

Brandon Select Board Meeting
April 10, 2017
7:00 p.m.

The Brandon Select Board will meet Monday, April 10, 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) Public Hearing Minutes - March 27, 2017
 - b) Select Board Minutes - March 27, 2017
 - c) Special Select Board Meeting Minutes - March 31, 2017
- 3) Town Manager's Report
- 4) Zoning Administrator's Report
- 5) Comments for Items not on the Agenda
- 6) Adoption of the 2017 Local Emergency Operations Plan
- 7) Approval of Tax Stabilization for Olivia's Holdings LLC (Olivia's Croutons)
- 8) Approval of the Proposed Amended Brandon Land Use Ordinance Dated January 6, 2017
- 9) Approval of the Annual Financial Plan - Town Highways
- 10) Approval of the Certification of Compliance for Town Road and Bridge Standards and Network Inventory
- 11) Norris Brothers Solar Development
- 12) Reconsider Road Posting
- 13) Fiscal
 - a) Warrant - April 10, 2017 - \$431,337.00
- 14) Executive Session Pursuant to 1 V.S.A. § 313(a)(3):
The appointment or employment or evaluation of a public officer or employee
- 15) Adjournment

**Brandon Select Board Public Hearing
Proposed Amendments to the Brandon Land Use Ordinance (BLUO)
March 27, 2017**

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

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

Others In Attendance: Dave Atherton, Arlen Bloodworth, Richard Baker, Bill Moore, Ethan Nelson, Bill Mills, Stephanie Jerome, Anna Scheck, Linda Stewart, Lisa Rovi

1. Call to order

The meeting was called to order by Seth Hopkins – Chair @ 6:41PM.

Seth Hopkins advised that this hearing is for the Brandon Select Board to take public comments on the proposed amended Brandon Land Use Ordinance dated January 6, 2017. The changes, pursuant to 24 V.S.A., Chapter 117, Section 4441 included:

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

2. Open Hearing to the Floor

Linda Stewart questioned what happened with the restriction to neon signs in the sign regulations as the Shell station has neon signs above the canopy and on the front of the building and uses neon signs for pricing. She stated when the Mobil station applied for signage; they had to go to the DRB due to the sign regulations. The Zoning Administrator advised that there is a direct conflict in the ordinance about illuminated signs. The Shell station was allowed internally lit signs because of the conflict. Ms. Stewart stated the ordinance indicates only an open sign can be illuminated. Anna Scheck stated due to legal issues, the Town can no longer dictate the wording of an illuminated sign, only the sizing. Ms. Stewart stated there is also a size regulation and all of the signs are larger than what is allowed. Ms. Scheck stated because of the conflicting information in the ordinance, they were allowed the signs, as they were replacing existing illuminated signs. Ms. Stewart expressed concern that once one business is allowed to have illuminated signs, it opens up the option for everyone. Ms. Stewart noted the DRB ruled against

the Mobil station. Ms. Scheck advised that the signage they asked for was larger than what is allowed and was not denied because of the type of sign. Ms. Stewart suggested if the sign ordinance is going to be rewritten, there should be careful review of the illuminated sign section. Ms. Stewart questioned if the standards for the DRB have changed and Ms. Scheck advised that the ordinance being considered for approval is the version that was written by the previous Planning Commission. Seth Hopkins stated the Planning Commission has just had its reorganizational meeting and signage will be something that will be addressed. The Economic Development Officer expressed concern about the signage section being too restrictive for new businesses. Ms. Stewart questioned what was done regarding sandwich boards and Ms. Scheck advised that it was eliminated in one section and moved to another section. Seth Hopkins noted the next hearing will be held Monday, April 10th at 6:30PM at the Town Hall.

3. Close Hearing

The hearing was closed at 7:00PM.

Respectfully submitted,

Charlene Bryant
Recording Secretary

**Brandon Select Board Meeting
March 27, 2017**

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

Board Members In Attendance: Devon Fuller, Doug Bailey, Seth Hopkins, Brian Coolidge

Others In Attendance: Dave Atherton, Richard Baker, Anna Scheck, Janet Coolidge, Constance Pell, Landon Stewart, Steve Bissette, Bill Moore, Wayne Rausenberger, Linda Stewart, Stephanie Jerome, Dick Kirby, Ethan Nelson, Bill Mills, Lisa Rovi, Lisa Kenyon, Andrew Kenyon

1. Call to order

The meeting was called to order by Seth Hopkins – Chair at 7:01PM.

a) Agenda Adoption – Motion by Doug Bailey/Devon Fuller to adopt the agenda. **The motion passed unanimously.**

2. Approval of Minutes

a) Approval of Minutes – March 13, 2017 - Select Board Meeting

Motion by Brian Coolidge/Doug Bailey to approve the Select Board Minutes of March 13, 2017. **The motion passed unanimously.**

3. Town Manager's Report

Dave Atherton reported the mandatory pre-bid meeting for Segment 6 was held on March 22nd at the Town Hall and there was good attendance. The utility poles are still being set on Franklin Street. VTrans has started to cut trees from Central Park to the Fire Station and have gone up to Conant Square and Grove Street. Twelve sections of the overflow culvert have been installed, sealed and backfilled. There is a public meeting scheduled for March 29th at 6:00PM at the Town Hall to discuss the switch over of the construction area. A mandatory pre-bid meeting was held for the Champlain Street Pump Station Project on March 23rd at the Town Office. In Recreation happenings, the Bow Thayer concert on March 18th was a success with 62 people attending. The Recreation Department plans to establish a Friday Night Winter Concert Series at the Town Hall going forward. Baseball signups have started with an April 3rd deadline for 1st through 6th grades and a May 1st deadline for T-ball. The registration is paperless and is the first program that will feature the addition of a non-resident fee. The Brandon Recreation/Brandon Area Toy Project Carnival is slated for June 8th through the 11th at Estabrook Park and will include concerts, teen dance, pancake breakfasts and vendors. On April 15th the OV baseball team will be working with local parents and kids to spruce up the three fields at Neshobe and Estabrook Park with a BBQ to follow. Bill Moore attended a meeting at the RNESU office with the Principals and Administrators from Neshobe, Leicester, Lothrop and OV, as well as the Pittsford Rec Director,

