

Town Council Meeting
March 2, 2021

Open Town Council Meeting: Council Chair Mark Ketch opened the Town Council meeting. Councilors in attendance were Councilor Ketch, Councilor Lugdon, Councilor Wade, Councilor Clemons and Councilor Delaware.

Review of Minutes: Councilor Ketch made a motion to accept the January 19, 2021 Town Council minutes, seconded by Councilor Wade. Vote 5/0

Mark Gallagher of EDF Renewables provided an update regarding a potential solar project, via Zoom. Gallagher updated the Council on the timeline and steps involved in resubmitting the RFP for this project. He also discussed the potential layout and the areas which have received landholder approval. If the project is approved, he would estimate an operation date sometime in 2024.

Citizen's Request: None

Manager's Report: HCP Computers was in the office and cleaned up the network, along with assessing all of the machines. It was determined that the manager's computer, which acts as a server, was in need of an upgrade, with less than 30% useful life left. The computer was last replaced in 2016. They will also replace the battery backup, which will provide backup to all items. Currently some are on back up and some are on surge. There are funds available in the current budget for these upgrades and repairs. It is anticipated that the upgrades will be completed sometime in the next week or so.

In regards to the remote sign configuration, HCP has contacted Watch Fire and they have stated that internet access would have been an add on. This would be a cell service based IP connection with a monthly fee. Melissa has contacted Sign Services and spoke with the owner who will be getting additional information to her.

The most recent fire grant proposal was submitted on March 12, 2021. It is anticipated that award notices will be coming in late summer or early fall, 2021.

The Town of Bradley website has not been operational for over a month. The web company has been used for more than ten years. It is an online template that has worked well until recently. They are UK based, so payment is not easy, and customer service is basically non-existent. Melissa has reached out to Bradley resident Jon Doty who put her in touch with the New Media department at the University of Maine. Melissa has virtually met with the professor and students who will be designing a new website for us, utilizing our same domain name. This should be operational by May. The town will likely be hiring one of the students as

an intern for the summer to assist with continued upgrades to the website and social media platforms and to assist with staff training. This position will be a few hours per week and has been included in the 2021-2022 budget.

The 2021 Spring Clean Up has been scheduled for June 5th.

Melissa would like to have the Town Council's approval to apply for a general credit card with a \$500.00 limit. This would be used for subscription services such as Zoom and the website/domain host fees. Currently, she is putting items on her personal cards and subsequently is reimbursed by the town. Melissa recommends a credit card vs. a debit card so that the general fund is not exposed. She has spoken with Camden National Bank (the town's depository bank) and they have community credit cards available. The Council is in favor of her pursuing this.

At the recent budget workshop there was a discussion regarding paying off the fire station debt, which has a current balance of \$528,447.53. Melissa reported that there was a prepayment penalty. The penalty is 5% within the first 15 years. The loan originated in 2009, therefore it will be 2024 before payoff can be made without penalty.

Efficiency Maine recently announced a grant available to municipalities with a population of under 4000. The grant would provide \$2,600.00 for each single zone heat pump, capped at 3 units. As required by the town's purchasing policy, any purchase between \$5,000.00 and \$10,000.00 requires estimate quotes from 3 providers. Melissa has requested these quotes from Buchanan Heating, Powell Heating and Refrigeration, and Sun Valley Heat Pumps. These quotes should be available by the March 16th meeting and the Town Council can determine if they wish to move forward with applying for the grant.

Bradley resident Oscar Emerson and his son Cody have offered to donate historical items associated with Barton's Store, a Bradley store that was located next to the old fire station in the village area. Their condition to the donation requires that the items be encased in a glass cabinet and a brass plaque be displayed. Councilors discussed options for display locations and Melissa will look into cabinet options from local builders. Councilor Delaware made a motion to accept the items, seconded by Councilor Clemons with the expectation of having suitable display options made. Vote 5/0

New Business: The only remaining outstanding 2018 automatic foreclosure is that of the property located at 6 Pine St. There has been no communication from Casey Brooks, heir to Georgianna M. Brooks. Melissa would recommend having a letter presented to him via civil service, giving a final 30 day period to make the payment in full. The amount as of today is \$1,731.61, which covers all three years. The Council was in favor of this, and Melissa will begin this process.

Motion made by Councilor Clemons, seconded by Councilor Wade, to accept the municipal quit claim deed regarding property of 10 Pine St. The deed releases the Town's vested interest in

the property due to payment of the 2018 tax lien filed in Penobscot Registry of Deeds, Volume 15213, Page 63. This property tax was paid in full on 1/26/2021. Vote 5/0

The property located at 6 Cram St. was paid on 2/26/2021 and a deed will be available for approval at the March 16th meeting, providing time for the check to clear the bank.

Motion made by Councilor Wade, seconded by Councilor Lugdon, to accept the supplemental assessment due for the penalty for withdrawal of 49.5 acres from tree growth on property located at Map 8, Lot 14-9 in the amount of \$1,369.40 Vote 5/0

Councilor Ketch made a motion, seconded by Councilor Lugdon, to appoint Melissa as Registrar of Voters for a new term of 2 years. Vote 5/0

Unfinished Business: Councilors discussed an updated personnel policy prepared by Melissa. They would like more definitive dates in some of the areas of the policy and Melissa will work on clarification in some areas. Town Council authorized Melissa to make the suggested changes and forward to the municipal attorney.

Councilor Delaware stated that the next drive through senior luncheon will be held on March 24th at noon. She also indicated that a monthly drive through pantry will be available at St. Ann's Church beginning on April 28th.

Councilors questioned whether Melissa had received any information regarding the new flag design. She has not, but will be calling for an update to have that available at the next meeting.

Councilor Delaware made a motion, seconded by Councilor Lugdon, to dedicate the upcoming Town Report to the Election Clerks, Town Staff and Fire Department for their work over the last year. Vote 5/0

Discussion continued on the new budget. This will need to be finalized by April 13th, leaving three regular meetings left for input.

Councilors discussed potential lease to purchase agreements for items such as new fire equipment. The general procedure was discussed, including ownership at end of lease, RFP procedures, and prepayment penalties.

Melissa indicated that discussions were needed regarding funding for a new fire truck, should the FEMA grant not be approved. Chief Gifford indicated that the tanker needs to be replaced immediately, and the pumper will need to be replaced within the next year or so. Councilor Lugdon suggested drafting a ballot article to be ready for this scenario. Melissa will also be working with Chief Gifford on RFPs for new equipment by this fall. Gifford's budget increased slightly due to increased costs for gear, oil, and fuel.

Councilors have received requests for donations to several local non-profits, including the Old Town Museum and Library. Councilors discussed non-profit requests and determined that a line item of \$1,000.00 would be a start. That amount would be divided accordingly.

Next Meeting: The next meeting is set for March 16, 2021

Municipal Warrants: Councilor Ketch made a motion to accept the following municipal warrants, seconded by Councilor Lugdon: Vote 5/0

#58 in the amount of \$1,029.50

#59 in the amount of \$5,877.68

#60 in the amount of \$6,398.75

#61 in the amount of \$117,949.07

Executive Session: Motion made by Councilor Ketch, seconded by Councilor Clemons, to enter into Executive Session pursuant to 1 MRSA section 405 6 A to discuss the performance of the town manager. Vote 5/0

Motion made by Councilor Ketch, seconded by Councilor Clemons to exit Executive Session pursuant to 1 MRSA section 405 6 A. Vote 5/0

Adjourn: Motion to adjourn made by Councilor Ketch, seconded by Councilor Wade. Vote 5/0