

Brandon Select Board Meeting
June 13, 2016
7:00 p.m.

The Brandon Select Board will meet Monday, June 13, 2016 at 7:00 p.m. at the Brandon Town Hall located at 1 Conant Square expecting to consider the items noted on this agenda. Agendas shall be posted on the community bulletin board located at the Town Office at 49 Center Street and on the community bulletin board located between Dave's Grocery and the Forest Dale Post Office. The Select Board reserves the right to add additional items, if necessary, at the beginning of the meeting.

- 1) Call to Order
 - a) Agenda Adoption
- 2) Approval of Minutes
 - a) Select Board Minutes – May 23, 2016
- 3) Town Managers Report
- 4) Comments for Items not on the Agenda
- 5) TAN & GAN Resolutions
- 6) Reconsider Prospect Street Roadway and Drainage Acquisition
- 7) Consider Amendment to Engineering Contract for Churchill Road Bridge
- 8) Consider Repeal of Alcoholic Beverage Control Ordinance
- 9) Consider Credit Card Policy
- 10) Consider Town Service Officer Position
- 11) Segment 6 / Bridge 114 / Overflow Culvert
- 12) Fiscal
 - a) Warrant - June 13, 2016 - \$60,818.77
 - b) Consider Purchase of Gasoline, Diesel Fuel, Heating Fuel and Propane
 - c) Consider Financing for Dump Truck
- 13) Adjournment

**Brandon Select Board Meeting
May 23, 2016**

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

In Attendance: Doug Bailey, Seth Hopkins, Tracy Wyman, Ethan Swift

Others In Attendance: Dave Atherton, Arlen Bloodworth, Dick Kirby, Warren Kimble, Jeff Stewart, Chris Brickell, Ray Jobst, Richard Baker, Bernie Carr, Ben Bolaski, Judi Bunde

1. Call to order

The meeting was called to order by Doug Bailey, Chair at 7:02PM.

a) Agenda Adoption – Motion by Seth Hopkins/Tracy Wyman to adopt the agenda as presented. **The motion passed unanimously.**

2. Approval of Minutes

Motion by Tracy Wyman/Seth Hopkins to approve the minutes of the May 9, 2016 meeting as presented. **The motion passed unanimously.**

3. Town Manager's Report

Dave Atherton advised the Town Office will be closed on Memorial Day. The Town received the approval of the USDA PPG (Pre-development Planning Grant) in the amount of \$20,000.00 for the Champlain Street Pump Station, which covers the engineering up to the point of bidding it out. The Town received approval of the FLAP (Federal Land Access Program) Grant for the Churchill Road Bridge replacement. The Town will be working with the Eastern Federal Lands Highway Division and VTrans on a MOA to start the project. The Governor signed the Brandon Town Charter on 5/16/16. Mr. Atherton will be contacting the Department of Taxes to get specifics regarding the 1% option tax. A letter will be sent to the Department and there is a 90-day wait process and it is thought the Town should start receiving funds in October. The Town would start collecting from the merchants during the third tax quarter. The contract with Occupational Health Partners was signed on 5/17/16 in hopes that this helps with worker's compensation. Mr. Atherton attended the Vermont Town Manager's conference in Ludlow on May 12th and 13th. The Route 7 Relinquishment Agreement has been received. The Town now owns from Steinberg Road to the Fire Department. This will help with some of the right of way negotiations and Segment 6 work. The Town has received the proposed deed and documents for the Newton Road buyout. They will be reviewed by the State and a closing date will be set. There are 11 Segment 6 rights of ways left to negotiate. The majority of these are waiting for approval of changes from VTrans and two of them are awaiting reappraisal. So far there are 5 properties that will require condemnation hearings. Mr. Atherton attended the hearing for the

variance on the lift in the Town Office at the Fire Safety Office. The variance was granted and the Town will begin using the lift. Mr. Atherton advised the amount of the FLAP grant is not known at this time, but will not be something to consider until next budget season with the construction to start during 2017. Doug Bailey stated the merchants have had some questions regarding the 1% option tax and Mr. Atherton advised that additional information will be provided to the merchants regarding this tax. Doug Bailey suggested keeping track of the match information to assist with the budget process. Mr. Atherton suggested the Town consider including grant match money going forward in the budget so that the Town would have the funds when grant opportunities are available.

4. Comments for Items not on the Agenda

Warren Kimble advised that a local person recently questioned him as to who placed the blacktop on the sidewalk on Park Street. Mr. Kimble stated he had talked to the Town Manager and was told this is a temporary fix and noted he hopes he lives to see it changed back to a cement sidewalk. Devon Fuller had also advised Mr. Kimble that at the time, the Town had no money and this repair was better than nothing. Mr. Kimble stated many people utilize Park Street as tourists, walkers and joggers. Mr. Kimble questioned who authorized using blacktop on one side of the street and cement on the other, and why the residents were not informed. He noted this is one of the most picturesque streets in town. Mr. Kimble stated this is a Select Board that is doing great things and he is thankful for that. Mr. Kimble stated everyone in Town is in this together and people need to work together, whether they are new to the town or 5th generation families. He stated this Board has been one of the most successful boards the Town has had and he again thanked them. Doug Bailey questioned if the sidewalk was paved before and it was confirmed that it had been paved. Judi Bunde advised that her side of the street was done in cement and it was her understanding that the Town ran out of money and the other side was paved due to it being in bad shape. Ms. Bunde also hopes that it is a temporary fix. Dave Atherton stated it was a temporary fix because there were sidewalks that were unsafe. Mr. Kimble stated streets in Forestdale and Walnut Street have been done in concrete and it was a poor decision to do that and he hopes that it is a temporary fix. Ray Jobst stated there has been talk of doing all of Park Street with the Segment 6 project. He stated it was a good deal to have a fix until the project can be done. Seth Hopkins had communications with Mr. Burlett and asked how much the Town saved with asphalt instead of concrete and he was advised that VTrans' estimate was \$200 a linear foot which would be over \$200,000.00 and he is sure that is why the other side of Park Street had to be done over a three year period. The voters had appropriated \$20,000.00 for sidewalk repairs and Mr. Burlett stated for \$20,000.00 there was a safe surface placed on Park Street, Marble Street and Route 73 to the Neshobe School from the Senior Center. Mr. Hopkins understands and respects Mr. Kimble's aesthetic judgement, but the Town had to work with the funds available for safety. Mr. Bailey has received information that some of the sidewalk that had been done in cement is already showing pitting. Judi Bunde stated there were two contractors who did the sections of sidewalk and the section in front of her house is in much better shape than the other section. Mr. Bailey stated cement sidewalks are nice but they create a different problem. Mr. Atherton stated the Town needs to make the sidewalks safe and asphalt was only placed on those sidewalks that

already had asphalt. The Town will be discussing Park Street with the Route 7 project. Dick Kirby stated the sidewalk was in terrible shape and he thinks it was a great job to smooth it out. He stated the center of the street is also not in good shape.

Bernie Carr stated last night's showing of Kevin Thornton's' movie, Death in the Wilderness, was moving and he encouraged people to see it if they have the opportunity.

Ray Jobst stated there are some senior citizens that have difficulty taking care of their properties in the Town and suggested perhaps getting a group of youth together to assist them. Mr. Jobst offered to supply the tools and a barbeque at the end of the day for the people working. Dave Atherton will discuss this suggestion with Bill Moore. Mr. Atherton advised Foxcroft Farm used to assist people with these types of tasks. Judi Bunde stated once again flowers pots will be placed on the sidewalks in the downtown. Ms. Bunde thanked Art Doty and the Alternative Ed students for placing the flower pots on the street and she thanked the merchants and other individuals who have sponsored the flowers.

