

Brandon Select Board Meeting
July 22, 2013

NOTE: These are unapproved minutes, subject to amendment and/or approval at the subsequent board meeting.

In Attendance: Devon Fuller, Blaine Cliver, Maria Ammatuna, Dave Atherton, Ethan Swift

Also in Attendance: Richard Baker, Brian Sanderson, Wayne Rausenberger, Kathleen Rausenberger, Lucinda Bell, Anna Scheck, Lou Faivre, Steve Beck, George Wetmore, Dick Kirby, Lee Kahrs, Joe Ammatuna, Chris Brickell, Tecari Shuman, Allan Leavitt, Tina Wiles, Jack Fillioe, Arlyn Bloodworth, Judy Bunde, Robert Black, Donna-Jean Taylor

1. Call to order

The meeting was called to order by Board Chair, Devon Fuller, at 7:02PM.

a) Agenda Adoption – Motion by Ethan Swift/Blaine Cliver to adopt the agenda. **The motion passed unanimously – 4 to zero.**

2. Consent Agenda

a) Approval of Minutes – June 24, 2013 - Select Board

Motion by Maria Ammatuna/Dave Atherton to approve the minutes of the June 24, 2013 Select Board meeting. **The motion passed unanimously – 4 to zero.**

b) Approval of Minutes – July 8, 2013 - Select Board

Motion by Maria Ammatuna/Ethan Swift to approve the minutes of the July 8, 2013 Select Board meeting. **The motion passed unanimously – 4 to zero.**

c) E-911 Renaming of Road

Motion by Maria Ammatuna/Ethan Swift to approve the renaming of the E-911 road for the purpose of discussion.

The road is Leonard Lane in Mt. Pleasant and it is recommended that it be renamed Prospect Street where it starts on the Route 7 connector for ease of emergency vehicles. Richard Baker advised the developer is going to construct the loop road and the residents will need to change their address from Leonard Lane to Prospect Street. Devon Fuller questioned whether the town will own and maintain Leonard Lane once the name is changed to Prospect Street. Richard Baker stated after the developer has built a couple of houses, he will come to the town to request the town take it over. The proposal is that all 23 lots become Prospect Street. Maria Ammatuna stated Leonard Lane only starts on the corner and Prospect Street will loop around. Ms. Ammatuna asked how a determination can be made without public participation. It was noted

two of the four property owners are aware of the request and they do not have a problem. Devon Fuller suggested tabling this item until all property owners have been contacted. Brian Sanderson stated the select board can take a portion of the lane and assign it private. Maria Ammatuna stated in changing the road from private to public, she wants to assure there are proper culverts as there is an issue in part of the development with inadequate culverts. Mr. Sanderson stated all maintenance will be the responsibility of the private homeowners until the road is taken over by the Town of Brandon. Ethan Swift stated it is incumbent on the developer to install all wastewater and he questioned if there are provisions for sidewalks. Richard Baker stated this is an old Act 250 permit and it does not include sidewalks. Brian Sanderson stated the culvert inventory will help to address maintenance and repair responsibilities. This inventory will also help develop a policy for the town for future issues. Ethan Swift asked if the planning commission plans to develop a robust driveway culvert policy, as it is prudent to address this issue. Tina Wiles is uncertain whether this is being addressed by the planning commission.

Motion by Maria Ammatuna/Dave Atherton to table the motion to name the e-911 road to a subsequent meeting until the four property owners are contacted. **The motion passed unanimously – 4 to zero.**

3. Fiscal

a) Warrant – June 30, 2013 – \$46,113.74

Motion by Maria Ammatuna/Ethan Swift to approve the warrant of June 30, 2013 for an amount not to exceed \$46,113.74. **The motion passed unanimously – 4 to zero.**

Maria Ammatuna questioned the warrant for \$5,200.00 to Howard P. Fairfield for a mower rental. Brian Sanderson advised this was for the roadside mowing.