Randy Adams, to collaborate to offer all-day programming for kids in the summer. With regard to economic development, Mr. Moore attended an Economic Development Conference with Chairman Hopkins in Montpelier on March 22nd and came away with more ideas regarding work-force training and infrastructure improvements that make the region more appealing to potential employers. The first tax stabilization will be presented to Gold Star Feeds.

4. Comments for Items Not on the Agenda

Andrew Kenyon read a letter regarding the tree removal along Route 7 (letter attached). Seth Hopkins stated the Town Manager provided Mr. Kenyon a small version of the Tree Plan and the larger version was available for viewing at the meeting. Mr. Atherton reported the trees have to be cut down before April 1st because of a bat habitat for an endangered bat. The trees with blue marks can be cut after April 1st and the trees marked with white dots will be trimmed. There are under 80 trees that will be removed and there will be plantings upward of 200 trees for the project. The lists of the trees and species is available for viewing. There will also be more vegetation planted in the parks and in planters throughout the Town in addition to the tree plantings. Many of the trees are being removed because they are rotten and have more of an opportunity to fall after the project. Mr. Hopkins stated there have been people questioning the removal of the trees, which is a reasonable question and the Select Board does realize the importance of trees. Mr. Hopkins encouraged anyone interested in obtaining more information about the Tree Plan to visit the Town Office to review the detailed Plan to get an idea of what the result will be. Segment 6 has been in the plans for many years and will cause some disruption for a little while. It is hoped that people will understand that in the end it will be a benefit to the Town. Mr. Hopkins thanked Mr. Kenyon for the comments presented. Dave Atherton stated the Town has been working with UVM regarding a tree maintenance program so that when the trees get larger it will look like a canopy and branches will be kept out of utility lines. Bill Moore asked if the road will be widened and Mr. Atherton advised that some spots will be wider, but the Town is not making Route 7 wider, however, the sidewalks will be made wider. Doug Bailey stated this plan has been 40 years in the making. Many trees have to come down to dig out the cement slabs and arborists have indicated which trees need to come down for safety reasons. The project is also replacing sewer lines and the intent is not to cut down the trees due to motorists. It is something that has to happen due to the project. Ethan Nelson asked if there is a town arborist and it was noted that Wayne Kingsley is the Tree Warden.

Linda Stewart questioned if the bridge near the barbershop will be a one-lane or two-lane road. Dave Atherton reported this is private property owned by Bob Read and it is his access and he will be paying for the bridge. It is thought that it is going to be a one-lane bridge, but Mr. Atherton is not sure as it is privately owned property.

5. Discuss Senior Citizens Center Request for Sign Placement Exemption

Seth Hopkins advised that the Select Board received a letter from the Senior Center requesting an exemption for an off-premise sign on private property. Anna Scheck has been unable to discuss this item with Kathy Mathis, President of the Senior Center. Ms. Scheck advised that off premise signs are not allowed and suggested there are other areas in town where the sign could be placed. Mr. Hopkins noted sandwich signs from other groups have been located in the park.

Mr. Hopkins stated the Select Board does not have the jurisdiction to grant exemptions. Doug Bailey agreed that the Select Board cannot grant an exemption and does not see that the Select Board can move forward on this request. Devon Fuller stated the park could potentially be a place for the sign and agreed that it would be the only solution, but perhaps it is something that will need to be addressed going forward. Ms. Scheck also spoke with Bernie Carr regarding the possibility of using the bus station sign. Mr. Hopkins stated the Board recognizes the Senior Center does valuable work, but the Land Use Ordinance is something the Town as a whole decided on and it is not appropriate to do spot zoning exemptions. No action was taken by the Select Board and the Zoning Administrator will respond to the Senior Center on behalf of the Select Board.

6. Appointments

a) Budget Committee

Seth Hopkins stated there was discussion at the last meeting regarding the possible statutory limits on the number of members on committees. Dave Atherton stated in checking with VLCT, because it is an advisory Committee, not a decision making Board, the Select Board can appoint as many members as they would like on the Budget Committee. Seth Hopkins stated there are six people interested in participating on the Budget Committee and from a statutory point, it is determined there is no limit. Doug Bailey stated the current committee members have been productive and he did not think the Committee needs to go to six members. The meeting is warned as a public meeting and all are invited to attend. Devon Fuller also did not see the need for a 6-member Committee.

Motion by Doug Bailey/Brian Coolidge to appoint Janet Coolidge, Anthony Paduto, Carol Bertrand and Doug Sawyer as the Budget Committee for the next year. **The motion passed unanimously.**

Seth Hopkins thanked the other two people who expressed interest and invited them to attend the budget meetings.

7. Proposed Fund Balance Policy

Seth Hopkins stated the proposed Fund Balance Policy was discussed at the last meeting and Mr. Hopkins made edits based on the discussion.