5. Presentation by The Carving Studio

Dave Atherton stated there is a bench that will be built for Kennedy Park and it was Mr. Atherton understands a donation is going to be requested from the Town to cover the costs. Mr. Moore has been discussing this item with the party and Mr. Atherton had thought the people would be attending the meeting to make a presentation. Mr. Atherton will follow-up with Mr. Moore. Mr. Atherton reported Foxcroft Farms will be donating a park bench for Green Park.

6. Presentation by Ben Bolaski, Solar Community Organizer - SunCommon

Ben Bolaski, Community Organizer for SunCommon in the Brandon area, was present to provide information on upcoming events in the Brandon area. He noted that SunCommon is a mission-driven solar company that believes everyone has the right to a healthy environment and a safer world. In the coming weeks, there will be an event at the Brandon Library on Tuesday, May 31st at 6:30PM and at Café Provence on June 9th from 6:00PM to 8:00PM. The events will provide information to people who may be interested in going solar. Mr. Bolaski advised that incentives through Green Mountain Power to go solar will be greater through 2016, as currently people are able to build up solar credits to cover their utility needs with a smaller system. At the end of this year, the incentives will decrease as much as 50%. Seth Hopkins asked if there will be a Community Solar Project for those people whose locations are not conducive to solar. Mr. Bolaski stated there are currently about 20 people in Brandon proper that have a roof-top system and some are participating in community solar. SunCommon may be putting a community solar project in Brandon in 2017, but they do have other community solar arrays in the state that people can be a part of, which equates to a guaranteed 7% savings on their electric bills. This is a 20 year model that is transferrable if someone is moving within the state or they can pass the membership to someone else in the event they move out of the state. For more information, people can contact them through

suncommon.com. They also have an office on West Street in downtown Rutland. Mr. Bolaski advised they also plan to be active at the July 4th celebration. Ray Jobst asked if there are any special interest groups in the state that are involved in placing restrictions on solar, as he has seen this in Arizona. Mr. Bolaski stated he is not aware of any group and advised that SunCommon does outreach in the towns where they are installing community solar arrays to obtain recommendations and feedback. Bernie Carr noted he is already a member with his business and home and questioned if current participants are welcome at the events. Mr. Bolaski stated SunCommon always encourages current customers to attend events in their area.

7. Consider Appointment of Green-up Day Organizer

Dave Atherton reported he has received a letter from Ms. Barr indicating that she is giving up the position of Green-up Day Organizer. Mr. Atherton also received an email from Jim Leary indicating he would accept the appointment of Green-up Day Organizer.

Motion by Seth Hopkins/Tracy Wyman to appoint Jim Leary as the Green-up Day Organizer for 2017 and direct the Town Manager to send a letter of thanks to Gail Barr for her service over the last three years. **The motion passed unanimously.**

Mr. Atherton advised there are more appointments that will be expiring as on June 30th which will be advertised and will require the Board's approval.

8. Segment 6/Bridge 114/Overflow Culvert

Dave Atherton reported Segment 6 rights of ways are very close to completion. The next step will be the condemnation hearing. Bridge 114 is ready to go with Segment 6 and possibly putting the project out to bid in October or November for completion at the end of the 2017 construction season. The Town is waiting for the Phase 2 approval for the overflow culvert. The Town received the draft deeds and restrictive covenants from the attorney for approval by the landowner's attorney for the Newton Road project. Once approved, the closing can be set and it can be put out to bid for demolition. Jeff Stewart asked about the overflow culvert and easement. Dave Atherton stated there is money in the grant to acquire the property and the Town has have been in contact with the landowner to discuss this matter. When we the project gets to that part of Phase 2, the Town will move forward with that.

9. Fiscal

b) Warrant – May 23, 2016 - \$1,214,854.02

Motion by Seth Hopkins/Tracy Wyman to approve the warrant of May 23, 2016 in the amount of \$1,214,854.02. **The motion passed unanimously.**

Seth Hopkins asked if the payment to the Fire District for \$2,162.00 was for abatement. Mr. Atherton advised this is for a deposit that is placed for lines that they will be installing and the Town is holding it.

Doug Bailey questioned the charge for Crossman Technology. Mr. Atherton reported this is for the systems in the police cars. The largest part of the warrant is the payment to the schools and the appropriation for the Fire District.

10. Adjournment

Motion by Seth Hopkins/Tracy Wyman to adjourn the Select Board meeting at 7:52PM. The motion passed unanimously.

Respectfully submitted,

Charlene Bryant
Recording Secretary

Town Manager Report for the weeks of May 23, 30 and June 6, 2016

5/30 The lift at the Town Office has been turned on and is functioning properly. Also, window treatments have been installed at the Town Office. This should help in energy cost savings.

6/2 Attended the VLCT Human Resources and Employment Law Workshop in Montpelier. This covered issues on sick leave, paid and unpaid leave, overtime rule changes, worker's comp. best practices, and independent contractor and/or employee classification.

6/3 Met with Heidi and Joe from PACIF to discuss strategies for decreasing or Workers Compensation premium. There will be a mandatory Workstrong workshop on June 27th for all employees to work on this.

6/10 Attended 21st Century Policing seminar with Doug Bailey and Chief Brickell.

The following appointed official's terms are ending on 6/30/16:

4 Development Review Board Members

BLSG Insect Control Rep. and Alt.

4 Planning Commissioners

3 Revolving Loan Members

Rutland Regional Transportation Council Rep. and Alt.

Rutland Regional Planning Commission Rep. and Alt.

1 Rutland County Solid Waste District Alt.

Please submit a letter of interest or email me at datherton@townofbrandon.com if you are interested in any of the vacancies.

Youthworks will be working 10 hours a week for six weeks this summer. They will be painting the pavilion and shed at Estabrook Park and cleanup at Wheeler Road Park. Thanks to the Compass Center for sending them our way.

Delinquent taxes for 15-16 are \$237,651.26, this is \$135,600.00 less than they were for 14-15.

6/13 We have hired Jonathan Butterfield to fulfill the vacant PD position. He was sworn in today.

Other Items will be discussed in the agenda

7. Consider Mt. Pleasant Acres Request for Road and Sewer Take-Over for Maintenance

Dave Atherton stated this request had previously been brought before the Select Board, however, there had been issues with culverts and the road width being built to standard. Tom Whittaker has completed all of the work that was required and Daryl Burlett has inspected the area and is in agreement with this request. Mr. Atherton stated the Town wants to be sure the proper information is provided on the drainage to assist the Town in repairs, in the event there are future issues. Mr. Atherton advised this is the area on Prospect Street in Mt. Pleasant. It was the recommendation of the Town Manager and Public Works Director for the Town to take this over, as it is now up to standard. There are no sidewalks along this road and there are 19 sites left to develop. There are buildings on Lot 64 and Lot 68. This action would enable the Town to plow around the loop.

