall be determined by the contract prices and the completed quantities of the work items or, the local share of Project development cost to the point of termination as stipulated above. The final invoice will show the share of any remaining costs.

Invoicing Schedule: The Municipal Payment Schedule shown below includes estimated invoicing dates based upon estimated cost of the Project:

Municipality Name	Receivable Amount	
INSERT MUNICIPALITY NAME	\$0.00	
INSERT MUNICIPALITY NAME	\$0.00	
INSERT MUNICIPALITY NAME	\$0.00	
Total Receivable Amount:	\$0.00	

APPENDIX B
PERPETUAL BICYCLE/PEDESTRIAN FACILITY MAINTENANCE

MAINE DEPARTMENT OF TRANSPORTATION
MUNICIPAL/STATE AGREEMENT
Transportation Improvement Project

MUNICIPALITY OF Hermon

PROPOSED IMPROVEMENTS TO Intersection of Route 2 and Billings Road

FEDERAL AID PROJECT NO. STP-1788(700)X

STATE PROJECT IDENTIFICATION NUMBER (WIN) 17887.00

The Municipality will be responsible for year round maintenance of new or replaced/rehabilitated bicycle/pedestrian facilities in such a manner as necessary to preserve the use and function thereof for the expected period of their normal useful life as determined by accepted engineering and/or industry standards. When necessary, MaineDOT reserves the right to undertake maintenance and invoice the municipality.

APPENDIX B
PERPETUAL LANDSCAPE MAINTENANCE

MAINE DEPARTMENT OF TRANSPORTATION
MUNICIPAL/STATE AGREEMENT
Transportation Improvement Project

MUNICIPALITY OF Hermon

PROPOSED IMPROVEMENTS TO Intersection of Route 2 and Billings Road

FEDERAL AID PROJECT NO. STP-1788(700)X
STATE PROJECT IDENTIFICATION NUMBER (WIN) 17887.00

The Municipality agrees to be responsible for maintenance of planting and landscaping, including structures, including, but not limited to privies, picnic shelters, interpretive panels, and park areas, as installed or modified, as part of the above referenced project upon completion of said project. The Municipality also agrees to maintain such planting and landscaping upon the expiration of all warranties applicable to such landscaping, including the maintenance of all lawn areas, trees, and shrubs. These responsibilities shall include, but are not limited to, the following:

1. Plantings shall be watered during periods of drought or extreme dryness.
2. Measures shall be taken to remove any build-up of winter sand in planting areas.
3. Pruning, trimming, and removal of dead branches to maintain healthy plant growth or so as not to pose safety hazards or unsightly conditions.
4. Measures shall be taken to control disease and insects using appropriate insecticides and to control weeds on a timely basis, including hand weeding, mulching and/or application of herbicides through proper legal application.
5. Dead or dying plant material shall be replaced with new material of the same type and size as originally planted.
6. Lawns and grassy areas shall be mowed at least weekly during the late spring and early summer growing season and at least once a month during the remainder of the growing season, unless unusual weather conditions or rapid growth dictate otherwise.
7. All areas of turf, trees and shrubbery shall be fertilized using suitable materials.
8. All litter and refuse shall be removed expeditiously.
9. MaineDOT shall provide technical assistance to the Municipality upon request, by recommending the materials and procedures necessary for such maintenance.

APPENDIX B
PERPETUAL TRAFFIC SIGNAL OPERATION AND MAINTENANCE

MAINE DEPARTMENT OF TRANSPORTATION
MUNICIPAL/STATE AGREEMENT
Transportation Improvement Project

