



**Town of Hermon**

**Public Safety Meeting Room**

**September 12, 2024**

**Town Council Meeting**

**6:30 PM**

**AGENDA**

To watch Council Meetings go to [hermonmaine.gov](http://hermonmaine.gov) click Council click Town Council Meetings click Zoom

Please see the complete video at [Town Council Meetings | Hermon \(hermonmaine.gov\)](http://Town Council Meetings | Hermon (hermonmaine.gov))

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

- I. CALL TO ORDER BY CHAIRPERSON:**
- II. PLEDGE OF ALLEGIANCE:**
- III. ROLL CALL:**
- IV. PUBLIC ITEMS OR COMMENTS: (ITEMS NOT ALREADY ON THE AGENDA)**
- V. REVIEW CONSENT CALENDAR: REGULAR BUSINESS, APPOINTMENTS, SIGNATURES, AND APPROVAL OF MINUTES:**

MINUTES	-APPROVE	8/15/2024
SIGNATURES	-APPROVE	
RESOLVES	-SIGN	
WARRANTS	-SIGN	8/30/2024, 9/13/2024
- VI. NEWS, PRESENTATIONS AND RECOGNITIONS:**

**Casella Q & A – James Dunning, Market Area Manager for Casella**
- VII. PUBLIC HEARINGS:**
  - **Hold Public Hearing - Zone change res B to res A – Clark Rd**
  - **Hold Public Hearing - Solar Ordinance**
  - **Hold Public Hearing – Hermon Recreation special amusement permit**



**VIII. COMMITTEE REPORTS:**

**IX. SCHEDULED AGENDA ITEMS:**

**A. OLD BUSINESS:**

**B. NEW BUSINESS:**

**R24-25-02 Consider approving zone change res B to res A – Clark Rd**

**O24-25-03 Consider approving Solar Ordinance**

**R24-25-03 Consider approving Hermon Recreation Special Amusement Permit for Truck or Treat**

**FR24-25-03 Consider authorizing the sale of public works trucks**

**R24-25-04 Consider authorizing to seek consulting services for Land Use Ordinance updates**

**FR24-25-04 Consider authorizing HTO subservice wastewater system replacement**

**C. WORKSHOPS:**

- **Discussion on Code Fee Schedule – Jessefa Murphy**
- **Discussion on hiring a company to review and compare the land use ordinance and comprehensive plan to review it is compatible with comprehensive plan – Jessefa Murphy**

**D. OTHER ITEMS: (FROM TABLE PACKAGE)**

**X. APPOINTMENTS:**

**XI. MANAGER STATUS REPORT:**

**XII. FINAL PUBLIC ITEMS OR COMMENT: (ITEMS NOT ALREADY ON THE AGENDA)**

**XIII. COUNCIL ITEMS:**



#### **XIV. EXECUTIVE SESSION:**

Consider entering Executive Session to discuss acquisition of real property or economic development per 1 M.S.R.A. § 405(6)(C)

#### **XV. ADJOURNMENT:**

**Please see the complete video at [Town Council Meetings | Hermon \(hermonmaine.gov\)](https://www.hermonmaine.gov)**

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**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 Meeting Room

August 22, 2024

Town Council Meeting

6:30 PM

MINUTES

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

**I. CALL TO ORDER BY CHAIRPERSON:**

**II. PLEDGE OF ALLEGIANCE:**

Chair Snyder led those in attendance in the Pledge of Allegiance

**III. ROLL CALL:**

**Members Present:** Joshua Berry, Richard Cyr, Christopher Gray, Terry Hamm-Morris, Ronald Murphy, John Snyder III and Derek Wood

**Members Absent:** None

**Others Present:** Town Manager Stephen Fields, Town Clerk Kristen Cushman and 17 residents/guests

**IV. PUBLIC ITEMS OR COMMENTS: (ITEMS NOT ALREADY ON THE AGENDA)**

- **Steven Thomas, Blackstream Rd**
- **Danielle Haggerty, Bog Rd**



V. REVIEW CONSENT CALENDAR: REGULAR BUSINESS, APPOINTMENTS, SIGNATURES, AND APPROVAL OF MINUTES:

MINUTES	-APPROVE	7/18/2024
SIGNATURES	-APPROVE	Quitclaim account # 449 M/L 025-033-000
RESOLVES	-SIGN	
WARRANTS	-SIGN	8/2/2024, 8/16/2024

Councilor Murphy moved to approve the Consent Calendar as presented.  
Councilor Wood seconded the motion. Motion passes 7-0.

VI. NEWS, PRESENTATIONS AND RECOGNITIONS:

Casella – James Dunning, Market Area Manager for Casella

**Automated Side Load (ASL)  
Collection**  
Town of Hermon  
August 22, 2024

**casella**  
EST. 1962 • 800.451.1070

RECYCLING • SOLUTIONS • ORGANICS • COLLECTION • ENERGY • LANDFILLS

## CASELLA IN MAINE

- Casella is a regional solid waste resource management company with operating locations across the State of Maine, including:
  - Collection facilities and transfer stations
  - Recycling and Organics facilities
  - Operation of the State-owned landfill
- We manage hundreds of thousands of tons of solid waste and recyclables
- We service businesses and households all across the State of Maine
- We provide good green jobs to hundreds of environmental service professionals



<b>THE MATERIALS WE MANAGE</b>	<b>1,426,400 Tons</b> Solid Waste, Recyclables & Organics
<b>OUR FLEET</b>	<b>170</b> Total Registered Trucks
<b>OUR CUSTOMERS</b>	<b>210,000*</b> Commercial Businesses & Households
<b>HOST COMMUNITY FEES, TAXES, &amp; OTHER BENEFITS</b>	<b>14,390,000</b> Host Community & State Benefits
<b>OUR TEAM</b>	<b>457</b> Number of Employees <b>137,754,900</b> Salaries & Payroll Taxes



### Partnering to Recycle Better™

Earlier this year, Casella's Westbrook facility division partnered with the Westbrook Public Works Department to reduce residential recycling contamination. Over a three week span, the group tagged over 3,000 bins, bringing the contamination rate down from over 24 percent to 12 percent. In addition to tagging, the team analyzed census data on the City of Westbrook to further understand what factors might be causing a barrier to better recycling, and created specific educational materials as a result.



### Road to Success

What began as a secondary work opportunity for a new hire is now a rapidly developing career path for Casella's Seabrook, NH community relief center staff. In 2022, Dana graduated her first full year with the company and became the new fourth-year graduate of the Casella CDL Training Program, an intensive, state-level training opportunity that provides the skills and knowledge needed to obtain a CDL license. With the support of her colleagues and the wide range of operations and equipment training available through Casella, Dana is the only driver in her company that operates...

\*Includes waste from Subscribers & Municipal Customers

2023 data

## What is Automated Collection?

**Instead of a driver and one or two helpers on a truck twisting turning and lifting up to 40,000 pounds of trash in a day, a single operator drives and controls a joystick that uses mechanical leverage to do the same amount of work.**



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**Collection workers rank as the 7<sup>th</sup> deadliest job in the country.**

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## **Driver Safety**

- Belted in a cab protected by 20 tons of steel
- Not exiting the driver's side into traffic to assist
- Operating the most modern equipment available
  - less strenuous work environment and climate
  - leads to increased moral and employee retention



## Laborer Safety

- Minimize injuries related to:
  - crush hazard from distracted drivers
  - back strains from twisting & turning
  - ankle and knee injuries from mounting/dismounting
  - slip & fall hazards during inclement weather



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## Public Safety

- Far more efficient collection process
  - Service time per stop is seconds not minutes
  - Reduces the potential for accidents
    - Rear end collisions while we are at a stop servicing
    - Oncoming traffic while vehicles attempt to go around



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## Community Outreach

- Public Meetings
- Postcard Mailings
- Social Media
- Press Releases
- Instructions attached on delivery



**ATTENTION BANGOR RESIDENTS**

**YOUR NEW TRASH BIN ARRIVES IN JUNE!**

**Your Curbside Collection Just Got Easier**

**CITY OF BANGOR**

Beginning June 25, 2024, your residential curbside trash and recycling will be picked up by an automated side-load truck. All of your household's trash and recycling will go into your cart. Your trash collection day will remain the same.

In June, prior to the start date, you will receive a new 96 gallon cart on wheels that will be specific to your address. There is no need to be home to receive your cart. Carts will include additional instructions for placement and use.

Requests for a 32 gallon bin in lieu of the standard 96 gallon bin can be made **prior to April 15** by calling Public Works at 207-688-4900 or visiting [bangormaine.gov/trash](http://bangormaine.gov/trash)

Please visit [bangormaine.gov/trash](http://bangormaine.gov/trash) for more information.

## 2024-2025 CURBSIDE COLLECTION CALENDAR



Material will be collected weekly on your service day as indicated on the calendar and sorted by street.  
Four service will be delayed by one day during weeks in which a highlighted holiday occurs.



ESTABLISHED 1973  
300-CASELLA • casella.com



## CURBSIDE CONTAINER PLACEMENT GUIDE

Place containers at the curb by 7:00 AM on your pickup day.

Put containers on a hard, level surface clear of obstructions such as snow, landscaping, mailboxes, and utility poles. Do not block the sidewalk.

### PROPER CONTAINER PLACEMENT



### CONTAINER DON'TS



**APPROPRIATE HANDLING**  
Break down cardboard so it fits into the cart with the lid closed. Cut over-size material into 2' x 2' squares.

### FREQUENTLY ASKED QUESTIONS

**Can I put construction debris in my trash container?**  
No. Trash containers are reserved for bagged trash only. For disposal of construction debris please call 800-CASELLA to discuss renting a dumpster.

**Is there a set time each week my trash will be picked up?**  
Unfortunately there is not set time. Please place your container at the curb by 7:00 AM on your scheduled pick-up day.

For more information, call 800-CASELLA or visit [casella.com/hermon-me](http://casella.com/hermon-me)

**DID YOU KNOW?**  
One dirty item can contaminate an entire load of recyclable materials!

## Town of Hermon, ME

## A Guide to Your Curbside Collection Service

### COLLECTION INFORMATION

- Beginning October 15, 2024 residential curbside materials will be picked up by an automated side-load lift.
- Residents will no longer have to provide their own bins. All material must be inside the cart with the lid closed.
- We will no longer collect materials left outside of their respective carts.



ESTABLISHED 1973

# PLACE CART HERE FOR COLLECTION



LID CLOSED, FORWARD FACING, NOTHING OUTSIDE BIN, 3' OF CLEARANCE, CURBSIDE BY 7:00AM.



## The cart is too big.

Households on town-maintained roads receive a 96-gallon cart.

- After deployment, a smaller 64-gallon cart can be ordered.
- The fee to swap the container is \$25.
  - The larger cart weighs just a little more than the smaller one, and with larger wheels, is easier to move around and provides additional capacity during vacations, holidays, etc.



## The cart is too small.

After deployment, additional carts can be ordered.

- Nearby communities average less than 1, to 2% participation.
- Breakdown bulky items, gallon jugs, cereal boxes, cardboard, etc.
- Participate in the Towns single-stream recycling program.
- The fee is \$5 per week, \$260 paid annually.
  - prorated to the Town's fiscal year July 1<sup>st</sup>
- For a small home-based business, this much more affordable than dumpster service.



## How well do they work in the snow?

Better than what we have now.

- Large wheels make them easier to move.
- No more white bags buried in white snowbanks.
- The arm removes them from the snow, and places them right back in.



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## Why does the lid need to be closed?

Safety – again, ours and yours.

- Stacked material can land on the top or the truck.
  - Material could come loose and impact oncoming traffic.
  - Places pedestrians at risk, especially on corners.
- Fire hazard should the material land on or shift onto the exhaust.

Public Health

- The lids also minimize nuisance issues such as wind-blown litter and wildlife issues such as birds, racoons, etc. (freeze-in issues as well)



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## Can I put my address on the cart?

Yes, on the lid.

- Feel free to use a paint pen or marker on the **LID** of the cart.
- Do not mark the body of the cart.



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## What do I do with my existing containers(s)?

Reuse them.

- Many folks have repurposed theirs.
  - bottles and cans
  - leaf and yard waste
  - salt, sand, grain

Dispose of them.

- We will set a large roll off container at the town office after collection begins for those who prefer not to keep them.



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## What do I do with tires?

Recycle them.

- When you get new tires, most tire stores assess a per tire fee so they can manage that particular waste stream effectively.
- Should you decide to dispose of them on your own, some privately owned transfer stations accept them for a fee.



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## What I do with all my cardboard these days?

Recycle it.

- The Town Office has multiple containers onsite for cardboard drop-off.
- If you prefer to put it in the container, break it down so it fits into the cart with the lid closed.
- Please cut oversized material into 2' x 2' squares so gravity can do its job when the cart is tipped overhead.



RECYCLING SOLUTIONS ORGANICS COLLECTION ENERGY LANDFILLS



## How about all my holiday wrapping paper?

We have you covered there too.

- Just like the communities around you, we provide a large “roll-off” container after the holidays at the Town Office or Transfer Station for folks to bring wrapping paper, ribbons, etc.