Motion by Seth Hopkins/Tracy Wyman to approve the take-over of the road and sewer maintenance for Prospect Street, including the piping, catch basin and pond. **The motion passed unanimously.**

Tom Whittaker stated the existing houses generate \$290,000.00 in revenue and the future tax would be \$88,000.00 for this particular section, once it is built up. Doug Bailey stated he had met with Mr. Whittaker and Daryl Burlett to discuss bringing the culverts up to standard. Devon Fuller noted concern that in the past, the Town had a hard time taking care of the roads that it has. Mr. Whittaker stated one of the issues was the state standards that he tried to get clarification on and instead changed the culverts in an effort to move forward. Janet Coolidge questioned if the Town sets a precedent in taking over a road. Mr. Bailey advised that it is a good tax generator for a town if a developer is building in the area. Currently the Town plows at both ends of the circle and it will be easier for town maintenance to be able to do the loop. Ethan Swift stated there are new requirements for developers regarding planned use development and there are new standards for public accessibility. Dave Atherton stated the Public Works Manager has checked out the area and is in agreement with the take-over.

Tom Whitaker asked how best to move forward with the documentation that is required by the Town, as typically it has been a quick claim deed to the Town of Brandon describing the land that is conveyed, however this is coupled with the drainage easements. Dave Atherton stated there could be easements included in the deed. Mr. Whitaker will work with the Town Manager on this matter.



McFarland Johnson

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 www.mjinc.com

CONTRACT AMENDMENT		Date: May 26, 2016
		Project No.: 17156.02
		Amendment No.: 1
PROJECT NAME: Brandon, VT – Replacement of Bridge 22 (Churchill Road) over Neshobe River		FEE ADJUSTMENTS
<u>Additional Scope</u>		
<ul style="list-style-type: none"> Additional 'Scope of Services' (Exhibit A) and 'Fee Summary' (Exhibit B) to re-package and stamp bridge plans suitable for bidding and construction 		\$59,498.69
<ul style="list-style-type: none"> Difference between original contract amount and total previously invoiced 		-\$6,412.95
FEE ADJUSTMENT THIS AMENDMENT:		\$53,085.74
TOTAL PRIOR FEE ADJUSTMENTS:		\$0.00
ORIGINAL CONTRACT AMOUNT:		\$79,500
TOTAL ADJUSTED CONTRACT AMOUNT:		\$132,585.74
Last agreed upon Date of Completion:		New Date of Completion: March 31, 2017
BASIS OF AUTHORIZATION TO AMEND CONTRACT		
Copy will be appended to existing McFarland-Johnson, Inc. Contract dated <u>12/31/2007</u> as a Contract Amendment.		
<input type="checkbox"/> Received verbal authorization from client to proceed on change in project scope described herein.		
Per: _____		
Name		Date
<input checked="" type="checkbox"/> Client to sign and return one copy of this form		
For Client:	McFarland-Johnson, Inc.:	
Signature: _____	Signature: <u>Josh Lund</u>	<u>5/27/16</u>
Name	Name	Date
Type or Print	For James M. Festa	
Name/Position: _____	Name/Position: Senior Vice President / COO	

**TOWN OF BRANDON, VT
CHURCHILL ROAD OVER NESHOBIE RIVER
BRIDGE No. 22
BRIDGE REPLACEMENT**

**EXHIBIT A
SCOPE OF SERVICES**

May 26, 2016

A. PROJECT DESCRIPTION

The project involves the replacement of the Churchill Road Bridge (Bridge No. 22) over the Neshobe River in Brandon, VT. After evaluating multiple bridge types during a project study phase, the Town selected a preferred alternative to advance to Contract Plans. Contract Plans and Specifications for the bridge replacement were prepared and approved in 2009, but the project was not constructed. The scope of services includes repackaging the contract documents and environmental permits, as required to meet current standards, and advertising the project for construction.

B. SCOPE OF SERVICES

PROJECT WIDE

Task 1 Project Administration: This task includes general administration of the project, including email and phone communications, as well as preparing monthly progress reports, and routine schedule updates.

Task 2 Project Meetings & Site Visits: MJ will prepare for, attend, and document two (2) general project meetings with Town staff and/or other project stakeholders. This task includes time for MJ staff to travel to the project site and review the existing features.

CONTRACT PLAN REVISIONS

Task 3 Survey Coordination: New survey will be obtained to verify the existing ground surface, as it is anticipated that the original project ground surface, particularly at the stream banks and existing bridge structure, was significantly altered during Tropical Storm Irene. MJ will coordinate with our survey subconsultant to obtain updated data for the development of a revised existing condition plan, and compare it to the pre-Irene survey. MJ will review the revised plan, and immediately notify the Town if it is determined that the previously laid out structure may not be retained as currently detailed.

Task 4 Right of Way Plans: MJ will prepare Right of Way (ROW) worksheets based on electronic right-of-way limits provided by the Town and the revised project limits. Easements and takings, as necessary, will be generally described on the ROW worksheets for the Town's use in securing project rights with affected property owners. ROW worksheets do not require stamping by a Licensed Land Surveyor (LLS).

Task 5 Structural Design Review: MJ will confirm whether the existing abutment and wingwall designs meet current AASHTO and VTrans requirements, and update the primary design elements accordingly. Since the prestressed beam superstructure will be designed by the precast fabricator, notes and design guidelines will be updated to current standards.

**TOWN OF BRANDON, VT
CHURCHILL ROAD OVER NESHOBIE RIVER
BRIDGE No. 22
BRIDGE REPLACEMENT**

Task 6 Plan Review: MJ will review of the existing plan set dated March 2009 for conformity with updated calculations, notes, and current standards, as required. This task also includes submission of Final Plans to VTrans for review and subsequent revisions and re-submission, as necessary, based on comments to the Final Plans. Contract Plans, suitable for advertisement and stamped by a Vermont Licensed Professional Engineer, will be prepared under this task.

Task 7 Quantities and Estimate: MJ will update the quantities and associated construction estimate consistent with the updated plan set.

Task 8 Specifications: MJ will update the project specifications consistent with the updated plan set.

Task 9 Project Advertising and Bid Services: MJ will generally assist the Town during the project advertisement, as well as tabulate and review the bids, and offer advice for awarding the project, as described in the original Exhibit A – Basic Scope of Services.

ENVIRONMENTAL RESOURCE ID / PERMITTING

- Task 10 Identify Resources:** Identify existing resources, including the following:
- Wetlands and Ordinary High Water: The delineation was completed over 10 years ago and a new delineation is necessary. MJ will field-delineate wetlands and ordinary high water according to state and federal criteria. Boundaries will be flagged and surveyed with a GPS unit with sub-meter accuracy. Datapoints will be collected to document the delineation and support an assessment of wetland functions and values.
 - Important farmland soils will be based on existing soil mapping.
 - Stream impairments, hazardous materials sites, and rare species records will be obtained from on-line databases and, if necessary, agency correspondence.
 - The project is within the range of federally listed rare bat species, Indiana bat and northern long-eared bat. During wetland delineation fieldwork, the bridge and adjacent trees will be reviewed for potential signs of bat usage or habitat. It is assumed that no formal bat surveys or studies will be needed.
 - It is assumed no further review of historic or archeological resources is necessary.

Task 11 NEPA Categorical Exclusion: MJ will develop a Categorical Exclusion that satisfies the requirements of the National Environmental Policy Act (NEPA). The CE will include a cover letter to FHWA, an Environmental Analysis Sheet summarizing resource impacts, location map, environmental constraints map, agency correspondence, historic and archeological studies and clearance letter, public coordination information, site photographs, and plans. Resource impacts will be updated based on plans and existing resource information, but it is assumed that no formal air quality, noise, water quality, rare species, or floodplain impact analyses are needed. It is assumed no Farmland Conversion Impact Rating form and no formal hazardous materials investigations are necessary. It is also assumed that historic and archeological resource issues, which were previously cleared, do not require further work.