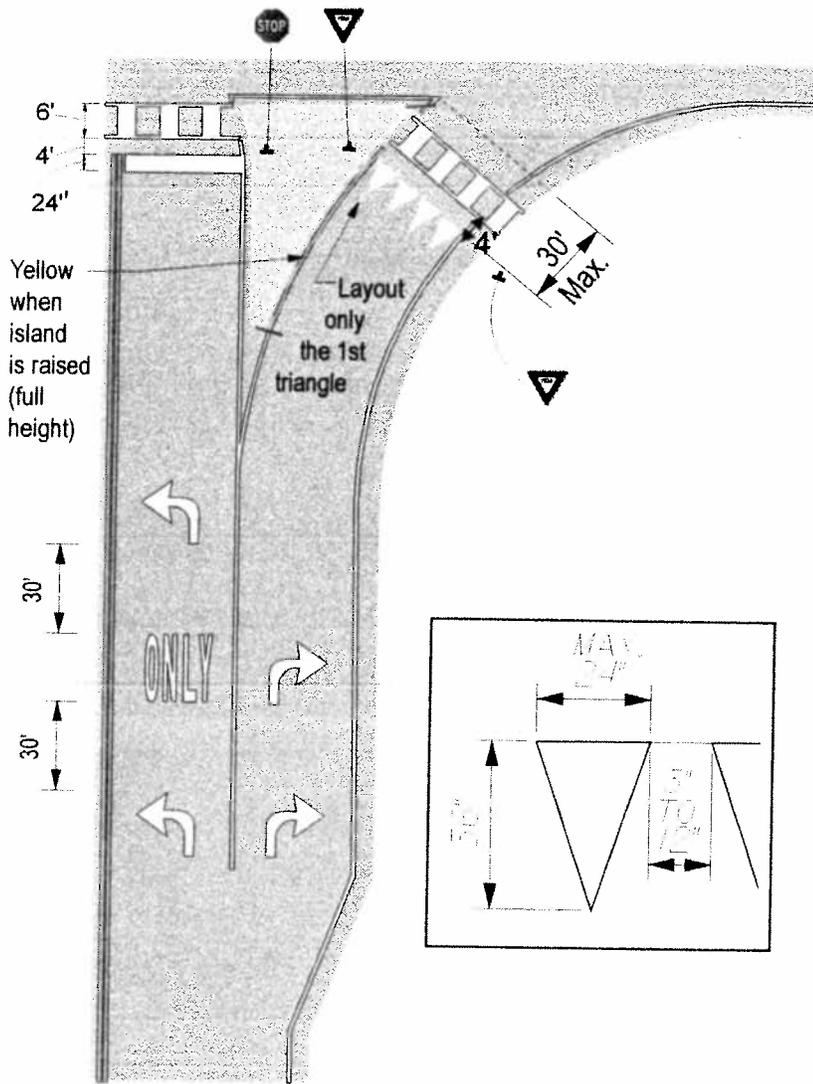
MUNICIPALITY OF Hermon

PROPOSED IMPROVEMENTS TO Intersection of Route 2 and Billings Road

FEDERAL AID PROJECT NO. STP-1788(700)X
STATE PROJECT IDENTIFICATION NUMBER (WIN) 17887.00

- A. The Municipality agrees to operate and maintain the traffic signal to function as designed and installed by MaineDOT, unless approved otherwise as hereinafter provided or as necessary as follows:
1. All malfunctions and deficiencies in the traffic signal or any equipment appurtenant that is not covered by warranty shall be repaired or corrected expeditiously in accordance with the Institute of Transportation Engineer's (ITE) "Traffic Signal Installation and Maintenance Manual". Any failure to repair or correct the traffic signal to function as designed could, upon written notification from MaineDOT, result in MaineDOT making all necessary repairs at the Municipality's expense.
 2. The visibility of the traffic signal shall be preserved and maintained at all times by removing any visual impairment thereto.
 3. Except in the case of an emergency, no change in operation or modification to the traffic signal or any equipment appurtenant thereto shall be made without the express written approval of MaineDOT.
 4. MaineDOT shall be notified in writing prior to any removal or replacement of the traffic signal or any equipment and appurtenant thereto. Upon removal, such traffic signal or equipment shall be returned to MaineDOT, at no cost to MaineDOT, unless otherwise agreed upon in writing.
- B. The Municipality agrees to be responsible for the electrical service for the traffic signal and agrees to execute any necessary documentation required to establish such service and provide any local permits necessary for the installation of such service.
- C. The Municipality agrees to maintain all pavement markings (including stop bars, lane use arrows and all striping necessary to delineate the turning lane) and all traffic control signs as furnished under the project.

Stop & Yield





MaineDOT

Maine Department of Transportation

Contract Modification

8/17/2015 8:39 AM

FieldManager 4.8a

Contract: 017887.00, HERMON, INTERSECTION REHABILITATION, RTE.2 AND BILLING

Cont. Mod. Number	Revision Number	Cont. Mod. Date	Net Change	Awarded Contract Amount
12		8/11/2015	\$5,733.00	\$975,677.00
Route				
Contract Location				

Short Description

Add Striping Items 627.733 & 627.75 To Contract

Description of Changes

Sheet 6 Note 29 of the general notes states: "Maine DOT will final stripe the project."
The Maine DOT no longer has a stenciling crew that stripes intersections and the contractor will be required to do final striping and stenciling of this project with future striping maintenance done by the Town of Hermon.

