

Town Council Meeting
August 31, 2010

COUNCIL PRESENT: Sally Strout, Audrey Wilcox, Fred Gifford, Lillian Coulter, Nicholas Wood. Town Office staff present, Town Manager Melissa Doane

SALT SHED BIDS RANDY BRAGG CARPENTER ASSOCIATES: Manager Doane stated that bids for the Salt and Sand Facility came in on August 19, 2010. The low bidder was Fellis Construction Corporation of Mariaville. A list of all the bidders was provided, in addition a list of the subcontractors Fellis Construction plans on using if chosen. The low bid amount was \$182,906. Randy Bragg of Carpenter Associates was available to answer any questions the Town Council may have. Mr. Bragg stated that he also had provided information on pricing should the Town Council decided to increase the size of the building. To add an additional 18' the price would increase \$28,947 and to increase an additional 24' the price would increase \$38,195. Manager Doane stated that she felt that the 50'x60' that was in the bid documents would meet the needs of the Town of Bradley for a very long time. Councilor Strout agreed, adding that she had heard from some citizens that they were concerned about the \$200,000 to construct a salt shed. There was further discussion between Mr. Bragg and Town Council regarding the placement of the building, how it affects the fire station project and entrance and the projected completion date. Mr. Bragg and Manager Doane stated that there is really only a certain area on the parcel that the building may go. This is due to setbacks from the property lines, the wetland considerations and the ability to tie into the fire station drainage. Councilor Strout asked how visible the building was going to be from the neighbors in Carter Woods. Mr. Bragg stated that it was 100-115 feet from the properties; he added that Town Council may decide to use some of the additional funds available (due to the low bid amount) and plant some additional evergreen trees. Manager Doane stated that Town Council should keep in mind that the building will be completed in November, when there are no leaves on trees or bushes; it may be visible during that period however the Town should wait before planting trees and spending additional funds. Councilor Wilcox asked what the projected completion date was; Mr. Bragg stated it is November 15. Manager Doane added that the low bidder has requested that all the funds be withheld in lieu of a bond. Mr. Bragg explained that this provides the protection needed to insure that the project is completed as specified and that Town is satisfied with the project. He further explained then when a contractor holds a bond that is the protection the owner has, however bonds are costly and it adds to the price of the project. Due to the fact that this is a smaller, quicker project they will be able to do the work in a short timeline. Councilor Strout added that it may provide them incentive to complete the project on a timely manner so they can get their funds faster. Councilor Wilcox asked if Mr. Bragg would be on site to oversee the project, he stated he would. Councilor Gifford asked for clarification on where the funds were coming from, Manager Doane stated that the voters approved removing up to \$210,000 for the Town Savings, therefore not affecting taxes. Councilor Gifford made a motion to accept the bid provided by Fellis Construction to construct a salt and sand facility, seconded by Councilor Strout, no discussion, vote 5/0. Motion made by Councilor Strout to designate Manager Doane to sign the necessary contracts to proceed with the project, seconded by Councilor Gifford, no discussion vote 5/0.

REVIEW OF MINUTES: Councilor Coulter made a motion to accept the 8/3/2010 minutes as presented, seconded by Councilor Strout, no discussion vote 5/0.

CITIZENS REQUEST: None

MANAGERS REPORT: Manager Doane stated that paving on Highpoint Place has been completed. In addition the milling and overlay has been completed on Bullen Street from Route 178 to Highland Avenue. This completes the road work for this budget year.

The draft audit was submitted to Manager Doane on August 24, 2010. She currently is working on the Management and Discussion Analysis portion of the audit and expects to have that completed by the next Town Council meeting.

The planning board will be doing the final review of the land use ordinance on September 16, 2010; the ordinance will be then forwarded on to Town Council for adoption. The adoption process involves a public hearing, then a motion during a regular scheduled published meeting. Manager Doane anticipates doing a public hearing in October for the General Assistance and Winter Parking Ban; hopefully the Land Use Ordinance can be included.