Motion by Devon Fuller/Brian Coolidge to approve the Fund Balance Policy as presented. **The motion passed unanimously.**

8. Tax Stabilization -- Gold Star Feed & Grain

Brian Coolidge recused himself from the discussion on this topic.

Bill Moore brought forth a request from an applicant for tax stabilization. Mr. Moore reported a couple of years ago the Town had hired an Economic Development Consultant to draft a Tax

Stabilization Policy that is based on investment the property owner puts into their property. Gold Star Feed and Grain has purchased the Blue Seal Feeds building that is assessed at \$223,600.00 and have invested \$296,000.00 in improvements thus far in the structures and grain elevators. They have submitted a letter and invoices to the Economic Development Manager. Mr. Moore advised this would make them eligible for a six-year tax stabilization contract and requested the Select Board consider approval of the tax stabilization that will hold their municipal tax and appropriations. The school education tax portion is outside the Town's authority. Mr. Moore stated this program will encourage business owners to invest in their properties. Devon Fuller clarified that the property will be reassessed after the six years and will be taxed in accordingly. Mr. Moore confirmed there will be a town-wide reappraisal in 2018.

Motion by Devon Fuller/Doug Bailey to approve the tax stabilization for Gold Star Feed & Grain for a six-year term. **The motion passed – Brian Coolidge recused from voting.**

Landon Stewart stated there have been some other improvements made since January and it is hoped that within the next year there will be improvements in efficiencies. Doug Bailey asked what the expected peak employment will be. Mr. Stewart stated if sales continue to grow, they will add more trucks and potentially add a second shift, but it will depend on sales. They were hoping to get 12,000 total tons of sales this year and last month they already reached 1000 tons for the month. They are pleased with how the business is growing and progressing.

9. Approve Certificate of Highway Mileage

Seth Hopkins advised there is a Class 1 state highway change for .298 miles of Route 7 to reclassify the highway due to Segment 6. Dave Atherton stated the roads are being reviewed and more will be changed next year.

Motion by Doug Bailey/Devon Fuller to approve the change to the Certificate of Highway Mileage to reflect the .298 change. **The motion passed unanimously.**

10. Reconsider Road Posting

Seth Hopkins received a request from Tracy Wyman to postpone discussion of this item to the next meeting. The Select Board agreed.

11. Fiscal

a) General Fund Warrant – March 27, 2017 - \$115,792.77

Motion by Devon Fuller/Brian Coolidge to approve the warrants of March 27, 2017 in the amount of \$115,792.77. **The motion passed unanimously.**

Doug Bailey reported he spoke with Jackie at the Town Office concerning the electric bill, noting it is showing a sizeable decrease due to the solar project. It is good to see the savings and Mr. Bailey thanked Mr. Atherton and Mr. Moore for getting the solar field on town property.

The Board recessed at 7:38PM to convene as the Board of Liquor Commissioners.

The Board reconvened at 7:41PM.

Motion by Seth Hopkins/Devon Fuller to enter into executive session at 7:42PM pursuant to 1VSA 313(a)(1) to include the Town Manager and Town Attorney for confidential attorney-client communications made for the purpose of providing professional legal services to the body. **The motion passed unanimously.**

12. Executive Session Pursuant to 1V.S.A. 313(a)(1) – Confidential Attorney-Client Communications Made for the Purpose of Providing Professional Legal Services to the Body

Motion by Seth Hopkins/Devon Fuller to come out of executive session at 8:12PM. **The motion passed unanimously.**

There was no action required.

Motion by Seth Hopkins/Brian Coolidge to enter into executive session at 8:13PM pursuant to 1VSA 313(a)(3) to include the Town Manager regarding the appointment or employment or evaluation of a public officer or employee. **The motion passed unanimously.**

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

Motion by Seth Hopkins/Brian Coolidge to come out of executive session at 8:20PM. **The motion passed unanimously.**

There was no action required.

Motion by Devon Fuller/Brian Coolidge to enter into executive session at 8:26PM pursuant to 1VSA 313(a)(3) to include the Town Manager regarding the appointment or employment or evaluation of a public officer or employee. **The motion passed unanimously.**

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

Motion by Devon Fuller/Brian Coolidge to come out of executive session at 8:55PM. **The motion passed unanimously.**

There was no action required.

17. Adjournment

Motion by Devon Fuller/Brian Coolidge to adjourn the Select Board meeting at 8:56PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

My name is Andrew Kenyon. I am 12 years old and in 6th grade at Neshobe.

I would like to speak on the topic of the tree removal along route 7. I recently was driving around with my mother and I noticed that there were red, blue and white markings on the trees along rt 7 starting by subway to the fire house. I have roughly counted 14 red, 3 white, and 55 blue. This concerns me dearly!

I have done some research on why trees are important to our community. Here are 9 facts that I would like you to listen to and take into consideration.

1. In just one year a mature tree can allow 40 people to breathe continuously.
2. They absorb odors and pollutant gases
3. Trees save lots of money by raising property values by 15%
4. Shield people from ultra-violet rays, did you know that skin cancer is the most common form of cancer in the US, trees will reduce UV-B exposure by around 50%
5. There has been research done that trees reduce violence, neighborhoods that have less trees have more violence
6. They also reduce the level of fear
7. Trees absorb dust and wind and reduce glare, getting rid of the ones on the street might cause more accidents instead of reducing.
8. Trees provide shade and help cool buildings which will help on electricity costs, if you get rid of mature trees townspeople and business owners will have higher electric bills. I thought that we are trying to be more energy efficient?
9. This fact is interesting too! The more trees and landscaping, a town will have more business flow, the traffic will slow enough to have the drivers look at the store fronts instead of speeding and not looking.