b) Warrant – July 22, 2013 - \$44,608.13

Motion by Dave Atherton/Maria Ammatuna to approve the warrant of July 22, 2013 for an amount not to exceed \$44,608.13. **The motion passed unanimously – 4 to zero.**

c) Establish FY13/14 Tax Rate

Maria Ammatuna requested the board table this action to an emergency session since the tax rate particulars were provided this evening. She would like Mr. Baker to explain how the tax rate is obtained and the board understands how the tax rate is built. It is her understanding from the listers the information was pulled from Form 411 for the grand list on July 16th and the town does not need to file to the state until August 15th. The chair was out of the office and the listers are not trained enough to know to close the general ledger as an “As Billed” status. Ms. Ammatuna noted there was an estimation for the error found after the general ledger had been closed. Richard Baker spoke with the chair and used the number that she instructed to use and Green Mountain Power was manually adjusted for the tax rate calculation. Ms. Ammatuna stated "As Billed" creates a computer problem and in order to use an “As Billed” figure, there must be 3 listers’ signatures on the 411. She would like to table until this situation is resolved. Fuller

Devon asked when this item could be resolved and Ms. Ammatuna advised the listers will be meeting tomorrow. Ethan Swift asked if there is going to be any additional modifications as a result of tomorrow's meeting. The normal sales study will be resolved and the listers will be able to sign something that is official. They have maintenance items that they need to run through. Richard Baker noted the tax bills have been generated in this manner for 17 years. It was questioned whether postponing this item would influence when the tax bills are issued in order to get the grand list approved properly and Mr. Baker noted a special meeting could be warned within 24 hours of the meeting and it would require the signature of three board members.

Motion by Maria Ammatuna/Blaine Cliver to table the establishment of an FY13/14 tax rate until it is worked out between the listers and the town. **The motion passed unanimously – 4 to zero.**

d) Consider Purchase Order 51716 (Front End Loader)

Motion by Ethan Swift/Dave Atherton to approve P.O. #51716 for a front end loader for an amount not to exceed \$134,350.00. **The motion passed unanimously – 4 to zero.**

Brian Sanderson stated there was an RFP put out in April for this item and he received 5 bids and Southworth Milton, a Caterpillar dealer, was the low bidder. The list price is \$120,000.00, with an \$18,000.00 trade-in for the old loader. The additional charges include the hydraulic hook-up for the plow, a street sweeper and a water sprinkler kit. This will eliminate the annual cost of a rental to sweep the streets. There will also be a set of forks to move various items, which will save time in labor. Richard Baker stated the funds may be obtained through a municipal lease or a loan from the state, depending upon which is most cost-effective.

e) Consider Auditor's and Consultant's Contracts

Maria Ammatuna requested the auditor's and consultant's contracts be considered as one action.

Motion by Maria Ammatuna/Ethan Swift to discuss the auditor's contract of Mudgett, Jennett & Krogh-Wisner and the consultant's contract of Glenna Pound for the compilation audit. **The motion passed unanimously – 4 to zero.**

Maria Ammatuna stated a compilation is a minimal form that can be done by an audit firm for a client. The town has used in the past a person for the compilation and the select board is also going to approve an audit contract that will include the GASBE 54 auditing standards and this appears to be redundant.

Richard Baker stated Glenna Pound organizes the information the auditors will use to do the audit report. Ms. Ammatuna stated Glenna Pound's services are expected to be \$8,775.00, however, if additional work is required for GASBE, she will advise this prior to proceeding. This is therefore not a not-to-exceed contract. Richard Baker advised an additional 25 hours would be free of charge if there are additional standards. Devon Fuller asked if there was an RFP put out to other auditing firms and it was confirmed there was solicitation for other auditing firms for FY14, however, Mr. Baker noted it is too late for FY13. Ms. Ammatuna noted Ms. Pound's

contract is October 15th which does not fit with the realm of a faster audit. Mr. Baker noted there is also no date on the Mudgett contract, however, the auditors are ready to start; but the town is not ready. Anna Scheck stated the town could likely be ready in about 4 weeks. The general ledger has been closed and receivables, depreciations and funds still need to be done. Ms. Scheck would like to speak with auditors once they start to determine if they will work straight through. Glenna Pound's work would take a couple of weeks. Mr. Baker has advised the auditor's the audit report is required to be done by December 15th. Ms. Pound's completion date should have a deadline of September 17th with a drop dead date of October 1st. Richard Baker stated it must be assured that the town can deliver the information.

f) Appoint Treasurer, William Dick and Assistant Treasurer, Luanne Merkert

Richard Baker advised the National Bank of Middlebury have requested the select board appoint a treasurer and assistant treasurer to open, close or transact any business related to the tax anticipation note or deposit account resolution.

