

Brandon Select Board Meeting
August 14, 2017
7:00 p.m.

The Brandon Select Board will meet Monday, August 14, 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 - July 24, 2017
 - b) Emergency Select Board Minutes - August 3, 2017
- 3) Town Manager's Report
- 4) Comments for Items not on the Agenda
- 5) Brandon Leicester Salisbury Goshen Insect Control District Request
- 6) Grand List Errors and Omissions
- 7) 2018 Town Wide Reappraisal Bid
- 8) Appointments
 - a) Development Review Board - 2 seats (3-year terms ending June 30, 2020)
 - b) Planning Commission - 2 seats (3-year terms ending June 30, 2020)
 - c) Revolving Loan Fund Committee - 1 seat (3-year term ending June 30, 2020)
 - d) Rutland Region Transportation Council Rep (1-year term ending June 30, 2018)
 - e) Rutland Region Transportation Council Alt (1-year term ending June 30, 2018)
 - f) Rutland Regional Planning Commission Rep (1-year term ending June 30, 2018)
 - g) Rutland Regional Planning Commission Alt (1-year term ending June 30, 2018)
 - h) Green-up Day Coordinator for 2018 (1-year term)
 - i) Health Officer (3-year term ending August 31, 2020)
- 9) Fiscal
 - a) Warrant - August 14, 2017 - \$281,591.88
 - b) Route 7 Construction Warrant - August 14, 2017 - \$41,351.80
- 10) Adjournment

Brandon Select Board Meeting July 24, 2017

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

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

Others In Attendance: Dave Atherton, Brenda Fizur, Mike Frankiewicz, Frank James, Ray Jobst, Melissa Harrison, Mike Harrison, Anna Scheck, Bernie Carr, Lee Kahrs, Arlen Bloodworth, Alden Hopperstad, Kathy Hopperstad, Steve Bissette, Dick Kirby, Jeffrey Griffin, Darleen Griffin

1. Call to order

The meeting was called to order by Seth Hopkins – Chair at 7:00PM.

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

Add Item 6: Executive Session Pursuant to 1V.S.A. 313(a)(3) – The Appointment or Employment or Evaluation of a Public Officer or Employee

Add Item 5(d) Fiscal - Segment 6 warrant for Casella in the amount of \$77,410.42

2. Approval of Minutes

a) July 10, 2017 – Select Board Meeting Minutes

Motion by Tracy Wyman/Doug Bailey to approve the Select Board minutes of July 10, 2017. **The motion passed unanimously.**

b) July 12, 2017 – Emergency Select Board Meeting Minutes

Motion by Doug Bailey/Brian Coolidge to approve the Emergency Select Board minutes of July 12, 2017. **The motion passed with two abstentions - Devon Fuller and Tracy Wyman.**

Doug Bailey noted a clarification in the motion that the Newton Road flood damage fee waiver was for flood-related repairs; not all applications for land use.

3. Town Manager's Report

Dave Atherton reported the “Building an Even Better Brandon” brochures on Segment 6 would be available at the local businesses and shops throughout Town. The groundbreaking ceremony will be held at Central Park on July 31st at 10AM and requested the Select Board members attend. A

proposal has been received for additional work on Carver Street to replace approximately 500 linear feet of water line and complete paving on Rossiter Street. This work is outside the scope of work; however, it will complete the new line from last year's waterline work to the end of limit line for Segment 6. This proposal has been sent to Brandon Fire District #1 for approval. The Town would be responsible for the paving portion of the project. There was no report on Bridge 114 at this time. Both easements have been signed and recorded at the Town Clerk's office for the Churchill Road Bridge. This information was sent to VTrans to close out the R/O/W process. The project will then be advertised for fall 2017 or spring 2018 construction. The Newton Road repairs are moving along. The Town had its first meeting with FEMA on July 13th to access the site. All information has been submitted to FEMA regarding photos, repairs and estimates. The mobile home has been removed from 20 Bridge Park and an eviction notice has been delivered to the tenants of 31 Conway Terrace. Once the eviction is completed, that mobile home will also be removed. Mr. Atherton provided the proposed work schedule for Segment 6 to the Select Board members.

Doug Bailey inquired whether the Barlow Avenue repair that had been discussed at the last meeting was done. Dave Atherton advised that it is actually the bridge on Union Street that needs to be addressed. The Town is aware of the issue and will need to address this soon. Mr. Bailey asked if there is additional information on the Newton Road repairs and whether the Town has received any more surveys back. Mr. Atherton has received seven surveys and the Regional Planning Commission is aware of what is happening in that area. FEMA has visited to do their assessment to determine how to declare the project. They will likely be visiting a few more times before the project moves forward. Mr. Atherton has spoken with Hazard Mitigation and there was discussion of repairs versus buy out. All are waiting to see what FEMA is going to do. Tracy Wyman asked what the State has done as far as the river management. Mr. Atherton reported the permit was received for working on the waterway on North Street. Mr. Wyman noted the river needs to be cleaned out. Mr. Atherton stated when the River Corridor Easement document was signed, it is noted that the burden is with the State to maintain it and this has not been done. Mr. Wyman noted if the State does not do repairs to the river, the Town and the residents of that area will have the same problem again. Mr. Atherton stated if the river is not dealt with properly, he also has a problem with putting \$500,000.00 into a road that could have the same issue again. Mr. Atherton has noticed that another tree has fallen today. Doug Bailey stated there were 6 acres conveyed for the River Corridor easement and the State has the right to go into the water and clean it up. There is a clause that indicates the State can assign the task to someone else and suggested the State could provide funds for the Town to be able to take over this task. Mr. Atherton noted that the Town will persist in contacting the State regarding this issue. The problem with the easement is that there is private property; with the owner and the State the only ones that have that permissions. They can ask the Town to take it over, but the Town cannot do this without the State's permission. Mr. Bailey noted the bank on the north side is 6 to 10 inches higher than the south side and the properties are going to be flooded without keeping the three areas noted in the document cut out. This is one type of mitigation that would help the landowners with future flooding. Seth Hopkins asked if Youth Works has been doing projects in town and Mr. Atherton advised they did assist some people on Newton Road and are now doing projects in other areas of town. Ray Jobst asked who the landowner is and whether they have been contacted. Mr. Atherton advised the landowner is John Dilts and he has not been contacted at this point. Mike Harrison inquired whether it is possible to go to the federal government if the state is not willing to help.