I understand that this process is in motion, but I would like you to take a walk and look at all the trees that are going to be cut down. I would love to take a walk with any of you if you are interested.

I would like to thank you Mr. Chairman and the selectboard for allowing me to speak.

I have two questions for you and the board. The first one is what do the red, white and blue markings mean? I looked it up and I found that red is removal, blue is cut branches, and white means staying, is this true? I understand that segment 6 is to make the town safer from the bank corner to the library. And my second question is why are you widening the road from subway to the lake Sunapee bank and from the library to the fire dept?

Follow up question

Is there any way that you can widen the road without cutting the trees down?

Minutes of special Brandon Selectboard meeting, March 31, 2017

The meeting was posted for the town hall basement but was moved to the town office second floor conference room because other groups were using the town hall upper and lower levels. A sign was posted on the door to the town hall so stating.

At 5:00 Chairman Seth Hopkins called the meeting to order. Present were Selectmen: Seth Hopkins, Doug Bailey, Devon Fuller, Tracy Wyman, Brian Coolidge; and David Atherton (town manager)

1 Tracy Wyman moved and Brian Coolidge seconded adoption of the agenda.

Seth Hopkins requested addition of a second executive session, following the first, to include the town manager, pursuant to 1 VSA 313(a)(3): the appointment or employment or evaluation of a public officer or employee. Motion to add to the agenda by Seth Hopkins, seconded by Doug Bailey. Voted 5-0.

Agenda as amended was then adopted 5-0.

2 Motion by Devon Fuller, seconded by Doug Bailey to enter into executive session to include the town manager, pursuant to 1 VSA 313(4): Disciplinary or dismissal action against a public officer or employee. Voted to enter into this executive session 5-0 at 5:02 PM.

Motion by Devon Fuller, seconded by Tracy Wyman to leave executive session at 5:11 PM. No action was required.

At this point the board voted to suspend the rules to change the next executive session from 1 VSA 313(a)(3): the appointment or employment or evaluation of a public officer or employee to 1 VSA 313(a)(1) for consideration of confidential attorney-client communications. Motion by Devon Fuller, seconded by Tracy Wyman, voted 5-0.

2a Motion by Devon Fuller, seconded by Tracy Wyman, to enter executive session pursuant to 1 VSA 313(a)(1) for consideration of confidential attorney-client communications. Voted to enter into this executive session 5-0 at 5:17 PM.

Motion by Brian Coolidge, seconded by Devon Fuller, to leave executive session at 6:39 PM, voted 5-0.

Motion by Devon Fuller, seconded by Tracy Wyman to have Seth Hopkins, Devon Fuller, and David Atherton prepare a letter to be sent to the Brandon Reporter. Voted 5-0.

3 Motion by Brian Coolidge, seconded by Tracy Wyman, to adjourn at 6:41 PM. Voted 5-0.

Town Manager Report for the weeks March 27 and April 5, 2017

Segment 6:

The scope and fee for the MPM for the Town and Fire District has been sent to Vtrans for review. Daryl and I will be meeting with Vtrans in Montpelier on the 11th to discuss.

Vtrans has made the decision not to split the CI and CCM roles. Dubois & King will now be performing both.

We have received the Final Right-of-way Certificate of Clearance from the Chief of Right-of-Way at VTrans who confirmed that all acquisitions were completed in accordance with current Federal Highway Administration directives and policies.

Overflow Culvert:

See attached projected schedule from Markowski's.

Other:

April 7th was the deadline for bids on the Champlain Street Pump Station project. The job was awarded to Belden Construction.

Met with Mary Lamson from the RRPC to discuss the LEOP. Also met with Dave Muse from the Red Cross to discuss the emergency shelter locations.

The grader has been out on Birch Hill Road, Long Swamp Road and Lover's Lane. The recent series of rainfall events has been detrimental to the majority of our gravel roads. We will continue to grade as weather permits.

April 6th, had a meeting with Watershed to discuss the stormwater management plan and its key areas. There are 5 key areas that we would like to move forward with that include Pearl St., W. Seminary St., Municipal parking lot behind Café Provonce, and possibly an area south of Church St. (will need permission from private landowner)

I will be on vacation from April 17th to April 21st.

Other Items will be covered in the agenda.

Agency of Transportation

Office Memorandum

To: Distribution
From: Robert M. White, Chief of Right-of-Way
Date: March 29, 2017
Subject: Brandon NH 019 – 3 (496)
02B232

Final Right-of-Way Certificate of Clearance

This is to certify that:

1. All necessary rights-of-way have been acquired including legal and physical possession and the Town of Brandon has the right to enter on all lands, therefore the right-of-way is clear. All outstanding acquisitions awaiting Condemnation referred to in the Conditional Right of Way Clearance Brandon NH 019 – 3 (496) Certificate dated February 22, 2017 have now been acquired.
2. All acquisition was in accordance with current Federal Highway Administration Directives and Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.
3. No acquisition required compliance with the provisions of Title II of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.
4. There were no items in mitigation of right-of-way damages.
5. There are no Right-of-Way Special Agreements on this project.

Robert M. White

Digitally signed by Robert M.

