

Town Council Meeting
August 20, 2019

Open Town Council Meeting: Councilor Ketch opened the Town Council meeting, all Town Council members were present, also present was Town Manager, Melissa Doane.

Review of Minutes: Councilor Ketch made a motion to accept the July 23, 2019 minutes as presented, seconded by Councilor Richard, vote 5/0.

Citizens Request: None

Managers' Report: On July 24 Melissa attended an MRC meeting and requested that Bradley solid waste be taken on a regular basis at the new facility as the town had changed their recycling to be part of the normal trash pickup. The change in the recycling process was based on the assumption that the facility would be accepting the material in July. There have been several residents concerned that their recycling is going to the landfill as there have been reports that the new facility is not fully operational. At the time of this meeting, Coastal was taking 70 to 100 tons per week and were going to place Bradley on for regular disposal. Melissa received confirmation that Bradley's solid waste has been processed at the facility since this meeting.

Melissa will be contacting Sullivan's and Electronic Waste to set up a Fall Clean Up. During the budget process a revenue amount of \$3500 was projected. This amount was based on the expectation that the Town would charge \$15.00 per sticker. This amount used the historical tonnage of 40 tons for both the fall and spring Clean at a cost of \$81.00 per ton divided by average stickers sold each year of 235. Melissa would like to confirm that the Town Council wishes to charge for the clean up before setting the date and ordering stickers. Councilor Ketch stated that one resident had expressed opposition, however he believed that the Town should move forward with the proposal. Councilor Richard stated that she is in the same opinion as to when it was discussed, it is a good deal for disposal. Melissa added that what is now accepted in the normal weekly household waste pick up is different than when the Town was using PERC. Many smaller household items are not taken curbside as they are not acceptable, those items will now be disposed during the spring and fall clean ups, adding additional tonnage and cost. Melissa also stated that it will be necessary for someone to be at the site to confirm that the sticker has been purchased and that they are only disposing of 2 loads. Councilor Ketch added that residents could possibly purchase tickets on site. Town Council was in agreement that the fee be charged.

Melissa attended the Maine Town and City Management Association Institute the first week of August and received her certification as a municipal manager. This certification will provide a discount to towns insurance coverage.

All States Asphalt will be doing the chip seal repairs to Deer Run Lane, Baker Lane and Ten Road and doing all of Highpoint Place the week of August 26. The stone for the chip seal has been delivered.

The budget included road work \$160,600 with a reserve of \$14,400. The road work that she anticipated has been completed in the amount of \$118,954.00 a savings of just over \$40,000. Melissa would like

Town Councils approval to seek a contract to do some additional repairs to the gravel section of Broad Street and West Street. The plowing contractor has concerns regarding the condition of the road. She would not expect the work to exceed \$5000 to \$7000. Councilor Lugdon made a motion to approve the work on Broad Street and West Street, seconded by Councilor Wade, vote 5/0. She would also like to seek out a contract to do some minor crack sealing around the Great Works Stream Bridge on Cram Street Cram Street. This sealing will hopefully provide extended life to the 2-year-old pavement. She would anticipate that this could cost up to \$500 to \$1500. Councilor Lugdon made a motion to approve the crack sealing on Cram Street, seconded by Councilor Wade, vote 5/0. Councilor Clemons asked how long West Street and Broad Street were, Melissa estimated a ½ mile and the traditional 25 feet wide. Councilor Lugdon also questioned if the Town should consider a paving or chip seal on the road to help with maintenance and cost. Melissa stated she will talk to John Milligan, as he will likely be doing the work.

Melissa participated in the Maine DOT salt bid and was able to secure a price of \$54.85 per ton. Once the stone is used for the Chip Seal and the Salt Shed area is cleaned, she will plan for the delivery of winter sand and salt.

The grant for the sidewalk resurfacing was completed and sent in by the August 15, 2019 deadline. Maine DOT requires that the town provide a certified Local Project Administer; Melissa is enrolled in a training in Augusta for November 7.

New Business: Melissa requested that the Town Council approve the following abatements and supplements:

1. Abatement for real estate valuation of \$33,500, tax amount \$499.15 to Haynes Timberland Inc due to a miscalculation in tree growth value.
2. Abatement for real estate valuation of \$17,000 tax amount of \$25330 to Cushing Family Corp due to a miscalculation in tree growth value.
3. Abatement for personal property valuation in the amount of \$16,900 tax amount of \$251.81 to Blue Collar Yard Pro's c/o Baret Hayes due to the business dissolving in October of 2018.
4. Abatement for personal property valuation in the amount of \$1100 tax amount of \$16.39 to Shaun Cota, due to business sale to CCM holdings in July of 2018.
5. Abatement for real estate valuation of \$39,800 tax value \$593.02 due to Brooks property of 6 Pine Street; the building was removed due to fire in April of 2018.
6. Supplement personal property valuation in the amount of \$1100 tax amount of \$216.39 to CCM holdings due to purchase of business in July of 2018 from Shaun Cota.

Councilor Ketch made a motion to approve the presented abatements and supplement, seconded by Councilor Clemons, vote 5/0.

Councilor Ketch asked when the roadside mowing was scheduled. Melissa stated she would contact the contractor as he typically comes the second week of August.

Councilor Lugdon stated that over the summer there was some informal discussion between the board regarding nominating Terry for the clerk of the year award. Melissa at that time informed Council that Terry does not perform a lot of clerk duties and does not regularly participate in Maine Town and City Clerk events, however, did note that Terry will be celebrating her 20th year with the Town of Bradley in October. Councilor Lugdon stated that he believes the Town should honor Terry for this service. Councilor Lugdon motion to provide Terry Knapp with either an additional week of vacation or pay equivalent to that for her 20 years of service, he also recommended purchasing a plaque and having a luncheon in her honor, seconded by Councilor Richard, vote 5/0.

Councilor Lugdon also stated that he has learned that Melissa has also worked for the Town of Bradley for 20 year, leaving for a year and returning as the Town Manager, he would like to do the same for her. Councilor Lugdon made a motion to provide Melissa Doane with either an additional week of vacation or the equivalent in pay for her 20 years of service, include her in the luncheon and provide her a plaque as well, seconded by Councilor Clemons, vote 5/0.

Councilor Ketch asked if there a budgetary issue, Melissa stated that there are discretionary funds in the administration budget that she believed would take care of any amounts needed. It can be addressed at the end of the year with Council surplus if necessary.

Melissa thanked the Town Council for the acknowledgment and was sure Terry would do the same.

Unfinished Business: Councilor Richard asked if a meeting had taken place with Greenleaf & Sons, Melissa stated it had and it went very well. There have been no issues and they have reached an agreement with the contractor regarding the Evergreen Hedges and the bush hogging of the ball field.

Municipal Warrants: Councilor Ketch made motion to approve warrant #11 in the amount of \$1086.50, warrant #12 in the amount of \$5532.35 and warrant #13 in the amount of \$9509.38, seconded vote Wade, vote 5/0.

Next Meeting: Next meeting is set for September 3, 2019, Councilor Clemons will be absent.

Adjourn: Councilor Ketch made a motion to adjourn, seconded by Councilor Lugdon, vote 5/0.