

**Town Council Meeting
February 4, 2020**

Open Town Council Meeting: Councilor Lugdon opened the Town Council meeting in the absence of Council Chair Ketch. Councilors in attendance were: Councilor Lugdon, Councilor Wade and Councilor Clemons. Councilors Ketch and Richard were absent. Manager Melissa Doane was also present.

Review of Minutes: Councilor Lugdon made a motion to accept the minutes of the January 7, 2020 meeting, seconded by Clemons. Vote 3/0

Citizen's Request: Ann Delaware updated the council on the 4 Seasons Seniors activities. During the Wednesday exercise program, discussion began about having a pot luck luncheon for Bradley seniors to attend to liven up the winter months. Their first luncheon was a complete success with 31 attendees at the luncheon held at the Fire Station. It was so successful that there will be another one on February 12th at noon, as well as one scheduled for April 1st. This next gathering will be held at St. Ann's Parish hall, as they expect a larger group to attend. Councilors expressed appreciation for this outreach on the part of Ann and the seniors' group.

Ann Delaware also updated the council on the Town of Bradley's State of Maine Bicentennial celebration this year. She is working on a classroom presentation to the Viola Rand students on the history of Bradley. She will be attending the PRIDE (parent's) group to discuss additional events to celebrate. There are plans for a pancake breakfast at the fire station along with games to be held at the Viola Rand School, and a baked bean supper on May 30th. Spencer's Market has also been contacted and they may be providing some entertainment. More details to come on all of the planned celebrations.

It was decided that Ann will put a budget together to determine a cost for any potential events. Manager Doane indicated that the council has its own \$5000.00 discretionary fund, some of which may be expended on these events. Once the budget is presented, the Council will determine funding.

Principal Leonard has asked the Council to consider financing t-shirts for the students for Pride Week as they celebrate the bicentennial. Councilor Lugdon made a motion to approve \$300.00 from the discretionary budget, with Councilor Wade contributing \$100.00 from his Council stipend. The motion was seconded by Clemons. Vote 3/0

Manager's Report: At the last Town Council meeting it was determined that Manager Doane would be submitting a grant application to the Maine Community Foundation for assistance with the School Street park and ballfield development project. During the process and in discussion with the Foundation, they indicated that a Community Grant would not be awarded to any type of construction-based project, therefore she will not be moving forward.

Manager Doane and Councilor Clemons attended a solar workshop in Fairfield to learn more about municipal solar projects. There has been interest in exploring a solar project on the site of the junkyard clean up. It was determined through this workshop that the site is not feasible as it is not in a location of phase 3 power. Other communities have done projects in which the community would purchase and install solar panels to provide municipal usage, so there is still an interest and more to learn. Research will be ongoing.

The town's investments have been transferred from Bar Harbor Banking and Trust to Camden National Bank. Manager Doane will be meeting with Camden National investment representatives on February 27th to discuss alternatives and a general fund transfer to meet their investment threshold. She anticipates being able to close the Bar Harbor Banking and Trust checking account later this month after doing the January reconciliation.

Manager Doane spoke with Andy Goode of the Atlantic Salmon Federation regarding the proposed ballfield use approval. He was setting up a meeting with their attorney, however he felt that the use was very suitable and encouraged us to move forward with the process. John Milligan had also been in contact indicating that he had reviewed the area with Sargent Corporation and was developing plans and a cost estimate. More information will be forthcoming soon. Manager Doane also requested that Andy Goode ask if solar development at the site would be an allowable use. She stated that if the ballfield/recreational area is not approved, perhaps this is an alternative use.

On January 17, 2020 the outstanding 2017 real estate accounts were subject to automatic foreclosure, which means that the Town automatically gains ownership due to nonpayment. The two properties subject to foreclosure were Louis Cates, 6 Parlin St. and Lillian and Terry Coulter, 43 Highland Ave. The Cates property is vacant and each mailing is returned with notice of a non-deliverable address. There has been no payment or communication on this property. The Coulter property is occupied by Terry Coulter as Lillian passed away several years ago. A payment in the amount of \$1800.00 was received from Terry Coulter on January 25, 2020. As per Town policy, once property has been subject to an automatic foreclosure, payment must be made in full for all outstanding taxes. There is currently \$69.06 owed on 2018 taxes and \$1447.59 owed for 2019 taxes. Town policy provides an option to send a certified letter giving an additional 30 days to make the payments in full and then use a civil service notice, which provides an additional 30 days to make payment. The Council agreed to use this approach on the Coulter property. On the Cates property, it was determined to use civil service delivery at this point and allow 60 days from that point for payment, as all available databases have been

searched with no luck. Simply sending another certified letter to the last known address is clearly not viable.

In December, 2019 a letter was sent to Bruce Crawford regarding the outstanding 2018 personal property tax balance. He was given until January 17, 2020 to pay the amount in full or be subject to a small claim proceeding. The payment has not been made as of today. It is therefore necessary for the Town Council to sign and approve an order authorizing Manager Doane to move forward with legal proceedings. This order of the small claim will be delivered via civil service to Mr. Crawford. Councilor Clemons moved to sign and approve this order, seconded by Councilor Wade. Vote 3/0

Councilors were provided a Town Manager Performance Review. The Manager's contract requires that she be reviewed 6 months after signing, which would have been in January. Due to various factors it will be pushed to February 18th. At that point, the Council will enter into executive session to review the performance. The review form provided is a guide to assist with the process.

Councilors were provided a draft of the warrant article to amend the RSU 34 plan to not include school choice for new Bradley students. Students currently using school choice will be able to continue, however new students will not have that option. The Town's attorney has requested authorization to discuss this with the Department of Education on behalf of the Town before proceeding with placing the article out to vote. Manager Doane has provided that authorization.

Manager Doane indicated that she anticipates having the road postings up this week.

The Town Council reviewed and approved Manager Doane's recommendation for the Spirit of America honor as well as the Town Report Dedication.

New Business: Manager Doane presented the Council with the FY 20-21 budget. Councilors will review what has been presented and a review of the budget process will begin at the next scheduled meeting. The final budget will be subject to a public hearing in April for preparation of absentee ballots available on May 8th.

As was requested by Councilor Lugdon, Manager Doane presented a packet of information regarding current staff benefit information. Councilor Lugdon indicated that he will continue to research benefits to incentivize employees to continue their employment with the Town. Councilor Wade commended Lugdon for the work already done on this item.

Unfinished Business: A discussion was held regarding the LED sign proposals. The Councilors present agreed that it didn't make sense to award a contract to someone with no sign installation experience simply because of a low bid. Councilor Lugdon indicated that he would prefer that it go to the citizens for approval instead of the council. More discussion will be held when the full Council meets and will need to be determined before April to appear on the next

ballot. A discussion was also held on the School Street property clearing bid. Councilors expressed concern that the bids were all over the place with no way to compare the proposed work they would be performing. The goal is to accomplish a better visual so as not to be an eyesore to the Village area. Councilor Lugdon proposed placing the item on the June ballot to see what voters wish to do with the property. Manager Doane will place on the ballot a \$20,000.00 request and if approved by voters, bring back the contractors who placed bids to iron out details of the project.

Municipal Warrants: Councilor Lugdon made a motion to accept the following municipal warrants, seconded by Councilor Wade: Vote 3/0

#55 in the amount of \$815.50

#56 in the amount of \$6180.00

#57 in the amount of \$140,958.22

The next Council Meeting is set for February 18, 2020.

Motion to adjourn was made by Councilor Wade, seconded by Council Clemons. Vote 3/0