Mr. Atherton advised that he has a good connection with Hazard Mitigation and they cannot move forward until it is determined if FEMA funds will be received. Mr. Atherton advised that the Governor and other dignitaries will be in Town next week for the groundbreaking and it might be a worthwhile trip for him to see the area. Seth Hopkins asked if Butch Shaw and Steve Carr have been made aware of this issue and Mr. Atherton noted that they are aware. Mr. Atherton suggested a letter to the State from the Newton Road residents might be beneficial. Mr. Bailey suggested a letter to the Vermont Agency of Natural Resources, Department of Environmental Conservation would also be an organization to contact regarding this issue, relative to the River Corridor easement. Mr. Atherton will follow-up with the State again tomorrow. Bernie Carr suggested the residents of Newton Road create a letter and submit it to Steve Carr and Butch Shaw. He also noted when the Governor and Senators visit, it could be suggested they visit the area. Seth Hopkins suggested the Select Board could also include a resolution with the residents' letter for submission to the State. Mr. Atherton suggested hand delivering the letter and resolution to the officials next Monday when they visit.

Motion by Tracy Wyman/Doug Bailey to authorize the Select Board Chair to draft a resolution from the Select Board expressing their concerns about Newton Road. **The motion passed unanimously.**

Seth Hopkins noted he will draft a resolution and circulate it to the Select Board members for their review.

Doug Bailey advised that during the special select board meeting, one item approved was to waive any fees for land use applications relating to flood repair improvements. Dave Atherton stated there are also USDA loan packets relating to loans associated with natural disasters available at the Town Office. It was asked if a buy-out is still a possibility and Mr. Atherton stated it is unknown until FEMA has made their determination. Mr. Bailey encouraged people to fill out the survey as it provides information to the people who work in that field to know that has happened. Mr. Hopperstad asked if it is the state's responsibility for debris clean up. Mr. Atherton does not believe that the State will indicate it is their responsibility.

4. Comments for Items Not on the Agenda

Devon Fuller reported the Downtown Brandon Alliance is developing a fundraiser for more engraved bricks for Central Park. A meeting will be held tomorrow to finalize the information on the brick fundraiser and Mr. Fuller will have more information at the next Select Board meeting on this item.

Dave Atherton reported the Project Tracker report was updated on the website today. He emailed the Select Board the breakdown for the solar costs and the Town is going to be \$24,000.00 ahead between lot rent and taxes, not including what is saved with the credits. Mr. Hopkins commended the Town Manager on this project.

Ray Jobst noted he likes the way the downtown looks without the trees as one can see the beauty of the town. Mr. Atherton stated it will look even better when the power lines go underground and the trees that will be replaced will be more size appropriate.

5. Fiscal

a) FY2016/2017 Warrant – July 24, 2017 - \$193,734.24

b) FY2017/2018 Warrant – July 24, 2017 - \$39,139.41

c. Route 7 Construction Warrant – July 24, 2017 - \$49,879.88

Motion by Devon Fuller/Brian Coolidge to approve the July 24, 2017 warrants in the amount of \$193,734.24 for FY16/17, \$39,139.41 for FY17/18 and \$49,879.88 for the Route 7 Construction. **The motion passed unanimously.**

d. Route 7 Construction Warrant – July 24, 2017 - \$77,410.42

Motion by Devon Fuller/ Brian Coolidge to approve the Casella warrant of July 24, 2017 in the amount of \$77,410.42. **The motion passed with one abstention – Tracy Wyman.**

Doug Bailey noted concern in spending \$4,371.00 for shovels for the groundbreaking ceremony. Dave Atherton reported the Downtown Business Alliance paid this invoice. Seth Hopkins noted he was pleased there was an invoice for \$176,000.00 for the overflow culvert as it is money well spent.

Motion by Devon Fuller/Tracy Wyman to enter into executive session at 7:53PM pursuant to 1VSA 313(a)(3) regarding the appointment or employment or evaluation of a public officer or employee with the Town Manager in attendance. **The motion passed unanimously.**

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

Motion by Brian Coolidge/Tracy Wyman to come out of Executive Session at 8:25PM. **The motion passed unanimously.**

There were no actions required.

7. Adjournment

Motion by Brian Coolidge/Tracy Wyman to adjourn the Select Board meeting at 8:26PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

Brandon Select Board Emergency Meeting Minutes August 3, 2017

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

Board Members in Attendance: Brian Coolidge, Devon Fuller and Seth Hopkins.

Others in Attendance: Dave Atherton, Daryl Burlett

1. Call to Order

Seth Hopkins, Board Chair, called the meeting to order at 6:02 PM.

a) Agenda Adoption: Motion by Brian Coolidge/Devon Fuller to adopt the agenda. The motion passed unanimously.

2. Consider Additional Paving on Carver Street

Motion by Brian Coolidge to approve money from Fund 56 in an amount not to exceed \$30,320 for the purpose of additional paving on Carver Street. The motion passed unanimously.

3. Adjournment

Motion by Brian Coolidge/Devon Fuller to adjourn the meeting at 6:06 PM. The motion passed unanimously.

Respectfully submitted,

Devon Fuller, Clerk

Town Manager Report for the weeks July 31 and August 7, 2017

Segment 6:

Work has started on new drainage system on Rossiter St. See attached schedule from Casella Construction

Bridge 114:

Had a conference call with CLD and VTrans to discuss final plans and schedule for fall bidding and spring construction.

Churchill Road Bridge:

We have received the Right-of-Way Certificate from VTrans and Federal Highway Administration. We will be preparing to go out to bid in the fall for spring construction.

