

Brandon Select Board Meeting October 9, 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

Others In Attendance: Dave Atherton, Lee Kahrs, Mike Frankiewicz, Richard Baker, Jeff Stewart, Dick Kirby, Bernie Carr

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. **The motion passed unanimously.**

2. Approval of Minutes

a) September 25, 2017 – Select Board Meeting Minutes

Motion by Brian Coolidge/Tracy Wyman to approve the Select Board minutes of September 25, 2017. **The motion passed unanimously.**

3. Town Manager's Report

Dave Atherton reported the sewer and waterline work continues on Carver Street and the Rossiter Street storm water structure will be installed this week for Segment 6. There is nothing to report at this time for Bridge 114. It is anticipated to go out to bid before the end of the year for spring construction. There is nothing to report on Churchill Road Bridge. The switchover to the new equipment will happen tomorrow for the Champlain Street pump station. Mr. Atherton attended the annual VLCT meeting on October 5th and the Town Fair on October 6th in Killington. There were individual Newton Road landowner meetings held on September 28th and September 29th with Hazard Mitigation. Many of the Newton Road residents filled out paperwork to start the buyout process. Mr. Atherton hopes to have more information on the buyouts next week. Mr. Atherton met with FEMA on September 26th for reimbursement for the Newton Road repairs. The Town is ahead of the schedule in having the work completed and all costs have been uploaded to FEMA for reimbursement. The Town continues to set up payment plans for delinquent taxes. Currently there are \$221,000.00 in delinquent taxes and \$113,000.00 in delinquent sewer accounts. There are a few properties that have been on the books for a long time and Mr. Atherton will work to determine how those accounts can be removed. They are companies that are long gone and are for small lots. Mr. Atherton will be meeting with the State to discuss setting up electronic drop off at the transfer station. The Town is also looking at other options regarding the transfer station. The Rec Department collaborated with Neshobe PTO, Brandon Chamber, Brandon Area Toy Project and Jump Fore Fun on a successful Harvest Fest.

Brandon Dance with Middlebury College classes at Pillar Pilates have begun again. The Brandon Rec Football teams will be recognized at the halftime of the OVUHS varsity football night game on October 20th.

Seth Hopkins asked if the timeframe for Bridge 114 has changed. Mr. Atherton stated this is a separate project from Segment 6, but will align with the Segment 6 schedule. With regard to the pillars under the town office, Daryl Burlett will have this area reviewed to determine how this project can be done when the bridge is done.

Doug Bailey questioned the status of the river near Newton Road after the last storm. Mr. Atherton reported there were no issues. Mr. Bailey asked if everyone that attended the Newton Road meeting chose to do the buyout or some other form of mitigation, like lifting their house. Mr. Atherton reported there were no residents that have requested mitigation type options.

4. Park Street Update

Dave Atherton stated this item is on the agenda for continual updates. The Town should be receiving something from Aldridge and Elliott soon and are looking forward to a meeting with them for public input in the near future.

5. Local Hazard Mitigation Plan Approval

Dave Atherton presented the Select Board with the local Hazard Mitigation Plan that required action from the Board. Mr. Atherton advised this has to be included in the FEMA documentation and had to be updated for Newton Road. A meeting was held last Friday to go over the Plan and has subsequently been sent to Hazard Mitigation and will be sent to FEMA.

Seth Hopkins asked the source for the listed events. Mr. Atherton advised that Tina Wiles provided well-documented information on all of the storm events in the previous Plan.

Doug Bailey questioned the information on Page 25 of the document relative to the relocation of the town office out of the flood hazard elevation or to flood-proof the office. Mr. Atherton reported the first floor of the office has been flood-proofed, as well as the addition of the overflow culvert. It was noted that the Town will do a notice of resurvey for the flood plain and FEMA will do the remapping. Mr. Atherton noted the town office was not considered to be in the flood plain before, so that will not be changed. With regard to Newton Road, that may need to be changed. Mr. Atherton advised that the information came from the VARI report that was done around the time of Irene and was a very good document that the Town used.

Motion by Doug Bailey/Tracy Wyman to adopt the Town of Brandon Local Hazard Mitigation plan as presented. **The motion passed unanimously.**

6. Comments for Items not on the Agenda

There was no discussion held.

7. Fiscal

a) Warrant – October 9, 2017 - \$343,396.54

Motion by Doug Bailey/Tracy Wyman to approve the October 9, 2017 warrant in the amount of \$343,396.54. **The motion passed unanimously.**

Doug Bailey asked if the \$46,000.00 CLD Consulting invoice was for road design. Dave Atherton advised this was for Segment 6 and the additional Carver Street sewer and water, of which the Town's responsibility is 5%. Mr. Bailey questioned whether the invoice for sand and gravel was within the budgeted amount and Mr. Atherton reported three quotes were received and is in line with the budget for winter sand.

b) Route 7 Segment 6 Construction Warrant – October 9, 2017 - \$163,118.88

Motion by Doug Bailey/Brian Coolidge to approve the October 9, 2017 Route 7 Construction warrant in the amount of \$163,118.88. **The motion passed with one abstention – Tracy Wyman.**

Seth Hopkins asked the status of reimbursements from the State. Mr. Atherton reported payments are timely. Doug Bailey requested Sue Gage provide the Board a report and questioned if the Town is hitting the line of credit. Mr. Atherton stated Ms. Gage will provide information to the Board at their October 17th workshop. Mr. Atherton stated there has been some line of credit being used.

The Select Board recessed at 7:23PM.

The Select Board reconvened at 7:25PM.

Motion by Doug Bailey/Tracy Wyman to enter into executive session at 7:25PM pursuant to 1VSA 313(a)(3) regarding the appointment or employment or evaluation of a public officer or employee. **The motion passed unanimously.**

8. 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 7:40PM. **The motion passed unanimously.**

There were no actions required.

Motion by Doug Bailey/Tracy Wyman to enter into executive session at 7:42PM 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.**

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

Motion by Tracy Wyman/Brian Coolidge to come out of Executive Session at 7:50PM. **The motion passed unanimously.**

There were no actions required.

10. Adjournment

Motion by Brian Coolidge/Tracy Wyman to adjourn the Select Board meeting at 7:51PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary