

## Town Council Meeting

February 14, 2023

**Open Town Council Meeting:** Councilor Lugdon acting as the chair opened the Town Council meeting. Council members present in person included, Councilor Lugdon, Councilor Wade, and Councilor Clemons. Councilor Ketch and Councilor Delaware participated via zoom. Also present was Town Manager Melissa Doane.

**Review of Minutes:** Councilor Lugdon made a motion to accept the January 28, 2023 town council minutes as presented, seconded by Councilor Wade, vote 3/0.

**Citizens Request:** None

**Managers' Report:** Manager Doane reminded the Town Council that each year Med-A-Vision withdraws the administrative fee out of the HRA checking account. It is necessary for the Town Council to acknowledge this withdrawal as a warrant is not prepared. The amount withdrawal was \$600.00. Councilor Clemons made a motion to approve the withdrawal, seconded by Councilor Wade, vote 5/0.

Town Manager Melissa Doane provided via email a copy of the Franchise Agreement with Charter Communications. These agreements are valid for 15 years and are basically boilerplate. Manager Doane did have Attorney John Hamer review the agreement and a few changes were made, mostly highlighting references to the Maine State Statue. One item for consideration that Mr. Hamer suggested the addition of franchise fees and the service area. Melissa recommended that there be no changes made, the amount of franchise fees would be minimal as there are only 253 subscribers, in addition they would be directly passed on to those subscribers. Also in regards to the service area, the minimum density is 15 residents per linear mile. Manager Doane believes future growth in Bradley is very limited and she has not received any comments regarding limited-service access. Councilor Wade made a motion to accept the franchise agreement as presented seconded by Councilor Clemons, vote 5/0.

Town Manager Melissa Doane reported that the land use violation hearing regarding 114 Cram Street was postponed by the court, at this time no new court date has been set.

At the last meeting Manager Doane requested authorization to submit a grant to FEMA for a SCBA filling station, the grant is a regional grant with the cost being split with the City of Old Town. The grant was completed last Thursday February 9, 2023. Manager Doane added that she also submitted the proposal to Senator Collins office for an earmark project as well as request to replace the 2000 pumper.

Melissa would like to have the Town Council's thoughts regarding the 2023-2024 town report dedication. Town Manager Melissa Doane recommended that the dedication be for Sally Strout, who was a long-time member of the planning board as well as served on the Town Council. Councilor Delaware made a motion to accept Melissa dedication recommendation, seconded by Councilor Clemons, vote 5/0.

Old Town Project graduation submitted a request for funding, the request noted that there have been some changes and the event will now be secured by the Education Foundation of RSU 34 will be held at the New Balance Recreation Center at the University of Maine. Councilor Clemons asked Manager Doane if there would be any other donations coming in this year. Manager Doane responded that there would be no other donations for this fiscal year. Town Manager Doane said there was \$400.00 in the recreation account. Councilor Delaware made motion to use the \$400.00 out of the recreational fund, seconded by Councilor Wade, vote 5/0.

Manager Doane provided copies of the RFPs for the roof repair replacement for the municipal building and post office. Melissa recommended McLaughlin Contracting of Bangor. Melissa has spoken to the contractor and he has done a very thorough review of the roofs. There is \$21,000.00 in the general fund for capital reserves and the additional \$18,400.00 could be removed from the municipal capital reserve investment account which as of 01/31/2023 has a balance of \$120,796.01. Councilor Wade noted that the square footage amount in the bid did not match all the bids and believed that all bids should reflect the correct amount. Councilor Clemons would like to know what the cost would be for 40/50-year shingles, as well not removing the ice shield, but overlaying. Councilor Lugdon agreed with a higher year shingle and would like metal roofing, however due to the cost it is not an option. Councilor Wade suggested Manager Doane contact 2 or 3 of the companies that submitted bids to come up with a best and final amount, she will follow up with the council members at the next meeting.

Manager Doane noted that there was only one town line sign proposal submitted with a cost of \$4,266.00. She was expecting the cost to be much higher; the purchasing policy allows Melissa to seek out cost from 3 different vendors if the cost is under \$10,000. Manager Doane would like to have the opportunity to work with Bangor Neon and a few other sign vendors to come up with a design and cost. Depending on the timing the funding could actually come from the Town Council's yearly un-appropriated amount of \$5,000.00.