Champlain Street Pump Station:

Work in the roadway is completed and has been repaved. Electrical work continues in anticipation of the pump station and control panels arriving this week. The generator switch over is planned for the week of the 21st.

Other Happenings:

We have installed a drop inlet and drain pipe on Furnace Road to address the surface water issue.

The Newton Road rebuild from the flood is completed.

Paving has been completed on Champlain Street, Newton Road, North Street and Furnace Road.

Roadside mowing continues.

Recreation Dept. Happenings:

- Brandon Rec is honored to be working with Brandon Free Public Librarian Molly Kennedy and the Brandon Area Toy Project to put on The Great American Solar Eclipse Over Brandon on August 21st from 12 – 5. The BATP will be running an equipment swap from 12-5, The Brandon Library has procured 1000 eclipse viewing glasses and music from Emily and Ethan Nelson during the eclipse viewing (1:23 to 3)
- Fall Rec sport registration is open. Pre-K – 6th grade youth soccer, 1 – 8th grade Football, 3 – 6th grade Cross Country Running. Looking for assistant coaches, football chain gang.
- An exciting new partnership has recently formed between the University of Vermont, the Rutland Northeast Supervisory Union, and members of the greater RNESU community, including the Rec Department! Inspired by successful models in other Vermont communities, as well as the current momentum toward positive change in our own community, the PROSPER team is working to bring two new programs to the area, centralized in Otter Valley Union High School. These programs are designed and proven to prevent risky behaviors while increasing the positive skills that help youth and families become and remain successful.
- Thanks to coaches Otter Valley Coaches Kip, Jason, Derek, Brandon Rec Football Commissioner Duke Whitney as well as current varsity players, Tyler Rowe, Dylan Mackie, Nate Hudson for running our pre-season football camp. 19 4th – 8th graders attended this annual camp.

- Our First summer of our Neshobe SOAR, Leicester Alive collaborations went well. We averaged 15 kids over the 4 weeks. Next year we surely see those numbers increase by a factor of 2 or 3 now that word is out about how much fun was had!
- Looking for volunteers for the following rec committees Trails, Park Development (Estabrook)
- Recruitment of volunteers to help with planned programming (Brandon Youth Theatre fall performance, Brandon Audio-visual club, and 4-H (as the Rec is working with the UVM extension service to attempt to bring it back to Brandon) is ongoing. Contact Bill Moore with any questions!

The Brandon Rec is collaborating with area rec departments to co-host the inaugural Killington Valley Masters Games. **Folks 40+** can compete in activities all over the Killington Valley (Brandon, Castleton, Clarendon, Killington, Pittsford, and Rutland). September 6 – 13th. Games include: Swimming, Table Tennis, Golf, Foot Golf, Bocce, Tennis, Disc Golf, Cornhole, 3v3 Basketball, Spot basketball shooting, Mahjong, Bridge, Precision Walk, 5k and 1 mile walk, Cribbage

Other Items will be covered in the agenda.



SITE DEVELOPMENT, EXCAVATION, DEMOLITION
WATER AND SEWER SYSTEMS
AGGREGATE OPERATIONS

Solid Waste Management
Landfill Sitework and Closures
25 INDUSTRIAL LANE, MENDON, VERMONT 05701 802/773-0062
FAX 802/747-7992

Proposed Work Schedule

PROJECT: Brandon NH 019-3 (496)

DATE: Week of August 4th

We are gearing up to start drainage pipe and manhole installation on Rossiter Street this week. We spent the past week taking deliveries on manholes, pipe, traffic control items, and heavy equipment. We installed construction signage on Route 7 and side roads. We painted all the faded and worn crosswalks in the downtown and Central Park area. And we performed pavement saw cutting on Rossiter St. We also installed tree protection in Central Park and alongside the Bank on Carver St.

Upcoming work in the next two weeks:

TRAFFIC DELAYS: Our work this week will be focused on Rossiter Street this week. We will be closing the road to thru traffic for the week. Construction equipment will be traveling on Route 7 and Carver Street, servicing the pipe crew on Rossiter. We anticipate being on Carver St next week. Please be aware the backfilled trench surfaces on Rossiter St will be gravel. Take care driving over the backfill trenches.

DRAINAGE SYSTEM: We will have a pipe install crew (30 ton excavator, roller, loader, and dump trucks) on Rossiter working on installing 30" drain pipe and manhole installation this week. This crew will proceed with install up Carver Street next week.

SAWCUTTING: We will continue with saw cutting on Carver Street in preparation of the drainage line installation.

DELIVERIES: We will continue to receive deliveries of pipe, manholes, and equipment.

Project Overview:

PROJECT LOCATION: Segment 6 project limits start south on Route 7 at the Fire Station and ends just north of the Shell Station on Route 7, the project also includes work on portions of Park St, Conant Sq, Rossiter, Union, Carver, and Grove St.

PROJECT DESCRIPTION: The project consists of roadway widening, sidewalks and curbs, pavement markings, traffic signs, signal, water main, sanitary sewer, aerial, & underground utilities and stormwater improvements for the Brandon Village portion of US Route 7 to include a portion of Franklin Street, a portion of Park Street, Center Street, Conant Square, a portion of Carver St, a portion of Union St, a portion of Rossiter St, and a portion of Grove Street. Preconstruction activities including tree removal, exploratory excavation, temporary construction signage installation, and overhead utility relocation will be occurring over the next six weeks.

PROJECT DURATION: This project will be on going now through November 2019, with work divided in six segments (A thru F). This year's work will be occurring on Segment B, which is Central Park Area, on Route 7 from Lake Sunapee Bank to the Brandon Public Library and portion of Carver St, Park, Union, and Rossiter St.

Till Next Week,

Jeff Chase
Casella Construction, Inc.

First Brandon, Leicester, Salisbury,
Goshen Insect Control District
PO Box 188
Brandon, VT 05733

August 10, 2017

Mr. David Atherton
Town Manager
Town of Brandon
45 Center St
Brandon, VT 05733

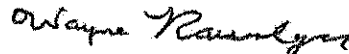
RE: BLSG Funding

Dear Dave;

On behalf of the First Brandon, Leicester, Salisbury, Goshen Insect Control District, I am requesting that Brandon pay their first two quarterly assessment payments in August (normally 4 quarterly payments are August, November, February & May).