White

Date: 2017.04.05 09:04:23 -04'00'

Robert M. White, Right of Way Chief

RMW:bam

Distribution

Marvin Kingsbury, Federal Funds Administrator, Federal Programs Section
T. Scott Robertson, Project Manager, Municipal Assistance Bureau, Transportation Alt. Section
Craig Keller, Chief of Utilities & Permits Section
Meredith Asselin, Financial Administrator, Finance & Administration Section
Kenneth R. Sikora, Jr., FHWA
Nelson Hoffman, FHWA
Acquisition (1)
ROW General File (original)



2704 West Creek Road

Florence, Vt. 05744

Project Update – Brandon Overflow Culvert

Date: 3/31/2017

Operations This Week (3-27 thru 3-31)

This week we focused on the backfilling operations. We cleaned up the jobsite on the west end of the project and installed a temporary crushed asphalt base for traffic to travel on. In addition, the former green space will act as temporary parking for people looking to park in downtown.

On Thursday night, we switched traffic over to the west end of the project that we have been working on up to this point. This will allow us to continue the construction of the box culvert until its final completion. We expect this end to move faster as the box is now coming up in elevation at an accelerated pace.

Please be cautious on this new traffic pattern. We are working to constantly make it safer and will be on either side of the road setting up signs within the following week.

Operations Next Week (4-3 thru 4-7)

On Monday, Markowski will be locating the underground ductbank that we have to cross under. For the remainder of the week, we will be under the Blue Moon Clothing shop working on constructing a couple of piers to support the building during our construction process

Starting Tuesday, Capital Rock will be back on site to drill the edges of the box excavation. They did the west side and will be back for the entire week working on the east side.

Project Extended Look Out (4-10 thru 4-14)

After Capital Rock demobilizes, we will move our excavation equipment back onto the jobsite. Dirt removal & rock removal will begin this week. Expect increased truck traffic in and out of the jobsite this week. Depending on how quickly this goes, we would hope to get Gendron back onsite to begin forming for the footers of the box, however, that may not happen until the following week depending on progress.

Thank-you,

Tom Markowski

Markowski Excavating

ZONING ADMINISTRATORS REPORT/SB

April 10, 2017

Permit Activity

During the month of March eleven permits were submitted with one being referred to the Development Review Board for a Conditional Use.

Violations-Update /Code Enforcement

Attached is an email regarding mice around the neighborhood at a structure that is partially burned on Walnut Street. A second complaint via email was also received.

I received a complaint from a property owner on Maple Street regarding another partially burned property that is now vacant. The bank has taken the property and I believe the process is now in place for clean-up of this property.

Excessive garbage complaint from adjoining property owners of two separate locations around Town. These have been dealt with and cleanup should continue on a weekly schedule.

BLUO/Town Plan Information-

The Select Board held the first hearing for the proposed amended Brandon Land Use Ordinance dated January 6, 2017 on March 27, 2017 with the second hearing to be held earlier this evening. If there are to be no changes the Board will need to adopt the document this evening, or within one year of the hearing, and said document will become effective 21 days after adoption.

I have also submitted a list suggested changes to the Planning Commission for their review.

DRB

Application #5873 was referred to the DRB for a Variance. The parcel is a pre-existing non-conforming lot and the variance request is for a structure which will not meet the setbacks for the Aquifer District. The hearing was held on March 29, 2017 and the decision is pending.

Application #5883 was referred to the DRB for a Conditional use for renovations of an exist commercial structure in the Central Business District. Pursuant to Section 302 of the BLUO, dwelling units on all non-street level and street levels require a conditional use permit be issued. The hearing will be held on April 26, 2017.

,Rental

Rental Compliance statements are still coming in along with the fees. I am expecting three violation letters will be sent next week for non-compliance. The total yearly rental compliance fees received to date is around \$8,700 and I am expected submittal of an addition \$300 within the next two weeks. I am still pursuing property owners to submit fees through phone calls and am anticipating additional submittals.

Other

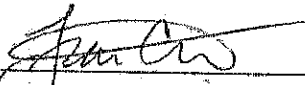
As requested, a letter was sent to the Senior Center on behalf of the Select Board regarding the sandwich board sign they use for events. The Senior Center will now be placing their event sign in Central Park.



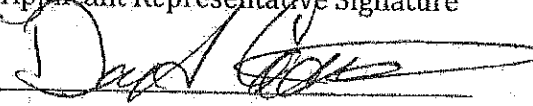
Town of Brandon Tax Stabilization Application

Applicant Property Owner	OLIVIA'S HOLDINGS LLC
Applicant Property Contact	FRANCIE CACCARD
Contact Tax Bill Address	1423 NORTH ST. NEW HAVEN, VT 05472
Parcel Number	0083-2014
Current FY Assessed Value	\$885,000. / PURCHASE \$537,500.
Total Property Improvement (attach invoices)	\$383,333 Fixed + \$383,474. movable.
Contract Length (per policy)	7 years ↓ 300-600K range
Fiscal Year Start of Contract	2017-2018

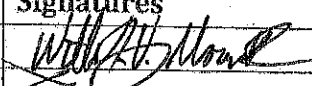
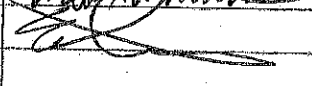
I affirm that all evidence provided as a part of this application does represent the true investment value and costs incurred by the property owner for the above-referenced property.


