

**Town Council Meeting**  
**1/14/2025**

**Open Town Council Meeting:** Council Chair Mark Ketch opened the Town Council meeting; all Town Council members were present except for Councilor Lugdon, who was excused. Also present was Town Manager Melissa Doane and Fire Chief Eric Gifford

**Review of Minutes:** Councilor Ketch motioned to accept the December 17, 2024, minutes as presented, seconded by Councilor Wade, vote 4/0.

**Citizens Request:** None

**Managers' Report:** Melissa stated that Maine State statute requires municipal officers to appoint a qualified registrar of voters each odd-numbered year. Melissa recommended that the Town Council appoint April Dorr as the Town of Bradley, registrar of voters. Councilor Clemons motioned to appoint April Dorr as registrar of voters, seconded by Councilor Wade, vote 4/0.

Melissa presented to the Town Council an abatement recommended by the assessing agent, Mark Gibson, for 196 Highpoint Place. The property was assessed as having a full basement and a second level. When Mark inspected the property on January 10, 2025, he discovered that was not true. Councilor Ketch asked if the prior assessment included these assumptions, and Melissa said it did. Councilor Ketch noted that an abatement could not be provided for the earlier years due to the timeline. Melissa agreed, noting that the time limit for abatements is 185 days from the date of commitment, and added that the 2024 tax year deadline is January 17, 2025. Councilor Wade motioned to approve the abatement of \$91,200 in tax amount of \$1003.20 for 196 High Point Place, seconded by Councilor Clemons.

Melissa stated that the funding for the FEMA grant for the SCBA Bottles and SCBA Compressor has been approved for \$89,774.00. This payment will be deposited into the Bradley General Fund this week. The 5% share of \$4724.96 will be split between Bradley and Old Town, equaling \$2,362.48 per municipality.

In November, Melissa brought forward several policies required to comply with the DHS Office of Civil Rights and Civil Liberties. They have reviewed the policies, and two additional policies are necessary and need the approval of the Town Council. Melissa has presented the Language Access Plan for Persons with Limited English Proficiency and the Disability Access Plan. As before, these policies are templated by the DHS. However, Melissa did try to make them useful for the Town of Bradley. Councilor Wade motioned to approve the policies as presented, seconded by Councilor Clemons, vote 4/0.

Melissa provided the Town Council with the document used for her annual evaluation. This will be completed at the January 21, 2025, meeting in executive session.

At the last meeting, Melissa presented a letter that she had sent to the owners of 3 Cram Street, encouraging them to comply with the land use ordinance and remove all the household trash in the fallen-down barn/garage. This has been completed.

Melissa requested an update from the municipal attorneys regarding 114 Cram Street. Nothing has been filed in probate regarding Mr. Wing's state guardianship. However, the attorney has requested a status conference and a final hearing date from the court.

Councilor Ketch asked if any information had been received from the students at the University of Maine regarding the ballfield project. Melissa stated that she had not heard from them, noting that they would not return to school until January 21, 2025. She will reach out after that date.

**New Business:** Councilor Ketch noted that he had received an email regarding the Spirit of America Award nomination. Melissa received the same email and will forward it to all Town Council members to determine if they want to present the award to a Bradley resident or group. Melissa noted that in the past, the award has been given to the Bradley Fire Department, Linda Hardesty, and Ann Delaware. She also explained that the Town Council approves a resolution, a plaque is made, and they present it at a meeting. They are also recognized at a County Commissioners meeting.

**Unfinished Business:** Councilor Ketch asked how the salt and sand supply was. Melissa stated she had not heard anything from the contractor, so she assumed it was fine. She also noted that there have not been any complaints regarding the plowing.

Councilor Clemons stated he has had issues with his townofbradley.net email account. Melissa will reset his password and forward the information to his regular email.

**Municipal Warrants:** Councilor Ketch motioned to accept the municipal warrants as presented, seconded by Councilor Clemons. Councilor Ketch asked what the invoice for \$94,499 to Fire Tech and Safety was. Melissa stated that the invoices were for the FEMA grant purchase, which included 20 SCBA bottles, the SCBA compressor, and the service contract. The vote was 4/0.

**Next Meeting:** The next meeting was set for January 28, 2025

**Adjourn:** Councilor Ketch motioned to adjourn, seconded by Councilor Clemons, vote 4/0.