

**Town of Bradford**  
**Board of Selectmen Minutes**  
**@Bradford Community Center Building**  
**Tuesday, December 5, 2023 @ 6:00pm**

**Item 1. Open Meeting – Pledge of Allegiance:** Chairman Hanson called the meeting to order at 6:00pm, followed by the pledge.

- A. **Board Members Present:** Chairman Errol Hanson, Julie McCarthy, Edward Nevells, and Levi Surette. **Absent:** Carlene Oakes
- B. **Employees Present:** Lorna Bell
- C. **Residents Present:** Joyce Dyer, Andrew Miller, and Peggy Nevells (1 more person?)

**Item 2. Approve Minutes:**

- A. **November 20, 2023.** Chairman Hanson made a motion, Selectmen Nevells 2<sup>nd</sup> to approve minutes as written. 3 in favor and 1 abstain.

**Item 3. Treasurer’s Warrants:**

- A. **Payroll: #83, #85.** Chairman Hanson made a motion, Selectmen Surette 2<sup>nd</sup> to approve payroll warrant #83, #85. All 4 in favor
- B. **Accounts Payable: #84, #86.** Selectmen Nevells made a motion, Chairman Hanson 2<sup>nd</sup> to approve payables warrant #84, #86. All 4 in favor. Selectmen Nevells made a motion to pay Vittoria Stevens that last of her PTO. All 4 in favor.

**Item 4. Open Session:**

- A. Joyce Dyer from the Planning Board informed the selectboard that Brian Parker resigned his position. Andrew Miller has been an alternate and Joyce would like to nominate him to be a permanent member. The board in agreement but want to table until next meeting in hopes of finding an alternate.

**Item 5. Road Commissioners Report:** The last 2 snowstorms only a one complaint regarding the plow turns around on the Marshall Road, that some of her lawn was dug up. Chairman Hanson spoke with the resident and assured her that in the spring if needed it would be repaired.

**Item 6. Select Board Priority Topic:**

- A. **Levi** – Some of the gravel roads should have the bad material removed and replaced.
- B. **Carlene – Absent**
- C. **Ed – Budget Committee Concerns. Issue #1** – They feel as they are ignored by the selectboard; be more open to discussion. **Issue #2** – Publish their figures on the warrant along with the selectboard; on the warrant it will read recommended and approved by selectboard and budget committee or if they do not agree with a dollar amount it will read selectboard recommends this amount, budget committee recommends this amount. **Issue #3** – Morale is low and frustrated; utilize their skills, be appreciative. **Issue #4** - all numbers are not provided; provide finalized budge on time. **Issue #5** – Selectboard does not follow the budget policy. **Issue #6** - Want to see the town manager’s numbers; provide them with the carrying balances, 2023 proposed budget, 2023 actual budget, 2024 town manager, selectboard and budget committees recommended budget and notes. Would like to allocate \$10,000 for shoulder work on the roads, pulling the gravel back in and building up the center.

- D. **Julie – Ethics Policy** – Tabled until next meeting, 12/11/2023. To contact Matt Dunlap to see if he would moderate the Annual Town Meeting in April of 2024. Going to make an MMA on legal advice with a table of content, to eliminate duplicating legal advice. She spoke with Josh his price for a full evaluation has increased, as he has more towns as clients. Asked town manager to reach out to RCS for budgeting and negotiating. Plus, pricing on new tax maps. Need to check to see if there are contracts. All in agreement to have the town manager sign a waiver that no lunch break to be taken.
- E. **Errol – Proposed Paving and Proposed funding for 3 paying projects for 2024, continuing repaving projects in 2024, ditching & brush cutting this year or early 2024;** Proposed paving aprons – Middle Bridge go around both corners 400 or 700 feet, King Road, 50 feet on Jones Road, Bridge on Reeves Road 275/300 feet and apron on the other end. 20 feet road 2” binder with 1 ½” binder approximately \$45 a foot. Should be less than \$50,000. Would like to see another mile of paving done next year. Will work on getting a proposal. Some of the cost could be raised by selling the town truck and reserve accounts. As Julie pointed out any work on Middle Road the TIF could be used. Would like to hire a local health officer and a road commissioner to free up some the of town manager’s workload. Bottom of the salt shed door in poor shape have Overhead Door look at it when they come out.

**Item 7. Executive Session: 1 M.R.S.A. 405 (6A) PERSONNEL ISSUES: NONE**

**Item 8. Old Business:**

- A. **Budget Work.** – Discussed during item #6. Town manager to provide a preliminary budget by January 4, 2024.
- B. **Newsletter.** 1 page doubled sided newsletter approved and to be mailed on 12/06/2023.
- C. **Lawncare Contract.** Changes to be made contract to start May 1<sup>st</sup>, end of the season clean up should include picking up branches, emptying garbage cans, removing old decorations, removing flags. Flags will be returned to the town office for proper disposal. Julie spoke with the president of cemeteries; Todd Fredrick weeding cemeteries is unreasonable. Not to allow cemeteries to have crushed stone around the cemetery marker/stone. Selectmen Nevells are going to edit the contract and will be tabled until next meeting. All in agreement that the town needs to have a cemetery ordinance.

**Item 9. Addition/Other Business:**

- A. **Cemetery Flags.** The veteran flags are still on the lots at the cemeteries other than Pond Cemetery. All selectboard members agreed they would go out and removed all the flags. All in agreement that removing of the flags will be in the Cemetery and Town Property Lawn Maintenance contract going forward.

**Item 10. New Business: None**

**Item 11. Committee Reports:**

- A. **Planning Board/CEO** – To speak with Adam to provide a monthly report
- B. **Future Fire Station Committee** – Meeting was held on Monday, December 4, 2023
- C. **Recreation Committee/Bradford Days Committee - None**
- D. **Fire Department – None**
- E. **Town Manager – Tax Penalty.** Town assessed a tax penalty of \$833.00 for federal tax payment for 2<sup>nd</sup> quarter not made in a timely manner. Spoke with a representative from Consolidated they will research and see what can be done to lower the price of internet.

**Item 12: Adjourn:** Selectman Nevells made a motion and Selectman McCarthy to adjourn the meeting. All in favor. Adjourn 8:31pm.

*(Agenda subject to change without notice. Next Board of Selectmen's meeting is MONDAY, December 11, 2023 at 6:00PM.)*

Respectfully submitted,

Lorna M Bell  
Town Manager

Approved on \_\_\_\_\_, 2023 by:

\_\_\_\_\_  
Errol Hanson, Chairman

\_\_\_\_\_  
Julie McCarthy  
**Absent**

\_\_\_\_\_  
Edward Nevells

\_\_\_\_\_  
Carlene Oakes

\_\_\_\_\_  
Levi Surette