As you know we have had a very wet year, causing us to use our resources quicker then we would normally. Two payments now will help us through the remainder of the year.

Respectfully,



Wayne Rausenberger
Treasurer/BLSG

Assessor's Errors & omissions Report - AUGUST 3, 2017

NAME	ID#	GRAND LIST WAS	GRAND LIST WITH CORRECTIONS
CUSHING	0080-0659A	\$211,200	\$379,900 + 168,700
REASON; COMBINED PROPERTIES AND ADDED A HOUSE			
MASTERTON	0073-1698A	\$150,600	\$140,700 -9,900
REASON; CORRECTED GARAGE/WORSHOP DIMENSIONS & REMOVED WATER/SEWER			
THOMPSON K&L	0089-0619	\$68,200	\$184,800 + 116,600
REASON; PUT HOUSE BACK ON, REMOVED WHEN MOBILE HOME REMOVED			
THOMAS K.	0086-2580	\$308,900	\$308,900 NO CHANGE
REASON; REMOVED WIFE			
THOMAS KIRK K	0081-0877	\$173,200	\$173,200 NO CHANGE
REASON; REMOVED WIFE			
THOMAS K	0081-0001D	0000	\$98,300 + 98,300
REASON; SUBDIVISION FROM 0081-0001			
HOLDEN T.	0081-0001	\$1,186,000 – CURRENT USE 127,400 = \$1,058,600	
REASON; SUBDIVISION/DIVORCE AND PRESENTLY NO CURRENT USE / NEW VALUE \$1,148,800			
+ \$90,200 G.LIST			

TO: Town Manager
Select Board Members

FROM: Elaine S. Smith

RE: Individuals Interested in Appointments

DATE: August 2, 2017

A list of appointed officials is attached.

Terms which ended June 30th are highlighted in yellow.

The Health Officer term highlighted in blue will expire on August 31st. The recommendation form received from the State is attached.

I have also attached a letter from Elizabeth Murray who is interested in serving on the Planning Commission.

Please include term ending dates in your motions. Appointments to the DRB, the Planning Commission, the Revolving Loan Fund Committee and for Health Officer are three-year terms. The Green-up Day Coordinator is a one-year term as are Representatives to the Rutland Region Transportation Council and the Rutland Regional Planning Commission.

Thank you.

Elaine S. Smith
Town of Brandon
49 Center Street
Brandon, VT 05733
(802) 247-3635 ext. 201
esmith@townofbrandon.com

TOWN OF BRANDON APPOINTED OFFICIALS

Name	Position	Date Appointed	Term Ending Date
Justin Cram	Animal Control Officer	08/10/2015	Indefinite
Wayne Rausenberger	BLSG Insect Control District Rep.	03/13/2017	March 2018
VACANT	BLSG Insect Control District Rep.		VACANT
VACANT	BLSG Insect Control District Rep., Alt.		VACANT
Carol Bertrand	Budget Committee	03/27/2017	Mar 2018
Janet Coolidge	Budget Committee	03/27/2017	Mar 2018
Anthony Peduto	Budget Committee	03/27/2017	Mar 2018
Doug Sawyer	Budget Committee	03/27/2017	Mar 2018
Tom Bohler	Development Review Board	06/27/2016	06/30/2019
Robert Clark	Development Review Board	06/08/2015	06/30/2018
Amber Lee	Development Review Board	01/23/2017	06/30/2017
John Peterson	Development Review Board	06/27/2016	06/30/2019
Samantha Stone	Development Review Board	02/09/2015	06/30/2017
VACANT	Development Review Board, Alt.		VACANT
VACANT	Development Review Board, Alt.		VACANT
Elaine S. Smith	E-911 Coordinator	04/28/2003	Indefinite
David Atherton	Emergency Management Director	01/09/2017	Indefinite
Cindy Bell	Fence Viewer	03/13/2017	March 2018
Todd Nielsen	Fence Viewer	03/13/2017	March 2018
John Reynolds	Fence Viewer	03/13/2017	March 2018
Linwood Bovey	Fire Warden	04/13/2015	06/30/2019
Gene Pagano	Deputy Fire Warden	12/14/2015	06/30/2019
James Leary	Green-up Day Coordinator	05/23/2016	May 2017
Anna Schick	Health Officer	03/11/2014	03/31/2017
Dolores Furnari	Deputy Health Officer	11/24/2014	11/30/2017
Richard Baker	Historic Preservation Commission	12/28/2015	06/30/2018
Frank Bump	Historic Preservation Commission	01/09/2017	06/30/2018
Blaine Cliver	Historic Preservation Commission	05/26/2015	06/30/2018
Lance Mead	Historic Preservation Commission	01/11/2016	06/30/2018
Jeff Stewart	Historic Preservation Commission	12/28/2015	06/30/2018
John Reynolds	Inspector of Lumber	03/13/2017	March 2018

TOWN OF BRANDON APPOINTED OFFICIALS

Name	Position	Date Appointed	Term Ending Date
Phyllis Aitchison	Planning Commission	04/13/2015	06/30/2017
Stephanie Jerome	Planning Commission	09/12/2016	06/30/2018
William Mills	Planning Commission	02/27/2017	06/30/2017
Ethan Nelson	Planning Commission	02/03/2017	06/30/2019
Lisa Rovi	Planning Commission	02/27/2017	06/30/2019
Stephanie Jerome	Revolving Loan Fund Committee	06/27/2016	06/30/2019
Karen Lynch	Revolving Loan Fund Committee	06/27/2016	06/30/2019
Frank Spezzano	Revolving Loan Fund Committee	10/13/2015	06/30/2018
Catherine Wall	Revolving Loan Fund Committee	03/14/2016	06/30/2017
Tom Whittaker	Revolving Loan Fund Committee	06/27/2016	06/30/2018
VACANT	Revolving Loan Fund Committee, Alt.		VACANT
VACANT	Revolving Loan Fund Committee, Alt.		VACANT
Gabe McGuigan	Rutland County Solid Waste Dist. Rep.	03/13/2017	March 2018
VACANT	Rutland County Solid Waste Dist. Rep. Alt		VACANT
Richard Baker	Rutland Region Transportation Council Rep.	06/27/2016	06/30/2017
David Atherton	Rutland Region Transportation Council Rep., Alt.	06/27/2016	06/30/2017
Anna Scheck	Rutland Regional Planning Commission Rep.	06/27/2016	06/30/2017
David Atherton	Rutland Regional Planning Commission Rep., Alt.	06/27/2016	06/30/2017
Wayne Kingsley	Tree Warden	03/13/2017	March 2018
Lou Faivre	Weigher of Coal	03/13/2017	March 2018
Anna Scheck	Zoning Administrator	02/09/2015	06/30/2018



