Brandon Select Board Meeting February 27, 2017 7:00 p.m.

The Brandon Select Board will meet Monday, February 27, 2017 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 February 13, 2017
- 3) Town Manager's Report
- 4) Comments for Items not on the Agenda
- 5) Appointments
 - a) Planning Commission for Remainder of Term Ending June 30, 2017
 - b) Planning Commission for Remainder of Term Ending June 30, 2019
- 6) Set Brandon Land Use Ordinance (BLUO) Hearing Dates
- 7) Route 7 Centerline Rumble Strip
- 8) Prudential Spirit of Community Awards
- 9) Fiscal
 - a) Warrant February 27, 2017 \$1,044,509,47
- 10) Adjournment

Brandon Select Board Meeting February 13, 2017

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

In Attendance: Doug Bailey, Seth Hopkins, Devon Fuller, Brian Coolidge, Tracy Wyman

Others In Attendance: Dave Atherton, Arlen Bloodworth, Lee Kahrs, Steve Bissette, Chris Brickell, Sue Gage, Brent Buehler, Richard Baker, Anna Scheck, George Reilly

1. Call to order

The meeting was called to order by Doug Bailey - Chair @ 7:03PM.

a) Agenda Adoption – Motion by Tracy Wyman/Devon Fuller to adopt the agenda as amended. The motion passed unanimously.

Addition of two executive sessions: 1) 1 V.S.A. (313)(4) — Appointment or Employment or Evaluation of a Public Officer or Employee and 2) 1V.S.A. (313)(a)(1) - Union Contract Negotiations

2. Approval of Minutes

a) Select Board Minutes - January 23, 2017

Motion by Devon Fuller/Tracy Wyman to approve the January 23, 2017 Select Board meeting minutes, as amended. **The motion passed unanimously.**

Page 4 – top paragraph – a correction to the sentence to read: Mr. Bailey stated there is nothing in the budget designated for the additional funding and the Town does <u>not</u> have the matches for the current projects.

a) Select Board Minutes - February 3, 2017

Motion by Seth Hopkins/Devon Fuller to approve the February 3, 2017 Select Board meeting minutes. The motion passed with two abstentions – Tracy Wyman and Brian Coolidge.

3. Town Manager's Report

The Town has received two proposals for a construction contract manager and four proposals for construction inspection for Segment 6. The proposals are being reviewed and will be awarded this week. The Town is still waiting for both deeds to be returned for the 4 Conant Square property. This property has been re-warned for condemnation. The concrete work continues for the overflow culvert. Five pieces of the culvert box have been set. There is a meeting scheduled February 15th to discuss the move across the street and how parking will be laid out. Temporary easement deeds and waiver valuations for the Churchill Road Bridge have been drafted and sent to VTrans for review. Mr. Atherton received an email from Scott Gurley Project Manager at VTrans regarding the Churchill

Road Bridge Project outlining the details. The Champlain Street Sewer project is planned to go out to bid by the end of February. Ten properties remain in the tax sale, which is scheduled for February 24th. In the Rec Department, there was a successful trip to see the Celtics on February 3rd. On February 10th, the Neshobe PTO/Brandon Rec sponsored a talent show that included 16 acts that was well attended. On February 11th, the Brandon Rec Winter Carnival was held at Neshobe School. The Winter Cornhole League will begin February 16th at the Brandon Town Hall and will run for five weeks. Winter Break Camp will be held February 20th through the 24th from 9AM to 4PM at Compass Music and Arts Center. The camp is for children ages 4 to 12. The Snowbowl Ski and Snowboard program begins March 5th and will be in collaboration with the Pittsford Rec Department. Transportation will be provided from the OVUHS parking lot. Brandon Ballet begins February 25th at the Pillar Pilates Studio in collaboration with Middlebury College. The Boston Flower Show or Aquarium trip is scheduled for March 25th.

Devon Fuller questioned the time of the overflow culvert meeting on the 15th and it was noted that it would be 6:00PM.

Brent Buehler, one of the property owners of 4 Conant Square advised that he signed a quitclaim document at the condemnation hearing on December 15th that was recorded at the Town Office. The approved agreement was recorded the following day and included a map. To date, the quitclaim and warranty deed does not represent the terms and conditions on the agreement that was signed. Mr. Buehler requested the Select Board ask the Town Manager to honor and execute the agreement that was signed in December. Doug Bailey stated the Select Board was not involved in this process and it is between the town's attorney and the owners' attorneys. As far as the Select Board is aware, this issue is in the hands of the attorneys and the Select Board is not allowed to speak of it until they finish with their work. Mr. Buehler requested the Select Board have a conversation with the attorney, as the terms and the highlighted map that were recorded from the meeting are acceptable to him, but they are not represented in the quitclaim and warranty deed that was presented by the Town. Mr. Bailey stated he believes getting the deeds to reflect the agreement is in everyone's best interest and he was not aware that the deed has been received or recorded.

4. Zoning Administrator's Report

Anna Scheck provided the Select Board a written report. She noted there were eight permits submitted during January, with one being referred to the DRB and is still pending. There has been significant improvement with the three recent junk vehicle complaints. There was confusion with the BLUO hearings, but the dates originally noted are fine. February 15th is the final day for submission of the annual rental compliance letters and fees. Ms. Scheck will be making phone calls to the ones that are outstanding after the 15th and sending follow-up letters for those who are not in compliance. There were penalties discussed and the Rental Ordinance indicates if people do not comply with the ordinance, they could be fined \$200.00. The bullet list for assisting new businesses that was previously discussed is now on the website. Tracy Wyman thanked Ms. Scheck for following up on the junk vehicle violations.

5. Comments for Items Not on the Agenda

George Reilly questioned the reason for marked trees in the area of Conant Square. He noted there were several individuals reviewing the area prior to the marking of the trees and assumed that VTrans was planning to remove them. Mr. Reilly noted it would remove all of the trees on that side of the road and questioned if anyone from the Town is also involved with the decisions for taking down the trees. Dave Atherton advised that the Public Works Manager is the local Project Manager and he is involved in this process with VTrans. Mr. Atherton noted that some trees are rotted and will have to be removed; however, some trees will be trimmed, while others will also be marked for removal. Mr. Atherton was not sure what the designated colors were for the various actions, but advised that he could research this and advise Mr. Reilly. Mr. Reilly wants to be sure the Town is involved with what is going to be taken down. Seth Hopkins stated there has been a Tree Plan for the overall project that is available for public inspection at the Town Office. Mr. Reilly noted that he will review the documents at the Town Office.