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**Thank You!**



RECYCLING SOLUTIONS ORGANICS COLLECTION ENERGY LANDFILLS

To learn more, please visit [casella.com](https://www.casella.com)



**VII. PUBLIC HEARINGS:**

**VIII. COMMITTEE REPORTS:**

**IX. SCHEDULED AGENDA ITEMS:**

**A. OLD BUSINESS:**

**O23-24-06 Consider amendment to the FY 24-25 Council schedule**

**Councilor Murphy moved to approve O23-24-06 with amendments. Councilor Cyr seconded the motion. The motion was accepted. Motion passes 7-0.**

**O24-25-02 Review and sign warrant for November 5, 2024 election**

**Councilor Murphy moved to review and sign the warrant for the November 2024 election O24-25-02. Councilor Berry seconded the motion. Council went into discussion. Councilor Murphy suggested to remove the word non-financial from: The School Committee members appointed by RSU 87 shall only be authorized to vote on non-financial Hermon High School matters.**

**Councilor Hamm-Morris moved to remove the words non-financial. The sentence to read: The School Committee members appointed by RSU 87 shall only be authorized to vote on Hermon High School matters. Councilor Cyr seconded the motion. Motion was accepted. Motion passes 6-1. Councilor Gray voted in opposition.**

**Councilor Murphy moved to approve the complete warrant for the November 2024 election. Councilor Wood seconded the motion. Motion was accepted. Motion passes 6-1. Councilor Gray voted in opposition.**

**B. NEW BUSINESS:**

**C. WORKSHOPS:**

**D. OTHER ITEMS: (FROM TABLE PACKAGE)**

**X. APPOINTMENTS:**





**XI. MANAGER STATUS REPORT:**

- **Thank you to the Recreation Staff and volunteers for the Summer Sizzler event. Another successful day! Look forward to next year. I would like to also recognize the Fire Department and Public Works for supporting this event.**
- **The Hermon Fire Department has received certification from Maine EMS to the Paramedic level. This will allow the department to provide higher patient care on EMS calls for our residents and visitors.**
- **August 29<sup>th</sup>, Thursday, is the first day of school for students, please be aware of children walking and waiting for bus. Thank you for your understanding as the first day of school buses may have small delays.**
- **The Town Office will be closed on Monday, September 2<sup>nd</sup> to recognize Labor Day Holiday.**
- **Town Office Clerk's Department (Motor vehicles, tax payment, Moses, etc. transactions) will be closed for mandatory elections training from the Secretary of State on Wednesday, Sept 4<sup>th</sup> and Thursday, Sept 5<sup>th</sup>. The office will reopen for business on Friday, Sept 6<sup>th</sup>.**
- **Thank you to Casella for providing the information tonight for the community. I look forward to the transition of services and how the Town and Casella can continue to move forward with the service provided.**
- **Maine Obsolete Pesticide Collection Program is posted on the town website. Participation guidance and applications are accepted until Wednesday, September 25, 2024. This collection is not being sponsored by the Town. Collection point and date/time will be provided to requesting participants.**

**XII. FINAL PUBLIC ITEMS OR COMMENT: (ITEMS NOT ALREADY ON THE AGENDA)**

- **Ed Ford, Union St**

**XIII. COUNCIL ITEMS:**

**Joshua Berry: Town Office renovations look good and hopefully working well for the staff. Hoping Mr. Fields transition is going well.**

**Derek Wood: Fall sports are starting up to include soccer, football and the new track. Kids have a new opportunity and excitement for the new track. Welcome Mr. Fields.**

**Christopher Gray: The Sizzler was a great event for the town and it was well attended. The BBQ at the church had over 500 people attending.**



XIV. EXECUTIVE SESSION:

XV. ADJOURNMENT:

**Councilor Murphy moved to adjourn the meeting at 8:01 PM. Councilor Berry seconded. With no objection the meeting was adjourned at 8:01 PM.**

Respectfully Submitted,

**Kristen Cushman**  
Town Clerk

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**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.

## **Legal Notices**

### **PUBLIC HEARING**

By order of the **Hermon Town Council**, the following Public Hearing has been scheduled for **Thursday, September 12, 2024, at 6:30 PM** in the Public Safety Meeting Room.

**TO CONSIDER** comments regarding:

- Clark Rd M/L 049-002-000 zone change from change Res B to Res A
- Solar Ordinance
- Hermon Rec Special Amusement Permit

The Public shall be given the right to comment before the Council acts.

Per Order 21-22-02, July 12, 2022

Sept. 3, 2024



**R24-25-02**

Be it resolved by the Hermon Town Council in Town Council assembled for the zone change to Map 049 Lot 002-000, owned by Sandra Dorr. The Zone Change will be from Residential B to Residential A.

---

**SIGNED this September 12, 2024 by the Hermon Town Council:**

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

\_\_\_\_\_  
Ronald Murphy

\_\_\_\_\_  
Joshua Berry

\_\_\_\_\_  
Richard Cyr

\_\_\_\_\_  
Christopher Gray

\_\_\_\_\_  
Terri Hamm-Morris

\_\_\_\_\_  
Derek Wood

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

Motion _____	Yeas _____	
Second _____	Nays _____	Date _____



## Memo

**To:** Stephen Fields – Town Manager  
Hermon Town Council

**CC:** Kristen Cushman – Town Clerk

**From:** Jessefa Murphy – Code Enforcement Officer

Dear Members of the Hermon Town Council,

On August 20, 2024, the Hermon Planning Board reviewed and voted in favor of a zoning change request for the property located at 326 Clark Road, identified as Tax Map and Lot 049-002-000, owned by Sandra Door. The request is to change the zoning designation from Residential B to Residential A.

The Planning Board's recommendation is based on the alignment of the proposed change with the town's comprehensive plan and its anticipated positive impact on the area. Additionally, this change aligns with the zoning designations of other properties in the surrounding area, ensuring consistency in land use and development.

Please consider the Planning Board's recommendation for this zoning change.

Respectfully,

A handwritten signature in black ink, appearing to read "J. Murphy", is written over the typed name "Jessefa Murphy".

Jessefa Murphy  
Code Enforcement Officer INS#2320

Mailing Address  
333 Billings Rd  
Hermon, ME 04401

Telephone: 207-848-1010  
Fax: 207-848-3316

Physical Address  
333 Billings Rd  
Hermon, ME 04401



## ZONE CHANGE APPLICATION

The Hermon Planning Board will hold a Public Hearing on the following request for a zone change and forward their findings on to the Hermon Town Council for an additional Public Hearing and shall vote to approve or deny the request.

Application fee: \_\_\_\_\_

Fee: \$300.00 plus mailing costs

1. Current property owner: Sandra Dorr
2. Owner's address: 398 Clark Road, Hermon, Maine Phone: 207-944-7473
3. Street address of property: Clark Road
4. Applicant's name: Sandra Dorr
5. Applicant's address: 398 Clark Road, Hermon, Maine 04401
6. Applicant's phone #; 207-944-7473
7. Present Zoning classification: Residential B
8. Requested zoning classification: Residential A

9. Attach legal description of property to be rezoned.

Book 4929 Page 328 from Penobscot County Registry of Deeds.

Please answer the following questions in detail. This information will be used to evaluate whether your request complies with the criteria for a zone change.

1. Is the current zoning of this property a mistake

No.

2. Will the change in zoning conform with the policies and objectives of the Comprehensive Plan ?

Yes.

Mailing address  
PO Box 6300  
Hermon, ME 04402-6300

Physical Address:  
333 Billings Rd  
Hermon, ME 04401

Telephone: 207 848-1010  
FAX: 207 848-3316

3. Will the overall change in the zoning district result in development which is compatible to the surrounding districts?

Yes

4. Will the change affect the current use of other land in the vicinity?

No

5. Why is it appropriate at this time to permit the specific type of zone change?

The owner is subdividing the parcel, and the adjacent parcel she owns.

6. What are the current uses on the abutting parcel(s)?

undeveloped

7. Explain how the surrounding property within 200' of the perimeter of your property is zoned.

The surrounding parcel was recently changed to Residential A. This lot was not due to an existing mobile home on the parcel.

8. Have any changes taken place which would make the zone change appropriate now rather than at an earlier date?

The mobile home on the parcel that prevented the zone change previously will be removed.

You may consider such things as development of surrounding property, new streets, sewer or water lines and housing trends

9. Has a zone change ever been attempted before on this property by you or anyone else ?

Yes. When the adjacent parcel was rezoned in 2021, this parcel was part of the change request, but it was not altered.

#### ADDITIONAL REQUIREMENTS:

- A. Attach a copy of the most current tax map / lot of the property to be rezoned
- B. Provide a list of the names and addresses of all property owners within 100' of the exterior boundaries of the subject property
- C. Provide evidence you are the owner or purchaser of the property or have written consent from the property owner to make application for a zone change
- D. Enclose the application fee of \$300.00 ( Mailing cost for public hearing will be charged to the applicant)

The above and attached statements are true to the best of my belief and knowledge. I understand this application must be completed and accurate before a hearing can be scheduled and that only those items specifically mentioned in the application can be considered and acted upon at the Planning Board level and at the Town Council level.

---

Applicant's signature

---

Date

Mailing address  
PO Box 6300  
Hermon, ME 04402-6300

Physical Address:  
333 Billings Rd  
Hermon, ME 04401

Telephone: 207 848-1010  
FAX: 207 848-3316

3. Will the overall change in the zoning district result in development which is compatible to the surrounding districts?

Yes

4. Will the change affect the current use of other land in the vicinity?

No

5. Why is it appropriate at this time to permit the specific type of zone change?

The owner is subdividing the parcel, and the adjacent parcel she owns.

6. What are the current uses on the abutting parcel(s)?

undeveloped

7. Explain how the surrounding property within 200' of the perimeter of your property is zoned.

The surrounding parcel was recently changed to Residential A. This lot was not due to an existing mobile home on the parcel.

8. Have any changes taken place which would make the zone change appropriate now rather than at an earlier date?

The mobile home on the parcel that prevented the zone change previously will be removed. You may consider such things as development of surrounding property, new streets, sewer or water lines and housing trends.

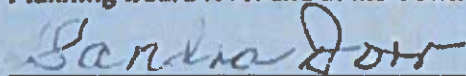
9. Has a zone change ever been attempted before on this property by you or anyone else?

Yes. When the adjacent parcel was rezoned in 2021, this parcel was part of the change request, but it was not altered.

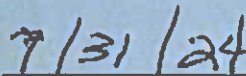
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Applicant's signature



Date

Mailing address  
PO Box 6300  
Herman, ME 04402-6300

Physical Address:  
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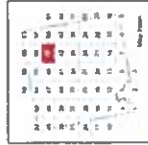


**LEGEND**

- PROPERTY LINE
- EASEMENT
- PUBLIC RIGHT OF WAY
- PRIVATE RIGHT OF WAY
- RAILROAD RIGHT-OF-WAY
- BUILDING FOOTPRINT
- HISTORIC LOT LINE
- PARCEL HOOK
- STREET NUMBER
- PARCEL NUMBER
- ACCOUNT NUMBER
- SURVEY FOOTPRINT (FT)
- SURVEY LOT NUMBER
- WETLAND
- HYDROLOGY

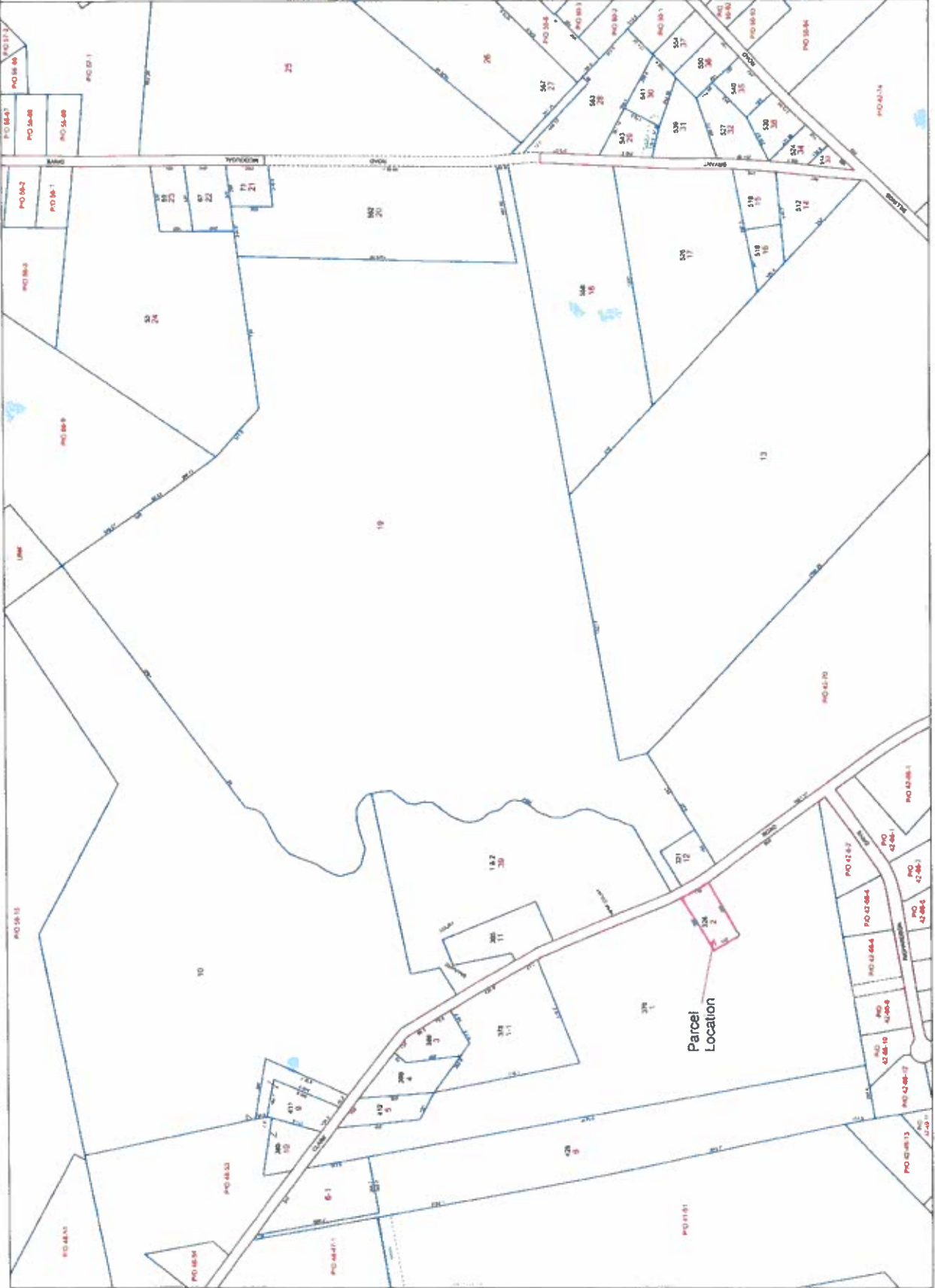
This map is prepared for the purpose of assessing property taxes. It is not intended to be used for any other purpose. The information shown on this map is based on the best available information and is not guaranteed to be accurate. The user of this map should consult the official records for the most current information.