Task 12 Stream Alteration Permit: A Stream Alteration Permit was previously obtained for the project, but expired in 2009. Stream Alteration Rules were revised and

**TOWN OF BRANDON, VT
CHURCHILL ROAD OVER NESHOBE RIVER
BRIDGE No. 22
BRIDGE REPLACEMENT**

reissued in 2013, after the original permit was obtained. Recent correspondence with the regional River Management Engineer indicates that certain plan changes are necessary to meet the newer requirements. It is assumed the effort to obtain a new or amended permit will be less than that required for a new permit application.

Task 13 State Wetland Permit: The river channel has changed since the previous delineation and it is not known whether jurisdictional wetlands will be present. At this time it is assumed no Vermont Class II wetlands will be impacted and no state wetland permit needed.

Task 14 Army Corps Section 404 Permit: Impacts to the river and any adjacent wetlands will necessitate a Section 404 permit, which will likely qualify for the General Permit (GP). The project previously was classified and approved as a Category 2 project under the GP, although the GP was revised and reissued since that time. MJ will coordinate with the Army Corps Vermont office to determine whether the project is a Category 1 (Self-Verification) or Category 2 (formal application and approval required) project under the GP. Because the bridge spans less than the bankfull width, it appears that the project will fall under Category 2 and an application will be required. MJ will prepare the application form and supplementary narrative and submit it with project plans.

It is assumed Act 250 and the Vermont Stormwater Discharge Permit will not be required for a project of this type. It is also assumed that the recently implemented Flood Hazard and River Corridor Protection program will not require any additional effort for this project.

C. SCOPE ASSUMPTIONS

The following additional scope assumptions are provided to clarify the work proposed under this assignment.

1. The details provided on the Contract Plans dated March 2009 can be retained for construction, including, but not limited to, the current abutment and wingwall geometry, design, and reinforcement layout, as well as the voided slab superstructure. If the plans cannot be re-used and a new structure design is required this scope is not valid.
2. Current approach and channel limits within the existing right-of-way will be generally retained.
3. The graphical and electronic format of the current CADD files is acceptable and will not require revisions to any current standard.
4. VTrans will provide one review of a final plans submission. Plans will be updated accordingly and submitted for final review and acceptance.
5. The Town of Brandon will provide surveyed boundary within project limits in an electronic format suitable for upload into project plans.
6. The Town of Brandon will be responsible for negotiating any easements or takings with abutting property owners.
7. No additional hydraulic evaluation or analysis will be performed.
8. Original Construction tasks are no longer included in this contract.

TOWN OF BRANDON, VT
CHURCHILL ROAD OVER NESHOBE RIVER
BRANDON, VT

EXHIBIT B

May 26, 2016

FEE SUMMARY

TOTAL DIRECT LABOR		\$	18,545.02
OVERHEAD	175.00%	\$	<u>32,453.79</u>
TOTAL LABOR & OVERHEAD		\$	50,998.81
PROFIT	10.00%	\$	<u>5,099.88</u>
FEE SUB-TOTAL		\$	56,098.69
 SUBCONSULTANTS			
VSE (Survey)		\$	<u>2,350.00</u>
TOTAL ESTIMATED SUBCONSULTANTS		\$	2,350.00
 DIRECT (NON-SALARY) EXPENSES			
Auto Mileage		\$	500.00
Meals		\$	-
Rental Cars/Gasoline		\$	-
Printing and Reproduction		\$	400.00
Telephone and Fax		\$	-
Film and Videotape		\$	-
Postage / Express Mailings		\$	-
Traffic Counts			
Miscellaneous Supplies, Etc.		\$	<u>150.00</u>
TOTAL ESTIMATED DIRECT EXPENSES		\$	1,050.00
TOTAL ESTIMATED FEE (COST-PLUS)		\$	59,498.69

**TOWN OF BRANDON, VT
CHURCHILL ROAD OVER NESHOBE RIVER
BRANDON, VT**

EXHIBIT B

**STAFF HOUR MATRIX
May 26, 2016**

Task Descriptions	Project Manager	Sr Project Engineer	Project Engineer	Assistant Engineer	Senior Technician	Total Hours
PROJECT WIDE ACTIVITIES						
Task 1 Project Administration	4	12				16
Task 2 Project Meetings & Site Visits	8	8	12	12		40
Subtotal:	12	20	12	12	0	56
CONTRACT PLAN REVISIONS						
Task 3 Survey Coordination	2	4		4	16	26
Task 4 Right of Way Plans	2	2	4	8	24	40
Task 5 Structural Design Review	2	4	12	48		66
Task 6 Plan Review	2	4	12	32	64	114
Task 7 Quantities and Estimate	2	4	8	24		38
Task 8 Specifications	2	4	4	16		26
Task 9 Project Advertising & Bid Services	2	4	4	8		18
Subtotal:	14	26	44	140	104	328
ENVIRONMENTAL RESOURCE ID / PERMITTING						
Task 10 Identify Resources	0	2	12	12	4	30
Task 11 NEPA Categorical Exclusion	2	0	8	8	2	20
Task 12 Stream Alteration Permit	2	4	8	8	6	28
Task 13 State Wetland Permit	0	0	0	0	0	0
Task 14 Army Corp Section 404 Permit	2	4	12	12	10	40
Subtotal:	6	10	40	40	22	118
TOTAL HOURS:	32	56	96	192	126	502
HOURLY RATE:	\$52.00	\$48.13	\$44.53	\$32.03	\$29.85	
TOTAL DIRECT LABOR:	\$ 1,664.00	\$ 2,695.28	\$ 4,274.88	\$ 6,149.76	\$ 3,761.10	\$ 18,545.02

Alcoholic Beverage Control Ordinance

TITLE 24 VSA SECTION 2291 – ENUMERATION OF POWERS

For the purpose of promoting the public health, safety, welfare and convenience, a town, city, or incorporated village shall have the following powers:

(Subsection #14)

To define what constitutes a public nuisance, and to provide procedures and take action for its abatement or removal as the public health, safety or welfare may require.

(Subsection #15)

To provide for penalties for violation of any ordinance or rule adopted under the authority of this section.

ARTICLE I

Section 1 – TITLE

This ordinance shall be known as the Alcoholic Beverage Control Ordinance and is adopted pursuant to Title 24 VSA Section 2291.

Section 2 – DEFINITIONS

A. Alcoholic Beverage. Any beverage which meets the definition of “malt beverage”, “vinous beverage”, “spirits” or “spirituous liquors” as set forth in Title 7 VSA Section 2.

B. Public Place. Shall be “public areas” and “public access areas” as herein defined.

C. Public Areas. Shall include sidewalks, lawns, roads, streets, ways, commons, lots and highways in the Town whether publicly or privately owned, which are open to the public, used by the public, available for use by the public and to which the public has a right to resort.

D. Public Access Areas. Shall include that portion of commercial premises which are used for ingress and egress and for passage by commercial premises by the public and the owners and occupants thereof and their employees.

E. Commercial Premises. Shall include buildings and adjacent lands and premises used for, connected with or related to business, trade and traffic in commerce in general. For the purpose of this ordinance, the property of a church, fraternal organization, school district and railroad corporation shall also be considered a commercial premise.

F. Open Container. Is any vessel, container or device from which an alcoholic beverage may be drunk, poured or otherwise dispensed. There is specifically excluded from this definition any container provided by a bottler, distiller, manufacturer or distributor from which the seal, sealing device, top, cork, cover or closing device provided by such bottler, distiller, manufacturer or distributor has not been opened, broken or removed, provided that no other opening in such container is made by the consumer.

