

**TOWN OF BRADFORD
BOARD OF SELECTMEN AGENDA
6:30 PM Monday, April 23, 2018**

Item 1. Open meeting

- Open meeting at 6:30 pm. Attendance: Bruce Bailey, Vance Corliss, Samantha Saunders, Ed Nevells, Tim Bubar (6:45). Note: Vittoria Stevens on vacation.

Item 2. Approval of Minutes – April 9, 2018

- Motion by Bruce Bailey to accept minutes as written; second by Vance Corliss; vote passed 3-0 with one abstention and one absence.

Item 3. Review of Treasurer's Warrants

- Three warrants signed.

Item 4. Open Session

- No public comments

Item 5. Committee Reports

a. Planning Board

- None

b. Recreation Committee

- None

c. Fire Department

- Fire Chief Dusty Kelley provided the following report: notice was received the grant for the fire truck was turned down this year; they will apply again for the grant in the fall of 2018.
- We are still in the running for the grant for the SCBA bottles.
- Grants will be submitted for a flammable storage cabinet and a hydrogen cyanide meter.
- The fire dept will be burning a mobile home on Melody Lane.
- The fire dept will be burning a mobile home on Reeves Rd.
- The fire dept may get to burn the old Philpot house on Main Rd.
- Fire truck #172 has a leaky exhaust manifold, repairs estimated at \$1500; the new tires have been installed.

d. Road Commissioner

- Road Agent Luke Ahmed provided the following report: a driveway culvert at the MacLaughlin residence on Lagrange Rd failed causing a hazard; H.A. Higgins will replace it.
- Recently fabric was uncovered on the end of Marshall Rd; a couple loads of gravel are needed to cover it back up to prevent further damage and a potential hazard.
- Road grading has begun.
- Vagrants are reportedly sleeping in cars at turnarounds; some complaints have been received.
- Luke would like advice from the Selectmen on pulling in gravel from the sides of the dirt roads; he would like to know what should be done with the sod and the larger rocks

pulled into the roadway; some roads have a lot of gravel on the sides; no advice was offered by the Board of Selectmen, and no meeting has been set to go out with Luke to inspect the roads.

- Rob Higgins has been consulted on the Middle Road bridge; Rob will draft the spec to be used for the RFP bids; we appreciate Rob's help with the spec.
- Many street signs are missing; new ones have been ordered.

e. Town Manager

- Town Manager Vittoria Stevens left a folder with items for the Board of Selectmen to attend to.
- The Board of Selectmen signed appointment papers for town officers, including the many positions held by Carlene Oakes and Vittoria Stevens.
- The Board of Selectmen signed the minutes for the April 9, 2018 Selectmen's meeting.
- The applications for the Town of Bradford scholarship were distributed to the Board of Selectmen; the Selectmen will rank the three applicants and the winning scholar will be selected at the next May 7th Selectmen's Meeting.

Item 6. Old Business

a. Surplus Policy Draft (table until July)

- In July we will have more complete info on the role surplus plays in our cash flow, and we will seek input from the Budget Committee on the Policy.

b. Sale of Tax Acquired Property

- We anticipate putting the properties out for bid by June 1st with the bids being in before the second Selectmen's meeting in July; this should remain on the agenda until the bids are acted upon in July.

c. Final payment for Winter Maintenance Contract

- It was confirmed the work has not been completed at this time so the payment has not been released.

d. Town Truck repair, catalytic converter

- Tim Bubar is working to diagnose the issue with the Town Truck; Tim is providing his labor for free which is greatly appreciated. The Town Truck has a check engine light on but is running fine so there is not a rush to get a repair performed at this time.

e. Parker Lumber TIF extension

- The application for the TIF extension has been filed with the State; this should remain on the agenda until we are notified by the State on the result.

Item 7. New Business

a. Fuel Spill, Williams Rd

- DEP was notified of the spill; DEP requests Wickett Trucking remove the contaminated debris from the roadside and transport it to Juniper Ridge Landfill for disposal at his cost by April 25, 2018; Ed Nevells relayed the info to Paul Wickett and he agreed to comply with DEP's request.

b. Selectmen Budgeting Procedure Draft

- Ed Nevells read through and briefly discussed the Procedure; no revisions were suggested at this time. The Procedure will be reviewed with the Budget Committee along with the Surplus Policy draft later this year.

c. Investment Policy Draft

- This is tabled; this should remain on the agenda until discussed.
- d. Social Media Policy Draft**
 - Sam Saunders provided a Social Media Policy draft to the Board of Selectmen; we will review it at the May 7th Selectmen's meeting.
- e. Public Safety Building Committee**
 - This was tabled until the May 7th Selectmen's meeting.
- f. RSU 64 Town Officials Budget Meeting – April 18, 2018**
 - Sam Saunders and Ed Nevells attended the meeting; Sam reported on the information provided by RSU 64 to the Board of Selectmen; no budget estimates were provided at this time.
- g. Town Manager review/contract – May 14, 2018 meeting**
 - The Town Manager's contract expired 12/31/2017 uneventfully. It is in the best interest of the Town to have a contract for the Town Manager so we will review the Town Manager and seek a new contract with Vittoria Stevens at the May 7th Selectmen's meeting.

Item 8. Selectmen

a. BOS Concerns:

B. Bailey

- Bruce has been talking to an Internet Service Provider and likes what he is hearing; Bruce will try to arrange a presentation for the Board of Selectmen in the future.

T. Bubar

- Do we know what the mil rate will be this year? We will not have the final figures until the taxes are committed in July 2018.

V. Corliss

- No comments.

E. Nevells

- No comments.

S. Saunders

- No comments.

Item 9. Correspondence

- Highview Christian Academy sent a flyer regarding their annual Memorial Golf Tournament; this is a fund-raiser to help provide student scholarships. Vance Corliss made a motion for the Town of Bradford to sponsor a hole for \$100; Bruce Bailey seconded the motion; the motion failed with a vote of 2-2-1 with Tim Bubar choosing to abstain due to a personal interest in the school.

Item 10. Request for Additional Agenda Items

- None noted.

Item 11. Executive Session

- None needed.

Item 12. Adjournment

- Meeting adjourned at 8:15 pm.
- Due to Memorial Day Holiday, Selectmen's meetings in May 2018 will occur on 5/7/2018 and 5/21/2018 at 6:30 at the Bradford Community Center.

Respectfully Submitted,

Edward J. Nevells

Edward Nevells, Selectmen Chairman

Bruce Bailey
Bruce Bailey

XXXXXXXXXX
Edward Nevells

Timothy Bubar
Timothy Bubar

Samantha Saunders
Samantha Saunders

absent to sign -
Vance Corliss