Department of Health

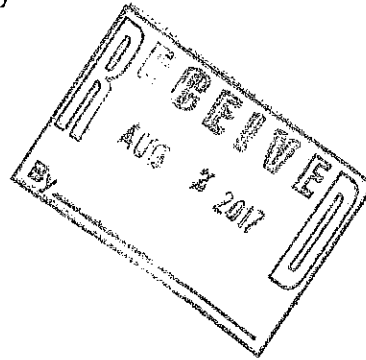
Environmental Health
108 Cherry Street – PO Box 70
Burlington, VT 05402-0070
HealthVermont.gov

[phone] 802-863-7220
[fax] 802-863-7483
[toll free] 800-439-8550

Agency of Human Services

July 28, 2017

Chair of the Selectboard
Town of Brandon
Town Clerk's Office
49 Center Street
Brandon, VT 05733



Dear Sir or Madam:

I am writing to you regarding your Town Health Officer's term of office, which, will expire on 8/31/2017. We would like to have a recommendation from the Selectboard for a Town Health Officer to serve for the next three years, and have enclosed a recommendation form, which should be completed and returned to this office as soon as possible.

The Department of Health believes that you should recommend someone who is interested in responding to and resolving **issues associated with rental housing, water/septic, mold and other public health issues** that often arise or are disputed between different parties.

If you designate a new individual to be appointed to this position, please ensure that the recommended individual takes the enclosed oath/affirmation in the presence of a person authorized to administer oaths/affirmations. This must be returned to the Health Department in tandem with the recommendation form. We will be unable to process the appointment of the new Health Officer until we are in possession of the completed oath. For electronic copies of the Town Health Officer Recommendation and Oath Forms please consult the Vermont Department of Health's Town Health Officer webpage which is located at:
<http://www.healthvermont.gov/local/tho/tho.aspx>.

The law provides that the Department of Health appoint a Health Officer upon recommendation of the selectboard. Thus, we urge you to give this matter your immediate attention.

If you have any questions please contact me at 800-439-8550.

Sincerely,

A handwritten signature in dark ink, appearing to be "Lori Cragin".

Lori Cragin, MS, PhD
State Epidemiologist - Environmental Health
Vermont Department of Health

Enclosures (2)



**FOR OFFICE USE ONLY**

Beginning Date: _____

Expiration Date: _____

Resignation Date: _____

Entered: _____

Town Health Officer Recommendation Form

This is a: ☐ New Appointment ☐ Re-appointmentIs a resignation letter needed from previous Health Officer? ☐ Yes ☐ No

Start Date: _____ Town/Municipality: _____

County: _____ Full Name: _____

Home Delivery Address: _____
(DO NOT USE the Town Clerk Office or a Business for your Home Address)

Street Address for UPS Deliveries: _____

Email Address: _____

Telephone(s): W: _____ H: _____ Cell: _____

Education: High School _____ College _____ Other (list) _____

Professional Degree: _____ (e.g. MD, RN, DVM, DDS) Occupation: _____

Please give a brief statement noting why the select board believes the recommended individual will make a good Health Officer:

Signed: _____
Chair of the Select Board Date

Print Name: _____

Return completed recommendation form to:
VT Department of Health / Environmental Health
108 Cherry Street • PO Box 70
Burlington, VT 05402

February 27, 2017

David Atherton
Town of Brandon
49 Center Street
Brandon, Vermont 05733

Dear Mr. Atherton,

I recently found in the Town of Brandon Annual Report of the planning commission vacancy, and I would like to be considered for the position. I am a brand new resident to the town of Brandon and am interested in getting involved in the community. I have no experience on a planning commission, but I received a Bachelor's Degree in Urban Studies & Planning from the University at Albany in Albany, NY. Though I have limited working experience, I do have a plethora of experience working with the general public. Since graduating, I have worked in a variety of customer service positions as well as management. I was happy to see this opportunity with the town I now reside in and think that I would bring a new perspective to the town of Brandon. My initial interest in planning began with my aspiration to be a part of bettering the community that I lived in and working with the community to make future goals. I believe that I possess essential characteristics needed to make for a successful commissioner including listening skills, time management, organization and a desire to help people.

I am willing to learn all that I can about the town as well as plans and ideas for the future of the town. I respectfully request your consideration in the appointment to the Planning Commission with the Town of Brandon, Vermont.

I would be happy to provide a resume or answer any other questions that you may have.

Thank you for your consideration.