ARTICLE II: PROHIBITED CONDUCT

Section 1: OPEN CONTAINER IN PUBLIC PLACE

It shall be unlawful for any person to have in his possession any open container containing any quantity of alcoholic beverage on or in a public place or while in a motor vehicle, whether moving or stationary, which is on or in a public place.

Section 2: OPEN CONTAINER IN MOTOR VEHICLE

When an open container containing any quantity of alcoholic beverage is found with a motor vehicle located on or in a public place, it shall be presumed that the operator of the vehicle is in possession of the open container. If the operator of the motor vehicle cannot be determined then it shall be presumed that each person entering into or being in the motor vehicle is in possession of the open container.

ARTICLE III: PERMITS

Any community service club, religious, fraternal, veterans or school organizations will upon written request to the Town Manager be issued a permit exempting certain designated public areas from the terms that all necessary permits be obtained and all Town Ordinances, State Laws, and Vermont State Liquor Control Board Regulations are complied with.

ARTICLE IV: PENALTY

A person who is in violation of prohibited conduct set forth in Article II of this ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be fined not more than one hundred dollars (\$100.00).

CREDIT CARD POLICY

Town of Brandon

PURPOSE. Credit cards provide a convenient method of obtaining goods and services for the Town. However, by their nature, credit cards provide an opportunity for unauthorized purchases and fraudulent activity. The purpose of this policy is to establish criteria for the proper use of credit cards when conducting Town business.

CARD HOLDERS AND LIMITS. The Town Manager will determine which officers and employees of the Town will be authorized to use the Town credit card. Limits will still follow the adopted Purchasing Policy.

CREDIT CARD USE. Credit cards issued under this policy may only be used by the named cardholder to conduct Town business. Credit cards may not be used for personal purchases, cash advances, or purchases that exceed the cardholder's authorized purchase limit. A cardholder who makes unauthorized purchases or advances will be liable for the amount of such purchases or advances, plus any administrative fees charged by the bank in connection with the misuse. Employees may be subject to disciplinary action for misuse of a Town credit card, up to and including termination.

SECURITY. Authorized credit card users are responsible for the card's protection and custody and shall immediately notify the Town Manager and the Credit Card Company or bank if the credit card is lost or stolen.

DOCUMENTATION. Each month, with submission of the credit card bill to the treasurer, authorized credit card users shall submit documentation detailing the goods or services purchased, the cost of the goods or services, the date of the purchase, and the official business for which it was purchased. For over-the-counter purchases, documentation will include the invoice and customer copy of the charge receipt. For internet purchases, documentation will include a copy of the receipt and order conformation page. For telephone purchases, documentation will include a faxed copy of the receipt from the vendor.

SEPARATION. Prior to separation from the Town, the cardholder will surrender the credit card to the selectboard.

The foregoing Policy is hereby adopted by the Selectboard of the Town of Brandon, Vermont, this ____ day of _____ and is effective as of this date until amended or repealed.

MEMO

TO: Town Manager/Selectboard
FROM: Anna Scheck
DATE: May 31, 2016
RE: Town Service Officer Position

As you may be aware 33 V.S.A. §2102 has been repealed and as of July 1, 2016, a person who currently holds the position of town service officer will no longer have any authority from the State or any responsibility to assist individuals seeking aid from the State.

It will be up to the selectboard to decide what, if any, responsibilities and duties to confer on their town service officer. A selectboard may request that the town service officer continue to assist individuals to access emergency food, fuel or shelter but would then answer to the selectboard. Or, the selectboard may decide not to delegate any authority or responsibility to the incumbent town officer and the position would exist in name only.

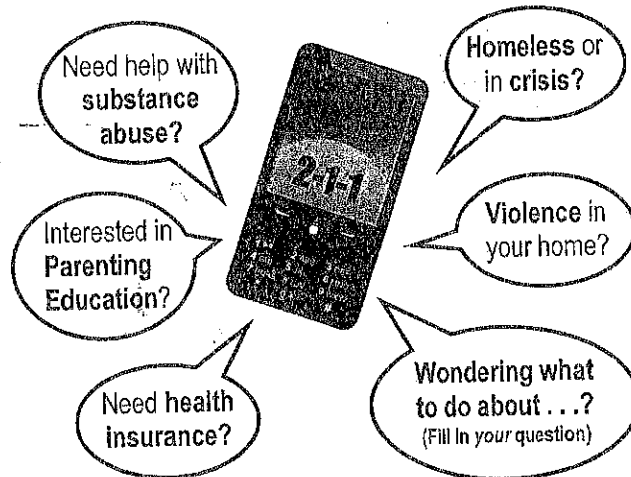
After July 1, 2016, the selectboard may choose to make a new appointment to the position of Town Service Officer and to decide what duties the person will carry out and if there would be compensation provided by the Town. It would be my suggestion to the Board that the position should hold no duties going forward. With the inception of #211 we find that most citizens in need are assisted through that service and require no further assistance from the Town. I did issue one check to a citizen with small children because they were unable to get assistance on a past due bill before the service was terminated.

Anna Scheck
Town of Brandon
49 Center St.
Brandon VT 05733-1193
(802) 247-3635 – phone
(802) 247-5481 – fax
email – ascheck@sover.net

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AGENCY OF HUMAN SERVICES



Questions asked by VLCT members and answered by the League's legal and research staff

ASK THE LEAGUE

WHAT HAS HAPPENED TO THE POSITION OF TOWN SERVICE OFFICER?

The town service officer was formerly an individual in the town charged with assisting individuals in need of emergency food, fuel, or shelter on behalf of the State Department for Children and Families (DCF). Thirty-three V.S.A. § 2102, which required selectboards to appoint a town service officer every year and to report that appointment to the State, has been repealed effective July 1 of this year. Act No. 71 of the 2015-2016 Legislative Session, *An Act relating to eliminating the role of town service officers in administering General Assistance benefits*. The bill was signed into law by the Governor on April 8, 2016. State benefits that were once conferred

by town service officers may now only be conferred by the Economic Services Division of DCF.

After Act 71 goes into effect, selectboards will have the discretionary authority to appoint a town service officer under 24 V.S.A. § 871(5). That statute declares that the selectboard "may thereupon appoint from among the legally qualified voters the following officers who shall serve until their successors are appointed and qualified, and shall certify such appointments to the town clerk who shall record the same ... one town service officer." That same statute declares that the selectboard may appoint fence viewers,

a poundkeeper, inspectors of lumber, shingles and wood, and weighers of coal. The use of the term "may" rather than "must" in 24 V.S.A. § 871 indicates that these appointments are all optional rather than mandatory.

When the repeal of 33 V.S.A. § 2102 goes into effect, a person who currently holds the position of town service officer will no longer have any authority from the State, other than that which is conferred by 14 V.S.A. § 2306. That statute provides a town service officer with the seldom-used authority to petition a probate court to appoint a trustee for the estate of an absent person.

