

TOWN OF BRADFORD
BOARD OF SELECTMEN'S MINUTES
Monday, December 12, 2022

Item 1. **Open meeting:** 6:02 pm

Attendance: Timothy Bubar, Errol Hanson, Amber Hines, Julie McCarthy and
Carlene Oakes

Pledge of Allegiance- commenced

Item 1. Approval of December 5, 2022 minutes- Motion made by Selectman C. Oakes and 2nd
by Selectman A. Hines to accept minutes as presented

Vote 5 in Favor 0 in the Negative

Item 2. Review of Treasurer's Warrants: 86 and 87 Motion made by Selectman C. Oakes
and 2nd by Selectman A. Hines to accept warrants as presented

Vote 5 in Favor 0 in the Negative

Item 3. Open Session:6 residents present

E. Nevells informed the Board the sad news of a vendor that had done a lot of work for
the town had passed away.

Item 4. Committee Reports:

- a. **Planning Board / CEO:** report handed out at last meeting
- b. **Future Fire Station Committee:** E. Hanson commented about the new fire station
being a design-built building, there would be no competitive bidding. There already
have been some comments from the public about this.
J. Dyer commented back that the USDA runs the program, there will need to be a
clerk of the works who has to be bonded. We do not have all the information from
USDA yet.
- c. **Recreation Committee/ Bradford Days committee:** Christmas party this past week.
J. Webb said it went well
- d. **Fire Department:**
J. McCarthy asked J. Young how he knew about the trailers down on Gravy Ln. and
was it pass the gate? Is that town road?
Fire Chief Young did check out the culvert on Wilson Hill and said whoever cleaned
it out did a good job it was flowing during the last storm.
J. McCarthy's answer to Disease & Infectious Control Officer- T. Lufkin
- e. **Road Commissioner:**
 - 1. Work that has been done since last meeting- Tasker Rd. turn around has been
completed.
Pot hole at the mouth of Wilder Davis Rd. needs to be taken care of reclaim /
gravel.

Motion made by Selectman A. Hines and 2nd by Selectman C. Oakes to have the pot hole fixed by the 1st person who can show up and fill it with reclaim mix and packet. 1st call to Hanson and Son 2nd call to H. A. Higgins & Sons.

Vote 4 in Favor 0 in the Negative 1 Abstention (E. Hanson)

C. O'Brien gave the total milage of his last bill 9.7 miles to E. Hanson. But this isn't what was asked for, it was "how much time was spent on each road. E. Hanson said he will figure that out for the next meeting.

Who is going to take care of culvert screens and clean culverts out- T. Bubar forgot but he will take care of them before the storm.

T. Bubar and E. Hanson will get the plow on the truck

f. Update on the beaver issue – no news

g. **Town Manager:** no written report

Noticed by the TM when pulling their employee file from the cabinet the past evaluations were not in the file they had been there before.

Item 5. Old Business:

a. **Text messaging plan- table until put into place**

b. **Rock rake waiting for payment–**

c. **Town Web site- table until put in to place (February hopefully)**

d. **Email addresses for board members-** have them for January

e. **Camera on the oil tank –** T. Bubar - no call back yet

f. **Chair Racks Lifetime-** (J. McCarthy) look at model #80525 and model #80669

g. **Fund Balance Policy-** tabled for now

h. **J. McCarthy- citizen inquiry – Water Retention Ponds –** J. McCarthy is will to write up a newsletter article on them. There was general discussion about the history of this issue. A. Hines will get in touch with MMA on the communication about the ponds. J. McCarthy would like it noted that she publicly advocated for a news article and the safety of the retention ponds.

i. **J. McCarthy- Bid issue** tabled until more information comes in.

j. **J. McCarthy – would like a detailed description and explanations of the T.M. position and duties associated with them-** handed out to the Board state statues for town manager position, treasurer, tax collector, civil emergency, FOA position, clerk, local health officer

k. **J. McCarthy – article for newsletter –** starting at paragraph 6 of the article that J. McCarthy wrote for the newsletter was reviewed. **Motion made by Selectmen E. Hanson and 2nd by Selectman J. McCarthy to place from paragraph 6 to the end of the article in the upcoming newsletter.**

Vote 5 in Favor 0 in the Negative Motion Carries

l. **Budget work-** projects for the upcoming year with estimated cost: warrant articles the next ten-

1 article to add- the snowmobile money from the state

Are there any articles the Selectmen want to add?

The remaining articles are budget articles

E. Hanson is meeting with Allen Fence Friday 10 am at the ballfield

B. Higgins bush cutting road work budget line- \$185 an hr.?? 4 miles \$10,000; 2 days
16 hrs. budget for.

Item 6. New Business:

- a. **Town Managers Contract and Evaluation (J. McCarthy)**
- b. **Check Images- brief statement J. McCarthy-** asked if they could be clearer. When she called the bank, they said it could be done if you did fewer checks per page. Took J. McCarthy into the office and showed her how I receive the images. Unless we do one check at a time it is what I receive is the image. J. McCarthy stated if this is the image then it isn't worth wasting the paper giving the Board a copy of the checks.
- c. **Where are Comments/Complaints compiled? J. McCarthy-** written complaints after being dealt with are filed in the complaint folder for the year they are received. The complaint is kept there for 2 years then boxed up with those years paper work for five more years then destroyed.
- d. **Town Maintenance Bid- J. McCarthy-** wanted clarification to what we are doing. There was some discussion. C. Oakes stated that she spoke with R. Higgins and he did not want the shoveling and side plowing of the building. There was general discussion to what to do this year no motions or decisions were made by the Board.

Motion made by Selectman E. Hanson and 2nd by Selectman J. McCarthy to extend the meeting to 8:30 pm

Vote 5 in Favor 0 in the Negative

- e. **Cemetery tree work-J. McCarthy-** General discussion by the Board. J. McCarthy commented the cutting of the trees by Tucker Tree Service looked good. E. Hanson also commented that we should keep it in the budget every year \$4,000 for tree cutting.

Item 7. Correspondence: none

Item 8. Request for Additional Agenda Items:

J. McCarthy-Publicly apologized for over stepping on contacting S. J. Rollins Technologies for IT services.

Checked with TM on sending out thank you note

E. Hanson – meeting with Allenfarm Fence Co. Friday 12/16 @10 am

T.M. -folder should be kept somewhere else besides in the office

Motion made by Selectman J. McCarthy and seconded by Selectman E. Hanson to extend the meeting for 15 more minutes 8:45 pm

Vote 3 in Favor 2 in the Negative (A. Hines, C. Oakes)

Article for Newsletter- Motion made by Selectman T. Bubar to put in the article that E. Hanson presented with changes made to it.

Vote 2 in Favor 3 in the Negative (A. Hines, J. McCarthy, C. Oakes)

Motion made by Selectman A. Hines and 2nd by J. McCarthy to put in the article written by J. McCarthy with the 1 edit made to it.

Vote 3 in Favor 2 in the Negative (E. Hanson, C. Oakes)

Item 9. Executive Session:

Item 10. Adjourn: 8:43 pm

Submitted by

_____/S/_____

Vittoria J.B. Stevens

_____/S/_____

Selectman Timothy Bubar

_____/S/_____

Selectman Amber Hines

_____/S/_____

Selectman Errol Hanson

_____/S/_____

Selectman Julie McCarthy

_____/S/_____

Selectman Carlen Oakes