

**Town Council Meeting  
December 7, 2021**

**Open Town Council Meeting; Council** Chair Mark Ketch opened up the Town Council meeting, all members were present. Also present was Town Manager Melissa Doane

**Review of Minutes:** Councilor Ketch made a motion to accept the Town Council minutes of 11/23/2021, seconded by Councilor Clemons vote 5/0.

**Citizens Request:** None

**Managers' Report:** Melissa requested that the Town Council approve the Animal Control Contract with Penobscot County. The only change is the hourly rate increase from \$14.25 per hour to \$14.50 per hour. Councilor Lugdon made a motion to accept the contract, seconded by Councilor Clemons, vote 5/0. Councilor Ketch asked how many calls the ACO responds to and what their nature is. Melissa stated that the most is about 10 calls per quarter and they deal with domestic animals such as loose dogs.

April Cookson started today, as Melissa had explained prior, she had worked for the City of Bangor for over 10 years. April was doing transactions independently at the counter today. It is necessary for the Town Council to approve April as the Motor Vehicle and Inland Fisheries Agent for the Town of Bradley. April will take this responsibility as of December 17, 2021. Councilor Lugdon made a motion to approve April Cookson as the Town of Bradley agents, seconded by Councilor Delaware, vote 5/0. Councilor Lugdon expressed a welcoming to April from the Town Council.

Town Council previously had asked about Cindy's medical leave and if there were significant benefits to assist during that time. Melissa has reviewed the month of December with Cindy and with her accrued vacation, sick time and the holiday pay she will have significant hours to pay for her insurance contribution and should not need to take an actual leave of absence. She expects to return to work on January 4. If an extended absence is needed, she will bring forward a recommendation to the Town Council to assist.

Melissa has posted several notices regarding Terry's retirement and several residents have been coming in to wish her well. As discussed, prior her last day is December 17, she will be ordering some finger type foods for a small gathering around noon.

On Friday December 3, 2021 the 2019 30-day foreclosure notices were sent out for 6 unpaid real estate accounts. The automatic foreclosure date is January 17, 2022.

Melissa reported that the annual MRC meeting is Wednesday December 15, the event will be virtual if the Town Council wishes to attend.

At the last meeting there was discussion regarding the fire station debt. There is a pre-payment penalty of 5% of the amount prepaid until 2024. The debt in the amount \$900,000 was financed in 2009 and

refinanced at a lower rate in 2015. As of June 30, 2021 the outstanding principal amount was \$500,938.00; the annual payment is \$47,282. The loan maturity is June of 2035.

Melissa requested an abatement for personal property taxes in the amount of \$4.32 for TimePayment Corp. They have a cash register or payment receipt at Milligan's Landing, presumably that is leased. The payment received was not in the full amount. Melissa is starting the process of collecting the unpaid 2020 Personal Property Taxes. This amount is not worth the work and effort that will be required. Councilor Delaware made a motion to approve the abatement, seconded by Councilor Wade, vote 5/0.

**New Business:** Melissa has prepared the RFP for the fire tanker lease purchase, the RFP request quotes for 5, 7, 10 and 15 annual payments. Melissa also shared an email conversation she had with a presenter at the MTCMA Institute, John Simko of Androscoggin Bank, it is his suggestion that the Town do the RFP in June and request July funding. Town Council further discussed using budgeted funds and possible capital reserves to make a down payment to lessen the amount. The Town Council was in agreement with delaying the RFP.

Councilor Ketch noted the boxes in the Town Council room, Melissa stated that they are new desks and bookshelves for the office remodel. Councilor Wade asked if Mike Smith was still scheduled to do the remodel; Melissa stated it was to happen at the first of the year.

**Unfinished Business:** None

**Municipal Warrants:** Councilor Ketch made a motion to accept municipal warrants #40 in the amount of \$133.38, warrant #41 in the amount of \$8701.11 and warrant #42 in the amount of \$128,038.52, seconded by Councilor Clemons, vote 5/0.

**Next Meeting:** The next meeting is set for December 21, 2021.

**Adjourn:** Motion to adjourn made by Councilor Ketch, vote 5/0.