The repeal of 33 V.S.A. § 2102 also means that an incumbent town service officer will not have any responsibility to assist individuals seeking aid from the State. It is therefore up to the selectboard to decide what, if any, responsibilities and duties to confer on their town service officer. A selectboard may request, for instance, that the incumbent town service officer continue to assist individuals to access emergency food, fuel, or shelter. In that case, the town service officer will answer

(continued on next page)



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Kay M. Kuzmick
Office Coordinator
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(802) 229-2637 fax

Ronald "Chip" Sanville
Key Retirement Plan Counselor
(802) 626-4412 office

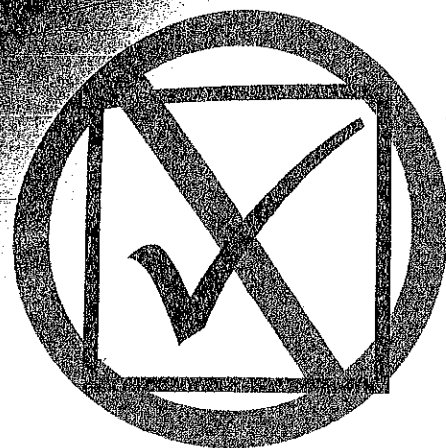
Jonathan Smith
Retirement Plan Counselor
(802) 434-5119 office

Willard Watson
Retirement Plan Counselor
(802) 417-7937 office

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VERMONT MUNICIPALITIES MUST SOON "BAN THE BOX"



Next year, Vermont will require all employers in the state to "ban the box." So-called because of the checkbox on many job application forms, a "ban the box" bill was signed into law by Governor Shumlin in early May. When it takes effect on July 1, 2017, the new law will prevent employers, including municipalities, from asking on an initial employment application whether an applicant has ever been convicted of a crime.

The purpose of the law is to preclude the common recruiting practice of automatically eliminating any applicant who has a criminal conviction record. Such individuals will thus be provided with a greater chance at success in finding work. Vermont employers may still ask about convictions during an interview or other later step of the hiring process. (See paragraph below regarding Equal Employment Opportunity Commission [EEOC] guidance on doing so.) Additionally, the new law will not prevent questions about criminal offenses on application forms for law enforcement positions or other roles where there is a state or federal obligation to disqualify individuals based on a conviction of one or more types of offenses.

Last year, Governor Shumlin signed an executive order that implemented a "ban the box" hiring policy for Vermont state employees (other than law enforcement, corrections, or other sensitive positions). That was Vermont's first step in joining the nationwide "ban the box" campaign which has been gaining momentum among a number of states, cities, and private employers in recent years. President Obama has likewise ordered the Office of Personnel Management to take steps to delay inquiry into criminal conviction history until later in the application process for positions across federal agencies.

In order to avoid discrimination under Title VII of the Civil Rights Act of 1964, the EEOC advises that employers only ask about criminal history of applicants for positions where such history is relevant and that questions be limited to convictions that are job-related and based on business necessity. According to EEOC guidance, when evaluating information about criminal convictions, employers need to consider what are referred to as the "Green Factors," identified by the court in the case of *Green v. Missouri Pacific Railroad Company* 549 F.2d 1158 (8th Cir. 1977). These are:

- the nature and gravity of the offense or conduct;
- the time that has passed since the offense, conduct and/or completion of the sentence; and
- the nature of the job held or sought.

The EEOC's full guidance in this area is available online at https://www.eeoc.gov/laws/guidance/atrest_conviction.cfm.

Municipalities should review job application forms to ensure that any questions on prior criminal convictions are removed before the July 1, 2017, effective date (except on forms specific to law enforcement or other exempted positions). VLCT provides two model job application forms (for positions other than public safety or commercial motor vehicle operator positions) on the VLCT Municipal Assistance Center's Human Resources Assistance Program web page at <http://www.vlct.org/municipal-assistance-center/human-resources-assistance-program/>. Additionally, VLCT-PACIF's Drug and Alcohol Testing Manual provides a model employment application form for commercial motor vehicle operators (along with checklists and other important information). The manual may be accessed at <http://www.vlct.org/assets/RMS/PACIF/2014PACIF-CDL-DandATesting-Manual.pdf>.

ASK THE LEAGUE

(continued from previous page)

directly to the selectboard (rather than DCF) and will not have access to any State benefits. On the other hand, a selectboard may also decide not to delegate any authority or responsibility to the incumbent town officer. In that instance, the position continues to exist in name only.

After July 1 of this year, if a selectboard chooses to make a new appointment to the position of town service officer, it is up to that selectboard to decide what duties the person will carry out, how that person will interact with other town officials, and whether there will be any compensation provided by town.

Act No. 71 is archived at <http://legislature.vermont.gov/assets/Documents/2016/Docs/ACTS/ACT071/ACT071%20As%20Enacted.pdf>.

*Sarah Jarvis, Staff Attorney II
VLCT Municipal Assistance Center*

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Check Warrant Report # 61656 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 06/13/16 To 06/13/16

