

Town Council Meeting

March 28, 2023

Open Town Council Meeting: Councilor Mark Ketch was excused from the meeting. Acting as council chair was Councilor Duane Lugdon. All other Council members were present, as well as Town Manager Melissa Doane.

Code Enforcement Officer Dean Bennett:

- A. Floodplain Management Ordinance;
 - a. Code Enforcement Officer Dean Bennett provided information on the updated ordinance to reflect the recent recreation of the flood maps the Federal Government has recently completed.

Town Manager Melissa Doane stated that each Council Member has received the first read on each of the ordinances. If there are no changes to be made after the first read, the ordinance will be presented at the Public Hearing on April 25th. If adopted, the ordinance would become effective 30 days after the hearing date.

- B. Solar Array Ordinance;
 - a. This ordinance is pertaining to large solar arrays, such as large raised panel mounts on properties either residential or commercial with the intent to share the solar power. The ordinance provides protection to the Town on array creation and decommissioning.
 - b. Residents that want to mount a roof panel or a post panel in the backyard would be exempt.
- C. Review of updated fee schedule;
 - a. Town Manager Doane asked Code Officer Dean Bennett to review the fee schedule ordinance since it has not been updated since 2012. This updated schedule would be presented on April 25th at the Public Hearing. Dean stated the fee schedule affects the land use with very minimal changes. The base fee went up by \$10.00. Different types of plans such as minor preliminary, major subdivision, minor subdivision, and site plan review went from \$50.00 to \$100.00. For the application fee review the fee went from \$150.00 to \$250.00. This increase is large because the site plan obligation and notification of posting in the local newspaper will cost more than the \$100.00 just to meet the State of Maine Law requirements to have the meeting. The solar fee is \$1.00 per sq foot of panel. Solar panels that meet requirements to come into compliance will also need a basic building permit.

Councilor Lugdon asked Manager Doane if these fees being so small would impact the upcoming revenue budget. Town Manager Doane responded that she did increase the revenue by \$2,500.00 based on the updated fee schedules.

D. Update regarding 114 Cram Street;

- a.** A court date is scheduled for April 26th, 2023. A stipulated judgment has been prepared by the town's attorney. This provides that Mr. Wing will clean up the property, and be responsible for attorney fees estimated to be around \$3,000.00. Due to Mr. Wing adding more debris and junk to the property daily, Manager Doane requested last week that a new stipulation be added to the judgment, in which the town would have the authority to enter the property immediately to clean the property and Mr. Wing to be held liable for the cleanup fees. This court date is the first appearance. If Mr. Wing does not agree to the stipulated judgment, a trial date would be set. It is very possible that this April date could be postponed as it was in February. In the meantime, attorney fees are escalating and the property will continue to worsen.
- b.** Town Manager Melissa Doane reported that she met with the resident of 114 Cram Street on Monday, March 27th and spent almost 2 hours trying to find a remedy to the situation. Melissa also added that she dealt with this issue daily while on vacation last week. Melissa reported that while it is really easy to be upset and angry with Mr. Wing, the sad part of the situation is that he is an individual who needs clinical assistance. She feels that there is a crack in the State of Maine system and the State is failing him and others like him.
- c.** Manager Doane stated that while this may not be the most popular option, it is in her opinion an option that will help mitigate the situation immediately. Melissa agreed to have a dumpster provided to the property at 114 Cram Street at the expense of the Town. The resident will have 3 weeks to put all the items that are considered to be non-compliant with the land use ordinance in the dumpster. The resident is not to bring any more items than what is visible today. Code Enforcement Officer Bennett has taken current pictures of the property. Town Manager Melissa Doane provided the resident with 20 large contractor bags that she purchased for the resident and informed him that all the bags of human waste were to be put in the bags for normal trash pickup on Thursday. If residents are concerned about human waste going in the trash, human waste goes into the trash every day from throwing away diapers, nursing homes, hospitals, as well as animal waste. Town Manager Doane did also let Mr. Wing know that the bags could not weigh more than 40 pounds and they needed to be secured. If Mr. Wing does not come into compliance within 3 weeks, the court proceeding will go

as scheduled. If Mr. Wing becomes non-compliant again, the Town will hold Mr. Wing responsible for the cost of the dumpster and disposal. Both CEO Bennett and Melissa visited Mr. Wing and had him sign an agreement that provided all of this information. The cost of the dumpster is estimated to be \$600.00.

Review of Minutes: Councilor Lugdon made a motion to accept the minutes from February 14, 2023, seconded by Councilor Wade. vote 4/0.

Citizens Request: None

Managers' Report: Town Manager Melissa Doane spoke to Anthony McLaughlin several times regarding the shingles to be used on the Municipal Building and Post Office roof repair. He has stated that he can upgrade to a Certain Teed shingle, which will add \$2,300.00 to his bid. He is willing to back his workmanship for 25 years, however all shingles are a limited lifetime warranty. Anthony stated to Melissa that there is no such thing as a 40-year warranty on shingles. Manager Doane spoke to his contact at Hammond Lumber and they confirmed the warranty information. The cost of the roof repair for the municipal office and the post office would then be \$41,700.00. There is \$21,000.00 in the general fund and a removal of \$20,700.00 from the capital reserves would be necessary. The municipal capital reserve balance as of February 28 was \$123,462.74. Councilor Clemons made a motion to take funds from the general fund as well as the funds from the capital reserve account to cover the roof expense, seconded by Councilor Wade. vote 4/0.