Mr. Buehler questioned whether the Select Board approved the agreement reached by the Town regarding the compensation package for 4 Conant Square. Seth Hopkins stated the agreement had not been approved. The Select Board visited the site and the attorneys were working on the agreement. Dave Atherton stated VTrans has to approve any additional compensation in the negotiations. Doug Bailey advised that due to the use of federal highway funds, approval comes from multiple sources. The Town's contribution for the project is 5% and the federal money is 95%. This is just one step in the process, as Mr. Atherton has the power to do the negotiations, but then VTrans gets involved. Mr. Atherton advised that an appraisal firm did this property and the compensation had been figured by the appraisal. When the additional compensation was brought up, it was forwarded to VTrans and they have a process to follow. Mr. Atherton noted this was an appraisal property and not a waiver property.

Tracy Wyman stated he has been asked about the extra presence of the Sheriff's Department in Town. Chris Brickell stated there was a question if the Town was hiring additional help to do targeted enforcement in the construction zone. Mr. Brickell advised that the Sheriffs' Department offered to send additional assistance at no cost to the Town; however, any fines would come back to the Town. Doug Bailey has heard many positive comments with regard to controlling the texting while driving issue.

6. Establish New Funds in General Ledger

- a. Short-lived Asset Reserve Fund
- b. Champlain Pump Station Construction Fund

Sue Gage stated these funds are related to the USDA grant/bond that the Town will receive for the Champlain Street Pump Station. There are many hoops that the Town has to go through, which includes setting up a separate fund for the construction and a short-lived asset reserve fund that is to have at least \$36,946.00 annually for the USDA bond payment. This will be an equipment replacement fund and contributions will be made from the Wastewater Operating budget.

Motion by Devon Fuller/Tracy Wyman to approve the establishment of a Short-lived Asset Reserve Fund and Champlain Pump Station Construction Fund. **The motion passed unanimously.**

7. Approval Local Option Tax Revenue Policy

Sue Gage requested the Select Board also make a motion to establish a separate fund, which is one of the criterion noted in the policy. Doug Bailey stated the Select Board has previously discussed this policy and opened the floor for discussion, if any changes are required.

Motion by Devon Fuller/Brian Coolidge to approve all revenues from the local option tax be set aside by the Town Treasurer in a dedicated restricted fund. The motion passed unanimously.

Motion by Devon Fuller/Tracy Wyman to approve the Town of Brandon Local Option Tax Revenue policy. **The motion passed unanimously.**

Mr. Bailey read the policy as presented (See attachment). Lee Kahrs asked if there is an estimated amount that has been collected since the tax has been in effect. Mr. Bailey advised that all merchants had to submit their last quarter by January 25th and it is hoped the Town will receive the first quarterly check before town meeting.

8. Blackberry Lane Bloomer Pit Solar Project

Dave Atherton reported there is a proposed solar project on Blackberry Lane, which is off Town Farm Road. The property is owned by Mr. Bloomer and the site is on the north side of the gravel—pit. Mr. Atherton discussed the site location with the solar company and it meets the Town Plan criteria. Mr. Atherton noted it is well disguised and asked the Select Board if they want the Town to request party status for the project. Doug Bailey stated this is not an area that will be visible. Seth Hopkins questioned whether the Planning Commission has had an opportunity to review this project. Anna Scheck advised she has provided the Planning Commission the information on the project, but was not aware if they have had the opportunity to review it. Mr. Hopkins suggested requesting party status to allow the Planning Commission the opportunity to review the project. Anna Scheck stated if the Planning Commission wished to comment, party status would be required. Sue Gage requested the Select Board ask for party status on all projects of this type, as it is important for the Town to understand what is going on with all solar projects. The Select Board directed the Town Manager to request party status for the solar project.

9. Churchill Road Bridge Update

Dave Atherton reported the final plans have been updated and VTrans is reviewing the right of way. The environmental application has been submitted and there are some trees that will need to be removed. The Town is going to update the bid package from 2009 and it is currently with the Federal Highway Department to make changes. Plans are to start construction by the end of March and complete the project by the end of October. Mr. Atherton provided a photo of what the project will look like. Mr. Atherton advised there will be a more accurate figure on what the project will cost once the proposal is updated and bids are received.

10. Fiscal

a) Warrant - February 13, 2017 - \$519,612.76

Motion by Seth Hopkins/Tracy Wyman to approve the warrant of February 12, 2017 in the amount of \$519,612.76. The motion passed unanimously.

Doug Bailey questioned the warrant for the engineering charge for the Overflow Culvert project. Dave Atherton stated there is an engineer on-site every day from Dubois and King.

The Select Board recessed at 7:47PM to reconvene as the Board of Liquor Commissioners.

The Select Board reconvened at 8:00PM.

Motion by Seth Hopkins/Tracy Wyman to enter into executive session at 8:01PM pursuant to 1 V.S.A. (313)(4) regarding the appointment or employment or evaluation of a public officer or employee to include the Town Manager. The motion passed unanimously.

11. Executive Session Pursuant to 1 V.S.A. (313)(a)(3) - Appointment or Employment or Evaluation of a Public Officer or Employee

Motion by Seth Hopkins/Tracy Wyman to come out of executive session at 8:35PM. The motion passed unanimously. There were no actions required.

Motion by Seth Hopkins/Tracy Wyman to find that premature general public knowledge of the Union Contract negotiations will clearly place the Town at a substantial disadvantage by disclosing its negotiation strategy. **The motion passed unanimously.**

Motion by Seth Hopkins/Tracy Wyman to enter into executive session at 8:36PM in accordance with 1 V.S.A. 313(a)(1) to discuss Union Contract negotiations to include the Town Manager. The motion passed unanimously.

12. Executive Session Pursuant to 1 V.S.A. 313(a)(1) - Contracts

Motion by Tracy Wyman/Devon Fuller to come out of executive session at 8:50PM. The motion passed unanimously. There were no actions required.

