

**Town Council Meeting  
November 26, 2019**

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

**Review of Minutes:** Councilor Ketch made a motion to accept the minutes of the October 29, 2019 meeting, seconded by Councilor Lugdon. Vote 3/0

**Citizens Request:** None

**Manager's Report:** Manager Doane reported that she had prepared the Request for Bid/Proposal regarding the proposed LED sign and had presented it to the Town Council via email. Councilor Clemons stated that he had visited the towns of Clifton, Eddington and Holden to discuss the aspects of their signs. He indicated that some signs were easier to read than others due to brightness and clarity. Discussion involved costs, expectations of the proposed sign and installation, and time frame for approval/installation. Manager Doane recommended going forward with the RFP and indicate that it was dependent upon it being approved as a budget item during either the March or June voting periods.

On October 30<sup>th</sup>, Manager Doane attended a Community Asset Meeting in Old Town. The group was formed last year in an attempt to capture assets and determine needs of the region. Bradley resident and RSU 34 educator Jon Doty asked Doane to attend to see specifically what communities, including Bradley, would be doing to celebrate the State of Maine Bicentennial. When reviewing some of Bradley's history, it was indicated that the Town of Bradley had created what was then known as the Bicentennial Park located at the end of Boynton Street. Doane wanted the Council's thoughts on creating an RFP that would provide the cost of simply clearing, loaming and seeding the area located on School Street and possibly creating a Maine Bicentennial Park. The State of Maine is providing free White Pine Trees to communities that could possibly be planted on that lot. Once the lot is cleared and replanted, future options could include informational and historical kiosks and benches. Permission was granted for Doane to prepare an RFP to clear and seed the lot.

Fire Chief Eric Gifford stated that at some point there should be a boat launch installed at the School St. area, specifically for water rescue. He stated an incident had occurred at the old dam site and there was no way to get to the water.

Doane attended the Maine Department of Transportation training and has become a certified Local Project Administrator. This is required to be eligible for the Sidewalk Grant Funding that the town has requested.

Doane has met a few times with Camden National Bank in connection with the transfer of town accounts from Bar Harbor Bank and Trust, formerly Peoples United Bank. Deposit slips and bank stamps have been received, and new checks should be forthcoming within the next week. Doane will work with both institution to facilitate the transfer. She also met with the wealth management team who will provide recommendations for investments, which likely will be similar to the current portfolio. It will be necessary to approve a transfer from the general fund to the wealth management fund to meet their \$750,000.00 threshold.

Councilors Wade and Lugdon had suggested that the staff attend a training being hosted by the Maine Municipal Association regarding active shooter training and other security safeguards. Due to previously scheduled staff appointments, the timing did not work for this particular training, but will attempt to arrange training on a different day.

Doane attended an Assistance to Firefighter Grant Program Workshop on November 22. Chief Gifford has expressed concern regarding the town's 1988 tanker truck. He updated the Council on the condition and drawbacks of the current truck. This program offers a 5% match for a high priority vehicle purchase. As the Town of Bradley is considered a rural community, a tanker truck is considered a high priority. Also, since the vehicle is more than 25 years old and is a converted vehicle, it may make it easier to qualify for the grant. After discussion, it was agreed that Doane would work with Chief Gifford to begin the process. It is anticipated that the Town's share of the grant would be between \$15,000.00 and \$20,000.00. The Fire Department Capital Reserve account currently has a balance of \$59,118.00 with an additional \$6,900.00 to be transferred in January.

AARP has recognized the Town of Bradley as an Age Friendly Community. The committee is expected to meet in the new year to discuss the next steps and to engage more community members.

Long time Bradley resident and business owner Rodney Morin passed on November 19<sup>th</sup>. Doane and Rodney had recently discussed his desire to be buried in Carter Cemetery, located next to his property. The cemetery is original to the town and has limited access. Rodney created a road from his property to the cemetery so that mowing and maintenance could be easily completed. Doane would like the Council to consider donating the specific plot that he wanted to his family. The value of the plot is \$250.00, but the road and access that Rodney built has a much greater value. Councilor Lugdon moved that the town donate the lot, seconded by Council Clemons. Vote 3/0.

Doane received notification that Coastal/Fiberight facility will be accepting all members waste and co-mingled recycling as of November 1.

The MRC is asking for a ballot return for 3 directors to serve on the MRC board. Each community has one vote. Doane recommended voting for Tony Smith of Mt. Desert, who has served as public works director for 19 years with 7 years on the board. Other candidates were Robert Butler of Waldoboro and Danna Wrigley of Oakland. Councilor Lugdon motioned to approve the nomination, with Councilor Clemons seconding. Vote 3/0.

Update on the Ballfield Development plan. The point of contact is Andy Goode with the Atlantic Salmon Foundation. Town resident John Milligan is still working on a cost estimate, and will update soon. If all information is received soon, the Town may have the opportunity to have a special referendum requesting funds from the undesignated fund balance at the upcoming March 3<sup>rd</sup> Primary Election.

During the weeks of November 5 and November 12, the Town had issues with motor vehicle registrations. While the technician from S.J. Rollins was here to repair the issue, Doan asked him to do an assessment of the computers in the office. The only item recommended was to create a firewall to control incoming and outgoing network traffic. The cost is estimated at \$1200.00. As this item was not a budgeted capital expenditure or on the capital improvement plan, Council authorization for this expenditure to come from the general funds capital improvement account (current balance \$36,000) is necessary. Councilor Lugdon motioned to approve, seconded by Councilor Clemons. Vote 3/0.

The Municipal Audit for the fiscal year ending June 30, 2019 has been completed. No management letter or recommendation for change was received. Net assets increased by \$55,382, leaving an undesignated fund balance of \$1,353,002.24. This includes having made the payment to Emera Maine in the amount of \$135,697.84.

**NEW BUSINESS:** The Post Office door, which had a broken extending arm, has been repaired.

**UNFINISHED BUSINESS:** The town has received a thank you card from the Viola Rand School regarding the donated Thanksgiving Basket.

**MUNICIPAL WARRANTS:** Councilor Ketch made a motion to accept the following municipal warrants, seconded by Councilor Lugdon:

#36 in the amount of \$936.50

#37 in the amount of \$6,564.27

#38 in the amount of \$18,968.72

Vote 3/0

The next Council meeting will be on December 10<sup>th</sup>. There will be no meeting scheduled for December 24<sup>th</sup>.

**MOTION TO ADJOURN:** Councilor Ketch made a motion to adjourn the public portion of the town meeting, seconded by Councilor Clemons. Vote 3/0.

Councilor Ketch made a motion to enter into executive session, seconded by Councilor Lugdon, pursuant to MRSA 1, Section 405 6A to discuss the employment contract of Town Manager Melissa Doane.

Motion to exit executive session pursuant to MRSA 1, Section 405 6A made by Lugdon, seconded by Clemons. Vote 3/0