SCALE: 1:2,400  
0 200 400



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Map Number: 10  
Map Date: 8/1/2023

Hermon Assessor's Office  
333 Bangs Road  
Hermon, ME 04401  
(207) 848-1010



Map-Lot	Name	Address	Town	State	Zip
49-1	Sandra Dorr	3987 Clark Road	Hermon	ME	04401
49-39	Darrell Sprout	321 Papermill Road	Hampden	ME	04444
49-19	Sandra Dorr	3987 Clark Road	Hermon	ME	04401
49-12	Frank Burke	321 Clark Road	Hermon	ME	04401
42-70	Duane Graves & Renee Bishop	440 Billings Road	Hermon	ME	04401

030785

ALAN R. DORR, of R. 3, Box 1330, Bangor, Penobscot County, State of Maine, and ARLENE G. RICHARDSON, of R. 3, Box 1336, Bangor, Penobscot County, State of Maine, for consideration paid, release to ALAN R. DORR, SANDRA A. DORR, and ARLENE G. RICHARDSON, of Bangor, Penobscot County, State of Maine, as joint tenants, the following described lot or parcel of land, to wit:

A certain lot or parcel of land, together with any improvements located thereon, in Hermon, County of Penobscot, State of Maine, bounded and described as follows, to wit: Beginning at an iron rod on the southwesterly sideline of the Clark Road, so-called, said iron rod being located six hundred fifty feet (650'), more or less, in a northwesterly direction by and along the southwesterly sideline of Clark Road from the intersection of the southwesterly corner of land of the Grantors herein and the northeasterly corner of land now or formerly of Douglas Henriksen and Kathleen Henriksen; thence in a northwesterly direction by and along the southwesterly sideline of Clark Road one hundred fifty feet (150') to an iron rod; thence in a westerly direction and at right angles to the southwesterly sideline of Clark Road three hundred feet (300'), more or less, to an iron rod; thence in a southerly direction parallel to the southwesterly sideline of Clark Road, being the easterly sideline of the premises described herein, one hundred fifty feet (150'), more or less, to an iron rod; thence in an easterly direction, and parallel to the northerly bound of the premises described herein, three hundred feet (300'), more or less, to an iron rod, being the point of beginning, located on the sideline of the Clark Road.

Meaning and intending to convey hereby a portion of those premises conveyed to the Grantors herein through various instruments of record in Penobscot County Registry of Deeds as follows:

(A) As to Alan Dorr, deeds of Barbara Hitchner, Administratrix of the Estate of Alice Dunn and the Estate of Thomas T. Dunn, dated March 26, 1963, and recorded in Book 1883, Pages 247 and 249, respectively, and judgment and decrees dated January 5, 1972, recorded in Book 2237, Page 278, and

(B) As to Arlene G. Richardson, deed of Alard H. Richardson, dated July 10, 1972, and recorded in Book 2295, Page 344.

Meaning and intending to convey hereby a parcel of land containing at least one hundred fifty feet (150') of frontage on the Clark Road and at least three hundred feet (300') in depth, comprising an area in excess of one (1) acre.

WITNESS our hands and seals this 23 day of October, 1991.

SIGNED, SEALED AND DELIVERED  
IN PRESENCE OF:

*Sally B. Thompson*

*Alan R. Dorr*  
Alan R. Dorr

*Sally B. Thompson*

*Arlene G. Richardson*  
Arlene G. Richardson



BK4929 PG329

STATE OF MAINE  
COUNTY OF PENOBSCOT

*Oct 23*, 1991

Personally appeared the above-named Alan R. Dorr and Arlene G. Richardson and acknowledged the foregoing instrument to be their free act and deed.

Before me

*Sally B. Thompson*  
Notary Public

*Sally B. Thompson*  
Printed Name

My Commission Expires May 7, 1993



No Transfer Tax Necessary

PENOBSCOT. ss REC'D  
91 OCT 23 AM 10:41

ATTEST:  
*Cynthia G. [unclear]*  
REGISTER

*Sandra Dorr-Banquer*



## Memo

**To:** Stephen Fields– Town Manager

**From:** Jessefa Murphy – Code Enforcement Officer

**Date:** July 26, 2024

**Re:** Zoning Map Updates

Mr. Fields,

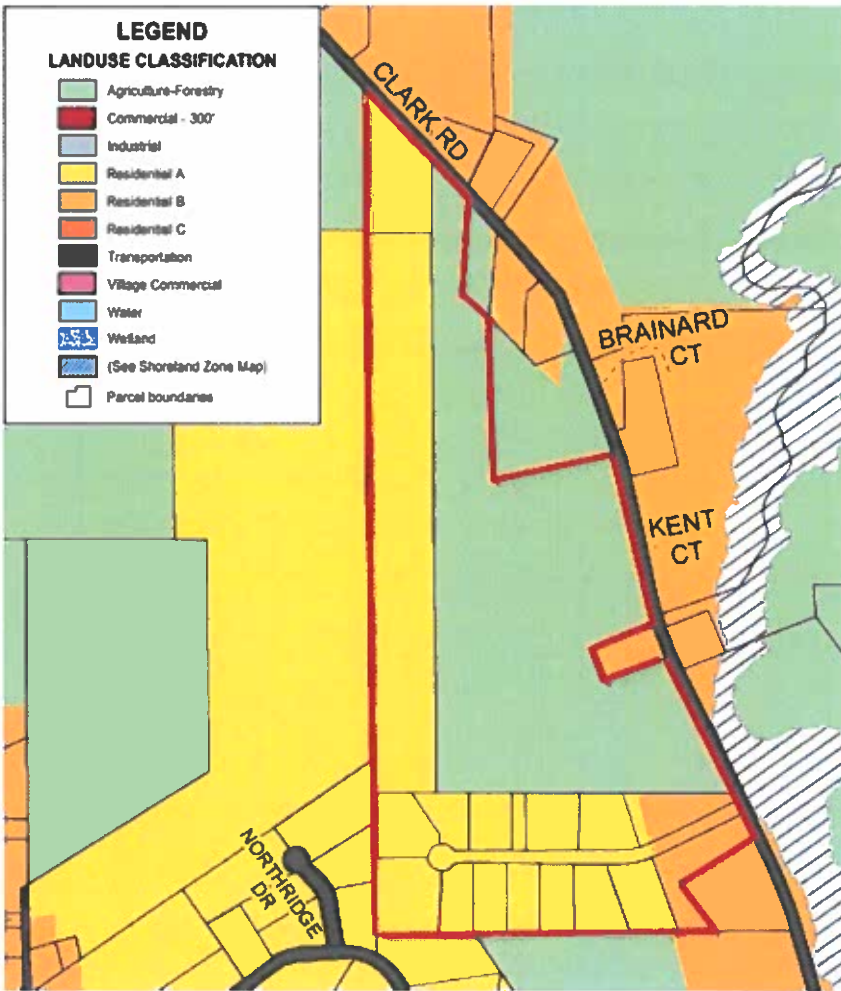
It has been brought to my attention that 3 properties located off of the Clark Road have not been updated on the “Town of Hermon Land Use District Map”. These properties went through a zone change in 2021 and the maps and tax cards have not been updated. The best solution would be to correct the zoning issues. These properties are:

Map/Lot	Zoning on Map	Correct Zoning After 2021
042-066-002	RA/RB	RA
042-066-000	RA/RB	RA
049-001-000	AF	RA

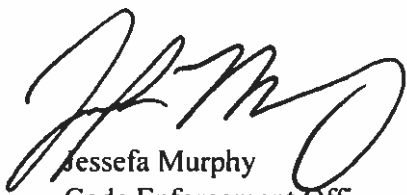
Mailing Address  
333 Billings Rd  
Hermon, ME 04401

Telephone: 207-848-1010  
Fax: 207-848-3316

Physical Address  
333 Billings Rd  
Hermon, ME 04401



I have forwarded these changes to Cindy Pellett so that the Zoning Maps may be updated and to Rylee Cushman. I have also attached backup documentation for this determination. If you have any questions, please feel free to reach out.

  
 Jessefa Murphy  
 Code Enforcement Officer

Attachment: Planning Board Minutes  
 Town Council Minutes



**Town of Hermon**

**Public Safety Meeting Room**

**April 15, 2021**

**Town Council Meeting**

**7:00 PM**

**MINUTES**

Council Meetings may be viewed live online and are archived after the meeting has taken place – check hermon.net Town Council for a Zoom link.

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

**I. CALL TO ORDER BY CHAIRPERSON**

**II. PLEDGE OF ALLEGIANCE**

Chair Thomas led those in attendance in the Pledge of Allegiance

**III. ROLL CALL**

**Members Present:** John Snyder III, Douglas “Doug” Sinclair Sr., Ronald “Ron” Murphy, Charles Lever IV, Steven “Steve” Thomas, Anthony “Tony” Reynolds and G. Stephen “Steve” Watson

**Members Absent:**

**Others Present:** Town Manager Howard Kroll, Town Clerk Kristen Cushman, and Scott Perkins

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

**SIGNATURES. –APPROVE**

**MINUTES. –APPROVE** 4/1/2021 Minutes

**WARRANTS. –SIGN** 4/16/2021 Warrant

**RESOLVES. –SIGN**

**Councilor Snyder moved to approve the Consent Calendar as presented. Councilor Murphy seconded the motion. Motion passes 7-0.**

**V. NEWS, PRESENTATIONS AND RECOGNITIONS:**



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

**VII. PUBLIC HEARINGS:**

- **Hold** a Public Hearing -- Special Projects CV-19 CDBG Grant. The purpose of the grant is to provide gap financing job retention and/or job growth assistance for NTENSION.

**Chair Thomas opened the public hearing at 7:01PM. The hearing closed at 7:20PM.**

**Scott Perkins gave an over view of the proposed CV-19 CDBG Grant.**

**Manager Kroll gave an overview of the Grant as follows:**

The Town of Hermon has applied for CDBG funds on behalf of NTENSION. CDBG funds are federal proceeds that have precise requirements. Requirements such as:

- ✓ **forming an advisory committee (requirement for each grant program),**
- ✓ **creating/adopting a complaint policy (allows recipients to voice their concerns/complaints to a body- typical for a housing/infrastructure grant- NOT this type of program),**
- ✓ **developing program guidelines including standards of conduct (requirement for each grant program),**
- ✓ **fair housing resolution adoption (requirement for each grant program),**
- ✓ **signing a 504 certification (requirement for each grant program), and**
- ✓ **adopting an anti-displacement assistance plan and stating that the Town of Hermon is an equal opportunity employer (requirement for each grant program)**

**These are standard requirements for all CDBG programs regardless if there is a housing program included in a municipality's grant program.**

This grant we are proposing to accept is unique. COVID-19 funds have been made available to prospective businesses that have or will create a line of services or goods used to combat the COVID-19 pandemic. Only





those businesses are eligible for these funds. **NTENSION of Hermon happens to be one of those few Maine companies.** The municipality is the fiscal agent who accepts the grant and ensures guidelines are met. Once that is complete the grant is closed out and audited for compliance. This grant was applied for by NTENSION and they are required to meet all of the conditions set forth in the agreement. The Town is not responsible for NTENSION and their ability to meet the requirements.

**I strongly support NTENSION in their quest for these grant funds to subsidize their commitment to combat COVID-19.**

**Questions were asked regarding if NTENSION would receive the grant before the requirements were implemented or after. Scott stated it would be after the requirements were met.**

**VIII. COMMITTEE REPORTS:**

**IX. SCHEDULED AGENDA ITEMS:**

**A. OLD BUSINESS:**

**B. NEW BUSINESS:**

**R20-21-28** Consider forming a Community Development Advisory Committee to over see the CDBG Grant for NTENSION.

**Councilor Snyder moved to approve R20-21-28. Councilor Murphy seconded the motion. The motion was accepted unless doubted. Motion passes.**

**R20-21-29** Consider adopting CDGB Program Complaint Policy (2020 Special Projects CV-19 Grant program)

**Councilor Reynolds moved to approve R20-21-29. Councilor Snyder seconded the motion. The motion was accepted unless doubted. Motion passes.**

**FR20-21-22** Consider accepting CDGB funds (2020 Special Projects CV-19 Grant program) in the amount of \$250,000

**Councilor Snyder moved to approve FR20-21-22. Councilor Murphy seconded the motion. The motion was accepted. Motion passes 7-0.**



**R20-21-30** Consider adopting CDGB (2020 Special Projects CV-19 Grant program) Standards of Conduct

**Councilor Snyder moved to approve R20-21-30. Councilor Reynolds seconded the motion. The motion was accepted unless doubted. Motion passes.**

**R20-21-31** Consider adopting CDGB (2020 Special Projects CV-19 Grant program) Fair Housing Resolution

**Councilor Snyder moved to approve R20-21-31. Councilor Murphy seconded the motion. The motion was accepted unless doubted. Motion passes.**

**R20-21-32** Consider authorizing the Town Manager or his designee to complete and sign the Fair Housing Self Assessment for CDGB Grant (2020 Special Projects CV-19 Grant program).

**Councilor Murphy moved to approve R20-21-32. Councilor Snyder seconded the motion. The motion was accepted unless doubted. Motion passes.**

**R20-21-33** Consider authorizing the Town Manager or his designee to sign the 504 Certification for the CDGB Grant (2020 Special Projects CV-19 Grant program).

**Councilor Murphy moved to approve R20-21-33. Councilor Snyder seconded the motion. The motion was accepted unless doubted. Motion passes.**

**R20-21-34** Consider adopting the Residential Antidisplacement & Relocation Assistance Plan for the CDGB Grant (2020 Special Projects CV-19 Grant program)

**Councilor Snyder moved to approve R20-21-34. Councilor Murphy seconded the motion. The motion was accepted unless doubted. Motion passes.**

**R20-21-35** Consider adopting the Equal Employment Opportunity Policy Statement for the CDGB Grant (2020 Special Projects CV-19 Grant program)

**Councilor Snyder moved to approve R20-21-35. Councilor Murphy seconded the motion. The motion was accepted unless doubted. Motion passes.**



**O20-21-13** Consider scheduling a Public Hearing for a zone change request on 5/13/2021. Clark Road Properties, LLC (Alan Dorr, Jr.) is requesting a zone change from Residential B and Agricultural Forestry to Residential A for Map 042 Lot066, Map 049 Lot 006 and Map 041 Lot 051 for a residential subdivision.