13. Adjournment

Motion by Seth Hopkins/Tracy Wyman to adjourn the Select Board meeting at 8:51PM. The motion passed unanimously.

Respectfully submitted,

Charlene Bryant Recording Secretary

Town of Brandon Local Option Tax Revenue Policy

The purpose of this policy is to create the procedure for responsible expenditure of the revenues received by the Town of Brandon from its local option tax (1% tax), which was authorized by the voters of the Town of Brandon on June 30, 2015, and enacted as the charter of the Town of Brandon as 24 (Appendix) VSA § 106B by the Vermont General Assembly on May 17, 2016.

As stated in the above charter, section c, "Revenues received through the imposition of a tax imposed under this section shall be used for capital projects within the Town."

To accomplish such ends:

- All revenues received by the Town of Brandon as proceeds of its local options tax shall be set aside by the town treasurer in a dedicated, restricted fund.
- This fund is not subject to the Town of Brandon Purchasing Policy, and may only be expended in whole or in part by a positive vote of the selectboard.
- Capital projects are defined to include the following: roads, bridges, culverts, paving, buildings, parks and related structures; major maintenance of any of these; equipment; and vehicles. Local contributions to grant matches for any of the above qualify as capital projects, as do principal payments to existing infrastructure bonds.
- The selectboard shall develop a prioritization plan which identifies specific capital projects to be considered for funding with local option tax money. This plan will assist the selectboard in the orderly and responsible expenditure of local option tax revenue. However, a project need not appear on the prioritization plan to be eligible for funding by local option tax revenue (example: an unforeseen project which is beneficial to the Town).
- 5 A report of all revenues and expenses of the local options fund will be prepared by the town treasurer and included in the annual town report.

Adopted by the selectboard, February 13, 2017:

Doug Bailey	Brian Coolidge				
Devon Fuller	Seth Hopkins				
Tracy Wyman					

Town Manager Report for the weeks February 13 and February 20, 2017

Segment 6:

We have awarded the Construction Contract Manager RFQ to Aldrich & Elliott and the Construction Inspection RFQ to Dubois & King.

Bid docs are scheduled to be posted on February 28th for construction.

We are still waiting for both deeds to be returned on the 4 Conant Square property. They have been warned again for condemnation.

Overflow Culvert:

See attached update from Markowski's.

Churchill Road Bridge:

Temporary Easement Deeds and Waiver Valuations have been drafted and sent to VTrans for review.

We received the signed MOA from FLAP for the grant which will fund the project.

Delinquent Taxes/Tax Sale

6 properties went to tax sale. The Town was the highest bidder on two properties.

Other Happenings:

We have received our first 1% option tax payment in the amount of \$38,521.01.

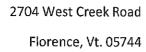
Town reports were sent out on February 22nd.

We have been spreading gravel on our dirt roads this week to try and combat the frost and warm weather.

Rec Dept. Happenings:

- Exciting news Brandon Rec is partnering with the Brandon Area Toy Project to have a 4 day carnival. Miller Amusements, a family run by business out of NH will be bringing their games and ride for set-up at Estabrook Park. Events surrounding the event to include a trail race for kids, Bingo, Battle of The Bands, and other things will bring out the crowds. June 8th, 9th, 10th and 11th. Stay tuned for more information.
- Saturday Morning Floor hockey with the Doucette/Kerins of the Brandon Motor Lodge will be starting up again on March 4. This will run Saturdays through April 8th. 9:30 10:30 am at Neshobe Gym
- Thanks to Coach Greg Bernhardt we will be having Middle School Lacrosse. Starts March 27th

Other Items will be covered in the agenda.





Project Update - Brandon Overflow Culvert

Date: 2/20/2017

Operations This Week (2-20 thru 2-24)

This week Markowski Excavating continued excavating and cleaning out the rock bottom excavation. We are progressing into the previous Route 7 travel portion and will continue to excavate right up to the jersey barricades.

Gendron Building will continue drilling and grouting to dowel's.

They will also place footing forms as we progress.

The ground thawing machine that is onsite will continue to run in order to allow the concrete to properly cure in the cold temperatures we are expecting.

Operations Next Week (2-27thru 3-4)

Gendron will finish form work and pour footings for the next sections of box culvert.

MEI will hopefully have a direction on the piers under the building, and start construction.

Project Extended Look Out (3-6 thru 3-10)

This week Miller and Camp will be on site to place the next 12 sections of box.

Soon after we will continue with pouring the infill, grouting joints and sealing them.

Thank-you,

Tim Herbert

Markowski Excavating

David Atherton

From:

William Mills <wjfm@me.com>

Sent:

Saturday, February 18, 2017 1:22 PM

To:

datherton@townofbrandon.com

Subject:

Planning Commission.

Good afternoon Sir,

In talking with Bill Moore, I understand you possibly could use some help on the planning commission. I would love the opportunity to get more involved in our community. Please let me know your thoughts and if there is any particular process I need to complete to be considered for the planning commission.

William Mills 802-558-7207

Please excuse the brevity and the potential grammatical ridiculousness of my message as you are receiving this via my iPhone. :-)

David Atherton

From:

Lisa Rovi sarovi@icloud.com>

Sent: To: Friday, February 24, 2017 6:49 AM datherton@townofbrandon.com

Subject:

Planning committee

Mr. Atherton,

I heard Brandon is looking for people for the planning committee. I am interested in being a part of the Brandon planning committee.

Lisa Rovi 247-6461

Sent from my iPhone

memo

TO:

Select Board/Town Manager

FROM:

Anna Scheck

DATE:

February 27, 2017

RE:

BLUO Hearing

As the Board is aware the Planning Commission has had several changes in the Board make up over the last few weeks. The Board is actually meeting earlier this evening to discuss reorganization and appointments.

The Planning Commission Hearing for the Brandon Land Use Changes on February 13th and no objections were submitted by the public and the Planning Commission will not be requiring any additional changes to the BLUO you received at a prior meeting.

Title 24, Chapter 117, §4442, indicates that not less than 15 nor more than 120 days after the proposed bylaw or amendment is submitted to the legislative body of the municipality the legislative body will hold the first of one or more hearings. There will need to be two hearings and after discussion with Stephanie Jerome and David Atherton we find that hearings on March 27th and April 10th, prior to the regular Select Board meetings, would comply with the requirements of State Statute. If the Board agrees to these dates a hearing could be set for 6:30, prior to each of the two SB meetings.