Motion by Dave Atherton/Blaine Cliver to appoint William Dick as Treasurer for the Town of Brandon. **The motion passed unanimously – 4 to zero.**

Motion by Ethan Swift/Dave Atherton to appoint Luanne Merkert as Assistant Treasurer for the Town of Brandon. **The motion passed unanimously – 4 to zero.**

Mr. Baker advised the state will be imposing a 3% penalty in failing to file HS122, which is causing the towns issues, since a person has not had to file an HS 122 if they did not move.

Motion by Ethan Swift/Dave Atherton to waive the penalty of those who have been penalized and reissue the tax bill in their failure to file an HS122. **The motion passed unanimously – 4 to zero.**

4. Schedule Reports from Committees and Officials

There was no discussion held.

5. Interim Town Manager's Report

Richard Baker reported the town now has a budget. Arlyn Bloodworth from PEG TV will be the new videographer. The final arrangements on the tax anticipation note are in the select board packets. The three hazard mitigation grant applications were submitted last Friday. The final revised plan for the water lines was sent to the property owners, along with the revised warranty deeds. On July 12th, the chief of police visited the former police office with Mr. Baker. Mr. Baker now knows what must be saved. On July 16th, the town received Act 250 clearance on the water line work. CLD contracted with EIV for work on the Neshobe River after October 15th. Mr. Baker advised EIV is everything that is environmental. They have processed of the paperwork and it is logical that they will get an extension and it will come out of CLD funds, not the town. On July 18th, VEIC called to inform the town that the street lights will be switched to LED and it will be done by October. The job announcement has been posted for the public works

position and a firm commitment has been received for the front end loader. Mr. Baker is working with VLCT to determine the budget available for the town office renovation. He is working with McKernon Group to determine if they can do the required work for that amount of money. Mr. Baker provided the select board information on delinquent property taxes and sewer bills. An introductory letter will be sent indicating the amount owed, with an expected payment within 30 days, after which the property will go to tax sale if not paid. The delinquent sewer bills need to be broken out and the owners of the mobile home parks owe a large amount. The delinquent sewer taxes total \$370,000.00. Mr. Baker reported one of the last issues done in the legislature was the change in priorities whereby the municipalities are second behind the owner of the trailer. If a landlord evicts someone, they are not responsible to pay delinquent sewer. Dave Atherton stated there needs to be a change in the billing from the trailer owners to the mobile home park owners. This is a topic of discussion for a separate meeting and there needs to be precedents set in moving forward. The board agreed with Mr. Baker's recommendation to send the letters to the homeowners. Mr. Baker stated in 2011, about 30% of the delinquent taxes were collected as a result of mailing a similar type letter. There are 370 accounts relating to sewer bill delinquencies.

Ethan Swift questioned whether supplemental information can be provided for the three grant applications that were submitted. Tina Wiles stated one grant needs flow information from CLD and she has until Wednesday to obtain the information and submit it for the grant. She has concerns that information about the culvert was provided, but they did not have flows completed. Mr. Swift stated some potential obstructions upstream were alluded to, but they were not called out. He asked if the town can still submit those other obstructions as being an influence. Ms. Wiles stated the bridge and the Leary building were less restricting, as the Leary building sits two to three feet higher than the town office building. Ms. Wiles stated there has not been a final hydrology study done. Mr. Swift questioned when the activities coordinator position will be discussed. Mr. Baker advised he could advertise for the highway position, but needs the board's assistance with the recreation position. Blaine Cliver stated the grant application to demolish the town office building lacks information. The application for the overflow culvert includes an engineering study, a historic resource study and neither are in the grant to demolish the town office. If removed, there is no engineering study to determine what will be done. The corner projects over the river and also when the building is gone, there is a concrete slab that covers the river to the bridge upon which sets the grass, sidewalk and part of the road. This would add to the estimated cost. With regard to the upstream constricting structures, if those items are not dealt with, they would also need a culvert. Mr. Cliver stated there is a number of items not in the estimated cost and a study is needed. A contract meeting is to be held tomorrow on how to renovate this building. If the building is demolished, the town is throwing away an asset and there will be no place to relocate the staff to.

Motion by Blaine Cliver/Maria Ammatuna to direct the interim town manager to withdraw the grant application for demolition of the town building and in the grant application for the overflow culvert, the alternative for the demolishing the town office building be indicated as "not viable" since the town needs the building, has no other, and cannot afford to do without the current building.