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
200263	ALDRICH & ELLIOTT, PC 76301	Brandon Champlain St PS	3156.50	0.00	3156.50	42145	06/13/16
200263	ALDRICH & ELLIOTT, PC 76321	Cobb Hill Brandon FEMA	1650.00	0.00	1650.00	42146	06/13/16
100015	ALLEN ENGINEERING & CHEMICAL C 11150741201	chlorine	567.60	0.00	567.60	42147	06/13/16
310573	AMAZON.COM INC 5668245	Shotgun cases	68.83	0.00	68.83	6132016	06/13/16
310590	AMERICAN WINDOW CLEANING II 1063	EXTERIOR WINDOWS	50.00	0.00	50.00	42148	06/13/16
330468	ATHERTON, DAVID J 6/10/16	Milage to trainings	382.32	0.00	382.32	42149	06/13/16
100598	AUBUCHON HARDWARE 1614008754	towel holders,batteries	26.41	0.00	26.41	42150	06/13/16
100598	AUBUCHON HARDWARE 1614008755	rec supplies	89.97	0.00	89.97	42151	06/13/16
100598	AUBUCHON HARDWARE HW APR 2016	GREASE GUN,TAPE ETC	84.04	0.00	84.04	42152	06/13/16
100598	AUBUCHON HARDWARE MAY 2016 PD	BUCKET, CARWASH,HOOKS	39.89	0.00	39.89	42153	06/13/16
100900	BARRY, MICHAEL R 2016 85-2380	tax over payment	917.84	0.00	917.84	42154	06/13/16
310601	BBS NARCOTICS ENFORCEMENT TRAI 6-2-16	training	290.00	0.00	290.00	6152016	06/13/16
301034	BGS STATE SURPLUS PROPERTY (43 73004911	desk organizers	26.00	0.00	26.00	42155	06/13/16
100900	BILODEAU, CLAUDIA & RODERICK 0083-1820	TAX OVER PAYMENT	476.49	0.00	476.49	42156	06/13/16
100900	BIZZARRO, ROBERT & WENDY 0084-3220	TAX OVER PAYMENT	212.81	0.00	212.81	42157	06/13/16
100190	BLUE SEAL FEEDS 329-5097	steel pusher/shovel	50.48	0.00	50.48	42158	06/13/16
100190	BLUE SEAL FEEDS 329-6442	trash bags	43.96	0.00	43.96	42158	06/13/16
100190	BLUE SEAL FEEDS 329-7294	lime	23.94	0.00	23.94	42158	06/13/16
100275	BRANDON FREE PUBLIC LIBRARY JUNE 2016	APPROPRIATION	7125.00	0.00	7125.00	42159	06/13/16
100280	BRANDON LUMBER & MILLWORK CO. 504583/3	grade stakes	85.00	0.00	85.00	42160	06/13/16
100280	BRANDON LUMBER & MILLWORK CO. 504813/3	1 x 4 pine	7.72	0.00	7.72	42160	06/13/16
100280	BRANDON LUMBER & MILLWORK CO. 504826/3	1 x 4 pine/drill bits	12.96	0.00	12.96	42160	06/13/16
100280	BRANDON LUMBER & MILLWORK CO. 504835/3	aluminum door sweeps	17.28	0.00	17.28	42160	06/13/16
100280	BRANDON LUMBER & MILLWORK CO. 505566/3	handle, bits	21.71	0.00	21.71	42160	06/13/16
100280	BRANDON LUMBER & MILLWORK CO. 505577/3	varnish, paintbrushes	12.96	0.00	12.96	42160	06/13/16
100280	BRANDON LUMBER & MILLWORK CO. K05130/3	safety glasses	12.95	0.00	12.95	42160	06/13/16
200218	BRANDON REPORTER 58733	bike rodeo ad	99.00	0.00	99.00	42161	06/13/16
200218	BRANDON REPORTER 58734	tax notice	68.25	0.00	68.25	42161	06/13/16
200218	BRANDON REPORTER 58735	grievance hearing ad	71.50	0.00	71.50	42161	06/13/16
100310	BRANDON SENIOR CITIZENS CENTER JUNE 2016	APPOPRIATION	1125.00	0.00	1125.00	42162	06/13/16
100900	BRUCE, RONALD & TRACY 0085-0137A	TAX OVER PAYMENT	522.01	0.00	522.01	42163	06/13/16
310390	BTS, INC 11675	set extensions to privat	65.00	0.00	65.00	42164	06/13/16
100370	CARR'S FLORIST AND GIFTS 02687	arrangement	40.00	0.00	40.00	42165	06/13/16
100860	CARROLL, BOE & PELL P.C. 29124	gic solar easement	1407.00	0.00	1407.00	42166	06/13/16
100900	CARTER, KELLY W 0026-0319	TAX OVER PAYMENT	267.00	0.00	267.00	42167	06/13/16
100462	CASELLA WASTE MANAGEMENT INC. 1930984	May hauling of sludge	1521.00	0.00	1521.00	42168	06/13/16
100592	CHAMPLAIN OIL COMPANY INC CL179350	gas	18.19	0.00	18.19	42169	06/13/16
301503	CHAMPLAIN VALLEY PLUMBING 913876	gasoline	771.70	0.00	771.70	42170	06/13/16
301503	CHAMPLAIN VALLEY PLUMBING 914112	diesel fuel	660.79	0.00	660.79	42170	06/13/16
301503	CHAMPLAIN VALLEY PLUMBING 914906	diesel fuel	207.90	0.00	207.90	42170	06/13/16
100900	CHICKANOSKY, VALERIE 2016 1588	tax over payment	98.04	0.00	98.04	42171	06/13/16
100900	CHICKANOSKY, VALERIE 2016 1584	tax over payment	158.22	0.00	158.22	42172	06/13/16
100346	CLARK'S TRUCK CENTER 373619	diesel exhaust fluid	38.88	0.00	38.88	42173	06/13/16
100900	CLOOK, DENNIS 0034-0012	tax over payment	297.76	0.00	297.76	42174	06/13/16
310097	COMCAST HW 5/27/16	HW PHONE JUNE	78.73	0.00	78.73	42175	06/13/16
310097	COMCAST PD 5/27/16	JUNE PHONE/INTERNET	253.49	0.00	253.49	42176	06/13/16
310097	COMCAST TO 5/27/16	TO PHONE/INT JUNE	432.65	0.00	432.65	42177	06/13/16
310097	COMCAST WWS/21/16	WW PHONE/INT JUNE	148.63	0.00	148.63	42178	06/13/16
310177	COTT SYSTEMS, INC. 109692	JUNE HOST FEE	227.00	0.00	227.00	42179	06/13/16
100470	CROSBY'S SALES & SERVICE 57845	hitch kit and blade kit	105.25	0.00	105.25	42180	06/13/16

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 61656 Current Prior Next FY Invoices
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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100470	CROSBY'S SALES & SERVICE	58012 string	16.32	0.00	16.32	42180	06/13/16
330426	CVC PAGING	139-16883 JUNE PAGERS	23.90	0.00	23.90	42181	06/13/16
300357	DEAN, RAY	JUNE2016 umpiring	35.00	0.00	35.00	42182	06/13/16
310600	DERRICK CLIFFORD LOGGING LLC	MAY2016 remove trees from PD	175.00	0.00	175.00	42183	06/13/16
100494	ENDYNE INC	201625 testing	90.50	0.00	90.50	42184	06/13/16
100494	ENDYNE INC	202010 testing	22.00	0.00	22.00	42184	06/13/16
100494	ENDYNE INC	202234 testing	22.00	0.00	22.00	42184	06/13/16
100494	ENDYNE INC	202351 testing	280.00	0.00	280.00	42184	06/13/16
100494	ENDYNE INC	203376 testing	123.50	0.00	123.50	42184	06/13/16
310606	FABER, CHRIS	JUNE2016 umpiring	140.00	0.00	140.00	42185	06/13/16
300492	FASTENAL COMPANY	VTRUT82154 hard hat	14.42	0.00	14.42	42186	06/13/16
330422	FERGUSON WATERWORKS #590	0403274 couplings	108.08	0.00	108.08	42187	06/13/16
330422	FERGUSON WATERWORKS #590	0403600 PVC	290.36	0.00	290.36	42187	06/13/16
100900	FIERMAN, SEAN	0250 sewer overpayment	109.76	0.00	109.76	42188	06/13/16
300187	FLORENCE CRUSHED STONE	222581 crushed stone	372.55	0.00	372.55	42189	06/13/16
100925	FOLEY SERVICES INC	1024206 uniforms	47.58	0.00	47.58	42190	06/13/16
100925	FOLEY SERVICES INC	1025507 uniforms	20.64	0.00	20.64	42190	06/13/16
100925	FOLEY SERVICES INC	1025508 uniforms	47.58	0.00	47.58	42190	06/13/16
100925	FOLEY SERVICES INC	1026819 uniforms	20.64	0.00	20.64	42190	06/13/16
100925	FOLEY SERVICES INC	1026820 uniforms	47.58	0.00	47.58	42190	06/13/16
100925	FOLEY SERVICES INC	1026819 uniforms	20.64	0.00	20.64	42190	06/13/16
100925	FOLEY SERVICES INC	1028120 unifoirms	47.58	0.00	47.58	42190	06/13/16
100900	FOREST DALE HOLDING PARTNERSHI	0901 sewer refund FEMA prop	140.00	0.00	140.00	42191	06/13/16
300029	FOSTER MOTORS INC	CHCS18960 wheel chock kit	42.35	0.00	42.35	42192	06/13/16
310603	FRANCOEUR, BEN	JUNE2016 umpiring	35.00	0.00	35.00	42193	06/13/16
310607	FRED PRYOR SEMINARS	061016 seminar	99.00	0.00	99.00	6162016	06/13/16
310426	FYLES BROS., INC.	42.83 propane/WW small garage	42.83	0.00	42.83	42194	06/13/16
310426	FYLES BROS., INC.	68557 propane/WW supply garage	54.93	0.00	54.93	42194	06/13/16
310426	FYLES BROS., INC.	68559 propane/WW main garage	40.70	0.00	40.70	42194	06/13/16
310426	FYLES BROS., INC.	73515 propane/WW Chem Bldg	72.76	0.00	72.76	42194	06/13/16
100332	GAGNON LUMBER INC	62712 wood chips	152.00	0.00	152.00	42195	06/13/16
100650	GALLS, AN ARAMARK COMPANY	005471773 boots, trousers, stripin	192.00	0.00	192.00	42196	06/13/16
310597	GOOD EARTH FARM	5/25 plants for parks	91.97	0.00	91.97	42197	06/13/16
100792	HULBERT SUPPLY CO INC	SI777784.001 valve for fountain	110.54	0.00	110.54	42198	06/13/16
100900	HYLAND, BRIAN & LESLIE	2016 24-0390 TAX OVER PAYMENT	57.00	0.00	57.00	42199	06/13/16
310552	INNOVATIVE SURFACE SOLUTIONS	INV33282 magnesium / dust control	3597.60	0.00	3597.60	42200	06/13/16
100900	JOHNSON, AUSTIN W JR	0083-1258 TAX OVER PAYMENT	59.22	0.00	59.22	42201	06/13/16
310480	KOKOPELLI TRADERS, INC.	113358 badges	224.35	0.00	224.35	42202	06/13/16
310480	KOKOPELLI TRADERS, INC.	113362 polo shirts	179.95	0.00	179.95	42202	06/13/16
310576	LAKE MOREY RESORT	228784 lodging for meeting	105.36	0.00	105.36	6142016	06/13/16
100900	LAROCQUE, LEO & PENNY	0031-0027 TAX OVER PAYMENT	207.75	0.00	207.75	42203	06/13/16
100029	LAWES AGRICULTURAL SERVICE	3201 grass seed	80.00	0.00	80.00	42204	06/13/16
100029	LAWES AGRICULTURAL SERVICE	3479 grass seed	80.00	0.00	80.00	42204	06/13/16
100588	MARKOWSKI EXCAVATING, INC.	V-16906 gravel	526.75	0.00	526.75	42205	06/13/16
100588	MARKOWSKI EXCAVATING, INC.	V-16951 gravel	677.25	0.00	677.25	42205	06/13/16
100900	MARKOWSKI, LINDA B	0005-0149 TAX OVER PAYMENT	63.81	0.00	63.81	42206	06/13/16
310594	MCKEIGHAN, MEGAN	JUNE2016 umpiring	70.00	0.00	70.00	42207	06/13/16
310602	MITCHELL, DAVID A.	JUNE2016 umpiring	245.00	0.00	245.00	42208	06/13/16
100149	MODERN CLEANERS & TAILORS, INC	MAY2016 uniform maintenance	191.00	0.00	191.00	42209	06/13/16
310608	MY HARD HAT STICKERS	HHS-19738 decals	67.23	0.00	67.23	6172016	06/13/16