 Applicant Representative Signature

FRANCIE CACCARD
 Representative Printed Name


 Witness

4/5/17
 Dated

Town Representatives	Approve	Date	Signatures
Econ Development Officer	Y/N	4/5/2017	
Town Manager	Y/N	4/5/17	
Select Board			



April 5, 2017

Town of Brandon
Bill Moore
49 Center St.
Brandon, VT 05733

Dear Bill,

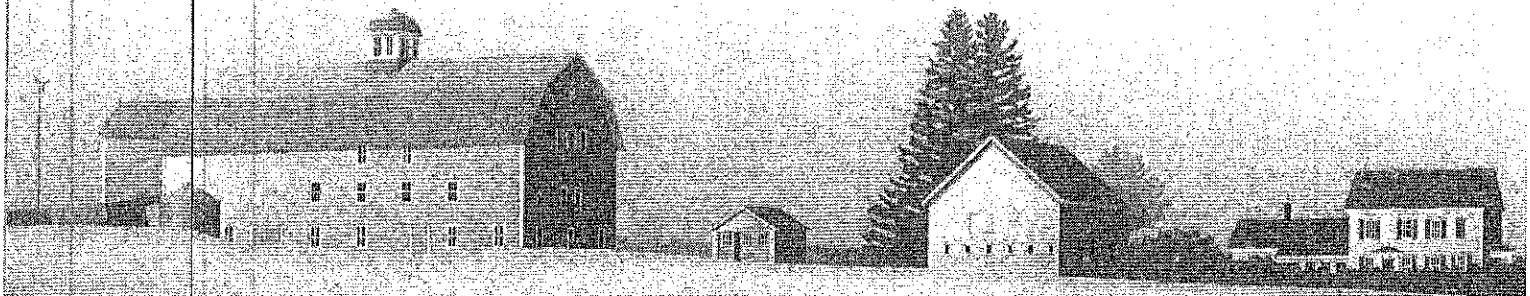
I would like to request tax stabilization for a property that we recently purchased in Brandon. During our search for possible locations to grow our business, you shared the details of a program that would allow us to mitigate a portion of our town taxes over a period of ten years. We would like to begin the process of recognizing our property, at 2014 Forest Dale Rd. parcel #0083-2014, for this exemption.

The property is currently assessed at \$885,000. Our purchase price was \$537,500. The appraisal value, as determined by Martin Appraisal Service is \$660,000 as is and \$950,000 after improvements. Construction alternates 1 and 2, as listed in the Naylor & Breen contract do not add to the real estate value of the property.

Please let me know if I can provide any additional information. Thanks very much for your help with this matter.

Sincerely,

Francie Caccavo



Olivia's Crouton Co. Inc.
1423 North Street
New Haven, VT 05472

Croutons you would make yourself if you had the time

OliviasCroutons.com

toll free 888 425 3080
p 802 453 2222
t 802 453 7722

ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS
19 V.S.A. § 306(j)

TA-60

Town of Brandon Fiscal Year 2018 Begin 7/1/17 End 6/30/18

INCOME

DESCRIPTION	ESTIMATED
State Funds - 19 V.S.A. Section 306(a):	
Class 1 1.948	\$ 21,835.83
Class 2 16.14	\$ 66,255.31
Class 3 39.84	\$ 60,612.93
Town Tax Funds – 19 V.S.A. Section 307	\$ 654,105.93
Special Funds (e.g., bonds or earmarks):	
a.	\$
b.	\$
c.	\$
TOTAL	\$ 802,810.00

EXPENSES

DESCRIPTION	ESTIMATED
Winter Maintenance	\$ 321,124.00
Non-Winter Maintenance	\$ 481,686.00
Major Construction Projects	
a. RT 53 PAVE	\$ 50,000.00
b.	\$
c.	\$
TOTAL	\$ 852,810.00

Comments:

ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS
19 V.S.A. § 306(j)
(page 2)

TA-60

We, the Legislative Body of the Municipality of Brandon certify
that funds raised by municipal taxes are equivalent to or greater than a sum of at least **\$300.00**
per mile for each mile of Class 1, 2, and 3 Town Highway in the municipality. (19 V.S.A. 307)

_____ Date: _____

(Duly Authorized Representatives)

The submitted Town Plan meets the requirements of Title 19, Section 306(j).

_____ Date: _____

District Transportation Administrator

**Certification of Compliance
for
Town Road and Bridge Standards
and
Network Inventory**

We, the Legislative Body of the Municipality of BRANDON certify that we have reviewed, understand and comply with the Town Road and Bridge Standards / Public Works Specifications and Standards passed and adopted by the Selectboard / City Council / Village Board of Trustees on APRIL 10, 2017.

We further certify that our adopted standards do do not meet or exceed the minimum requirements included in the January 23, 2013 VTrans template.

We further certify that we do do not have an up-to-date highway network inventory which identifies location, size, deficiencies/condition of roads, bridges, causeways, culverts and highway-related retaining walls on class 1, 2, and 3 town highways, and estimated cost of repair.

Date: _____

(Duly Authorized Administrator)

For a summary of your community's road and bridge information please visit: tinyurl.com/rdsinfo