**Councilor Sinclair moved to approve O20-21-13. Councilor Murphy seconded the motion. The motion was accepted unless doubted. Motion passes.**

**O20-21-14** Consider scheduling a Public Hearing for a Special Amusement Permit for Morgan Hill Event Center on May 13, 2021

**Councilor Reynolds moved to approve O20-21-14. Councilor Snyder seconded the motion. The motion was accepted unless doubted. Motion passes.**

**O20-21-17** Consider scheduling a Public Hearing for Conley Events LLC DBA Morgan Hill Event Center Liquor License Renewal Application on May 13, 2021

**Councilor Snyder moved to approve O20-21-17. Councilor Lever seconded the motion. The motion was accepted unless doubted. Motion passes.**

**O20-21-18** Consider scheduling a Public Hearing for XL Golf (DBA The Sports Arena Liquor License Renewal Application May 13, 2021

**Councilor Lever moved to approve O20-21-18. Councilor Snyder seconded the motion. The motion was accepted unless doubted. Motion passes.**

**R20-21-36** Consider appointing Chief Frank Roma to be an “authorized person” for a grant application with the Penobscot Emergency Management Office for the Homeland Security Grant.

**Councilor Reynolds moved to approve R20-21-28. Councilor Murphy seconded the motion. The motion was accepted. Motion passes 7-0.**

## **C. WORKSHOPS:**

### **FY22 Municipal Budget Presentation**

#### **Manager Kroll gave an overview of the budget:**

I am providing for your review the proposed FY22 municipal budget.

**Overall revenues for FY 2022 will realize an increase of an estimated \$477,710 while expenses are increased by \$477,710 resulting in a net increase of \$0.**



Various drivers for the increase in expenses:

- ✓ **County Tax increased by \$83,000**
- ✓ **Snow Plow Contract increased by \$ 122,723 due to additional 14 miles added back to contract and annual adjustment of the per mile charge from \$6,200 to \$6,500.**
- ✓ **Economic Development projects increased by \$129,394 due to agreements with Mathews Brothers and paving one of the industrial parks.**
- ✓ **County Law Enforcement agreement increased by \$14,165, year 2 of 5 year contract.**
- ✓ **Additional paving of town owned roads increased by \$33,156.**
- ✓ **Sewer pump station maintenance increased by \$5,500 due to tech demands.**

Increased revenues to offset the additional expenses recommended as follows:

- ✓ **TIF Revenues- \$6,570 increase**
- ✓ **Vehicle Excise Tax-\$150,000 increase**
- ✓ **Undesignated Fund Balance- \$100,000 increase**
- ✓ **Agent Fees-\$7,000 increase**
- ✓ **State Revenue Sharing- \$50,000 increase**

I anticipate no increase in property taxes for the municipal portion of the budget. As you review the information, should you have any questions, please feel free to contact me.

**Councilor Thomas a few general questions.**

- **Q: Hermon Connection has an increase. A: Last FY Connection was decreased by two issues and next FY we have added the two issues back in plus additional cost to producing the Connection.**
- **Q: Cemetery stone repair. A: Repair to stones are done each year. Working on the worst ones first.**
- **Q: Could the Town have a hazardous waste removal day A: This will be looked into and the cost.**



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

**Councilor Reynolds moved to waive council rules and accept the table packet. Councilor Snyder seconded the motion. The motion was accepted. Motion passes 7-0.**

**XIV. EXECUTIVE SESSION:**

Consider enter into Executive Session to discuss personnel matter(s) per 1 M.S.R.A. § 405(6)(A)

**X. APPOINTMENTS:**

**XI. MANAGER STATUS REPORT:**

**April 19, 2021 is Patriots Day and the Town Office will be closed.**

**Route 2/Annis Road project will be starting on April 24<sup>th</sup> – delays anticipated.**

**On April 29, 2021 Public Hearings will be held during the next Council meeting. Please remember to social distance and wear a mask.**

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

**XIII. COUNCIL ITEMS: None**

**XIV. EXECUTIVE SESSION:**

**Councilor Snyder moved to enter Executive Session to discuss personnel matter(s) per 1 M.S.R.A. § 405(6)(A). Councilor Reynolds seconded the motion. The motion was accepted. Motion passes 7-0.**

**XV. ADJOURNMENT:**

**Councilor Snyder moved to adjourn the meeting at 8:45PM. Councilor Sinclair seconded the motion. With no objection the meeting was adjourned at 8:45 PM.**

**Respectfully Submitted,**

**Kristen Cushman, Town Clerk**

**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.

**Minutes**  
**HERMON PLANNING BOARD**  
**March 16, 2021 – 6:30PM**

1. **CALL TO ORDER BY CHAIRPERSON-** Meeting was called to order by Chairman Marsh at 6:30pm

**1A- Election of Vice- Chairman** – Brett Danforth nominated Josh Pelletier to serve as Vice Chairman - no other nomination, nomination cease.  
Motion made by Brett Danforth/ 2<sup>nd</sup> by S. Andrei to appoint Josh Pelletier as vice chairman until July 2022- Vote: 6-0-1( JP)

2. **ROLL CALL-** all members present

3. **CONSENT AGENDA-** Approval of the 10/06/2020 minutes- consensus of the Board to approve the minutes from Oct. 16, 2020 approved as written

4. **PUBLIC HEARINGS**

1. **PB 21-004- Zone Change Request** –Clark Road Properties is requesting a zone change to combination of lot from AF and RB to RA  
Chairman Marsh opened the public hearing at 6:34pm – no public in attendance

**Close Public Hearing and act on New Business PB 2021-004**

Public Hearing was closed at 6:37pm and opened to Board questions and concerns.

Isaac Raymond stated he was at the meeting tonight to represent the owners of Clark Road Properties and to answer any questions the board may have.

J. McCue asked Mr. Raymond to please confirm the actual lots involved in the request. Map was reviewed of the area containing the zone change request.

B. Danforth asks what the intent of the owners was for this request. Mr. Raymond the plan is for a residential subdivision with larger lots. The zone change allows for smaller lot frontage but also offers restriction the developer would like to have in place for the development.

Motion was made by M. White/ 2<sup>nd</sup> B. Danforth to approve the zone change request and forward it on to the Hermon Town Council of consideration. Vote: 7-0

PB21-005 Shoreland Zoning Permit- Map 5, Lot 6- Terry Cliff is seeking approval for the replacement of a seasonal camp under the 30% expansion rule.

Terry Cliff explained to the Board that he removed a camp last fall and would now like to replace the structure using the 30% life time expansion rule. The Board reviewed the submitted application and found it to be in compliance with the non-conforming structure

section of the Hermon Land Use Ordinance and reminded Mr. Cliff that he would need to make contact with the CEO to secure a building permit for the project.

Motion was made by J. Pelletier / 2<sup>nd</sup> J. McCue to approve application # PB21-005 as submitted –  
Vote: 7-0

**A. Old Business- none**

**B. New Business- addressed above**

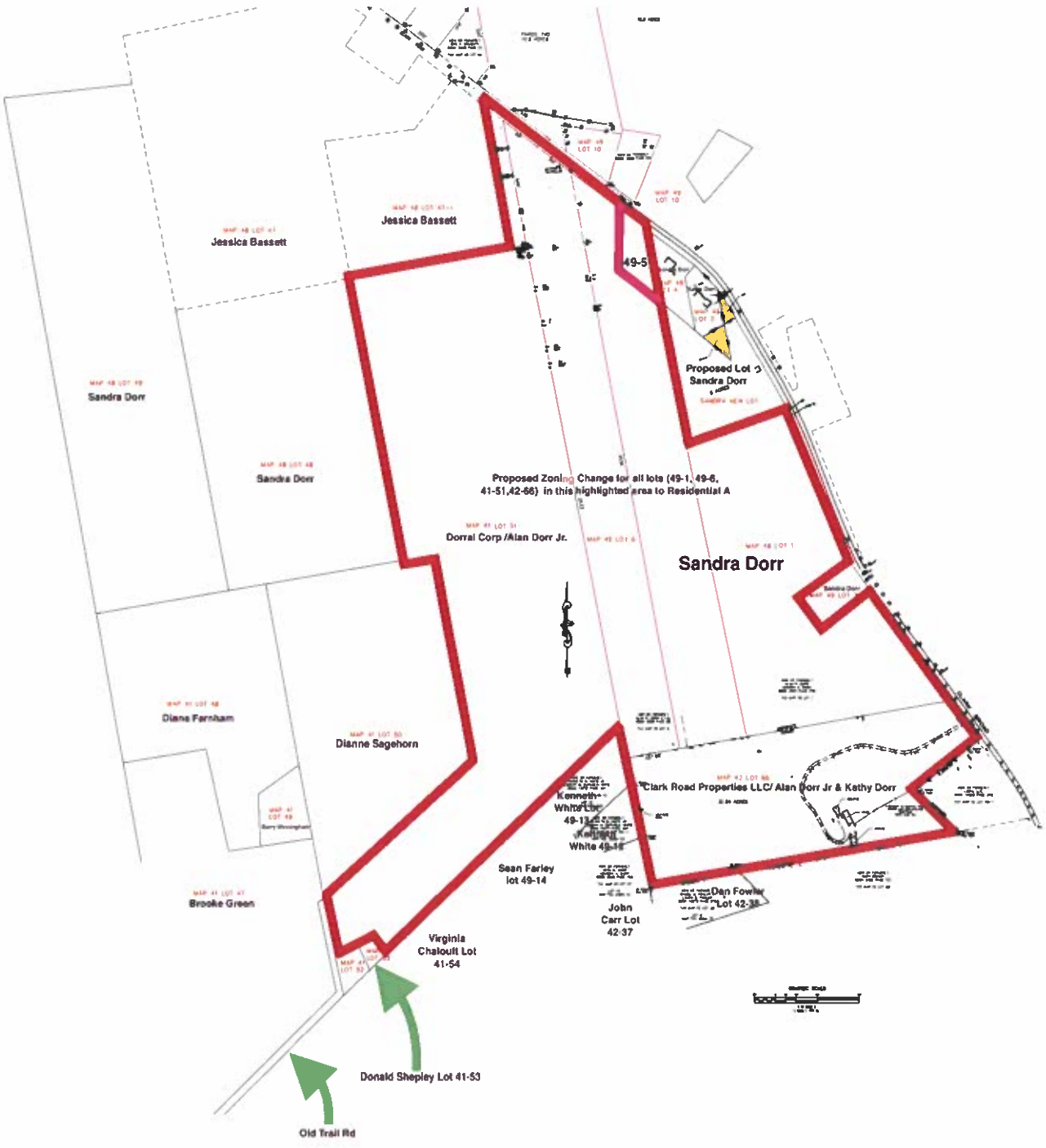
**5. WORKSHOPS-**

**6. CEO Items- none**

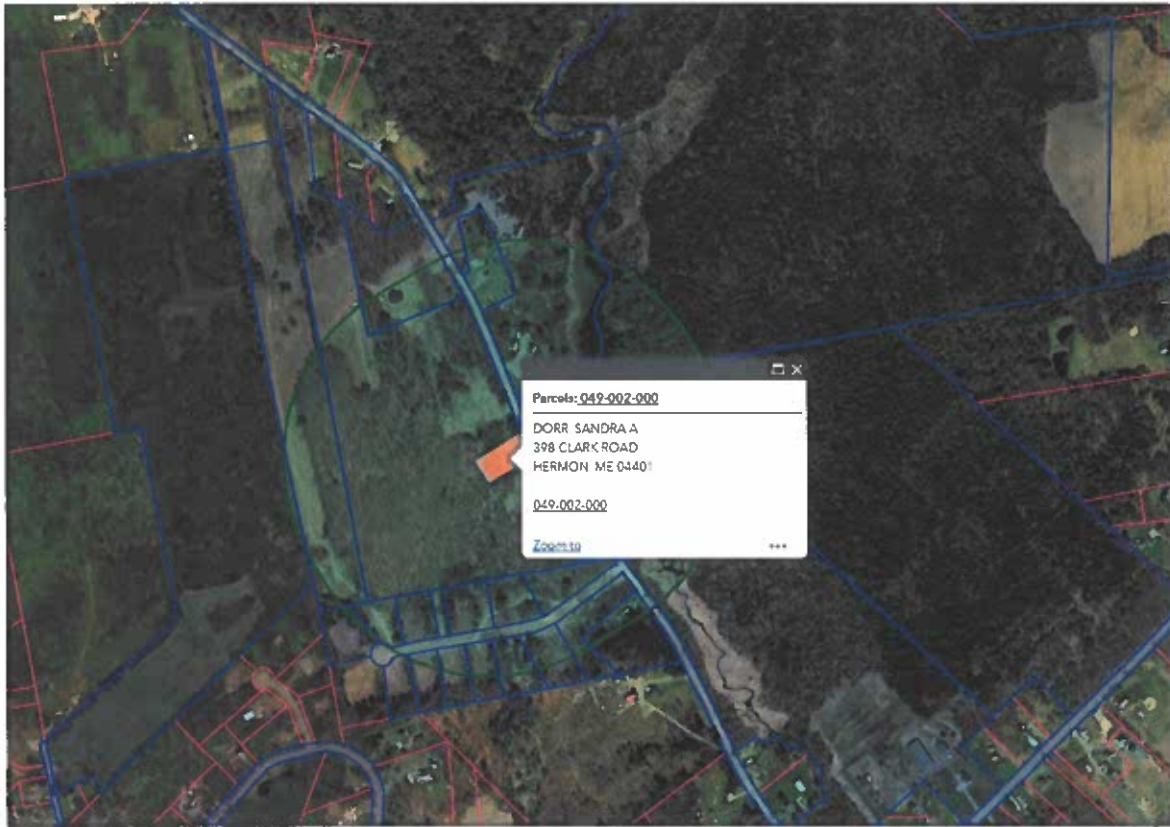
**7. PLANNING BOARD ITEMS –** S. Andrei asked why the Public Items or concern were no longer at the beginning of the agenda as well as the end. CEO Merrithew stated she would put it back on the agenda in both places.