Enclosed with this memo are the minutes of the Planning Commission Hearing of February 13, 2017 and a draft hearing notice for review and approval.

Brandon Planning Commission Amendment to the Brandon Land Use Ordinance Hearing February 13, 2017

Planning Commission Members Present: Stephanie Jerome

Others Present: Anna Scheck, Richard Baker, and David Atherton

Call to Order: Stephanie Jerome opened the Planning Commission hearing on the adoption of the

amended Brandon Land Use Ordinance at 6:00 PM.

Public Comment: There was no public comment.

Adjournment: The hearing was closed at 6:30 PM

Respectfully Submitted,

Anna Scheck Recording Secretary

Attachments: Brandon Land Use Ordinance date January 6, 2017, Warning for Hearing and Statement of Changes.

Town of Brandon, Vermont Brandon Select Board Notice of Public Hearings

Monday, March 27, 2017
6:30 PM
Brandon Town Hall Basement
First Floor Conference Room
And
Monday, April 10, 2017
6:30 PM
Brandon Town Hall Basement
First Floor Conference Room

Notice is hereby given that the Town of Brandon Select Board will hold Public Hearings on the dates and times above to discuss and take public comments on the proposed amended Brandon Land Use Ordinance dated January 6. 2017. These changes, pursuant to 24 V.S.A., Chapter 117, Section 4441 include:

Section 407	Sign Regulations
Section 407(c)	Permit Required
Section 407(e)	Approvals from Administrative Officer
Section 407(g)	Standards for Development Review Board Review
Section 407(h)(11)	General Sign Standards and Restrictions (gas station canopies)
Section 407 (i)(4)	Cluster Signs
Section 407 (i)(8)	Sandwich board or portable signs (eliminated)
Section 407(j)(8)	Sandwich board or portable signs (moved here from (i)(8)
Section 1009	Powers of the Development Review Board (a)(4) and (5)
Section 1016	Setback Waivers

Copies of the proposed amended January 6, 2016 Brandon Land Use Ordinance are available at the Brandon Town Office and on the Brandon Town website, www.townofbrandon.com. Written and oral comments regarding the adoption of the amended Brandon Land Use Ordinance will be accepted at the public hearing. Brandon residents are encouraged to participate.



Municipal Office P.O. Box 10, 426 Plains Road Pittsford, VT 05763-0010

Office 802-483-6500 Fax 802-483-6612 www.pittsfordvermont.com

Via Email

February 16, 2017

Kevin Marshia Kenneth Robie Scott Robertson c/o Vermont Agency of Transportation Montpelier, VT

Re: Proposed Route 7 Border to Border Rumble Strip

Gentlemen:

State Representative Butch Shaw has made the leadership of the Town of Pittsford aware of an email thread between you and Brandon Town Manager David Atherton in the aftermath of another fatal auto accident involving a motorist crossing the centerline of Route 7 into oncoming traffic. In that email thread, you discussed the possibility of the installation of centerline rumble strips along Route 7 from border to border.

I write to inform you that, at its meeting of Wednesday, February 15, the Pittsford Select Board (two of whose members serve as volunteer firefighters and who have responded to quite a few serious accidents involving Route 7 centerline crossings over the years) heard from Representative Shaw (also a Pittsford volunteer firefighter) and enthusiastically endorsed this idea as a much-needed safety measure. On behalf of Pittsford's Select Board, I write to thank you for your efforts in this regard and to encourage you to act swiftly and decisively.

Sincerely,

John Haverstock

Pittsford Town Manager

802.483.6500 x20

Manager@pittsfordvermont.com

Cc: Members of the Select Board (with enclosure)

Cc: David Atherton, Brandon Town Manager

David Atherton

From:

David Atherton datherton@townofbrandon.com

Sent:

Thursday, January 12, 2017 4:09 PM

To:

'Robie, Ken'

Cc:

'Robertson, Scott'; 'Devlin, Jesse'

Subject:

RE: Route 7

Ken,

Thank you for your quick response to this matter. I understand that there is a process in making this happen. I wonder if the fact that this area is in front of a school might make it a high priority for CLRS this summer?

Another concern is the re-routing of Route 7 traffic. We had to call out our highway department to open a class 4 road because vehicles were using it and then getting stuck. I am sure they used GPS for an alternate route and it took them this way.

When there is an accident there it starts a domino effect throughout the community.

Thank you, David Atherton

From: Robie, Ken [mailto:Ken.Robie@vermont.gov]

Sent: Thursday, January 12, 2017 2:37 PM **To:** datherton@townofbrandon.com

Cc: Robertson, Scott <Scott.Robertson@vermont.gov>; Devlin, Jesse <Jesse.Devlin@vermont.gov>

Subject: RE: Route 7

Hi David,

Scott reached out to a bunch of us here at VTrans in an attempt to answer your question, so I am responding on his behalf.

Shortly after the most recent crash in that location, then-Secretary Chris Cole came to me to ask the same question. First, did we have any current plans to pave that area and install rumbles, then, if not, what's the best way to plan to get them installed. The answer is a corridor centerline rumble stripe (CLRS) project. We piloted this concept last year with a project that installed CLRS along the entire length of VT 103, approx. 35 miles. We had envisioned doing more, but being a new concept, we didn't have a process in place to determine the next candidates. My discussion with Sec. Cole reinvigorated the effort and we immediately met with our safety folks to discuss the facts. US 7, being a very high volume corridor on the National Highway System with a history of severe crashes jumped right out as a great candidate, and we are now in the very beginning stages of programming and scoping the project. It is too early to say for sure when it could be constructed and what towns it will involve, but if I were to offer a guess I'd say construction in 2018 and that it would be a border to border project that applies our CLRS guidance to all areas that currently now have no rumbles. That is a lot of speculation on my part, but we fully support CLRS and have found no other low-cost safety measure that comes close to their effectiveness at saving lives, so I am optimistic.

I know this isn't an immediate fix, but I hope it is good news from your standpoint. Keep your ears/eyes open for further info on this topic, but also feel free to touch base with me from time to time to see if there is progress.