TOWN OF BRANDON Accounts Payable
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All Invoices For Check Acct 01(10 General Fund) 06/13/16 To 06/13/16

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100788	NEW ENGLAND MUNICIPAL RESOURCE 36687	JUNE ASSESSMENT	1416.66	0.00	1416.66	42210	06/13/16
310595	OCCUPATIONAL HEALTH PARTNERS 05182016	W/C service agreement	7389.62	0.00	7389.62	42211	06/13/16
100900	PARKER, CAROL 2016	tax over payment	100.00	0.00	100.00	42212	06/13/16
310530	PATCH ELECTRIC 546	work at park/WW/temp TO	427.99	0.00	427.99	42213	06/13/16
100283	PIKE INDUSTRIES, INC 863836	Ledge Pak	84.73	0.00	84.73	42214	06/13/16
100900	POTTER, ALYSSA L 0080-0028	TAX OVER PAYMENT	448.00	0.00	448.00	42215	06/13/16
100900	RHODES, KAREN J M 0151	sewer overpayment	12.85	0.00	12.85	42216	06/13/16
100900	ROOT, CHRISTOPHER & KATHRYN 2016 53-0118	TAX OVER PAYMENT	2062.12	0.00	2062.12	42217	06/13/16
100478	ROYAL GROUP, INC. 627871	labor alarm/fire system	687.10	0.00	687.10	42218	06/13/16
300375	RUTLAND CITY 16416SLUDG	April sludge processing	3990.00	0.00	3990.00	42219	06/13/16
100900	SANDERSON, BILL & CHERYL 0068-14858	TAX OVER PAYMENT	1056.79	0.00	1056.79	42220	06/13/16
310604	SATZ, COURTNEY 05232016	Gateway Guides	1490.00	0.00	1490.00	42221	06/13/16
310605	SAVELA, JACOLYN 6/10/16	Milage to training	79.38	0.00	79.38	42222	06/13/16
330470	SHIELDS CONSTRUCTION 053132016	Town Hall heat system	2839.78	0.00	2839.78	42223	06/13/16
310599	SHIELDS, MARY MAY2016	plants for oaks	19.98	0.00	19.98	42224	06/13/16
310591	THURSTON, EMMETT JUNE2016	umpiring	245.00	0.00	245.00	42225	06/13/16
100682	USA BLUE BOOK 962867	coal tar epoxy	173.75	0.00	173.75	42226	06/13/16
100900	VACCARELLA, TONY & SHARI 0042-0003	tax over payment	90.32	0.00	90.32	42227	06/13/16
330348	VERIZON WIRELESS 9765437753	JUNE CELL PHONES	262.34	0.00	262.34	42228	06/13/16
330348	VERIZON WIRELESS 9765863629	service Apr 23 - May 22	240.06	0.00	240.06	42228	06/13/16
310045	VERMONT DEPARTMENT OF HEALTH 5/26/16	ENGRAVED PAPER	5.00	0.00	5.00	42229	06/13/16
300024	VERMONT DIGITAL 5269	NEW HARD DRIVE SUE	215.00	0.00	215.00	42230	06/13/16
300024	VERMONT DIGITAL 6121T	ANNA KEYBOARD ETC	175.00	0.00	175.00	42230	06/13/16
100649	VERMONT GFOA 2016/17	sue annual dues	30.00	0.00	30.00	42231	06/13/16
100649	VERMONT GFOA 6-23-16	Sue annual workshop	50.00	0.00	50.00	42231	06/13/16
100649	VERMONT GFOA JUNE 2016	Annual Membership	20.00	0.00	20.00	42231	06/13/16
300581	VERMONT OFFENDER WORK PROGRAMS SS0536	signs	1014.13	0.00	1014.13	42232	06/13/16
300877	VERMONT PEST CONTROL D2049	JUNE SERVICE	85.00	0.00	85.00	42233	06/13/16
100067	VLCT 05-24-16	HR Employment Law Worksh	120.00	0.00	120.00	42234	06/13/16
100067	VLCT 2016-17592	law enforcement workshop	120.00	0.00	120.00	42234	06/13/16
100067	VLCT 5/25/16	Accounting & Auditing Wor	60.00	0.00	60.00	42234	06/13/16
100146	VLCT PACIF 21610	change in policy	1580.00	0.00	1580.00	42235	06/13/16
310046	W.B. MASON CO INC 134925219	cleaners	51.71	0.00	51.71	42236	06/13/16
310598	WALTER, ELLEN MAY2016	plants for parks	293.83	0.00	293.83	42237	06/13/16
101052	WEST CENTRAL VERMONT LUMBER 5188-12	bark mulch	165.00	0.00	165.00	42238	06/13/16

06/10/2016
02:25 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 61656 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 06/13/16 To 06/13/16

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			60,818.77	0.00	60,818.77		

Selectboard

To the Treasurer of TOWN OF BRANDON, We Hereby certify
that there is due to the several persons whose names are
listed hereon the sum against each name and that there
are good and sufficient vouchers supporting the payments
aggregating \$ ****60,818.77
Let this be your order for the payments of these amounts.