Melissa reported that the new fire tanker was delivered on March 9th. Chief Eric Gifford reported to her that the department has started driving training with the new truck. They have found a few issues with the tank and dump system which are slated to be repaired this week. It is anticipated that the truck and the members will be ready to go within 2 weeks.

The spring clean-up has been set for May 13th from 7:30am to 1:00pm.

RSU #34 board member John Milligan has resigned from the board effective March 15, 2023. The reason for his resignation is due to being hired as the softball coach for Old Town. State law provides that the Town Council can appoint someone to fill the seat until the next annual election, which is in June. Bradley resident Reginald Dorr has submitted a letter of interest to serve. Mr. Dorr has lived in Bradley since 2007 and is a 1995 graduate of Old Town. He currently serves in the military at the Maine Air National Guard Base with over 24 years of service. If appointed by the Town Council, Mr. Dorr will serve on the RSU #34 board until June 30, 2023. Melissa added that nomination papers are available on March 31 for the 2 council seats of Delaware and Ketch. There will now be nomination papers available for the RSU #34 seat of John Milligan, which is slated to expire in November of 2024. Councilor Wade made a motion to

appoint Reginald Dorr to fill John Milligan's seat until the June election, seconded by Councilor Delaware vote. 4/0.

Town Manager Doane stated that the City of Old Town and Kevin McGinnis of Friends of EMS for Maine will be at the April 11th Town Council meeting to discuss the findings of the Informed Community Self Determination project that was done.

Town Manager Melissa Doane stated that she had provided via email a draft Acceptable Use Policy, Disaster Policy and Cyber Security Incident Reporting, all in which is required by our liability insurance for risk management. She was hopeful to have a chance to review the policy and network configuration with the IT Vendor HCP before discussing it with the Town Council. Unfortunately, due to scheduling, this review is not going to occur until tomorrow, Wednesday, March 29th. She noted that there had been some concern from the Town Council regarding extensive password security and if something were to happen to staff members, who would need access. Manager Doane plans on asking about recovery procedures.

This morning Manager Doane met with Bruce Hogan regarding the ND Paper Mill in Old Town. They will be closing within 90 days. The 90 days will be used to shut down the mill properly. At this time, they do not have any intent on selling the mill.

New Business: Senior Luncheon, Wednesday March 29th; 11:30 @ St. Ann's Church.

Unfinished Business: None

Municipal Warrants: Councilor Lugdon made a motion to accept the municipal warrants as presented, seconded by Councilor Clemons. vote 4/0.

FY 2023-2024 Budget: On 03/14/2023, Manager Doane provided budget updates. She had corrected an error made in the health insurance line, originally reporting that in the 2022-2023 budget the amount was \$1,630.00 when the actual amount was \$45,835.00. This correction does not affect the municipal budget for the upcoming year that is being discussed.

The Old Town Water District submitted the amounts regarding the hydrant rentals, originally what was reported was \$70,424.00. The actual amount is \$72,906.00 creating an increase of \$2,482.00.

The updated State Revenue figures have been received, there is an increase of \$22,500.

Town Manager Doane has increased the permit revenue per CEO Bennett's review

Manager Doane increased the camp lot revenues to \$2,500 each year from the State of Maine. The State owns land in the Town of Bradley and they rent out lots for camp use. The State provides revenue to the Town of Bradley for these lots.

One item to be discussed in the future is that the Town of Bradley has a \$1,000.00 line item for non-profit. Historically, \$250.00 was donated to the Maine Forest and Logging Museum and \$750.00 was donated to Life Flight of Maine, LLC. It is Town Manager Melissa Doane's recommendation to still keep the \$250.00 to Maine Forest and Logging Museum, start a donation to the Old Town Project Graduation when a request is received, as well as a donation to The Viola Rand School, which does an annual Turkey Basket request.

When the budget was last discussed, the municipal budget was \$6,326.00 over its self-imposed budget cap.

Town Manager Melissa Doane has received the final amount from the County tax in the amount of \$211,852.24. She had originally budgeted for \$213,500.00, so there is a decrease of \$1,647.76.

The preliminary budget from the RSU #34 has also been received and there is an anticipated increase of \$108,141.08.

Without the use of any surplus funds, the anticipated mil rate for the new year is going to go from 15.50 to 18.30.

Councilor Lugdon did ask Manager Doane if there are any other ideas on how to avoid the increase in the mil rate. Town Manager Doane responded that as the municipal budget stands, it overall only over the allowable budget cap increase by \$4,678.39. She explained the reason for the large increase in the mil rate is due to the RSU #34 budget. She further explained that \$60,000 of the RSU increase was completely out of the RSU hands as the increase came directly from the State. She does not anticipate the tax valuation to increase greatly as there has not been a lot of new buildings or development. She stated that more work will be needed with use of surplus funds (carryforwards) and RSU surplus.

Town Manager Melissa Doane did also make a comment that the new fire truck that was purchased for the Fire Department had no impact on the budget. The new fire truck has been in the works for the past 3 years and was already budgeted for those 3 years, so it had no effect on the upcoming budget year or tax year.

Next Meeting: April 11, 2023 @6:30; The ambulance service is on the agenda for the next meeting.

Motion to adjourn: Councilor Delaware made motion to adjourn the meeting, seconded by Councilor Clemons. vote 4/0.