

Town of Bradford
Board of Selectmen Minutes
@Bradford Community Center Building
Monday, November 20, 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:** Chairma Errol Hanson, Julie McCarthy, Edward Nevells, and Carlene Oakes. **Absent:** Levi Surette
- B. **Employees Present:** Lorna Bell
- C. **Residents Present:** Patrick Murray and Peggy Nevells

Item 2. Approve Minutes:

- A. **November 6, 2023.** Selectmen Oakes made a motion, Chairman Hanson 2nd to approve minutes as written. All 4 in favor.

Item 3. Treasurer’s Warrants:

- A. **Payroll: #79, #81.** Chairman Hanson made a motion, Selectmen Nevells 2nd to approve payroll warrant #79, #81. 3 in favor/1 abstained. Selectmen McCarthy wants to inquiry if town manager should take a half hour unpaid lunch; will follow up with MMA.
- B. **Accounts Payable: #80, #82.** Selectmen Oakes made a motion, Selectmen Nevells 2nd to approve payables warrant #80, #82. All 4 in favor. Selectmen McCarthy questioned the cost of Health Insurance, and the Consolidated phone bill for the town office. Town Manager to investigate it. Selectmen McCarthy would like to see the banking only done once a week as mileage could cost closed to \$2,000 a year.

Item 4. Open Session:

Item 5. Road Commissioners Report: Selectmen Oakes on Station Road there is a culvert plugged up with sticks and debris not sure if beaver is the cause. Selectmen McCarthy mentioned before grading should check the forecast for rain. Chairman Hanson feels paving (apron) should be done for example before the Reeves and Middle Road bridges.

Item 6. Select Board Priority Topic:

- A. **Levi – Absent**
- B. **Carlene –** Has noticed there seems to be a lot of rubbish and unregistered vehicles on properties. During the discussion the Local Health Officer responsible for dealing with rubbish and Code Enforcement Officer for the vehicles.
- C. **Ed – Budget Work – Long term planning & preliminary project list.** Selectmen Nevells would like to see the board working on long term planning. In 2025 have the Middle Road Bridge completed. Eight (8) to ten (10) years ago in would have cost 120,000, if you wait another 10 could be close to a million. Research to see if there is a grant that is available. Selectmen McCarthy brought up that LRAP can be used towards bridge repair which is little over \$33,000. Revaluation for 2024 should we use Josh or go the new assessor? Continue to save for a fire truck, hopefully by 2026. Look into getting new maps done in 2024. Future of a town truck replace it in 2028, have the town vote to sell old one at a town meeting. Every year set aside 10,000 to do shoulder work on gravel roads.
- D. **Julie – Printing Services & Newsletter Addition.** Look into having an outside printer for the newsletter to expensive. Would like to purchase gift cards for employees, Tim, Torrie, and Amber for all their hard work. Also, for Lois for helping the town out in their time of need. Selectmen McCarthy made a motion to purchase \$100 gift cards for each from the Selectmen Fund Raising Account, Chairman Hanson 2nd. All 4 approved. Will provide a

list of what loans will be paid off this year. Check to see what is available from the APRA funds some of this could be used toward the Middle Road Bridge.

- E. **Errol – Checking in with town manager, budget compromise & carrying account to a minimum, fire station door, winter preparation, attachments PDF form.** Wanted to check to see if the town manager needed anything. All set for now. Believes that there was only once instance where the select board and the budget committee did not agree on the same amount. Fire station door has been fixed. Cannot open attachments on his phone to please send in PDF format.

Item 7. Executive Session: 1 M.R.S.A. 405 (6A) PERSONNEL ISSUES:

Item 8. Old Business:

- A. **Petition for Retention Pond Fencing.** Town Manager returned the petition for the Retention Pond Fencing back to Patrick Murray, as the number of signatures is based on the number of voters from the last gubernatorial race which was 647 voters. There were 37 signatures and 4 of them were not valid; need at least 64 valid signatures.

Item 9. Addition/Other Business:

- A. **Agenda & Minutes.** Selectmen McCarthy said there is a policy for the minutes and that the town manager should have them completed in three (3) days and sent to the board for review and approval.
- B. **Policy & Ordinances.** Selectmen McCarthy when time permitting for the town manager to get familiar with policies and ordinances.

Item 10. New Business:

- A. **2 – Supplemental Taxes**
- B. **Discuss Legal Fees.** To date legal fees are at -\$4858.44 and planning board has can use up to an additional \$2,000. The board has decided to move \$3,000 from building maintenance and \$4, 000 from the magnesium account for a total of \$7,000. Chairman Hanson made a motion, Selectmen Oakes 2nd to move the monies to cover legal fees. All 4 approved. This will need to be on the town warrant at the next annual town meeting.
- C. **Lawncare Contract-** Selectmen Nevells provided a template of the contract, started discussion; tabled for next meetings.

Item 11. Committee Reports:

- A. **Planning Board/CEO -**
- B. **Future Fire Station Committee -**
- C. **Recreation Committee/Bradford Days Committee -**
- D. **Fire Department** – Selectmen McCarthy would like a monthly report
- E. **Town Manager – Referendum Election, Audit.** November 7th election had 340 voters, started working on the 2023 audit. Check to see what it would take to become a truck town.

Item 12: Adjourn: Selectman Nevells made a motion and Selectman Oakes 2nd to adjourn the meeting. All in favor.

(Agenda subject to change without notice. Next Board of Selectmen's meeting is MONDAY, December 4, 2023 at 6:00PM.)

Respectfully submitted,

Lorna M Bell
Town Manager

Approved on _____, 2023 by:

Errol Hanson, Chairman

Edward Nevells
Absent

Levi Surette

Absent

Julie McCarthy

Carlene Oakes