Thank you for your input and your support for this safety measure.

Ken

Kenneth A. Robie, PE
Project Delivery Bureau Director
VTrans Highway Division
1 National Life Drive
Montpelier, VT 05633
Work (802)828-2645
Mobile (802)371-8805
ken.robie@vermont.gov

From: David Atherton [mailto:datherton@townofbrandon.com]

Sent: Tuesday, January 10, 2017 5:32 PM

To: Robertson, Scott < Scott.Robertson@vermont.gov >

Subject: Route 7

Scott,

I am sure you are aware of the car accident on Route 7 near Otter Valley High School last week that claimed the lives of two people. The report is not confirmed but it was a head-on collision.

There have been quite a few bad accidents in that area and I have had a few concerned citizens ask if it possible to cut rumble strips in the center line in that area of Route 7.

Could you let me know if this is possible?

Thank you,

David J. Atherton, Brandon Town Manager Email: <u>datherton@townofbrandon.com</u> Phone: 802-247-3635 ext. 210

THE PRUDENTIAL SPIRIT OF COMMUNITY AWARDS

Honoring Outstanding Community Service by Young Americans

February 14, 2017

The Honorable Sue Gage 49 Center Street Brandon, VT 05733-1105

Dear Ms. Gage:

We thought you'd like to know that last week Maria Wiles of Brandon was named one of the top youth volunteers in Vermont for 2017, in the 22nd annual Prudential Spirit of Community Awards. This is an extraordinary honor; more than 31,000 young people across the country participated in this year's program.

As a Distinguished Finalist in this year's program, Maria will receive an engraved bronze medallion at a local ceremony. A copy of the news release announcing this prestigious award is enclosed.

The Prudential Spirit of Community Awards, created in 1995 by Prudential Financial in partnership with the National Association of Secondary School Principals (NASSP), are designed to emphasize the importance our nation places on service to others, and to encourage all young Americans to contribute to their communities.

Students like Maria represent the best of America's youth, and are role models to their peers and their communities. We hope you will take advantage of this opportunity to extend your congratulations and encouragement. You can contact Maria at 25 Spring Pond Drive, Brandon, VT, 05733.

You also may want to consider inviting your honoree to talk about volunteering and the importance of community service at an upcoming town council meeting, proclaiming a special day of recognition, or issuing an official statement of commendation (suggested language is included).

If you would like additional information, please call (973) 802-4568, write to us at spirit@prudential.com, or visit spirit.prudential.com.

Congratulations for having such an outstanding young person in your community.

Sincerely,

John Strangfeld

Chairman and CEO

Prudential Financial

Jan Deutslitte

JoAnn Bartoletti Executive Director

NASSP

Sample Statement of Commendation To Recognize Honoree In The Prudential Spirit of Community Awards

However effective government may be in serving the needs of its citizens, the soul of our city and its vitality as a place to live and work depend on the relationship of families, friends and neighbors.

Strengthening those bonds is not as much in the hands of institutions or governments as it is in the hearts of the people – individuals who volunteer to help people of all ages, races and religions cope with illnesses, overcome hardships and barriers, adjust to social changes, and fulfill their potential. These volunteers are the unrecognized, unsung heroes of our society.

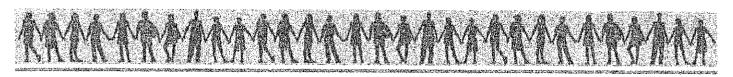
(Name of honoree), recently named as one of our state's top honorees in 2017 The Prudential Spirit of Community Awards program, exemplifies the value of volunteer community service, and is a role model to other youth as well as adults in our community.

A surprising number of volunteers in communities across the nation are like (student's first name), a student contributing time without expectation of reward, other than the gratification that comes from helping others. Some of these young people work in established groups; others seek new and unique ways to help others on their own.

Recognizing these young volunteers and encouraging others to follow their example is the aim of this nationwide program conducted by Prudential Financial and the National Association of Secondary School Principals. Its aim is to reach into every community, in all 50 states and the District of Columbia, to identify and honor these unsung heroes locally, state-by-state, and then nationally, in the hopes that their recognition will serve to stimulate others to volunteer service.

As mayor of (city), and on behalf of our city, I commend (student), our Prudential Spirit of Community Award honoree, for (his/her) outstanding volunteer contribution to others and our community.

And, therefore, in honor of this achievement, I am proclaiming (day/date) as the (student)/Prudential Spirit of Community Recognition Day in (city).



THE PRUDENTIAL SPIRIT OF COMMUNITY AWARDS

Honoring Outstanding Community Service by Young Americans

FOR IMMEDIATE RELEASE February 7, 2017

Contact: Harold Banks, Prudential Financial (973) 802-8974 or (973) 216-4833 harold.banks@prudential.com

VERMONT'S TOP YOUTH VOLUNTEERS OF 2017 SELECTED BY NATIONAL PROGRAM

The Prudential Spirit of Community Awards honors St. Albans and Pawlet students with \$1,000, medallions and trip to nation's capital

Finalists also named in Alburgh and Brandon

MONTPELIER, Vt. – Gabrielle Metz, 17, of St. Albans and Riley Callen, 14, of Pawlet today were named Vermont's top two youth volunteers of 2017 by The Prudential Spirit of Community Awards, a nationwide program honoring young people for outstanding acts of volunteerism. As State Honorees, Gabrielle and Riley each will receive \$1,000, an engraved silver medallion and an all-expense-paid trip in early May to Washington, D.C., where they will join the top two honorees from each of the other states and the District of Columbia for four days of national recognition events. During the trip, 10 students will be named America's top youth volunteers of 2017.

The Prudential Spirit of Community Awards, now in its 22nd year, is conducted by Prudential Financial in partnership with the National Association of Secondary School Principals (NASSP).

These are Vermont's top youth volunteers of 2017:

High School State Honoree: Gabrielle Metz

Nominated by Bellows Free Academy in St. Albans

Gabrielle, a senior at Bellows Free Academy, helps people with disabilities compete in five sports throughout the year through the Unified Sports Program of Special Olympics Vermont. When her teacher suggested that she would excel at working with Special Olympics athletes, Gabrielle agreed to give it a try, but she was nervous. "I had no experience at all and I doubted the role I could play," she said. But she was also

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excited by the prospect of exploring a new opportunity to serve others, something she had been doing in different ways for many years.