**8. FINAL PUBLIC ITEMS OR COMMENTS (Items Not Already on Agenda)- none**

**9. ADJOURN-** Motion made by J. Pelletier/ 2<sup>nd</sup> by B. Danforth to adjourn tonight's meeting at 7:02- Vote- 7-0







Parcels: 049-002-000

DORR SANDRA A  
398 CLARK ROAD  
HERMON ME 04401

049-002-000

Zoom 19

...

Name  
Address  
City/State/Zip

DORR, SANDRA A  
398 CLARK ROAD  
HERMON, ME 04401

DORR, SANDRA A  
398 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

DORR SANDRA A & KATHY L JT  
C/O SANDRA DORR 398 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

BAILEY, LACEY J & \*THAYER, MICHAEL JR JT  
365 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
388 CLARK ROAD  
HERMON, ME 04401

PEMBROKE, GEORGE MRS ATTN FLORA MABEL  
PEMBROKE  
4506 BAYNE STREET  
ROCKVILLE, MD 20853

SPROUL, DARRELL L  
321 PAPERMILL ROAD  
HAMPDEN, ME 04444

DORR, SANDRA A  
398 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
388 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

BURKE, FRANK M  
321 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

PIERCE, BRANDI & GARDNER, DEREK O  
286 CLARK ROAD  
HERMON, ME 04401

CLARK ROAD PROPERTIES LLC  
398 CLARK ROAD  
HERMON, ME 04401

GRAVES, DUANE E & BISHOP, RENEE  
440 BILLINGS ROAD  
HERMON, ME 04401



August 6, 2024

Dear Landowner,

As the last listed landowner, under the Hermon Tax Assessing records, I am providing the following notice for your information as an abutter and/or direct abutter. If you have any questions, please give me a call at 207-848-1042.

A copy of the application, site plan, and other documents can be found on the Town of Hermon's website, <https://www.hermonmaine.gov/planning-board/>

Thank you,

*Jessefa Murphy*

Jessefa Murphy  
Code Enforcement Officer  
Town of Hermon

### **Legal Notices**

### **PUBLIC HEARING**

By order of the Hermon Planning Board, a Public Hearing has been scheduled for Tuesday August 20, 2024 at 6:30pm in the public safety meeting room to hear comment from the public regarding Clark Road Properties, LLC is seeking Zone Change approval from Residential B to Residential A for 326 Clark Road, Tax Map and Lot 049-002-000

The application is available for public inspection at the Town of Hermon's Code Enforcement office. (848-1042) This notice was posted at Danforth's Down Home Supermarket, and the bulletin board at the Town of Hermon's Town Office on August 13, 2024

Mailing Address  
333 Billings Rd  
Hermon, ME 04401

Telephone: 207-848-1010  
Fax: 207-848-3316

Physical Address  
333 Billings Rd  
Hermon, ME 04401

## Jessefa Murphy

---

**From:** Matthew Blake <mblake@bangordailynews.com>  
**Sent:** Tuesday, August 6, 2024 9:06 AM  
**To:** Jessefa Murphy  
**Subject:** Re: Legal ad for 8-13-2024  
**Attachments:** Andrea and Ryan Garland proof.pdf; Clark Road Properties Proof.pdf; Lindsay Norton Proof.pdf; Beaugard Maine Realty proof.pdf

These are all set for Aug. 13th in the BDN at \$195 a piece. Proofs are attached.

Thank you

Matt

On Tue, Aug 6, 2024 at 8:58 AM Jessefa Murphy <[murphyj@hermonmaine.gov](mailto:murphyj@hermonmaine.gov)> wrote:

Good catch! it should be 2024. I've updated the attachments

Thank you

Jessefa Murphy

Code Enforcement Officer INS#2320

P: (207)848-1042

F: (207)848-3316

333 Billings Road

Hermon, ME 04401

[www.hermonmaine.gov](http://www.hermonmaine.gov)



**From:** Matthew Blake <[mblake@bangordailynews.com](mailto:mblake@bangordailynews.com)>  
**Sent:** Tuesday, August 6, 2024 8:55 AM  
**To:** Jessefa Murphy <[murphyj@hermonmaine.gov](mailto:murphyj@hermonmaine.gov)>  
**Subject:** Re: Legal ad for 8-13-2024

Hello Jessefa,

I wanted to check on these notices as at the end it states "August 13, 2023" and I wanted to confirm this is accurate and shouldn't be 2024.

Thank you

Matt

On Tue, Aug 6, 2024 at 8:31 AM Jessefa Murphy <[murphyj@hermonmaine.gov](mailto:murphyj@hermonmaine.gov)> wrote:

Good morning Matthew,

Looking to have the following Legal ads run for 8-13-2024

Thank you

Jessefa Murphy

Code Enforcement Officer INS#2320

P: (207)848-1042

F: (207)848-3316

333 Billings Road

Hermon, ME 04401

[www.hermonmaine.gov](http://www.hermonmaine.gov)



**Matthew Blake | He/Him**

**CUSTOMER SERVICE REPRESENTATIVE**

**[mblake@bangordailynews.com](mailto:mblake@bangordailynews.com) | 207.990.8234**

**1 Merchants Plaza | P.O. Box 1329 | Bangor, ME 04402-1329 | [ba](#)**



**Matthew Blake | He/Him**

**CUSTOMER SERVICE REPRESENTATIVE**

**[mblake@bangordailynews.com](mailto:mblake@bangordailynews.com) | 207.990.8234 |**

**1 Merchants Plaza | P.O. Box 1329 | Bangor, ME 04402-1329 | [ba](#)**

**Legal Notices**

**PUBLIC HEARING**

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The application is available for public inspection at the Town of Hermon's Code Enforcement office. (848-1042) This notice was posted at Danforth's Down Home Supermarket, and the bulletin board at the Town of Hermon's Town Office on August 13, 2024.

August 13, 2024

August 20, 2024

To Whom It May Concern,

Plymouth Engineering will be representing me at the Planning Board Meeting this evening.

Thanks You,

*Sandra Dorr*

Sandra Dorr

---





## Memo

**To:** Stephen Fields – Town Manager  
Hermon Town Council

**CC:** Kristen Cushman – Town Clerk

**From:** Jessefa Murphy – Code Enforcement

**Re:** Recommendation for Adoption of Solar Ordinance

**Date:** September 6, 2024

The Solar Ordinance began development in September 2022. The initial draft of the Solar Ordinance was presented to the Hermon Planning Board in March 2023. Since then, there have been several workshops involving both the Planning Board and Town Council to discuss and refine the ordinance. The goal throughout this process has been to create an ordinance that reflects Hermon's needs, balancing the promotion of renewable energy with the preservation of the town's rural character.

In recent months, the newly formed Ordinance Committee took on the task of revising the Solar Ordinance. This committee worked diligently to address the feedback provided during the previous workshops, as well as input from residents, local businesses, and environmental advocates. The revised ordinance incorporates clear standards for solar development while ensuring that the community's concerns are addressed.

The town's attorney has also conducted a thorough review of the ordinance to ensure it aligns with state laws and provides adequate legal safeguards for the town. With legal review complete, the ordinance has been deemed suitable for adoption.

Mailing Address  
333 Billings Rd  
Hermon, ME 04401

Telephone: 207-848-1010  
Fax: 207-848-3316

Physical Address  
333 Billings Rd  
Hermon, ME 04401

It is my recommendation that the Hermon Town Council adopt the proposed Solar Ordinance. This ordinance has been carefully crafted through months of collaboration and revisions and has also been reviewed by the town's attorney to ensure compliance with legal standards and protections. The ordinance, in its current form, is now ready for adoption and will provide clear, enforceable guidelines for solar development in Hermon.

Respectfully,

Jessefa Murphy  
Code Enforcement Officer



**O24-25-03**  
TOWN OF HERMON

# Hermon Solar Energy Ordinance

## **1. TITLE**

This Ordinance shall be known and may be cited as the "Hermon Solar Energy Systems Ordinance" and will be referred to herein as the "Ordinance".

## **2. AUTHORITY**

This Ordinance is adopted pursuant to Home Rule Powers as provided for in Article VIII of the Maine Constitution and Maine Revised Statutes, Title 30-A.

## **3. PURPOSE**

This section regulates the development and installation of solar energy systems in the Town of Hermon. This Ordinance is intended to balance the interests of the residents of the Town of Hermon and the users and installers of all solar energy systems by providing standards for the siting, design, construction, operation, monitoring, modification, and decommissioning of such systems, and to address public safety. These standards are also intended:

- 3.1 To minimize the adverse impacts of solar energy systems on surrounding land use, including but not limited to visual impacts, environmental impacts, impacts to historically significant areas, health safety impacts, and property value impacts.
- 3.2 To allow the Town of Hermon to protect public health, safety, and welfare.
- 3.3 To support the goals and policies of the Town's Comprehensive Plan.
- 3.4 To provide for the decommissioning and removal of solar panels and associated equipment which are no longer being used for energy generation and transmission purposes.

#### 4. DEFINITIONS

- 4.1 “Solar Energy System” (SES) A solar photovoltaic cell, module, or array, or solar hot air or water collector device, including all Solar Related Equipment, which relies upon solar radiation as an energy source for collection, inversion, storage, and distribution of solar energy for electricity generation or transfer of stored heat. The physical size of an SES includes all cleared land, solar panels with ground mounting systems, fencing, transformer and electrical equipment pad(s), solar energy storage systems, light and power poles, access road(s) beyond property setback area and any other cleared area necessary to support the solar installation. Cleared areas for staging the installation will not be included in the solar energy project’s maximum size limitation as long as they are returned to their natural pre-installation state.
- 4.2 “Solar Energy System, Ground-Mounted” A Solar Energy System that is structurally mounted to the ground and is not roof-mounted.
- 4.3 “Solar Energy System, Roof-Mounted” A Solar Energy System that is mounted on the roof of a building or structure.
- 4.4 “Solar Energy System, Wall-Mounted” A Solar Energy System that is mounted on the wall or side of a building or structure.
- 4.5 “Personal Scale Solar Energy System – Major” (PSSSES-Major) Solar Energy Systems with an array greater than 1200 square feet and less than 21,780 square feet (0.5 acres) on any one lot, are accessory to the principal use on the parcel, consist of one or more ground, roof, or wall mounted systems, and are intended to primarily reduce onsite consumption of utility power or fuels on the parcel in which they sit and on immediately adjacent lots. The sale and/or distribution of excess energy to a public utility for distribution shall be incidental to any PSSSES and shall not be its primary purpose.
- 4.6 “Personal Scale Solar Energy System – Minor” (PSSSES-Minor) Solar Energy Systems with an array less than or equal to 1200 square feet on any one lot, are accessory to the principal use on the parcel, consist of one or more ground, roof, or wall mounted systems, and are intended to primarily reduce onsite consumption of utility power or fuels on the parcel in which they sit and on immediately adjacent lots. The sale and/or distribution of excess energy to a public utility for distribution shall be incidental to any PSSSES and shall not be its primary purpose.

- 4.7 “Kilowatt” (kW) A unit for measuring power that is equivalent to 1,000 watts. Megawatt (MW): a unit for measuring power that is equivalent to one million watts, or 1,000 kilowatts.
- 4.8 “Megawatt Hour” (MWh) A megawatt hour is equal to 1,000 Kilowatt hours (Kwh). It is equal to 1,000 kilowatts of electricity used continuously for one hour.
- 4.9 “Rated Nameplate Capacity” The maximum rated output of electric power production of the photovoltaic system in watts of Direct Current (DC).
- 4.10 “Solar Energy” Radiant energy (direct, diffuse and/or reflective) received from the sun.
- 4.11 “Solar Array” A grouping of multiple solar modules with the purpose of harvesting solar energy.
- 4.12 “Solar Farm” See Solar Energy System.
- 4.13 “Solar Related Equipment” Items including but not limited to, a solar photovoltaic cell, module, or array, solar hot air or water collector device panels, lines, pumps, batteries, mounting brackets, framing, fencing, foundations, or other structures used or intended to be used for collection and management of solar energy.
- 4.14 “Pure Tone” The simplest periodic sound, a constant sound created as a pressure disturbance that fluctuates sinusoidally as a fixed frequency.

## **5. APPLICATION**

- 5.1 The provisions of this Ordinance shall apply to Solar Energy Systems as defined by this Ordinance and by Title 28-A, MRSA, Section 1421,1423, within the boundaries of the Town of Hermon.
- 5.2 The requirements of this Ordinance shall apply to all Roof Mounted, Wall Mounted, and Ground Mounted SES’s, whether Minor or Major, installed after, September 12, 2024
- 5.3 Solar Energy Systems with an array in physical size greater than 21,780 square feet (0.5 acres) are prohibited.
- 5.4 All Solar Energy Systems shall be designed, erected, and installed in accordance with all applicable local, state, and federal codes, regulations, and standards including but not limited to Section 11.10, and Section 11.12 of the Fire Code, NFPA 70, and EPA Tier II reporting.

- 5.5 Any modification, upgrade, or structural change that materially alters the size, placement or output of an existing Solar Energy System shall comply with this Ordinance.

## **6. CONFLICT WITH OTHER ORDINANCES**

Whenever the requirements of this Ordinance conflict with the requirements of any other lawfully adopted rule, regulation, Ordinance, deed restriction, or covenant, the more restrictive or higher standard covenant shall govern, unless otherwise prohibited by State Law.

## **7. SEVERABILITY**

If any section, subsection, or provision of this Ordinance shall be declared by any court or competent jurisdiction to be invalid for any reason, such decision shall not be deemed to affect the validity of any other section, subsection, or other portion of this Ordinance; to this end, the provisions of this Ordinance are hereby declared to be severable.