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
310640	802 FENCE LLC	APR2017PMT#1 deposit - Estabrook fenc	507.98	0.00	507.98	43514	04/10/17
200263	ALDRICH & ELLIOTT, PC	76895 Champlain St PS upgrade	3910.00	0.00	3910.00	43515	04/10/17
310590	AMERICAN WINDOW CLEANING II	1278 march windows	50.00	0.00	50.00	43516	04/10/17
100856	APPLIED INDUSTRIAL TECHNOLOGIE	7010135234 parts for grit motor	37.18	0.00	37.18	43517	04/10/17
100598	AUBUCHON HARDWARE	1616256598 threaded PVC plug	9.99	0.00	9.99	43518	04/10/17
100598	AUBUCHON HARDWARE	1616256599 broom, squeegee	44.96	0.00	44.96	43519	04/10/17
310709	BMI	MARCH2017 annual music license	342.00	0.00	342.00	43520	04/10/17
100255	BRANDON FIRE DISTRICT #1	EST 4-15-17 estabrook park water	191.31	0.00	191.31	43521	04/10/17
100255	BRANDON FIRE DISTRICT #1	HW 4-15-17 highway garage water	109.88	0.00	109.88	43521	04/10/17
100255	BRANDON FIRE DISTRICT #1	PD 4-15-17 police water	65.05	0.00	65.05	43521	04/10/17
100255	BRANDON FIRE DISTRICT #1	TH 4-15-17 town hall water	80.59	0.00	80.59	43521	04/10/17
100255	BRANDON FIRE DISTRICT #1	TO 4-15-17 town office water	74.87	0.00	74.87	43521	04/10/17
100255	BRANDON FIRE DISTRICT #1	WW 4-15-17 waste water	897.58	0.00	897.58	43521	04/10/17
100275	BRANDON FREE PUBLIC LIBRARY	APRIL 2017 appropriation	7125.00	0.00	7125.00	43522	04/10/17
100280	BRANDON LUMBER & MILLWORK CO.	516308/3 screws, plywood, 2x4's	68.68	0.00	68.68	43523	04/10/17
100280	BRANDON LUMBER & MILLWORK CO.	516469/3 rule tape	23.98	0.00	23.98	43523	04/10/17
100280	BRANDON LUMBER & MILLWORK CO.	516638/3 trash bags	7.99	0.00	7.99	43523	04/10/17
100310	BRANDON SENIOR CITIZENS CENTER	APRIL 2017 appropriation	1125.00	0.00	1125.00	43524	04/10/17
310390	BTS, INC	12229 Network/VM issues,update	502.57	0.00	502.57	43525	04/10/17
100198	CARGILL, INCORPORATED	2903343782 salt	1736.16	0.00	1736.16	43526	04/10/17
100198	CARGILL, INCORPORATED	2903345885 salt	1726.67	0.00	1726.67	43526	04/10/17
301503	CHAMPLAIN VALLEY PLUMBING	312226 heating fuel @ Town Hall	337.20	0.00	337.20	43527	04/10/17
301503	CHAMPLAIN VALLEY PLUMBING	323353 gasoline	879.16	0.00	879.16	43527	04/10/17
301503	CHAMPLAIN VALLEY PLUMBING	519147 diesel fuel	1137.57	0.00	1137.57	43527	04/10/17
310097	COMCAST	PD03/27/17 service 04/04 - 05/03	254.90	0.00	254.90	43528	04/10/17
310097	COMCAST	TO 3-27-17 april phone and internet	375.74	0.00	375.74	43529	04/10/17
310097	COMCAST	WW 3-21-17 ww april phone & int	148.57	0.00	148.57	43530	04/10/17
310710	COOLIDGE, NICHOLAS	040617 grooming	50.00	0.00	50.00	43531	04/10/17
310177	COTT SYSTEMS, INC.	114840 april host fee	227.00	0.00	227.00	43532	04/10/17
330426	CVC PAGING	149-16883 april pagers	23.90	0.00	23.90	43533	04/10/17
300466	DUNDON PLUMBING & HEATING INC	34327 pumped MH @ Kennedy Park	800.00	0.00	800.00	43534	04/10/17
310275	EIV TECHNICAL SERVICES	13731 Landfill Recertification	379.75	0.00	379.75	43535	04/10/17
330422	FERGUSON WATERWORKS #590	0744786 gaskets	10.20	0.00	10.20	43536	04/10/17
330422	FERGUSON WATERWORKS #590	0744798 flange	83.83	0.00	83.83	43536	04/10/17
330422	FERGUSON WATERWORKS #590	0745648 couplings, ratchet set	340.38	0.00	340.38	43536	04/10/17
100925	FOLEY SERVICES INC	1084279 uniforms	20.64	0.00	20.64	43537	04/10/17
100925	FOLEY SERVICES INC	1084280 uniforms	47.58	0.00	47.58	43537	04/10/17
100925	FOLEY SERVICES INC	1085718 uniforms	20.64	0.00	20.64	43537	04/10/17
100925	FOLEY SERVICES INC	1085720 uniforms	47.58	0.00	47.58	43537	04/10/17
310426	FYLES BROS., INC.	098952 propane/WW Bryant heater	282.73	0.00	282.73	43538	04/10/17
310426	FYLES BROS., INC.	95975 propane - WW Chem Bldg	137.71	0.00	137.71	43538	04/10/17
310426	FYLES BROS., INC.	95976 propane/WW supply garage	91.10	0.00	91.10	43538	04/10/17
310426	FYLES BROS., INC.	95977 propane/WW small garage	78.59	0.00	78.59	43538	04/10/17
310426	FYLES BROS., INC.	95978 propane/WW main garage	166.26	0.00	166.26	43538	04/10/17
100645	G STONE MOTORS INC	36429 change filters/inspectio	226.49	0.00	226.49	43539	04/10/17
310610	GEARWAR BUILDERS INC	440 PD	9825.22	0.00	9825.22	43540	04/10/17
100725	GREEN MOUNTAIN GARAGE	101118 parts to rebuild plug	20.45	0.00	20.45	43541	04/10/17
100725	GREEN MOUNTAIN GARAGE	101395 wiper blades	25.38	0.00	25.38	43541	04/10/17
100725	GREEN MOUNTAIN GARAGE	101401 screws, hose ends, hose	49.97	0.00	49.97	43541	04/10/17
100725	GREEN MOUNTAIN GARAGE	101477 hose end	11.45	0.00	11.45	43541	04/10/17