Dave Atherton agreed that a determine needs to be made whether to fix or tear down the building and he would not want to repair the building if it is going to be torn down at a later date. Ethan Swift does not want to fix the building and have it destroyed by another flood. Mr. Swift stated the H & H study showed that it is the most constricting structure and the preferred alternative was called out to address the building or to do an overflow structure. This is the last chance to submit for funding and if the application is withdrawn, it will never be known whether there are other viable options. He has not been a proponent of putting the staff and records in harm's way again. It is prudent to renovate the building, but a better solution of where to locate the records and the staff is needed. Blaine Cliver does not see this as a viable option and eventually this will need to go through the historic preservation. Mr. Swift stated it is unlikely demolition would be done, however, in going through with the grant applications, it will show due diligence in solving this problem. Mr. Cliver stated the grant application should include that it is the only building the town has and should include the historic information. This is the second oldest building in town and represents Brandon's history. Mr. Swift stated the board owes it to Tina Wiles to continue with this process. Ms. Wiles stated Blaine Cliver is on the design committee and it is inappropriate that he advocates on the select board and is a conflict of interest. Since she sent the initial application, she has obtained more information, but she still needs the flow changes. A historic study was done post-application and they do know that it is a historic building. This is a building that is a constriction on the river and needs to be looked at other than a place to house the staff. Mr. Fuller agreed the grants should be submitted, but he is not a proponent of tearing down the building. If the decision is to sell the building, it will be easier for a retail building to be established if it is renovated. If the grant is not submitted, the town has missed an opportunity that could improve the downtown. Blaine Cliver stated Chris Child's report is not complete and Ms. Wiles advised that a post-application historic study would be done. Mr. Cliver stated there is not an open space study completed. Ms. Wiles stated there is no wall agreement with the Leary's and this is something that would have to be reviewed. Mr. Cliver stated there should be some concept of how this is going to be done. Maria Ammatuna stated in reviewing the 3 proposals that include the culvert, Fjeld's building and the town office, it is not known what the benefit to the cost is. Tina Wiles stated currently it does not qualify and she needs the flow information. Ms. Ammatuna stated whether it is insurance funds or the town's funds, it is not acceptable to do the town office renovations and then tear it down. There needs to be further conversation about covering risks for future floods with regard to the value of this building. Ms. Ammatuna noted she has spoken with VLCT. Richard Baker stated it is not proper practice for a select board member to contact VLCT. Ms. Ammatuna stated she could not work with a contractor when not looking at the entire picture. Ethan Swift stated items were addressed and VHB had provided a link to the reports and the tendencies supported the preliminary reports. Mr. Fuller asked who is preparing the final report and it was noted that CLD is preparing that. Dave Atherton questioned if there has been any studies done upstream to divert water downtown. Ethan Swift stated flood plain restoration is being done that will mitigate flood flows downtown. Tina Wiles stated during the recent storm, the water level was only one foot from the arch of the town office. If the golf course and Newton Road had not flooded, there could have been a higher flow downtown.

The motion passed with 3 "Aye" votes and 2 "Nay" votes.

Tina Wiles stated it is irresponsible to retract at this point since it has been submitted. Ethan Swift stated it is short-sited to not proceed with this application.

6. Public Works Report

Brian Sanderson stated due to the heavy rain, the town roads have washouts and culverts are plugged. Public Works is addressing the roads that have the worse hits and higher amount of traffic. He thanked the public for their patience with the repairs, as there needs to be time to clear out the culverts, which is why there has been no grading done on some of the roads. Once the ditches and culverts have been opened up, the grading will continue. They will commence line striping activities once he is able to free up staff for this effort. With regard to waste water, there has been an extraordinary amount of waste water processed and Mr. Sanderson wished to thank this department for the job done on processing this incredible amount of water. Ethan Swift stated the report that has come out titled, When it Rains it Pours, indicates New England is due to have a 67% increase in water over the course of the next 20 years. This plant will continue to see this type of flow and the select board needs to keep this in mind the aging infrastructure of the wastewater treatment plant. Brian Sanderson stated a lot of pumps are reaching their life expectancy, as well as the additional pressure from the rain events. It was questioned whether there will be new sewer lines included in the Barlow Avenue project. Mr. Sanderson has looked into replacing the sewer main and upgrade to an 8-inch main, as well as the 10 private laterals and he received an estimate for doing the work in conjunction with the water department project, but is a matter of funding. Maria Ammatuna asked if the \$60,000.00 is earmarked to be spent. Anna Scheck advised those funds are an anticipation loan and there is no money to be used and no capital fund for wastewater. There is a small amount when capacity fees are received, but there should be a capital fund earmarked for these types of items. Mr. Sanderson stated it makes sense to replace the sewer lines when the road is torn up, as it would be detrimental to pave the road and have to go back and replace the sewer lines. He is working with Mr. Counter on this issue and he will need a letter of intent by August 5th. Mr. Baker asked if the board is interested in spending \$30,000.00 for this project. Devon Fuller asked Mr. Baker to provide information to the select board on where the budget stands for the wastewater. Mr. Fuller stated if there are funds available, he would prefer to fix all infrastructures at one time. Blaine Cliver stated with regard to the line striping, there are some areas that need to be done due to safety issues.