## **8. AMENDMENTS**

- 8.1 Initiation - An amendment to this Ordinance may be initiated by an individual through one of the following:
  - 8.1.1 The Planning Board provided a majority of the board has so voted.
  - 8.1.2 Request of the Hermon Town Council to the Planning Board.
  - 8.1.3 Written petition of 10% of the number of registered voters who voted in the most recent gubernatorial election, in accordance with 30-A MRSA § 2522 or 2528.
- 8.2 Hearings - All proposed amendments shall be referred to the Planning Board for their recommendation. The Planning Board shall hold a public hearing at least 30 days before submitting any proposed amendment and shall make a written recommendation to the Hermon Town Council within 30 days from the public hearing.
- 8.3 Majority Vote - After receiving the recommendation of the Planning Board, the amendment may be adopted or rejected by majority vote of the Hermon Town Council after convening for a public hearing.

**9. EFFECTIVE DATE**

This Ordinance, when adopted, and any amendments thereto, shall be effective immediately following its/their adoption or approval by the Hermon Town Council. A copy of this Ordinance, certified by the Hermon Town Clerk shall be filed with the Hermon Town Clerk.

**10. SCHEDULE OF USES**

10.1 District symbols.

- AF – Agriculture/Forestry
- RA - Residential A District
- RB - Residential B District
- RC - Residential C District
- C - Commercial District
- VC - Village Commercial
- I - Industrial District

10.2 Permit Required Symbols

Y- Uses allowed without a permit.

P - Uses requiring a building permit or other type of permit from the Code Enforcement Officer. All “class 1”, as defined in the Town of Hermon Land Use Ordinance, require site plan review approval from the Code Enforcement Officer.

S - Use requiring site plan review approval from the Planning Board in accordance with the requirements of §§ 154.065 through 154.096, using the procedures found in §§ 154.180 through 154.190. (d)

N - Not permitted.

Type	AF	RA	RB	RC	VC	C	I
PSSSES – Minor Roof Mounted	Y	Y	Y	Y	Y	Y	Y
PSSSES – Minor Wall Mounted	N	N	N	N	N	Y	Y
PSSSES – MINOR Ground	P	P	P	P	P	P	P
PSSSES – MAJOR Roof Mounted	S	N	N	N	S	S	S
PSSSES – MAJOR Wall Mounted	N	N	N	N	N	N	S
PSSSES – MAJOR Ground	S	N	N	N	N	N	S



## **11. STANDARDS FOR ALL SOLAR ENERGY SYSTEMS**

- 11.1 Glare – All SES shall be placed such that concentrated solar radiation or glare does not project anywhere off site.
- 11.2 Noise – All noise produced by any SES shall be less than 10 decibels (dB) above preconstruction / existing background levels, as measured from any street where the parcel has frontage, and any parcel abutting the installation site.
- 11.3 Maximum Height – All SES mounted on buildings shall be subject to the maximum height regulations specified for principal and accessory buildings within the applicable zoning district.
- 11.4 Setbacks – All SES shall comply with the setbacks for principal and accessory structures in the underlying zoning districts.
- 11.5 Visual Impacts – When a proposed development is located in an area that is visible from a public street, road, water body, or facility, the development must be designed so that it fits harmoniously into the visual environment when viewed by the public from public areas. In predominantly natural environments, site clearing must be minimized and vegetation must be retained or provided to minimize the visual intrusion of the development. In developed environments, the appearance of the new development, when viewed by the public from public areas, must be compatible with the existing visual character in terms of scale, massing and height to the maximum extent possible.
- 11.6 Shadows and Obstructions – The issuance of a permit under this Ordinance does not create in the property owner, its, his, her or their successors and assigns in title, or create in the property itself the right to remain free of shadows and/or obstructions to solar energy caused by development or growth of any trees or vegetation on other properties.
- 11.7 Maintenance – SES must be properly maintained and be kept free from all hazards, including but not limited to faulty wiring, loose fastenings, or other conditions that are deemed unsafe and detrimental to public health or general welfare. In the event failure of property owner to maintain the SES in good working order will constitute grounds for appropriate enforcement actions pursuant to Section 11.11 of this Ordinance. Enforcement may include but is not limited to orders for decommissioning and removal of the SES.

## 11.8 Decommissioning and Abandonment.

11.8.1 In addition to any state laws related to the decommissioning of solar energy systems, the following provisions apply to all solar energy systems constructed in Hermon. Solar energy systems that have reached the end of their useful life, that has been abandoned, or that has been damaged and will not be repaired or replaced consistent with this Ordinance shall be decommissioned and the parcel restored to its condition prior to development of the solar energy system. The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued operations. The owner or operator shall notice the Town of Hermon Planning Department of the proposed date of discontinued operations and plans for removal. The Town of Hermon is not responsible for disposal or cost of disposal of solar energy panels or any aspect of a solar energy system.

Decommissioning shall, at a minimum, consist of:

- 11.8.2 Physical removal of all aspects of the solar energy systems, structures, equipment, security barriers, transmission lines, and foundations to a depth of at least three feet from the site.
- 11.8.3 Disposal of all solid and hazardous waste in accordance with local state and federal waste disposal regulations.
- 11.8.4 Restore the land to a condition reasonably similar to its condition before the solar energy system development, including replacement of top soil removed or eroded.
- 11.8.5 Stabilization or re-vegetation of the site to minimize erosion. Native, pollinator- friendly seed mixtures shall be used to the maximum extent possible.

### 11.8.6 Abandonment

11.8.6.1 Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, all solar energy system shall be considered abandoned when it ceases to produce energy on a continuous basis for 150 days.

11.8.6.2 If the owner or operator of the solar energy system fails to remove the installation within 150 days of abandonment or the proposed date of decommissioning, the Town of Hermon or the obligee retains the right to use all available means to cause an abandoned, hazardous, or decommissioned solar energy system to be removed.

11.9 Failure to Decommission - If the owner or operator of the solar energy system fails to remove the installation within 90 days of abandonment or the proposed date of decommissioning, the Town of Hermon or the obligee retains the right to use all available means to cause an abandoned.

## **12. ROOF/WALL PERSONAL SCALE SOLAR ENERGY SYSTEM**

In addition to meeting all SES requirements stated in Section 11, Roof/Wall PSSSES shall meet the following conditions:

12.1 Collateral Load - The owner shall provide evidence certified by an appropriately licensed professional that the roof/wall can support the collateral load of the SES.

12.2 Access – a minimum three (3) foot buffer zone is required from the ridge and one (1) foot buffer zone from the edge of the roof or parapet.

## **13. GROUND MOUNTED SOLAR ENERGY SYSTEM**

In addition to meeting all SES requirements all stated in Section 11, Ground Mounted PSSSES shall meet the following conditions:

13.1 Minimum Height – The minimum ground clearance height of ground mounted SES solar panels shall be four (4) feet from ground to, regardless of the mounted angle of any solar panels, lowest point of panel.

- 13.2 The Surface Area - The surface area of the arrays of a ground mounted SES, regardless of the mounted angle of any solar panels, shall be considered impervious and included in the lot coverage calculation for the parcel on which it is located.

The area beneath the ground mounted SES is considered pervious cover. However, use of impervious construction materials under the system could cause the area to be considered impervious and subject to the impervious surfaces limitations for the applicable zoning district.

- 13.3 Appropriate safety/warning signage concerning voltage shall be placed at ground mounted electrical devices, equipment, and structures. All electrical control devices associated with the PSSSES-Major shall be locked to prevent unauthorized access or entry.

- 13.4 Placement – Ground-Mounted SES shall not be constructed or installed within any

13.4.1 legal easement;

13.4.2 right-of-way location or be placed;

13.4.3 within any storm water conveyance system or in any other manner that would alter or impede storm water runoff from collecting in a constructed storm water conveyance system;

13.4.4 within any Resource Protection, Stream Protection, Shoreland Limited Residential, or Aquifer Protections Overlay Districts.

#### **14. PERSONAL SCALE SOLAR ENERGY SYSTEM - MAJOR**

- 14.1 All on-site, utility, collector, or transmission lines connected to a PSSSES-Major shall be placed underground.
- 14.2 No portion of the PSSSES-Major shall contain or be used to display advertising. The manufacturer's name and equipment information or indication of ownership shall be allowed on any equipment of the PSSSES-Major, provided they comply with the prevailing sign regulations.

## **15. APPLICATION PROCES AND FEES**

- 15.1 PSSSES-Minor Approval Process - Any building permit issued for a PSSSES-MINOR shall be approved by the Code Enforcement Officer in consultation with the Fire Chief. Prior to approval, the Code Enforcement Officer in consultation with the Fire Chief shall determine that any roof or wall mounted PSSSES- Major does not present any unreasonable safety risk to a structure, including but not limited to weight load, wind resistance, and emergency ingress and egress.
- 15.2 PSSSES-Minor Application Fee - the application fee for PSSSES- Minor shall be the standard building permit fee for an accessory structure.
- 15.3 PSSSES-Major Approval Process - Any building permit issued for a PSSSES-Major shall be approved by the Planning Board in consultation with the Code Enforcement Officer and the Fire Chief.
  - 15.3.1 Permit - PSSSES-Major shall require a building permit.
  - 15.3.2 Zoning and/or building permit application(s) shall document compliance with this Ordinance and any applicable land use requirements not otherwise covered in this Ordinance. Furthermore, zoning and/or building permit application(s) shall be accompanied by drawings showing the location of the system on the building or property, including relative location to property lines. Permits must be kept on the premises where the PSSSES-Major is constructed.
  - 15.3.3 Any application filed with the Code Enforcement Officer to construct a PSSSES- Major that intends to connect to the power grid shall be accompanied by the written confirmation that the utility company whose grid to which it will connect has been notified of the intent to connect. Furthermore, any application shall be accompanied by the approval or conditional approval by said utility company of the connection.
  - 15.3.4 The zoning and/or building permit(s) shall be void if the PSSSES-Major, whether new or pre-existing, is moved or otherwise altered, either intentionally or by natural forces in a manner which causes the PSSSES-Major not to be in conformity with this Ordinance.
- 15.4 PSSSES-Minor Application Fee - the application fee for PSSSES-Minor shall be \$500.

## **16. VIOLATIONS AND ENFORCEMENT**

Any construction of buildings or structures, and any use of land, buildings, or structures except in conformance with the provisions of this Ordinance shall be deemed a violation of this Ordinance and a nuisance.

### **16.1 Code Enforcement Officer**

It shall be the duty of the Code Enforcement Officer to enforce the provisions of this Ordinance. If the Code Enforcement Officer shall find that any provision of this Ordinance is being violated, he/she shall notify in writing the person responsible for such violation, indicating the nature of the violation, and ordering the action necessary to correct the violation, including discontinuance of illegal use of land, buildings, structures, and abatement of nuisance conditions. A copy of such notice shall be maintained as a permanent record.

### **16.2 Legal Actions**

When the above does not result in the correction or abatement of the violation or nuisance condition, the Town Council, upon notice from the Code Enforcement Officer, are hereby authorized to institute any and all actions and proceedings, either legal or equitable, including seeking injunctions of violations and the imposition of fines, that may be appropriate or necessary to enforce the provisions of the Ordinance in the name of the municipality.

### **16.3 Penalties**

Any person or persons who violate any provision(s) of this Ordinance or any permit issued under the provisions of this Ordinance, shall be subject to civil penalties in accordance with the provisions of Title 30-A MRSA § 4452.

### **16.4 Contractor Liability**

Any contractor involved in any activity regulated by the provisions of this Ordinance may be held liable for violating this Ordinance if the necessary permits for said activity have not been obtained or if work performed by the contractor does not conform to all conditions of approval of the permit or the terms of this Ordinance.

### **16.5 Appeals**

The Board of Appeals shall hear appeals from final decisions of the Code Enforcement Officer and or Planning Board on decisions to grant or deny permits or approvals pursuant to this Ordinance in accordance with the Town's Board of Appeals Ordinance. Appeals shall be filed within 30 days of the Code Enforcement Officer or Planning Board's official, written decision on the application.

**17. ADOPTIONS**

Adopted by Town Council Meeting September 12, 2024

SIGNED THIS 12<sup>th</sup> day of September 2024, BY THE MUNICIPAL OFFICERS:

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

\_\_\_\_\_  
Ronald Murphy

\_\_\_\_\_  
Joshua Berry

\_\_\_\_\_  
Richard Cyr

\_\_\_\_\_  
Christopher Gray

\_\_\_\_\_  
Terry Hamm-Morris

\_\_\_\_\_  
Derek Wood

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

Motion: _____	Yeas: _____	
Second: _____	Nays: _____	Date: _____



**R24-25-03**

Be it resolved by the Hermon Town Council in town council assembled to approve Hermon Halloween Trunk or Teat Special Amusement/Concourse Gathering Permit Application for October 26, 2024 from 4:00pm to 7:00pm.

---

**SIGNED this September 12, 2024 by the Hermon Town Council:**

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

\_\_\_\_\_  
Ronald Murphy

\_\_\_\_\_  
Joshua Berry

\_\_\_\_\_  
Richard Cyr

\_\_\_\_\_  
Christopher Gray

\_\_\_\_\_  
Terri Hamm-Morris

\_\_\_\_\_  
Derek Wood

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

Motion \_\_\_\_\_

Yeas \_\_\_\_\_

Second \_\_\_\_\_

Nays \_\_\_\_\_

Date \_\_\_\_\_





Date received: \_\_\_\_\_

Date approved: \_\_\_\_\_

## SPECIAL EVENT/CONCOURSE GATHERING APPLICATION

Required for any gathering for the masses of people which attend public outdoor gatherings and to assure the comfort, convenience, safety, health and welfare of the citizens of the town and surrounding communities.

Concourse gathering of 500 people or more persons in an outdoor space or a temporary structure.

---

Applications must be submitted to the Clerk not less than 45 days before the date on which it is proposed to commence the event.

A \$50.00 filing fee is to be submitted with the completed Concourse Gathering Application.  
A \$150.00 filing fee is to be submitted with the completed Special Event Application.  
If approved, \$25.00 fee is due for Special Event Application.