Regards,



Elizabeth Murray
22 River Street
Brandon, Vermont 05733
(518) 817-7856
Emurr518@yahoo.com

08/11/2017

TOWN OF BRANDON Accounts Payable

Page 1 of 4

01:21 pm

Check Warrant Report # 62900 Current Prior Next FY Invoices

Luanne

All Invoices For Check Acct 01(10 General Fund) 08/14/2017 To 08/14/2017

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
209263	ALDRICH & ELLIOTT, PC	77100	Champlain PS	12585.00	0.00	12585.00	44007 08/14/17
100015	ALLEN ENGINEERING & CHEMICAL C	11151095501	chlorine	433.50	0.00	433.50	44008 08/14/17
310590	AMERICAN WINDOW CLEANING II	1385	windows 7-26-17	50.00	0.00	50.00	44009 08/14/17
300541	ASSOCIATION FOR RETARDED CITIZ	AUG 2017	appropriation	875.00	0.00	875.00	44010 08/14/17
330468	ATHERTON, DAVID J	07/24/17	travel / cell reimbursem	293.50	0.00	293.50	44011 08/14/17
100598	AUBUCHON HARDWARE	1617162816	parts for rotor	13.87	0.00	13.87	44012 08/14/17
100598	AUBUCHON HARDWARE	1617162817	insect repellent	5.99	0.00	5.99	44013 08/14/17
100598	AUBUCHON HARDWARE	1617162818	rubbing compound	4.59	0.00	4.59	44014 08/14/17
100598	AUBUCHON HARDWARE	1617162820	misc supplies	512.29	0.00	512.29	44015 08/14/17
100125	BARTOL, CURT R PH D	JULY2017	psychological report	15.00	0.00	15.00	44016 08/14/17
100539	BELDEN COMPANY, INC	APP # 3	Champlain St PS #3	30165.82	0.00	30165.82	44017 08/14/17
100655	BLSG INSECT CONTROL DISTRICT	AUGUST 2017	appropriation	16944.76	0.00	16944.76	44018 08/14/17
100190	BLUE SEAL FEEDS	329-0205	trash bags	28.97	0.00	28.97	44019 08/14/17
100190	BLUE SEAL FEEDS	329-1695	trash bags	36.97	0.00	36.97	44019 08/14/17
100245	BRANDON AREA CHAMBER OF COMMER	AUGUST 2017	appropriation	250.00	0.00	250.00	44020 08/14/17
100305	BRANDON AREA RESCUE SQUAD	AUGUST 2017	appropriation	5183.75	0.00	5183.75	44021 08/14/17
100275	BRANDON FREE PUBLIC LIBRARY	AUG 2017	appropriation	7125.00	0.00	7125.00	44022 08/14/17
100625	BRANDON INDEPENDENCE DAY CELEB	AUG 2017	appropriation	1500.00	0.00	1500.00	44023 08/14/17
100280	BRANDON LUMBER & MILLWORK CO.	520781/3	mortar mix, caulk	32.36	0.00	32.36	44024 08/14/17
100310	BRANDON SENIOR CITIZENS CENTER	AUG 2017	appropriation	1125.00	0.00	1125.00	44025 08/14/17
310049	BROOK FIELD SERVICES	27228	Neshobe Gen-Battery	142.49	0.00	142.49	44026 08/14/17
300235	BURLINGTON COMMUNICATIONS SERV	20171189	checked sites	332.50	0.00	332.50	44027 08/14/17
100860	CARROLL, BOE & PELL P.C.	30662	legal- sale of property	57.00	0.00	57.00	44028 08/14/17
100860	CARROLL, BOE & PELL P.C.	30663	Churchill Bridge Legal	133.00	0.00	133.00	44029 08/14/17
100860	CARROLL, BOE & PELL P.C.	30664	Overflow Culvert Legal	76.00	0.00	76.00	44030 08/14/17
100860	CARROLL, BOE & PELL P.C.	30665	Tax Sale-eviction	456.00	0.00	456.00	44031 08/14/17
100462	CASELLA WASTE MANAGEMENT INC.	1346113	tax sale trailer removal	889.51	0.00	889.51	44032 08/14/17
100462	CASELLA WASTE MANAGEMENT INC.	1347993	tax sale-Bridge PK demo	1507.43	0.00	1507.43	44032 08/14/17
100462	CASELLA WASTE MANAGEMENT INC.	2070627	July trucking of sludge	1521.00	0.00	1521.00	44032 08/14/17
310712	CELEBRATION RENTALS, INC.	15754	tent for parade@estabroo	100.00	0.00	100.00	44033 08/14/17
301503	CHAMPLAIN VALLEY PLUMBING	319613	gasoline	491.06	0.00	491.06	44034 08/14/17
301503	CHAMPLAIN VALLEY PLUMBING	319679	diesel fuel	1105.51	0.00	1105.51	44034 08/14/17
301503	CHAMPLAIN VALLEY PLUMBING	320278	diesel fuel	646.56	0.00	646.56	44034 08/14/17
310741	CIFONE, KENNY	080217	summer camp	350.00	0.00	350.00	44035 08/14/17
100346	CLARK'S TRUCK CENTER	392449	diesel exhaust fluid	141.35	0.00	141.35	44036 08/14/17
300796	CLD CONSULTING ENGINEERS	56015	Bridge 114 engineering	23826.68	0.00	23826.68	44037 08/14/17
310097	COMCAST	7-27-17	town office	376.27	0.00	376.27	44038 08/14/17
310097	COMCAST	PD 7-27-17	police	255.20	0.00	255.20	44039 08/14/17
310097	COMCAST	WW 7/21/17	ww 7-21-17	170.01	0.00	170.01	44040 08/14/17
310713	CREATIVE COMPETITIONS, INC.	080217	2017-18 membership	135.00	0.00	135.00	44041 08/14/17
100470	CROSBY'S SALES & SERVICE	0059766	bolt	13.95	0.00	13.95	44042 08/14/17
310300	CROSSWIND TECHNOLOGIES INC	247	Valcour Hosting Services	900.00	0.00	900.00	44043 08/14/17
330426	CVC PAGING	153-16883	august pagers	23.90	0.00	23.90	44044 08/14/17
310744	DANFORTH, SUE	080217	summer camp	240.00	0.00	240.00	44045 08/14/17
310733	DENTON & SON	JULY2017	rubbish removal	275.00	0.00	275.00	44046 08/14/17
300466	DUNDON PLUMBING & HEATING INC	36873	portable toilet fee	75.00	0.00	75.00	44047 08/14/17
100494	ENDYNE INC	237654	testing	22.00	0.00	22.00	44048 08/14/17
100494	ENDYNE INC	237705	testing	90.50	0.00	90.50	44048 08/14/17
100494	ENDYNE INC	238312	testing	22.00	0.00	22.00	44048 08/14/17
310037	FAIRPOINT COMMUNICATIONS	HWY 07/06/17	Service Jun 06 to Jul 05	44.20	0.00	44.20	44049 08/14/17