7. Communications

Maria Ammatuna recommended the historic replacement cost be used relative to the insurance policy for the town office and the town hall. This cost would be a higher level of return on a claim as historical features would be required and the town is inadequately insured. Ms. Ammatuna noted the insurance company will be doing a review and reappraisal tomorrow and there needs to be a letter prepared to extend the current claim. Ms. Ammatuna stated the historical replacement cost and the deductible need to be discussed. The holdbacks will be released once the work is complete and the town submits the final bills. Mr. Baker noted that he would appreciate board members advising the town manager of these types of discussions going forward.

9. Citizen's Public Forum

George Wetmore, resident of Maple Street, stated he owns from the railroad trestle to the Whalen property and he would like to be notified of any changes that will affect the river. Ethan Swift advised there has been no discussion of modifying the course of the river. Tina Wiles stated the culvert would affect his property. Mr. Wetmore requested the select board advise him of any changes that may be made that will affect the flow of the river in the future. Ethan Swift noted the town would be required by law to notify him.

Wayne Rausenberger asked about the Poirier property and Briggs Lane. Richard Baker has spoken to Jane Murdock and she is going to contact Poirier's attorney as to whether they would be interested in selling the property to her. Mr. Baker stated the Poirier property needs to be resolved before action can be taken on Briggs Lane. Richard Baker stated there is a difference of opinion as to whether this is a Class 4 road. Blaine Cliver stated VTrans has it listed as a Class 3. Mr. Baker stated it has never been owned by the town and he has reviewed it back to 1854. There is a right of way acquired when the sewer main was run down the road and the town would not have needed a right of way if it owned the road. Devon Fuller agreed that the Poirier building needs to be dealt with first. Maria Ammatuna stated in the select board minutes it indicated that it is a Class 4 road that the town has maintained. Mr. Baker stated last fall the town discontinued plowing Mill Lane and Briggs Lane. Robert Black stated there was an official letter sent to VHB asking the status of the design changes and he suggested keeping the request alive and holding them accountable to the answers. There was a memo sent to the select board about the statement of facts about the town office. He clearly understands the need to demolish the building and he is disheartened to explore the alternative. The design committee would like to move the project forward if they are going to do it and he feels that it is prudent to move forward expeditiously. There would be a required DRB review or it could be stopped by a flood law. The town never discontinued its use and it is the town office until a decision is made not to have it in this location. This would not require any other regulatory requirements to stop the delay of the building. Mr. Black advised the design committee is proposing to have a watershed forum about the Neshobe River on September 7th and the public will be invited to attend. With regard to Mr. Black's comment concerning the March 28th letter, Mr. Baker reported an answer was received from VHB and he will forward it to the board members. Almost everything was resolved to the satisfaction of the town. There were a couple of issues outstanding such as the conduit to the stop light and the Carver and Union Street issues. Tina Wiles reiterated that Blaine Cliver being a member of the design committee and select board is a conflict of interest and he should not have voted whether to go through with the grant. Ms. Wiles stated with regard to the town office rehabilitation, regardless of whether it was flood damage, it is located in a fluvial erosion area and she is not willing to forgo that review. She has not seen the proposal for the rehab of the project and she would like to see the flood proofing. The base flood elevation is 3 feet higher than the lower portion of that building. There are other criteria and she has a certification and needs to be assured that it is being done to standard. Blaine Cliver stated there are other select board members who sit on various boards and he would like a judgment of whether he is in conflict. Maria Ammatuna stated it was discussed as a perceived conflict of interest. Tina Wiles stated Mr. Cliver is doing in-kind services and there is a financial benefit. Ms. Wiles stated Mr. Cliver sits on a committee that consults in the rehab of the town office. Ms. Ammatuna stated Mr. Ferro is the architect and Mr. Black will be an agent of the town to act on behalf of the town for the renovations at the meeting. Mr. Cliver was advised that he could be there for a historical