---

### SPONSOR INFORMATION

Name of Sponsoring Organization: Hermon Recreation Department

Name of Contact Person for Event: Lindsey Ouellette

Title of Contact Person: Recreation Director

Mailing Address: 333 Billings Rd. Hermon

Daytime Telephone: 207-848-8014

Cell Phone: 207-735-4763

Email Address: ouellette1@hermonmaine.gov

Contact Name and Cell Phone Number DURING the Event: Lindsey, 735-4763

Is your organization incorporated as a non-profit organization? Yes  No

Non-Profit Number: \_\_\_\_\_

Mailing Address  
333 Billings Rd  
Hermon, ME 04401

Telephone: 207-848-1010  
Fax: 207-848-3316

Physical Address  
333 Billings Rd  
Hermon, ME 04401

Permit Fee	Permission/Permit Type	YES	NO	NOT SURE
N/A	<b>PARADE</b> – Will there be a parade? If yes, describe route:  Note – Contact Penobscot County Sheriff's office.		X	
N/A	<b>RUN/WALK/CYCLE</b> – Will event involve participants doing a walk-a-thon, road race, etc.? If yes, describe route:  Note – Contact Penobscot County Sheriff's office.		X	
Separate permit required	<b>BURN PERMIT</b> – Will there be any open flame such as a bonfire? If yes, describe activity:  Note - A permit from the Fire Department is required or online at Maine.gov		X	
N/A	<b>TENT/CANOPY</b> – Will you be setting up a tent or canopy? If yes, list number and sizes:		X	
N/A	<b>ELECTRICAL POWER/EQUIPMENT</b> – Will electrically powered equipment be utilized, if so, provide a brief description of the equipment and the entity responsible for the installation of the electrical equipment?		X	
N/A	<b>ROAD/INTERSECTION CLOSURE</b> – Will any roads need to be closed to accommodate your event? If yes, please list:  Note – Contact Penobscot County Sheriff's office.		X	
N/A	<b>MAP/DIAGRAM</b> – Is a map or diagram attached detailing this event and depicting the placement of such items as tables, tents, port-a-potties, stage, parking, food service areas, etc.?  Note: This is a mandatory requirement for this application and must be included.	X		
N/A	<b>PARKING ACCOMODATIONS</b> – What will be the anticipated need for parking and what is your parking plan?  Note – Contact Penobscot County Sheriff's office. <i>staff on site + parking signs w/ cones</i>	X		
N/A	<b>TOILETS</b> – Please list amount at event and/or nearest location: <i>port a potties / indoor bathrooms may be available</i>	X		
N/A	<b>WASTE DISPOSAL</b> – Please list process and location: <i>Trash cans on site, we will dispose in dumpster</i>	X		
N/A	<b>HAND WASHING FACILITIES</b> – Please list amount at event and/or nearest location: <i>inside port a potties / indoor bathrooms may be available</i>	X		
N/A	<b>POTABLE WATER</b> – Please list amount at event and location:		X	

---

Concourse Gathering Application: Attach with this application a corporate surety bond from a company authorized to do business in the State of Maine insuring that after the event is over and the mass of people have vacated the site or sites, the grounds shall be left in a clean and neat fashion, and damages to public and/or private property arising out of or in connection with the event will be paid promptly. Such bond shall be in the amount of five thousand (\$5,000.00) for each one thousand (1,000) persons or fractional part thereof, expected to be there.

---

The Municipal Officers may request any additional information which is deemed reasonably necessary for a fair determination to issue the concourse gathering permit herein applied for.  
Additional information requested:

---

**Council Chair Signature and Date:** \_\_\_\_\_ **Date:** \_\_\_\_\_

---

Additional information attached, reviewed, and deemed:

\_\_\_ Acceptable                      \_\_\_ Unacceptable

**Council Chair Signature and Date:** \_\_\_\_\_ **Date:** \_\_\_\_\_

---

The Municipal Officers deemed it appropriate to waive the following requirements of this permit application:

---

**Council Chair Signature and Date:** \_\_\_\_\_ **Date:** \_\_\_\_\_

---

If the event is to be held by, and on behalf of or for, any other person other than the applicant, the following authorization is required.

I have authorized \_\_\_\_\_ to apply for a concourse gathering permit on behalf of \_\_\_\_\_.

Authorizing signature: \_\_\_\_\_ Title (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

---

\*\*\*\*FOR STAFF USE\*\*\*\*

DEPARTMENT COMMENTS AND RECOMMENDATIONS:

DEPARTMENT	APPROVE	DENY	DATE	INITIALS
Clerk				
Code Officer/Land Use & Zoning /Health Officer				
Finance Department				
Fire Department				
Police Department				
Public Works Department				
Plumbing Inspector				
Recreation Department	X			ULG

Personal Property Tax Paid: Yes \_\_\_\_\_ No \_\_\_\_\_ Sewer User Fees Paid: Yes \_\_\_\_\_ No \_\_\_\_\_

COMMENTS/CONDITIONS from any of the above departments:

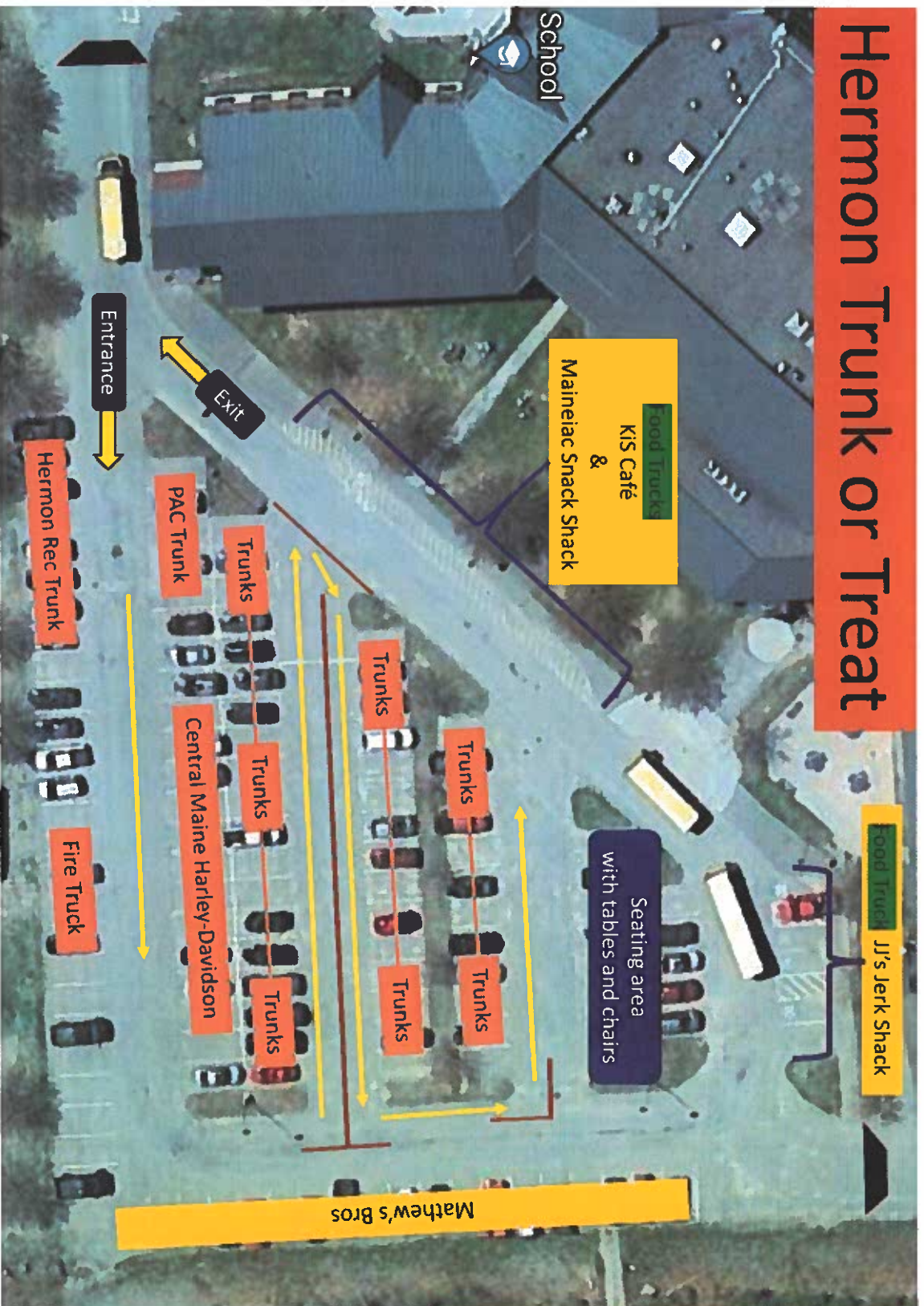
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Town Council Public Hearing date, if applicable: \_\_\_\_\_

License Approved/Denied: \_\_\_\_\_ Date applicant notified: \_\_\_\_\_

# Hermon Trunk or Treat



Flow of People



Barrier

Twine with

Directional signs



Cones to stop traffic





**FR24-25-03**

Be it resolved by the Hermon Town Council in Town Council assembled to authorize the Town Manager, or his designee, to sell Public Works vehicles and equipment not in operational use. Revenues to be deposited in the Public Works & Road Reserve Account (HERM 06).

---

SIGNED this **September 12, 2024** by the Hermon Town Council:

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

\_\_\_\_\_  
Ronald Murphy

\_\_\_\_\_  
Joshua Berry

\_\_\_\_\_  
Richard Cyr

\_\_\_\_\_  
Christopher Gray

\_\_\_\_\_  
Ronald Murphy

\_\_\_\_\_  
Derek Wood

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

Motion _____	Yeas _____	
Second _____	Nays _____	Date _____

City/Town	Building (sf)	Accessory (sf)	Commercial (sf)	Commercial (\$)	Minimum	Plumbing	Pool Above	Pool In	C of O	Site Plan	Sketch Plan
Bangor	\$ 2.09	\$ 0.78	\$ 1.47	\$7.00 Per Thousand	\$ -	\$ 10.00	\$ 54.00	\$ 78.00	\$29,685	\$ 577.00	\$ 578.00
Bath	\$ 0.40	\$ 0.40	\$ 0.60	\$ -	\$ 60.00	\$12 (60 min)			\$ 60.00	\$ 250.00	\$ 100.00
Belfast	\$7.50 Per Thousand	\$ 50.00	\$7.50 Per Thousand	\$ -	\$ 50.00	\$ 20.00	\$ 50.00	\$ 50.00	\$ 25 to 200	\$ 1,000.00	\$ 125.00
Brewer	\$ 0.50	\$ 0.25	\$ -	\$ -	\$ 50.00	\$ 10.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 300.00	\$ 100.00
Brunswick	\$ 0.40	\$ 0.25	\$ 0.45	\$10.00 Per Thousand	\$ 50.00	\$ 15.00	\$ -	\$ -	\$ -	\$ 125.00	\$ 125.00
Calais	\$ 0.03	\$ 0.03	\$ 0.03	\$ -	\$ 50.00	\$ 10.00	\$ -	\$ -	\$ -	\$ 100.00	\$ 25.00
Carmel	\$ 0.25	\$ 0.10	\$ 0.10	\$ -	\$ 30.00	\$ 10.00	\$ 30.00	\$ 30.00	\$ -	\$ 250.00	\$ -
Corinth	\$ 0.10	\$ 0.05	\$ 0.20	\$ -	\$ 20.00	\$ 10.00	\$ 20.00	\$ 20.00	\$ -	\$ 50.00	\$ 50.00
Freeport	\$ 0.40	\$ 55.00	\$ 0.45	\$ -	\$ 55.00	\$ 15.00	\$ 55.00	\$ 55.00	\$ -	\$ 330.00	\$ 85.00
Glenburgh	\$ 0.20	\$ 0.10	\$ 0.30	\$ -	\$ 30.00	\$ 10.00	\$ -	\$ -	\$ -	\$ 250.00	\$ -
Greenville	\$ 0.20	\$ 0.15	\$ 0.20	\$ -	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ -	\$ 250.00	\$ -
Hampden	\$ 0.40	\$ 0.25	\$ 0.40	\$ -	\$ 25.00	\$ 10.00	\$ -	\$ 10.00	\$ 100.00	\$ 300.00	\$ -
Houlton	\$ 0.40	\$ 0.40	\$5 Per Thousand	\$ -	\$ 30.00	\$ 10.00	\$ 25.00	\$ 50.00	\$ -	\$ -	\$ -
Levant	\$ 0.15	\$ 0.15	\$ -	\$ -	\$ 50.00	\$ 10.00	\$ 20.00	\$ 20.00	\$ -	\$ 100.00	\$ 25.00
Lincnh	\$2 Per Thousand	\$2 Per Thousand	\$2 Per Thousand	\$ -	\$ 20.00	\$ 10.00	\$ -	\$ -	\$ -	\$ 100.00	\$ -
Old Town	\$4 Per Thousand	\$ 50.00	\$ -	\$4 Per Thousand	\$ 25.00	\$ 10.00	\$ -	\$ -	\$ -	\$ 100.00	\$ -
Orono	\$ 2.09	\$ 0.78	\$ 1.47	\$ -	\$ -	\$ 10.00	\$ -	\$ -	\$ -	\$ 200.00	\$ -
Veazie	\$ 0.25	\$ 0.20	\$ 0.35	\$ -	\$ 30.00	\$ 15.00	\$ -	\$ -	\$ 50.00	\$ 250.00	\$ 150.00
Westbrook	\$15 Per Thousand	\$15 Per Thousand	\$ -	\$ -	\$ 50.00	\$ 10.00	\$ -	\$ -	\$ -	\$ 250.00	\$ 300.00
Windham	\$ 0.50	\$ 0.45	\$ 0.50	\$ -	\$ 50.00	\$ 10.00	\$ 50.00	\$ 50.00	\$ -	\$ 1,300.00	\$ 200.00
LUPC (State)	\$ 0.40	\$ 0.15	\$ 0.40	\$ -	\$ 50.00	\$ 10.00	\$ -	\$ -	\$ -	\$ 250.00	\$ -