It turned out her teacher was right: Gabrielle found that she was well-suited to be a Unified Sports "partner." In this role, she serves as a leader, coach and friend to Special Olympic athletes, encouraging, supporting and guiding them as they compete in soccer, floor hockey, basketball, snowshoeing and bocce. "When I play with the athletes during practices and tournaments, I get back so much more than I give," said Gabrielle. "I love to see them compete and realize their potential, to feel the joy that sports can bring." Gabrielle also has personally secured grants to buy brand new equipment to replace the donated and borrowed sports gear the teams had been using.

Middle Level State Honoree: Riley Callen Nominated by The Dorset School in Dorset

Riley, an eighth-grader at Dorset Elementary School, founded an annual "hike-a-thon" in the hills of Vermont that has raised more than \$250,000 to help find a cure for brain tumors, like the ones that have affected her since she was 8 years old. It took two major surgeries to remove the first benign tumor in Riley's brainstem, and another to extract a second tumor three years later. While recovering in the hospital, Riley told her mother she wanted to focus not on her own problems, but on how she could turn her experience into something positive. "I wanted to help find a cure, not just for myself, but for everyone out there like me," she said.

Because hiking is particularly popular in Vermont, Riley, along with her mother and a former babysitter who also had a brain tumor, decided to stage a hike-a-thon to raise money for tumor research. They spent the summer planning the event, asked relatives and friends to help, set up a website to publicize the fundraiser and sold raffle tickets for a "basket bonanza." More than 500 people came to the first "Be Brave for Life" hike-a-thon, which raised over \$100,000. The following year, a scavenger hunt, silent auction, and live music were added to the event, and \$150,000 more was raised to support research programs at hospitals in Boston and Phoenix. "It makes me feel good to be a part of something that is bigger than just me," said Riley.

Distinguished Finalists

The program judges also recognized two other Vermont students as Distinguished Finalists for their impressive community service activities. Each will receive an engraved bronze medallion.

These are Vermont's Distinguished Finalists for 2017:

Victoria Reed, 12, of Alburgh, Vt., a seventh-grader at Alburgh Community Education Center, leads a fundraising team for the University of Vermont Children's Hospital helping to raise more than \$95,000 to

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support other young patients at the hospital that's helped her during a series of surgeries after being born with a cleft lip and palate. "Team Victoria" raises funds through events including golf tournaments and spaghetti dinners; she also collects donations at church and sets up collection canisters around town.

Maria Wiles, 18, of Brandon, Vt., a member of Girl Scouts of the Green and White Mountains and a senior at Middlebury Union High School, is an active volunteer who led an effort to construct and furnish a learning center in her church hall's basement. Maria also held a book drive that collected 700 books for children from low-income families and created a website that highlights volunteer opportunities for young people.

"Prudential is honored to recognize these young volunteers for their exemplary service," said Prudential Chairman and CEO John Strangfeld. "We hope that their stories inspire others to consider how they, too, can volunteer their time and talents to improve their communities."

"These service-minded young people have brought meaningful change to communities at home and abroad, and it's a privilege to celebrate their work," said JoAnn Bartoletti, executive director of NASSP.

"Congratulations to an exceptional group of middle level and high school students."

About The Prudential Spirit of Community Awards

The Prudential Spirit of Community Awards represents the United States' largest youth recognition program based solely on volunteer service. All public and private middle level and high schools in the country, as well as all Girl Scout councils, county 4-H organizations, American Red Cross chapters, YMCAs and HandsOn Network affiliates, were eligible to select a student or member for a local Prudential Spirit of Community Award. These Local Honorees were then reviewed by an independent judging panel, which selected State Honorees and Distinguished Finalists based on criteria including personal initiative, effort, impact and personal growth.

While in Washington, D.C., the 102 State Honorees – one middle level and one high school student from each state and the District of Columbia – will tour the capital's landmarks, meet top youth volunteers from other parts of the world, attend a gala awards ceremony at the Smithsonian's National Museum of Natural History, and visit their congressional representatives on Capitol Hill. On May 8, 10 of the State Honorees – five middle level and five high school students – will be named America's top youth volunteers of 2017. These National Honorees will receive additional \$5,000 awards, gold medallions, crystal trophies and \$5,000 grants from The Prudential Foundation for nonprofit charitable organizations of their choice.

Since the program began in 1995, more than 115,000 young volunteers have been honored at the local, state and national level. The program also is conducted by Prudential subsidiaries in Japan, South Korea,

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Taiwan, Ireland, India, China and Brazil. In addition to granting its own awards, The Prudential Spirit of Community Awards program also distributes President's Volunteer Service Awards to qualifying Local Honorees.

For information on all of this year's Prudential Spirit of Community State Honorees and Distinguished Finalists, visit http://spirit.prudential.com or www.nassp.org/spirit.

About NASSP

The National Association of Secondary School Principals (NASSP) is the leading organization of and voice for middle level and high school principals, assistant principals, and school leaders from across the United States. The association connects and engages school leaders through advocacy, research, education, and student programs. NASSP advocates on behalf of all school leaders to ensure the success of each student and strengthens school leadership practices through the design and delivery of high quality professional learning experiences. Reflecting its long-standing commitment to student leadership development, NASSP administers the National Honor Society, National Junior Honor Society, National Elementary Honor Society, and National Association of Student Councils. For more information about NASSP, located in Reston, VA, visit www.nassp.org.

About Prudential Financial

Prudential Financial, Inc. (NYSE: PRU), a financial services leader, has operations in the United States, Asia, Europe, and Latin America. Prudential's diverse and talented employees are committed to helping individual and institutional customers grow and protect their wealth through a variety of products and services, including life insurance, annuities, retirement-related services, mutual funds and investment management. In the U.S., Prudential's iconic Rock symbol has stood for strength, stability, expertise and innovation for more than a century. For more information, please visit www.news.prudential.com.