08/11/17

TOWN OF BRANDON Accounts Payable

Page 2

01:21 pm

Check Warrant Report # 62900 Current Prior Next FY Invoices

Luanne

All Invoices For Check Acct 01(10 General Fund) 08/14/2017 To 08/14/2017

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
330422	FERGUSON WATERWORKS #590	0766431	Furnace Rd DI- pipe	3168.20	0.00	3168.20	44050 08/14/17
330422	FERGUSON WATERWORKS #590	0766693	Furnace Rd DI	80.52	0.00	80.52	44050 08/14/17
330422	FERGUSON WATERWORKS #590	0769426	risers for paving	360.00	0.00	360.00	44050 08/14/17
300187	FLORENCE CRUSHED STONE	224210	3/4 minus	1313.16	0.00	1313.16	44051 08/14/17
300187	FLORENCE CRUSHED STONE	224245	ballast and 3/4 minus	305.96	0.00	305.96	44051 08/14/17
100925	FOLEY SERVICES INC	1107421	uniforms	21.00	0.00	21.00	44052 08/14/17
100925	FOLEY SERVICES INC	1107422	uniforms	48.75	0.00	48.75	44052 08/14/17
100925	FOLEY SERVICES INC	1108774	uniforms	21.00	0.00	21.00	44052 08/14/17
100925	FOLEY SERVICES INC	1108775	uniforms	48.75	0.00	48.75	44052 08/14/17
310746	FRANK'S LINE STRIPING INC	1537	line stripe - crosswalks	326.00	0.00	326.00	44053 08/14/17
310426	FYLES BROS., INC.	106815	propane @ Town Hall	100.98	0.00	100.98	44054 08/14/17
100650	GALLS LLC	007885610	belt	61.04	0.00	61.04	44055 08/14/17
310747	GIBBUD, MELISSA	0013-0014	Tamp Easement CB project	750.00	0.00	750.00	44056 08/14/17
100725	GREEN MOUNTAIN GARAGE	107088	grease	11.36	0.00	11.36	44057 08/14/17
100725	GREEN MOUNTAIN GARAGE	107100	oil	6.98	0.00	6.98	44057 08/14/17
100725	GREEN MOUNTAIN GARAGE	107193	grease guns, grease hose	64.06	0.00	64.06	44057 08/14/17
100725	GREEN MOUNTAIN GARAGE	107367	washer	9.60	0.00	9.60	44057 08/14/17
100725	GREEN MOUNTAIN GARAGE	107556	blades	16.88	0.00	16.88	44057 08/14/17
310702	HEWITT, KIM	080217	summer camp	300.00	0.00	300.00	44058 08/14/17
310743	HOGAN, PAT	080217	summer camp	300.00	0.00	300.00	44059 08/14/17
310552	INNOVATIVE SURFACE SOLUTIONS	INV38913	Proguard Mag	3596.80	0.00	3596.80	44060 08/14/17
310745	JAKOBS, JAKE	071217	swimming instruction	262.50	0.00	262.50	44061 08/14/17
310745	JAKOBS, JAKE	072617	swimming instruction	280.00	0.00	280.00	44061 08/14/17
310745	JAKOBS, JAKE	8/2/2017	7/31-8/2/17	367.50	0.00	367.50	44061 08/14/17
310577	KINGSTON, TIMOTHY	JULY2017	boot reimbursement	100.00	0.00	100.00	44062 08/14/17
310259	KOFIE PRESERVATION INC	219192	town reports 2011-15	375.00	0.00	375.00	44063 08/14/17
310260	LAFRANCE, PIERRE	AUG2017	refund of damage deposit	300.00	0.00	300.00	44064 08/14/17
100045	LAKE SIDE EQUIP CORP	17-1588	rotor gear box seals	178.00	0.00	178.00	44065 08/14/17
310564	MAGEE OFFICE PRODUCTS	940328	file pockets	30.99	0.00	30.99	44066 08/14/17
310618	MANNEY, NANCY	080217	summer camp	200.00	0.00	200.00	44067 08/14/17
300880	MARBLE VALLEY REGIONAL TRANSIT	0718020	july 1 2017 -june 30 201	3500.00	0.00	3500.00	44068 08/14/17
100588	MARKOWSKI EXCAVATING, INC.	V-18545	gravel	1736.00	0.00	1736.00	44069 08/14/17
100588	MARKOWSKI EXCAVATING, INC.	V-18596	gravel	206.15	0.00	206.15	44069 08/14/17
100588	MARKOWSKI EXCAVATING, INC.	V-18657	gravel	3168.20	0.00	3168.20	44069 08/14/17
310630	MASTERCARD	11927	standard corn hole bags	241.65	0.00	241.65	44070 08/14/17
310630	MASTERCARD	11928	postage-return time cloc	32.37	0.00	32.37	44070 08/14/17
310630	MASTERCARD	11929	brochure holders	106.88	0.00	106.88	44070 08/14/17
310630	MASTERCARD	11930	refill sugar-cotton cand	48.95	0.00	48.95	44070 08/14/17
310630	MASTERCARD	11931	cotton candy mach. w/car	309.88	0.00	309.88	44070 08/14/17
310630	MASTERCARD	11932	cones for candy machine	9.99	0.00	9.99	44070 08/14/17
310630	MASTERCARD	23425-1	return A/C unit	-249.00	0.00	-249.00	44070 08/14/17
310630	MASTERCARD	23443	replacement A/C unit	294.78	0.00	294.78	44070 08/14/17
100030	MINER CONSTRUCTION, INC.	17052	tax sale-MH demo/removal	1175.00	0.00	1175.00	44071 08/14/17
100030	MINER CONSTRUCTION, INC.	17054	Furnace Road drainage	10583.21	0.00	10583.21	44071 08/14/17
100949	MITCHELL TEES & SIGNS, INC	6790	Academy Recruit uniform	137.00	0.00	137.00	44004 07/26/17
310602	MITCHELL, DAVID A.	080217	umpiring	50.00	0.00	50.00	44072 08/14/17
100149	MODERN CLEANERS & TAILORS, INC	JULY2017	uniform maintenance	54.50	0.00	54.50	44073 08/14/17
310721	MORRISSETTE, JOE	080217	umpiring	40.00	0.00	40.00	44074 08/14/17
310742	MURACH, JULIA	080217	summer camp	200.00	0.00	200.00	44075 08/14/17
100788	NEW ENGLAND MUNICIPAL RESOURCE	39982	august assessment	1416.66	0.00	1416.66	44076 08/14/17