The estimate for this Contract MOD # 12 was based on the striping plan sheets 15 & 16 of this project.

Item No 627.733 4" White Or Yellow Painted Pavement Marking Line LF NOTE

Sta 11+00 to 12+50 Center 150 LF Double Yellow
Sta 15+00 to 17+00 Center 200 LF Double Yellow
Sta 20+50 to 22+50 Center 100 LF Double Yellow
Sta 132+00 to 135+30 Center 230 LF Double Yellow

Sta 15+50 to 17+00 Split Lane 150 LF White
Sta 11+00 to 14+15 Rt 315 LF White Edge
Sta 14+90 to 22+50 Rt 760 LF White Edge
Sta 11+00 to 15+75 LT 475 LF White Edge
Sta 15+10 LT to 132+00 RT 450 LF White Edge
Sta 132+0 LT to 22+50 LT 650 LF White Edge
Sta 17+50 to 19+75 LT 225 LF White Edge
Sta 133+60 to 134+50 LT 90 LF Yellow
Island 150 LF White or Yellow

Sta 12+50 to 15+50 Center 600 LF Yellow
Sta 18+00 to 20+50 Center 700 LF Yellow

Total 5245 LF Item 627.733

Item No 627.75 White or Yellow Pavement & Curb Marking Lines SF

Sta 12+50 to 15+50 2' Line 10 Each 93 Ft x 2' 186
Sta 18+00 to 21+50 2" Line 13 Each 140 Ft x 2' 280
Left or Right Turn Arrow 4 Each 16 SF 64
Straight/Right Turn Arrow 2 Each 29 SF 58
Straight/Left Turn Arrow 3 Each 29 SF 87

Sta 18+00 LT Stop Bar 12 FT 2 FT 24
Sta 17+00 RT Stop Bar 24 FT 2 FT 48
Sta 134+30 Rt Stop Bar 24 FT 2 FT 48
Sta 17+75 RT Stop Bar 12 2 FT 24

Sta 18+00 RT Yield Hash 7 Each 3 SF 21

Sta 18+70 RT ONLY 1 22 22

Total 862 SF Item 627.75

The contractor has submitted requested bids of \$0.60/lf for Item 627.733 and \$3.00/sf for Item 627.75.
Maine DOT Bid histories reflect prices for Item 627.733 of \$1.00/lf and Item 627.75 of \$2.50/sf.

There will not be a change in the completion date of this project.

Contract Modification

New Items

Project: 017887.00, HERMON, INTERSECTION REHABILITATION, RTE.2 AND BILLINGS RD.

Category: 0001, PROJECT ITEMS

Item Description	Item Code	Prop.Ln.	ItemType	Unit	Proposed Qty.	Unit Price	Dollar Value
4" WHITE OR YELLOW PAINTED PAVE MRK LINE Item 627.733 4" White or Yellow Paint Pave Marking	627.733	0860	CHANGE	LF	5,245.000	0.60000	\$3,147.00

Reason: Permenant Pavement Markings were not included in the original bids and will not be done by the MDOT after the contract is complete.

WHITE OR YELLOW PAVEMENT & CURB MARKING Item 627.75 White or Yellow Pave & Curb Markings	627.75	0870	CHANGE	SF	862.000	3.00000	\$2,586.00
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Reason: Permenant Pavement Markings were not included in the original bids and will not be done by the MDOT after the contract is complete.

Subtotal for Category 0001: \$5,733.00

Subtotal for Project 017887.00: \$5,733.00

No extra time is granted with this modification unless otherwise noted above. Resident Check One: ___ Federal Participating ___ Federal Non Participating			
Galen Costigan _____ (Signature)	GARDNER CONSTRUCTION ENTERPRISES LLC. _____ (Signature)		
_____ (Date)	_____ (Date)		
Rob Clewley _____ (Signature)	Brad Foley _____ (Signature)		
_____ (Date)	_____ (Date)		
F.H.W.A _____ (Signature)	_____ (Date)		