Manager Doane was approached by Blue Collar Yard Pro's; they are interested in doing a two year contract for the mowing and grounds maintenance for the Town. Manager Doane has been very happy with the quality and timeliness of their work. He has quoted a price of \$7500 for two years, once the fire station project is completed he will review the work needed, if there is additional work that will be a separate contract. Councilor Gifford made a motion to enter into a two year contract with Blue Collar Yard Pro's for the amount of \$7500 per year, seconded by Councilor Wilcox, no discussion, vote 5/0.

Manager Doane will be out of the office a few days in September for training. On September 21-22 the Secretary of State is having their annual election conference in Bangor. In addition she will be at Maine Municipal Association in Augusta for a Voter Registration class on September 29, 2010.

On August 13, 2010 the Maine Department of Labor issued a letter to the Town stating that the Town has successfully corrected all the noted violations. As per the Town's request they have granted the abatement and therefore the penalty of the citation is zero. Chief Gifford and Manger Doane explained that the penalty violations were due to insufficient reporting on training records, these have all been corrected. Once the new fire station is completed, Chief Gifford plans on hosting a regional training with Maine Department of Labor and neighboring fire departments.

Manager Doane spoke with Frank Kearney today about providing Manager Doane with a brief note explaining the water main replacement and the difficulty it has caused to the Town of Bradley. He did so today in e-mail and she provided Town Council with copies. Mr. Kearney summarized that the water main project plan provided for a one day water disruption however because of a breakage there was 4 intentional outages and 1 unexpected outages, there was also a boil water order for nearly 2 weeks. Mr.

Kearney also spoke about the power surge that took place on August 26, 2010 and asks residents to fill out a complaint form available from the Water District and return it to the supervising engineering firm AE Hosdsdon, if a loss occurred. The Town had a several losses caused by the surge. The surge caused damage to several items in the office, two computers, the photocopier motor and the fire alarm panel. It also appears that damage was done to the radio communication equipment at the Fire Station. Manager Doane has spoken to Maine Municipal Association, the Town's insurance carrier; they have informed her that once all the items and replacements are inventoried to submit a claim form, they will proceed from there. She did inform Maine Municipal Association about the construction and the information provided by Superintendent Kearney.

Bob Fenney and Manager Doane meet on Friday August 27, 2010; everything is going well with the project. There will be a Building Committee Meeting on September 14, 2010 at 5:30 to discuss the progress of the building and to do a site visit.

The Fall Clean up has been set for October 23, 2010 from 8:00 am to 2:00 pm.

NEW BUSINESS: Councilor Gifford stated that he has been approached by several members of St. Ann's Church regarding the sidewalk in front of the building. There is concern that someone may get hurt because of the condition of the sidewalk. Councilor Wilcox asked if it was the States responsibility to repair the sidewalk, Manager Doane stated that it was the State's sidewalk, however she doubted they would repair as she has been told in the past they only repair sidewalks, if they are doing a major road construction in the direct area. She stated that the Town can fix the sidewalk, however there no budgeted funds. She will look at the area and see if she can find a solution.

UNFINISHED BUSINESS:

Town Council signature was obtained on Municipal Building Park Snow Removal Contract for the 2010-2011 Winter Season. Councilor Strout stated that Charlie Wilcox removed the post on Cram Street that she spoke of at the last meeting. Manager Doane stated she had contacted Bernie Dill and had assumed that he had removed the post, when he did the other projects. Manger Doane thanked Charlie Wilcox for the assistance.

MUNICIPAL WARRANTS: Councilor Coulter made a motion to accept warrant 16 in the amount of \$4903.08 and warrant #17 in the amount of \$116,300 and warrant #18 in the amount of \$12,060.70, seconded by Councilor Gifford, no discussion, vote 5/0.

NEXT MEETING: The next meeting is set for September 14, 2010 at 6:30 pm, note that the building committee will meet at 5:30 pm, with a site visit at 6:00 pm

ADJOURN: Motion made Councilor Wilcox to adjourn, seconded by Councilor Gifford no discussion, Vote 5/0.