consult. In reviewing the conflict of interest policy, Mr. Fuller stated in-kind service is not a monetary benefit and he is not being paid. Maria Ammatuna asked the town manager to request the town's attorney review the town's conflict of interest policy as it relates to in-kind service. It was questioned whether the town is going to proceed with what the select board has agreed to do with the town office. Mr. Baker advised there will be a meeting with Robert Black, Max Ferro and two of the select board members prior to meeting with the contractor to determine what can be done and what it will cost. All permits and DRB issues will have to be addressed after the meeting. Mr. Black asked if any building that had interior repairs is required to have a flood review permit. There will be a discussion with the contractor about scheduling and it will need to be known if this has to go through the DRB and flood review. Tina Wiles advised it needs to be noticed for 15 days and advised that every property that was damaged in the flood area did submit for approval and if anything was fixed, there was a permit requirement. Ms. Wiles stated it is subject to the zoning ordinance. Ms. Wiles stated any development in a fluvial erosion zone requires approval and has nothing to do with simply flood damage and is a requirement that is in the regulations. A status concerning hiring of a town manager was requested. Devon Fuller reported there have been three prospective town managers interviewed and the process should be complete before mid-October.

10. Consider Settlement Agreement

Richard Baker stated the board is asked to authorize the select board chair to sign the agreement. Mr. Baker asked that Ms. Ammatuna recuse herself as she was not on the select board during this item.

Motion by Dave Atherton/Blaine Cliver to authorize the chair of the select board to approve the agreement in question. **The motion passed. Maria Ammatuna abstained from the vote.**

Maria Ammatuna questioned whether the board members had received her comments and it was noted this is a confidential matter pending litigation.

11. Old/Other Business

Devon Fuller questioned whether the recreation director discussion is an executive session item. Richard Baker stated there was a discussion of whether it is going to be a union position. Mr. Fuller stated there had been an adjustment to the title to avoid a union position and suggested offering a contract as a non-union position this year and renegotiate with the union next year. Anna Scheck stated there are other e-level positions that are union, but they are not directors. The position will be advertised next week as a recreation/activities director. A hiring committee will be developed at the next meeting.

Wayne Rausenberger advised the board had voted to have an alternate to the Mosquito District, however, he did not know if the by-laws had been changed. Each of the four towns allows two representatives and there would have to be a change to the by-laws prior to appointing an

alternate. Mr. Rausenberger advised the committee will be meeting on August 1st and he will discuss this matter at that time.

Motion by Ethan Swift/Dave Atherton to enter into executive session at 9:37PM, with the session to include the interim town manager and the chief of police. **The motion passed unanimously – 4 to zero.**

12. Possible Executive Session (Contracts/Personnel)

Motion by Maria Ammatuna/Dave Atherton to come out of executive session at 9:43 PM. **The motion passed unanimously – 4 to zero.**

Motion by Dave Atherton/Maria Ammatuna to reconsider Blaine Cliver's motion regarding the withdrawal of the grant application. **The motion passed unanimously – 4 to zero.**

Motion by Blaine Cliver/Maria Ammatuna to direct the interim town manager to withdraw the grant application for demolition of the town building and in the grant application for the overflow culvert, the alternative for the demolishing the town office building be indicated as “not viable” since the town needs the building, has no other, and cannot afford to do without the current building. **On a vote, Mr. Cliver and Ms. Ammatuna voted aye. Mr. Swift and Mr. Fuller voted nay. Mr. Atherton abstained. The motion failed, having received only 2 aye votes.**

Both of the HMGP Applications remain in place at this time.

13. Adjournment

Motion by Ethan Swift/Dave Atherton to adjourn the Select Board meeting at 9:52PM. **The motion passed unanimously - 4 to zero.**

Respectfully submitted,

Charlene Bryant
Recording Secretary