Town Manager Melissa Doane stated that the MRC has sent out letters to potential partners as the exclusivity ended with the Revere on January 31, 2023. MRC staff and officers are actively working with the State legislatures to request assistance in the plant reopening.

Manager Doane provided the Town Council with copies of the new Floodplain Management Ordinance and Solar Array Ordinance that the planning board has been working on. Code Enforcement Officer Dean Bennett will be attending the March 14, 2023 meeting to answer questions.

**New Business:** Councilor Delaware states that the senior luncheon is Wednesday February 15, 2023 at 11:30, located at the St. Ann Church, they will be having a spaghetti bake.

Councilor Ketch asked what the restrictions are on the ballfield as he has a resident asking about it, they were interested in putting a business on the ball field. Manager Doane responded that if anything was to be opened on the ballfield it would have to be a non-profit organization. The ballfield cannot be used for commercial purposes.

Councilor Clemons stated that Chemo Pond Association were recently discussing EMS service and it was noted that that area of Bradley would receive EMS from Brewer. The Council further discussed EMS service providers that operate in the region.

Councilor Clemons requested Melissa add the Chemo Pond Fishing Derby which will be February 25, 2023 to the sign.

**Unfinished Business:** Manager Doane stated that Fire Chief Eric Gifford and two other volunteer firefighters have gone to South Dakota to inspect the new fire truck that will be replacing the Town of Bradley's 1988 tanker. Chief Gifford had sent Melissa a picture of the new truck in which she had posted on the Town of Bradley's Facebook page. Melissa reminded the Town Council that the voters approved the purchase in 2021, an RFP for the build was done in November of 2021, and an RFP for financing was completed in November of 2022. It is expected that the truck will be delivered in March of 2023. Melissa further stated that it was determined that a lease purchase was necessary as the Town had applied for a FEMA grant twice without success.

The 2023-2024 municipal budget was reviewed, Manager Doane has stated that she had not made any changes since the last meeting. She did state that the mil rate which is set by the State of Maine for the RSU budget had increased, the rate went from 7.1 to 7.19 which increased Bradley contribution to the RSU municipal budget by \$61,000.00.

Councilor Lugdon noted the memo regarding the overall budget states that the HRA account has grown. Manager Doane explained that in an effort to save money, the Town changed to the higher deductible health insurance plan. The HRA account was added to provide employees reimbursement towards the high deductible. The HRA account is not used, as the employees use on their health insurance is minimal. As the account has grown, Melissa would like to increase the reimbursement from 60% to 80%. In the 23-24 budget Melissa would like to split the HRA appropriation and look into obtaining disability or some other insurance benefit for the employees. She has been in contact with an AFLAC representative and there are policies available.

Councilor Lugdon made a comment that the EMS budget has increased \$46,000.00 from last year. Town Manager Doane mentioned that Old Town will be doing a presentation to the Town Council regarding the cost of the service. This will be a great opportunity for Council members to ask specific questions.

Councilor Lugdon noted that the road construction had been decreased by \$50,000.00. Melissa stated that the road account is one of the few accounts that the Town Council can adjust. As she noted in her memo, she would like to see that amount added back to the budget if possible. Currently there are no major road projects slated. Brown Street, Broad Street and Penney Lane are slated to have an overpass; however, they are in fair condition and that could possibly be delayed. Melissa would like to maintain the road maintenance account as those projects are very costly. Councilor Lugdon asked what would be the hazard of not having that account funded. Melissa stated an alternative is to ask for voter approval to remove funds from undesignated fund balance or request a bond.

Manager Doane made note that the capital improvement plan is just an estimate which includes some of the assets we have that have higher cost, such as the administrator contracts.

Councilor Lugdon asked Manager Doane why there is a \$4,000.00 increase to the legal account. Town Manager Melissa Doane reported that she would like to have \$15,000.00 in the legal account due to the high cost of legal fees.

Councilor Lugdon asked about the increase regarding the property casualty line item, Melissa explained that the price to replace buildings has increased therefore increasing the premium. Melissa also noted that she had not received the final numbers from the County and she is awaiting updated figures from Maine Revenue regarding municipal revenue sharing.

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

**Next Meeting:** The next meeting is for February 28,2023, Councilor Ketch and Councilor Delaware are excused from the next meeting.

**Motion to adjourn:** Councilor Wade made motion to adjourn seconded by Councilor Clemons.