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For Spirit of Community Awards program logo and medallion graphics, please visit https://spirit.prudential.com/resources/media

TOWN OF BRANDON Accounts Payable Check Warrant Report # 62815 Current Prior Next FY Invoices All Invoices For Check Acct 01(10 General Fund) 02/27/17 To 02/27/17

Vendor		Invoice	Torrai na Dananinski su	Purchase	Discount	Amount	Check	Check
	- W		Invoice Description	Amount	Amount	Paid	Number	Date
310590	AMERICAN WINDOW CLEANING II	1257	exterior windows 2/23	50.00	0.00	50.00		02/27/17
100255	BRANDON FIRE DISTRICT #1	FEB 2017	appropriation	64853.00	0.00	64853.00	43358	02/27/17
330435	BRICKELL, CHRISTOPHER	2-18-17	reimb. shelving HomeDepo	55.96	0.00	55.96	43359	02/27/17
100198	CARGILL, INCORPORATED	2903247274	salt	1728.25	0.00	1728.25	43360	02/27/17
100198	CARGILL, INCORPORATED	2903250565	salt	1675,28	0.00	1675.28	43360	02/27/17
100198	CARGILL, INCORPORATED	2903256124	salt	3461,25	0.00	3461.25	43360	02/27/17
100198	CARGILL, INCORPORATED	2903259125	salt	1770.94	0.00	1770.94	43360	02/27/17
100198	CARGILL, INCORPORATED	2903261866	salt	1772.53	0.00	1772.53	43360	02/27/17
100198	CARGILL, INCORPORATED	2903261867	salt	1739,32	0.00	1739.32	43360	02/27/17
100198	CARGILL, INCORPORATED	2903265035	salt	1763.04	0.00	1763.04	43360	02/27/17
301503	CHAMPLAIN VALLEY PLUMBING	353044	diesel fuel w/kero	1314.67	0.00	1314.67	43361	02/27/17
301503	CHAMPLAIN VALLEY PLUMBING	353208	heating fuel @ HWY	27.89	0.00	27.89	43361	02/27/17
301503	CHAMPLAIN VALLEY PLUMBING	406124	heating fuel @ Town Hall	219.64	0.00	219.64	43361	02/27/17
301503	CHAMPLAIN VALLEY PLUMBING	406457	gasoline	882.81	0.00	882.81	43361	02/27/17
301503	CHAMPLAIN VALLEY PLUMBING	516392	diesel fuel	1128.53	0.00	1128.53	43361	02/27/17
301503	CHAMPLAIN VALLEY PLUMBING	517135	diesel fuel	950.38	0.00	950.38	43361	02/27/17
310703	CITY HALL SYSTEMS, INC.	15427	charges - Jan 2017	40.67	0.00	40.67	43362	02/27/17
300796	CLD CONSULTING ENGINEERS	55257	Water Design-Seg 6	1945.69	0.00	1945.69	43363	02/27/17
310097	COMCAST	TH 2-9-17	town hall	78.69	0.00	78.69		02/27/17
310177	COTT SYSTEMS, INC.	114353	march host fee	227,00	0.00	227.00		02/27/17
310319	CREATIVE APPAREL	340	shirts	996.96	0.00	996.96		02/27/17
300357	DEAN, RAY	20170221	referee for basketball	185,00	0.00	185.00		02/27/17
310375	DIVERSIONS LLC	20170224	camp	400.00	0.00	400.00		02/27/17
100494	ENDYNE INC	224651	testing	46,00	0.00	46,00		02/27/17
310037	FAIRPOINT COMMUNICATIONS	HW 2-6-17	hw phone and internet	84.22	0.00	84.22		02/27/17
310037	FAIRPOINT COMMUNICATIONS	PD 02-06-17	Jan 06 - Feb 05	44.12	0.00	44.12		02/27/17
100615	FISHER SCIENTIFIC COMPANY LLC	0587741	buffers, filters	166,31	0.00	166.31		02/27/17
300187	FLORENCE CRUSHED STONE	223673	stone	102.31	0.00	102.31		02/27/17
100925	FOLEY SERVICES INC	1076021	uniforms	20.64	0.00	20.64		02/27/17
100925	FOLEY SERVICES INC	1076023	uniforms	47.58	0.00	47.58		02/27/17
100925	FOLEY SERVICES INC	1077403	uniforms	20.64	0.00	20,64		02/27/17
100925	FOLEY SERVICES INC	1077405	uniforms	47.58	0.00	47.58		02/27/17
310426	FYLES BROS., INC.	90679	propane/WW Supply Garage	62.42	0.00	62,42		02/27/17
310426	FYLES BROS., INC.	90680	propane/WW small garage	63.48	0.00	63.48		02/27/17
310426	FYLES BROS., INC.	90681	propane/WW Main Garage	152.81	0.00	152.81		02/27/17
310426	FYLES BROS., INC.	90693	propane @ Town Office	147,03	0.00	147.03		02/27/17
310426	FYLES BROS., INC.	91597	propane/WW Bryant heater	330.16	0.00	330.16		02/27/17
310426	FYLES BROS., INC.	91605	propane @ Town Hall	421.85	0.00	421.85		02/27/17
310426	FYLES BROS., INC.	96580	propane - WW Chem Bldg	192.93	0.00	192,93		02/27/17
310426	FYLES BROS., INC.	96598	propane for Town Office	151.87	0.00	151.87		02/27/17
100725	GREEN MOUNTAIN GARAGE	099514	diesel fuel treatment	37.58	0.00	37,58		02/27/17
100725	GREEN MOUNTAIN GARAGE	099515	diesel fuel additive	52.62	0.00	52.62		02/27/17
100725	GREEN MOUNTAIN GARAGE	099578	wiper blades	39.98	0.00	39.98		02/27/17
100725	GREEN MOUNTAIN GARAGE	099600	wiper blades	25.18	0.00	25.18		02/27/17
100725	GREEN MOUNTAIN GARAGE	099632	cap screws, nuts	26.08	0.00	26.08		02/27/17
100725	GREEN MOUNTAIN GARAGE	099643	electrical tape	14.36	0.00	14.36		02/27/17
100725	GREEN MOUNTAIN GARAGE	099648	fuel filter	76.01	0.00	76.01		02/27/17
100725	GREEN MOUNTAIN GARAGE	099664	wire	19.13	0.00	19.13		02/27/17
100725	GREEN MOUNTAIN GARAGE	099721	oil filter, air filter	130.43	0.00	130.43		02/27/17
100725	GREEN MOUNTAIN GARAGE	099766	hose ends, hose	29.28	0.00	29.28		
				43.20	0.00	49.28	433/6	02/27/17