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100725	GREEN MOUNTAIN GARAGE	101536	nuts and bolts	39.52	0.00	39.52	43541 04/10/17
100725	GREEN MOUNTAIN GARAGE	101602	wiper blades	37.98	0.00	37.98	43541 04/10/17
300600	HOLLAND COMPANY INC	2910	sodium bisulfite solutio	1706.80	0.00	1706.80	43542 04/10/17
100792	HULBERT SUPPLY CO INC	S1877441.001	PVC pipe, ferncos, etc.	177.28	0.00	177.28	43543 04/10/17
310708	JACKSON, KIMBERLY	APR2017	refund	32.00	0.00	32.00	43544 04/10/17
310564	MAGEE OFFICE PRODUCTS	923849	employee folders	10.13	0.00	10.13	43545 04/10/17
310564	MAGEE OFFICE PRODUCTS	923852	paper, toner	272.89	0.00	272.89	43545 04/10/17
310564	MAGEE OFFICE PRODUCTS	923854	indexes	6.72	0.00	6.72	43545 04/10/17
100588	MARKOWSKI EXCAVATING, INC.	APP #7	Overflow Culvert #7	378254.24	0.00	378254.24	43546 04/10/17
100588	MARKOWSKI EXCAVATING, INC.	V-18089	brush disposal	60.00	0.00	60.00	43547 04/10/17
310630	MASTERCARD	11884	pizza for basketball	105.60	0.00	105.60	43548 04/10/17
310630	MASTERCARD	11885	Legal Gloss Paper	29.95	0.00	29.95	43548 04/10/17
310630	MASTERCARD	11886	floor hockey set/balls	85.78	0.00	85.78	43548 04/10/17
310630	MASTERCARD	11887	New England Aquarium tri	658.40	0.00	658.40	43548 04/10/17
310630	MASTERCARD	11888	VGA cable	31.12	0.00	31.12	43548 04/10/17
310630	MASTERCARD	11889	Street Hockey Goal	71.88	0.00	71.88	43548 04/10/17
310630	MASTERCARD	11890	Corn Hole Bean Bags	16.99	0.00	16.99	43548 04/10/17
310630	MASTERCARD	23409	Training in Springfield-	289.00	0.00	289.00	43548 04/10/17
310062	MCCULLOUGH BROS., INC.	040417	tree removal - High St	425.00	0.00	425.00	43549 04/10/17
100788	NEW ENGLAND MUNICIPAL RESOURCE	39393	april assessment fee	1416.66	0.00	1416.66	43550 04/10/17
100908	PITTSFORD SMALL ENGINE REPAIR,	55538	filter, oil tank, labor	82.00	0.00	82.00	43551 04/10/17
100478	ROYAL GROUP, INC.	636267	test & inspect fire alar	454.00	0.00	454.00	43552 04/10/17
300375	RUTLAND CITY	18230SLUDG	Feb sludge processing	4095.00	0.00	4095.00	43553 04/10/17
100005	RUTLAND COUNTY SOLID WASTE DIS	23624	March surcharge	542.78	0.00	542.78	43554 04/10/17
100714	SHECK, ANNA	MAR 2017	health officer seminar	18.93	0.00	18.93	43555 04/10/17
310634	SHELDON TRUCKS, INC.	356927	filters	120.72	0.00	120.72	43556 04/10/17
310397	SOUTHWORTH-MILTON, INC.	INV0917014	mirror bracket & harness	125.30	0.00	125.30	43557 04/10/17
310397	SOUTHWORTH-MILTON, INC.	INV0917026	bolts, nuts, edges	643.63	0.00	643.63	43557 04/10/17
300247	SURPASS CHEMICAL CO INC	307159	sodium hypochorite	814.80	0.00	814.80	43558 04/10/17
100729	TREASURY OPERATIONS DIVISION,T	APRIL 2017	marriages Jan-Mar	250.00	0.00	250.00	43559 04/10/17
100630	US POSTMASTER, BRANDON	4/5/17	Stamp order	245.00	0.00	245.00	43560 04/10/17
330348	VERIZON WIRELESS	9782614176	service Feb 23 - Mar 22	240.06	0.00	240.06	43561 04/10/17
200310	VERMONT AGENCY OF AGRICULTURE	APRIL2017	renewal of scale license	210.00	0.00	210.00	43562 04/10/17
300194	VERMONT POLICE ACADEMY	170312348	Chief's meeting	11.00	0.00	11.00	43563 04/10/17
100776	VERMONT RURAL WATER ASSOCIATIO	03292017	Basic Math Apr 26th Esse	24.00	0.00	24.00	43564 04/10/17
100067	VLCT	2017-18535	Econ Dev Workshop	50.00	0.00	50.00	43565 04/10/17
310046	W.B. MASON CO INC	I42740984	paper, pens	90.86	0.00	90.86	43566 04/10/17
310046	W.B. MASON CO INC	I42746569	paper, tabs	102.81	0.00	102.81	43566 04/10/17
310046	W.B. MASON CO INC	I42921932	notebooks	34.74	0.00	34.74	43566 04/10/17
310646	WATERSHED CONSULTING ASSOCIATE	1822	Stormwater Plan- Task 3	4716.00	0.00	4716.00	43567 04/10/17

04/07/2017

TOWN OF BRANDON Accounts Payable

12:52 pm

Check Warrant Report # 62823 Current Prior Next FY Invoices

Luanne

All Invoices For Check Acct 01(10 General Fund) 04/10/17 To 04/10/17

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			431,337.00	0.00	431,337.00		

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 \$ ***431,337.00
 Let this be your order for the payments of these amounts.