08/11/17

TOWN OF BRANDON Accounts Payable

Page 3

01:21 pm

Check Warrant Report # 62900 Current Prior Next FY Invoices

Luanne

All Invoices For Check Acct 01(10 General Fund) 08/14/2017 To 08/14/2017

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100788	NEW ENGLAND MUNICIPAL RESOURCE 40019	annual support agreement	1376.96	0.00	1376.96	44076	08/14/17
310749	NORRIS BROS SOLAR DEVELOPMENT E-275	refund of damage deposit	300.00	0.00	300.00	44077	08/14/17
310684	PAUL GAMBA PHOTOGRAPHY 72117	baseball team photos	67.00	0.00	67.00	44078	08/14/17
310684	PAUL GAMBA PHOTOGRAPHY 72217	camp photography	122.43	0.00	122.43	44078	08/14/17
310740	QUESNEL, AMANDA AUG2017	refund of fee	33.00	0.00	33.00	44079	08/14/17
310748	REMANIAK CRESCENT 0083-3400	Temp Easement CB project	250.00	0.00	250.00	44080	08/14/17
310642	RICOH USA, INC. 5049607663	copies	3.66	0.00	3.66	44081	08/14/17
100485	RUTLAND AREA VISITING NURSE AS AUG 2017	appropriation	2550.00	0.00	2550.00	44082	08/14/17
100005	RUTLAND COUNTY SOLID WASTE DIS 23973	july surcharge	985.92	0.00	985.92	44083	08/14/17
100492	RUTLAND MENTAL HEALTH SERVICES AUG 2017	appropriation	1656.00	0.00	1656.00	44084	08/14/17
300135	RUTLAND NORTHEAST SUPERVISORY 080217	bus	287.61	0.00	287.61	44085	08/14/17
100006	SOUTHWESTERN VT COUNCIL ON AGI AUG 2017	appropriation	600.00	0.00	600.00	44086	08/14/17
310397	SOUTHWORTH-MILTON, INC. INV1020364	parts for mower repair	899.03	0.00	899.03	44087	08/14/17
310397	SOUTHWORTH-MILTON, INC. INV1031521	knives	713.03	0.00	713.03	44087	08/14/17
310099	STEPHEN A DOUGLAS BIRTHPLACE AUG 2017	appropriation	625.00	0.00	625.00	44088	08/14/17
100682	USA BLUE BOOK 309460	degreaser	679.40	0.00	679.40	44089	08/14/17
100682	USA BLUE BOOK 321826	degreaser	602.54	0.00	602.54	44089	08/14/17
330348	VERIZON WIRELESS 9789724036	service Jun 23 - Jul 22	240.06	0.00	240.06	44090	08/14/17
310045	VERMONT DEPT OF HEALTH 8-4-17	certificate paper	5.00	0.00	5.00	44091	08/14/17
100019	VERMONT DEPT OF TAXES 08/11/17	Overflow-Lein Release	639.05	0.00	-----	-----	--/--/--
300024	VERMONT DIGITAL JULY31	Maint contract copiers	907.52	0.00	907.52	44092	08/14/17
310011	VERMONT ELEVATOR INSPECTION SE 21869	inspection/Town Hall lif	150.00	0.00	150.00	44093	08/14/17
100776	VERMONT RURAL WATER ASSOCIATIO 07272017	course 3513	48.00	0.00	48.00	44094	08/14/17
310046	W.B. MASON CO INC I46127341	paper, sheet protectors	162.04	0.00	162.04	44095	08/14/17
310046	W.B. MASON CO INC I46169058	mailing tape	13.47	0.00	13.47	44095	08/14/17
100202	WATER INDUSTRIES INC 123458	trouble shoot Newton PS	900.00	0.00	900.00	44096	08/14/17
100577	WILK PAVING, INC W17-072	Paving North St	66126.03	0.00	66126.03	44097	08/14/17
100577	WILK PAVING, INC W17-073	Paving Furnace Rd	24863.84	0.00	24863.84	44097	08/14/17
100577	WILK PAVING, INC W17-074	Paving Champlain St	19955.52	0.00	19955.52	44097	08/14/17
100577	WILK PAVING, INC W17-075	Forest Brook apron	8090.33	0.00	8090.33	44097	08/14/17
330427	WINNING IMAGE GRAPHIX 12256	screen printing	71.70	0.00	71.70	44098	08/14/17

08/11/2017

TOWN OF BRANDON Accounts Payable

Page 4 of 4

01:21 pm

Check Warrant Report # 62900 Current Prior Next FY Invoices

Luanne

All Invoices For Check Acct 01(10 General Fund) 08/14/2017 To 08/14/2017

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			281,591.88	0.00	280,952.83		

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 \$ ***281,591.88
Let this be your order for the payments of these amounts.

08/11/2017

TOWN OF BRANDON Accounts Payable

Page 1 of 1

01:22 pm

Check Warrant Report # 62901 Current Prior Next FY Invoices

Luanne

All Invoices For Check Acct 99(10 General Fund) 08/14/2017 To 08/14/2017

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100456	DUBOIS & KING INC	717138	CI report #5	41351.80	0.00	41351.80	44004 08/14/17
Report Total			41,351.80	0.00	41,351.80		

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 \$ ****41,351.80
Let this be your order for the payments of these amounts.