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## Town of Bradley Disaster Recovery/Business Continuity

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**Overview:** The Town of Bradley is a small community whose offices include a Municipal Building where staff is located, a fire station that is staffed by a volunteer staff, and a salt shed building. Also located on site is the Bradley Post Office, whose building is owned by the Town of Bradley and leased by the US Postal Service.

**Municipal Services:** In the event that the Municipal Building faces damage or destruction, operations would be run out of the Fire Station until such time as the Municipal Building could become operational. The Town of Bradley also has agreements to work with neighboring municipalities to assist in providing services to Bradley residents in the interim of operations.

The Town's computer system is backed up regularly with copies held at both the Municipal Building as well as the Fire Station. Should either building be destroyed or face damage, the system is backed up.

In the case of damage or destruction to the Bradley Municipal Building, resulting in the inability to operate from the site, the following should be notified:

### **Town Officials:**

Melissa Doane, Town Manager: [mldoane@townofbradley.net](mailto:mldoane@townofbradley.net) 207-852-6128

Eric Gifford, Fire Chief: [egifford@sargent.us](mailto:egifford@sargent.us) [bfireddept@roadrunner.com](mailto:bfireddept@roadrunner.com) 207-478-0009 or 207-951-3427

Mark Ketch, Council Chair: [mketch@townofbradley.net](mailto:mketch@townofbradley.net) 207-827-8107

Duane Lugdon, Councilor: [dlugdon@townofbradley.net](mailto:dlugdon@townofbradley.net) 207-944-1706

Larry Wade, Councilor: [lwade@townofbradley.net](mailto:lwade@townofbradley.net) 207-827-4594

Charles Clemons, Councilor: [cclemons@townofbradley.net](mailto:cclemons@townofbradley.net) 207-299-2964

James Hatch, Councilor: [jhatch@townofbradley.net](mailto:jhatch@townofbradley.net) 207-478-7946

### **Insurance/Risk Management**

Maine Municipal Association Risk Management

[rmslosscontroldepartment@memun.org](mailto:rmslosscontroldepartment@memun.org)

60 Community Drive

Augusta, ME 04332

800-590-5583

## IT/Software Support

HCP Computers  
[support@hcp4biz.com](mailto:support@hcp4biz.com)  
336 Horseback Road  
Carmel, ME 04444  
207-848-9888

Harris Local Government/Trio Software  
[hlgsupport@harriscomputer.com](mailto:hlgsupport@harriscomputer.com)  
56 Banair Road  
Bangor ME 04401  
207-942-6222

## State of Maine Agencies

InforME/Tyler Maine  
45 Commerce Drive Suite B  
Augusta, ME 04330  
[info@informe.org](mailto:info@informe.org)  
[Customerservice@informe.org](mailto:Customerservice@informe.org)  
207-621-2600

Bureau of Motor Vehicles  
29 State House Station  
Augusta, ME 04333-0029  
207-624-9000

Maine Department of Inland Fisheries and Wildlife  
41 State House Station  
Augusta, ME 04333-0041  
207-827-8000  
Fax: 207-827-8094

Secretary of State  
148 State House Station  
Augusta, ME 04333-0148  
207-626-8400  
Fax: 207-287-8598

Bureau of Corporations, Elections and Commissions  
101 State House Station  
Augusta, ME 04333-0101  
207-624-7736  
Fax : 207-287-5428

## Law Enforcement Agencies

Penobscot County Sheriff  
85 Hammond St.  
Bangor, ME 04401  
207-947-4585

Maine State Police  
198 Main Avenue  
Bangor, ME 04401  
207-973-3700

***In the event of a disaster related event, the Town Manager and Town Council Chair are the only persons authorized to provide information and interviews. The Town Manager may appoint other individuals to speak on her behalf depending upon the situation.***