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Vendor				Purchase	Discount	Amount	Check	Check
		Invoice	Invoice Description	Amount	Amount	Paid	Number	Date
100725	GREEN MOUNTAIN GARAGE	099770	funnel.	4,45	0.00	4.45	43376	02/27/17
100725	GREEN MOUNTAIN GARAGE	099893	fuel line hose	8.40	0.00	8,40		02/27/17
100725	GREEN MOUNTAIN GARAGE	099970	screws, nuts, washers	78,72	0.00	78.72		02/27/17
100725	GREEN MOUNTAIN GARAGE	099971	clamps	3.64	0.00	3.64		02/27/17
310233	GREEN MOUNTAIN POWER	CARVER	FEB ELECTRIC	4,26	0.00	4,26		02/27/17
310233	GREEN MOUNTAIN POWER	CENTER PARK	FEB LIGHTS	25,39	0.00	25.39		02/27/17
310233	GREEN MOUNTAIN POWER	CLAY LIGHT	FEB ELECTRIC	60.50	0.00	60.50		02/27/17
310233	GREEN MOUNTAIN POWER	FLASHER	FEB ELECTRIC	33.24	0.00	33,24		02/27/17
310233	GREEN MOUNTAIN POWER	HW GARAGE	FEB ELECTRIC	39.17	0.00	39.17		02/27/17
310233	GREEN MOUNTAIN POWER	REC FIELD	FEB ELECTRIC	4.86	0.00	4.86		02/27/17
310233	GREEN MOUNTAIN POWER	STREET LIGHT	FEB ELECTRIC	3375.61	0.00	3375.61		02/27/17
310233	GREEN MOUNTAIN POWER	TOWN OFFICE	FEB ELECTRIC	486.47	0.00	486.47		02/27/17
310622	GREG'S TIRE SALES & SERVICE, I	40976	tubes	20.00	0.00	20.00		02/27/17
100559	HACH COMPANY	10322109	swif test, pH solution	100.53	0.00	100.53		02/27/17
310702	HEWITT, KIM	20170224	camp	500.00	0.00	500.00		02/27/17
300600	HOLLAND COMPANY INC	2313	sodium bisulfite	1700.00	0.00	1700.00		02/27/17
310294	KENT, STACY	20170221	referee for basketball	210.00	0.00	210.00		02/27/17
310558	LARAWAY, LANCE	20170221	referee for basketball	210.00	0.00	210.00		02/27/17
310566	LUFKIN, MICHAEL	20170221	referee for basketball	110.00	0.00	110.00		02/27/17
310564	MAGEE OFFICE PRODUCTS	915877	toner	79.84	0.00	79.84		
100949	MITCHELL TEES & SIGNS, INC	4397	screen print	152.00	0.00	152.00		02/27/17
301055	NMS LABS	1018209	lab testing	257.00	0.00	257.00		02/27/17
310617	OTTER VALLEY UNIFIED UNION SCH		3rd qtr tax share	931871.50	0.00			02/27/17
100691	OTTER VALLEY UNION HIGH SCHOOL		Soccer Clinic	225.00	0.00	931871.50		02/27/17
100743	RON'S PLUMBING & HEATING INC	10052	repair heat HWY garage	148.95	0.00	225.00		02/27/17
200179	ROOTX	47991	root killer	453.00	0.00	148.95		02/27/17
300502	ROUSE TIRE SALES INC	10226095	tires	487.16	0.00	453.00		02/27/17
300375	RUTLAND CITY	18042SLUDG	Dec sludge processing	4095.00		487.16		02/27/17
300375	RUTLAND CITY	18043SLUDG	Jan sludge processing	4095.00	0.00	4095,00		02/27/17
100005	RUTLAND COUNTY SOLID WASTE DIS		dec recycling	268.14	0.00	4095.00		02/27/17
100005	RUTLAND COUNTY SOLID WASTE DIS		Jan surcharge	919.62	0.00	268,14		02/27/17
100005	RUTLAND COUNTY SOLID WASTE DIS		JAN RECYCLING	66.34	0.00	919.62		02/27/17
100714	SCHECK, ANNA	FEB 2017	mileage RRPC 2-21-17	18.40	0.00	66.34		02/27/17
100984	SCHWAAB INC	A098286	clerk stamp	33.50	0.00	18.40		02/27/17
200292	STAPLES CREDIT PLAN	7314	time clock, time cards		0.00	33.50		02/27/17
310557	STARK, MICHAEL	20170221	referee for basketball	314.78 210.00	0.00	314.78		02/27/17
100630	US POSTMASTER, BRANDON	2-23-17	annual permit #9	225.00	0.00	210.00		02/27/17
100630	US POSTMASTER, BRANDON	2/24/17	stamp order	462.00	0.00	225.00		02/23/17
100630	US POSTMASTER, BRANDON		town report mailing		0.00	462.00		02/27/17
100682	USA BLUE BOOK	182862	bottles	360.54 273.43	0.00	360.54		02/22/17
330348	VERIZON WIRELESS	9780375415	feb cell phones	567.07	0.00	273,43		02/27/17
100225	VERMONT ASSOCIATION OF CHIEFS	FEB2017	2017 membership		0.00	567.07		02/27/17
300024	VERMONT DIGITAL	FEB723	Oct -Feb copier contract	50.00	0.00	50.00		02/27/17
310596	VERMONT SHADE AND BLIND, LLC	1933	shades	946.15 672.00	0.00	946.15		02/27/17
100067	VLCT	18342	gage gov't day	672.00	0.00	672.00		02/27/17
310046	W.B. MASON CO INC	I41489972	folders	45.00	0.00	45.00		02/27/17
310046	W.B. MASON CO INC	I41878507	toner, moistener bottles	133.77 148.94	0.00	133.77		02/27/17
310690	WOOD, CHRISTOPHER L.	20170221	referee for basketball		0.00	148.94		02/27/17
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TOWN OF BRANDON Accounts Payable Check Warrant Report # 62815 Current Prior Next FY Invoices All Invoices For Check Acct 01(10 General Fund) 02/27/17 To 02/27/17

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