

Town Council Meeting
10/10/2023

Open Town Council Meeting and Roll Call: Councilor Ketch opened the Town Council meeting; all members were present. Also present were Town Manager Melissa Doane, and Code Enforcement Officer Dean Bennett. Participating via Zoom were the municipal attorney John Hamer and LPI Phil Stevens.

Executive Session: Councilor Ketch made a motion to enter executive session pursuant to 1 M.R.S.A § 405 (6) (E) to consult with legal counsel, seconded by Councilor Lugdon vote 5/0. Councilor Ketch made a motion to exit the executive session, seconded by Councilor Clemons, vote 5/0.

Councilor Ketch made a motion to enter executive session pursuant to 1 M.R.S.A § 405 (6) (A) to discuss the Town Manager's performance, seconded by Councilor Lugdon vote, vote 5/0. Councilor Wade made a motion to exit the executive session, seconded by Councilor Ketch, vote 5/0.

Review of Minutes: Councilor Lugdon made a motion to accept the 9/26/2023 Town Council minutes as presented, seconded by Councilor Clemons vote 4/0 (Councilor Ketch absent 9/26/23).

Citizens Request: Melissa reported a resident new to Bradley had attempted to come to the meeting to introduce herself but was unable to come in due to the executive session. Melissa informed her of the website that lists the meeting dates and invited her back.

Managers' Report: Melissa reported that the municipal audit for the fiscal year 2022-2023 is complete, the highlight of the audit is that there were no findings or management letter. The ending undesignated fund balance is \$1,747,777.85 which is an increase of \$78,679.65 from last year; this amount includes using \$349,495 of carryforwards in the current year budget.

Melissa was away at the MMA Convention last week and was formally designated as the incoming vice president. She added next year when she is appointed the president the Town Council will be invited to attend.

Melissa has been thinking about doing a community event; the Baker Lane, Ten Road has become a very popular place for trick/treating. Chief Gifford is going to recruit a few volunteers to bring two trucks up to hand out items. The items will most likely be related to fire prevention month which is October. If any Town Council member is interested in going, please let Melissa know, she plans on being present.

The winter sand has been put up using the salt left over from last year. Another salt delivery is expected this week; the Town is prepared for the 2023-2024 winter plowing season.

Councilor Lugdon asked about the letter that accompanied the audit, the letter addresses a deficiency in the design of internal controls; and has asked for clarification. Melissa stated generally accepted accounting standards require segregated duties. The Town of Bradley cannot afford to have employees to do each duty therefore the internal controls are not as strong as larger entities. Melissa added that the Town does the best it can, there are 3 eyes on the financials and a final report is sent to the Town Council each month. Councilor Clemons, who worked for a large non-profit prior to retiring stated that the statement is standard for all audits.

Councilor Ketch asked if the same procedure would be available to residents this year in regards to sand. Melissa stated that residents are allowed 1 5-gallon bucket per year for sand, the sand is located outside of the salt and sand building.

New Business: Councilor Ketch asked if there was any storm damage from the weekend storm, Melissa stated she was in town on Sunday and Monday to look at the roads and did not find any. She did mention that hurricane Lee a few weeks ago, did result in a tree coming down on Route 178.

Unfinished Business: Councilor Lugdon asked if there had been any updates in regards to EMS, Melissa reported she did not know of any. She was asked to serve on the Blue-Ribbon Commission again, however, asked Kevin Howell of Carmel if he would serve. The Town of Carmel has been successful in operating an ambulance service in that region with help from Northern Light. She is hopeful his input would provide some additional recommendations to the legislators.

Municipal Warrants: Councilor Ketch made a motion to accept the municipal warrants as presented, seconded by Councilor Lugdon vote 5/0.

Next Meeting: The next meeting was set for October 24, 2023. Melissa reminded the Town Council that members of the ATV club would be present to get Town Council support for ATV access on Route 178.

Adjourn: Councilor Ketch made a motion to adjourn, seconded by Councilor Wade vote 5/0.