\*Per Lot

Average of Square foot Method	\$ 0.52	\$ 0.28	\$ 0.49	\$5.44 Per Thousand	\$ 38.68	\$ 11.25	\$ 18.20	\$ 41.30	\$ 32.94	\$ 328.00	\$ 93.15
Herron Current	\$ 0.10	\$ 0.05	\$ 0.10	\$0.75 Per Thousand	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ -	\$ 250.00	\$ -
Herron Recommended	\$ 0.25	\$ 0.15	\$ 0.20	\$1.50 Per Thousand	\$ 20.00	\$ 10.00	\$ 10.00	\$ 20.00	\$ -	\$ 300.00	\$ 250.00

City/Town	Subdivision	Per lot	Sign	Driveway	Zone Change	Contract Zone	Appeals	Demo	Fill	Sewer Connection	24"x36" Prints	Chicken
Bangor	\$ 5,370.00	\$ 78.00	\$ 58.00	\$ -	\$ 983.00	\$ 984.00	\$ 341.00	\$ 85.00				
Bath	\$ 250.00	\$ 250.00	\$ 60.00	\$ 60.00	\$ 275.00	\$ 275.00	\$ 150.00	\$ 60.00	\$ 151.00			\$ 40.00
Belfast	\$ 3,000.00	\$ 100.00	\$ 25.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 200.00	\$ 50.00				
Brewer	\$ 250.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 250.00	\$ 350.00	\$ 100.00				\$ 10.00	
Brunswick	\$ 175.00	\$ 175.00	\$ 25.00	\$ -	\$ 450.00	\$ 450.00		\$ 50.00				
Calais	\$ 50.00	\$ 50.00	\$ -	\$ -			\$ 50.00					
Carmel	\$ 250.00	\$ 100.00	\$ 30.00	\$ -	\$ 250.00	\$ 250.00	\$ 35.00	\$ -				
Corinth	\$ 10.00	\$ 100.00	\$ -	\$ -	\$ 50.00	\$ 50.00	\$ 50.00					
Freeport	\$ 110.00	\$ 85.00	\$ 28.00	\$ 150.00	\$ 385.00	\$ 825.00	\$ 55.00	\$ 55.00	\$ 50.00			
Glenburgh	\$ 250.00	\$ 250.00	\$ -	\$ -				\$ 20.00				
Greenville	\$ 250.00	\$ 100.00	\$ 25.00	\$ -	\$ 250.00		\$ 100.00	\$ 25.00	\$ 50.00			
Hampden	\$ 200.00	\$ 50.00	\$ 25.00	\$ 50.00	\$ 650.00	\$ 250.00	\$ 250.00	\$ 100.00	\$ 100.00			
Houlton			\$ -	\$ -				\$ 50.00				
Levant	\$ 50.00		\$ -	\$ -								
Lincoln	\$ 250.00	\$ 100.00	\$ 100.00	\$ 50.00			\$ 25.00	\$ 25.00				
Old Town	\$ 100.00	\$ 30.00	\$ 30.00	\$ 25.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 50.00				
Orono	\$ 500.00	\$ 100.00	\$ 50.00	\$ 50.00	\$ 1,500.00	\$ 1,500.00	\$ 175.00					
Veazie	\$ 275.00	\$ 275.00	\$ 50.00	\$ 30.00			\$ 100.00		\$ 30.00			
Westbrook	\$ 50.00	\$ 300.00	\$ -	\$ 25.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00		\$ 50.00			
Windham	\$ 1,300.00		\$ 50.00	\$ -	\$ 600.00	\$ 800.00	\$ 400.00					
LUPC (State)	\$ 1,000.00	\$ 100.00	\$ -	\$ -	\$ 500.00	\$ 250.00	\$ 250.00					

Average of Square foot Method	\$ 684.50	\$ 127.39	\$ 40.40	\$ 23.33	\$ 549.53	\$ 577.43	\$ 169.47	\$ 47.50	\$ 61.57	#DIV/0!	\$ 10.00	\$ 40.00
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Herron Current	\$ 250.00	\$ 100.00	\$ 20.00	\$ -	\$ 250.00	\$ 250.00	\$ 35.00	\$ 10.00				
Herron Recommended	\$ 500.00	\$ 150.00	\$ 25.00	\$ 25.00	\$ 500.00	\$ 500.00	\$ 150.00	\$ 20.00	\$ -			\$ -



Wide Format Printer

**Supply Cost**

Roll Price (150')	\$50.79
Price ink Black	\$ 224.19
Price ink cyan	\$ 224.49
Price ink yellow	\$ 224.49
Price ink magenta	\$ 224.49

**Estimated Cost Per Page**

Price per Print (paper)	\$1.02
Black Print	\$ 2.24
Color Print	\$ 4.49

**Total**

Black	\$ 3.26
Color	\$5.50

**Cost for Staples Printing**

Black	\$4.20
Color	\$6.30
Full Color	\$33.00

**Proposed**

Black	\$5.00
Color	\$7.00
Full Color	\$35.00



September 5, 2024

Memo: RFP for Ordinance Review Consultant

Stephen,

Please review this suggested RFP for Ordinance Review by a consultant. My suggestion is to send to three qualified consulting firms for quotes.

The Town Land Use Ordinance is perhaps one of the most important tools staff, engineers and developers have to guide quality development projects. The final draft ordinance should be prepared by a consultant after committee input to make sure it meets with the requirements of the State of Maine Revised Statutes and the strategies and goals of the Comprehensive Plan.

Please add this item to the Council agenda and request approval to seek bids for a Land Use Ordinance update consultant.

Sincerely,

Scott Perkins  
Town of Hermon  
848-1010 (office)  
852-2403 (cell)

Mailing address  
333 Billings Road  
Hermon, ME 04401

Physical Address:  
333 Billings Rd  
Hermon, ME 04401

Telephone: 207 848-1010  
FAX: 207 848-3316  
Website: [www.Hermonmaine.gov](http://www.Hermonmaine.gov)



# Requests for Proposals

## Town of Hermon Land Use Ordinance Review & Update 2024

Issue Date: \_\_\_\_\_

Town of Hermon  
333 Billings Road  
Hermon, Maine 04401  
Hermonmaine.gov  
(207) 848-1010



## **I. Introduction**

The Town of Hermon (the “Town”) seeks proposals from certain qualified and experienced firms identified in advance to prepare the 2024 Land Use Ordinance update in close coordination with the Town’s Staff and the Town’s recently formed Ordinance Planning Committee (the “Committee”). The selected consultant (“Consultant”) must be an expert in ordinance revisions, long-term community planning, research, project management, statistical analysis and public engagement. In addition to the Committee, the Consultant will be required to work with other Town boards, consultants, officers, and officials as appropriate. The Town’s current Land Use Ordinance was last updated in January 2013.

The purpose of the Land Use Ordinance is to guide the Town’s officials, officers, and consultants as they govern, advise, and regulate development and land use activities affecting the Town of Hermon. The Land Use Ordinance should mirror the goals of the 2023 Comprehensive Plan and provide a framework for informed development to guide the Town in making critical decisions.

The Land Use Ordinance must meet the requirements in Title 30-A Chapter 187 Section in Maine Revised Statutes.

For general information about the Town and copies of the Town’s current Code of Ordinances, please see the Town’s website at <https://www.hermonmaine.gov/>.



## **II. Submission**

To be considered, please submit one (1) original proposal in an envelope clearly marked “**Town of Hermon 2024 Land Use Ordinance Update Proposal**” by **1:00 P.M., Wednesday, September 11, 2024**, to the Town Clerk at:

Town of Hermon  
333 Billings Road  
Hermon, Maine 04401

Attn: Jessefa Murphy

All materials required by this Requests for Proposals must be included in the submitted Proposal to be considered.

All Federal and State taxes must be excluded from the price. A tax exemption certificate for the Town of Hermon shall be furnished to the successful Proposer upon request.

## **III. Questions**

Any questions must be directed in writing to [MurphyJ@Hermonmaine.gov](mailto:MurphyJ@Hermonmaine.gov) by Wednesday, September 4, 2024. Questions requiring any addendum to this document will be sent to the bidder invitation list.

## **IV. Late Submission, Withdrawal of Submission, and Rejection of Submission**

It is the responsibility of Proposers to see that their Proposals have sufficient time to be received by the Town before the deadline. The Town reserves the right to reject without consideration any late Proposal.

No Proposer may withdraw their Proposal for a period of up to ninety (90) days from the date of submission. All Proposals shall be subject to acceptance by the Town during this period. To withdraw a Proposal prior to the opening, the Proposer shall request the withdrawal in writing. All costs associated with the withdrawal (i.e., mailing fees) will be borne by the Proposer.

The Town reserves the right to reject any and all Proposals, to waive any informalities or defects in Proposals or to accept a higher cost Proposal if it is deemed to be in the best interest of the Town in its sole discretion. The Town also reserves the right to negotiate with the successful Proposer.



## **V. Scope of Services**

### **A. Town of Hermon**

The Town of Hermon, Penobscot County Maine, consists of an approximate total area of 36.81 square miles, and is bordered on the northwest by Levant, on the northeast by Glenburn, on the east by Bangor, on the south by Hampden, and on the west by Carmel. The population reported in the 2020 census was 6,461.

The Town of Hermon is anticipated to continue to experience significant population growth. Hermon's population is expected to increase through 2032, as projected in 2016 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.

The Town of Hermon operates under a Council-Manager-Annual Town Meeting form of government. More information on the Town of Hermon can be found on the Town website (<https://www.hermonmaine.gov/>) and the 2023 Comprehensive Plan.

### **B. Requirements for Services**

The final Land Use Ordinance should reflect the priorities and goals of the 2023 Comprehensive Plan and provide a frame for informed development and guide the Town in making critical decisions concerning land use. It is expected that the finished product includes revisions of sections the committee identifies, construction standards updates, and participation in a public input process at the Planning Board and Town Council level as appropriate.

The Land Use Ordinance proposal must also include the following specific requirements:

- The Planning Board and Town Council presentation should include a comparison table of current versus potential land use changes caused directly or indirectly by the updated 2023 Comprehensive Plan and Land Use Committee.
- The Proposal must include a base price for 12 meetings (once monthly), consultation with Town officials as needed (4 meetings total with certain administrative staff members as directed by the Town Manager), (1) Council and (1) Planning Board public hearings.
- The Proposal should include an hourly rate chart for meetings as necessary with administrative staff not covered by the "not to exceed" base contract amount.



### **C. The Committee and Public Outreach**

The required Planning Committee under the state statute is the Planning Board. The Council has delegated to the Committee the responsibility for coordinating the development of a final draft proposed Land Use Ordinance. The final approval of the Plan is by a majority vote of the Hermon Town Council. The Committee and staff will work with the successful Proposer to keep the Council abreast of the process and outcomes. Proposals should include expectations for staff involvement in the creation of the Land Use Ordinance draft.

## **VI. Proposal Content**

The consent of the Proposal should include at least the following:

- A. The Proposer's name, address, principal office, type of entity, date of incorporation/organization, state in which the Proposer is incorporated or organized.
- B. The education, training, experience, licensing, and qualifications of key employees assigned to this type of project.
- C. Provide a breakdown showing hourly rates for personnel who will be assigned to the project regarding additional requests for service.
- E. A description of the methodology, including expectations for Staff involvement.
- F. A performance schedule containing typical timelines necessary to perform the Scope of Services and produce a completed Land Use draft.
- G. The number of meetings held with Staff and with the public adequate to meet the timeline and the proposed methodology.
- I. Any other fees associated with the project including but not limited to mileage.
- J. Total proposed "Not to Exceed" cost of services should be provided and include a fee schedule describing all charges and hourly rates for additional services not included in the Scope of Services with a description.
- K. A list of the three most recent projects Proposer has performed of similar services. List should include the name, contact person, address, and other contact information for a representative of each project.



## **VII. Selection Procedure**

The Town intends to conduct a comprehensive, fair, and impartial evaluation of all Proposals received, although its review is not subject to any applicable state laws or ordinances. The selection of the successful Proposer will be made by the Committee following a review of all Proposals in accordance with the criteria of this Request for Proposals. Proposal content, based on such other information and matters as they deem necessary or desirable to determine the qualifications, responsibility, and suitability of each firm submitting a Proposal in response. The Committee may consult Town employees, officers, officials, or consultants and may, at its discretion, conduct interviews and negotiate with any proposer. The Committee will provide input regarding proposal selection, subject to final authorization by the Town Council or its designee.





**FR24-25-04**

Be it resolved by the Hermon Town Council in Town Council assembled to authorize the Town Manager, or his designee, to seek quotes from three qualified firms and award a project to the company providing the most advantageous proposal for emergency sub-surface wastewater system repair or replacement at Hermon Town Office. Septic repair costs to be paid from the Sewer Maintenance Account (HERM 12).

---

**SIGNED this September 12, 2024 by the Hermon Town Council:**

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

\_\_\_\_\_  
Ronald Murphy

\_\_\_\_\_  
Joshua Berry

\_\_\_\_\_  
Richard Cyr

\_\_\_\_\_  
Christopher Gray

\_\_\_\_\_  
Terry Hamm-Morris

\_\_\_\_\_  
Derek Wood

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

Second _____	Motion _____	Yeas _____
Nays _____	Date _____	



**R24-25-04**

Be it resolved by the Hermon Town Council in Town Council assembled to authorize the Town Manager, or his designee, to send a request for proposals to three pre-qualified consulting firms for the purposes of preparing a draft revised Land Use Ordinance following the guidelines of the Comprehensive Plan and Maine State Revised Statutes. Firms receiving requests will include: The Musson Group, Camoin Associates, and Eastern Maine Development Corporation.

**SIGNED this September 12, 2024 by the Hermon Town Council:**

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

\_\_\_\_\_  
Ronald Murphy

\_\_\_\_\_  
Joshua Berry

\_\_\_\_\_  
Richard Cyr

\_\_\_\_\_  
Christopher Gray

\_\_\_\_\_  
Terry Hamm-Morris

\_\_\_\_\_  
Derek Wood

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

	Motion _____	Yeas _____
Second _____	Nays _____	Date _____