

Brandon Select Board Meeting February 26, 2018

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

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

Others In Attendance: Dave Atherton, Arlen Bloodworth, Richard Baker, Bernie Carr, Jeff Stewart, Steve Bissette, Lee Kahrs, Dick Kirby, Sue Gage, Chris Brickell

1. Call to order

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

The monthly Even Better Brandon drawing winner from the Downtown Brandon Alliance and the Brandon Chamber of Commerce was Lisa Hope.

a) Agenda Adoption

Motion by Tracy Wyman/Doug Bailey to adopt the agenda as presented. **The motion passed unanimously.**

2. Approval of Minutes

a) February 12, 2018 – Select Board Meeting Minutes

Motion by Devon Fuller/Tracy Wyman to approve the minutes of the February 12, 2018 Select Board meeting. **The motion passed unanimously.**

3. Town Manager's Report

Dave Atherton reported the utility work continues for Segment 6. GMP will complete their switchover by Friday. Comcast and V-Tel started moving their lines today. The Town will be meeting with Alpine Construction to discuss the Bridge 114 project to obtain a work schedule, which is thought to be June to December. The Town is waiting for a signed MOA from Federal Highway for the Churchill Road Bridge project. This is the last document needed to get the project out to bid. The Town is still waiting for VTrans to review the easements and plans for Union Street. Once that has been completed, Mr. Atherton will be able to negotiation the right-of-ways. The grader had been out last week to try to smooth out some of the potholes on the gravel roads. This work will be dependent upon the weather. The Town has received another 1% option tax payment that brings the total to \$221,778.12. The delinquent property tax total is \$169,469.23 of which \$105, 754.32 is in either payment plans or bankruptcy. The sewer tax total is \$94,576.23 of which \$42,501.09 is in either payment plans or bankruptcy. The Town has sent

52 delinquent combined accounts to its attorney to start the tax sale process. Rec Happenings include; a Brandon Rec/Neshobe PTO Talent Show on March 9th @ 6:30PM, Quiz Night at the Center Street Bar on Sundays in March from 6PM to 8PM, Movie Nights on Fridays and U10 & U12 basketball tournaments started this past weekend. The Brandon Rec Cheerleaders have been cheering at the OV basketball games to end their season and thanks to Sarah Whitney and Erica Mohan for their work with this program. The Week of Fun Arts Camp at Compass Music and Arts was a hit and will likely create another vacation camp for April. Devon Fuller asked how many payments have been received from the option tax and Mr. Atherton reported this was the 5th payment received and the funds are running a little higher than anticipated. It was questioned how many right-of-ways are involved in the Union Street project and Mr. Atherton reported there are 4 properties. The Town will not be required to negotiate with the railroad. Mr. Atherton noted the potholes keep growing with this warm up and cool down type weather.

4. Zoning Administrator's Report

Seth Hopkins reported Ms. Scheck provided a written Zoning Administrator's report for the Select Board's information.

5. Park Street Update

Dave Atherton reported all paperwork is being done and a draft document for the town meeting was completed. There could also be something placed in the paper as well. Jason Booth will be present at town meeting to field any technical questions. Seth Hopkins suggested information could also be added to the website. Mr. Atherton advised the discussion at town meeting would be considered the second meeting for the Park Street Bond vote.

6. Comments for Items Not on the Agenda

Devon Fuller reported there would be a double feature of Warren Miller ski films sponsored by Foley Brothers at the Brandon Town Hall on March 3rd at 6PM that is free to the public.

Mr. Fuller noted the Select Board approved at the last meeting a grant for the Town of Bristol as a pass-thru, which was similar to the grant that the Select Board denied for the Brandon Cares Program. Mr. Fuller cautioned if the Town is going to do a pass-thru, it needs to be as consistent as possible. Seth Hopkins noted there were differences in the requests because the Town of Bristol had an ongoing funding mechanism for reimbursements and receipts and had all of the dual controls for this type of program whereas the Brandon Cares Program did not have those types of accounting functions. Mr. Fuller thought that the pass-thru requests were similar and wanted to bring it before the Board.

Sue Gage advised the school district's annual meeting is no longer a part of town meeting and reported it will be held Wednesday, February 28th at 6:30PM at OVUHS.

Seth Hopkins invited Mr. and Mrs. Kirby to attend the town meeting for a presentation of the town report.

Steve Bissette asked if anything is going to be done with the lower Barlow road as there was supposed to be something done to fix it because the river is taking the road and people are driving one person's lawn to avoid the concrete barriers. In addition, with the ice on the river, it has eaten away more of the riverbank. Dave Atherton reported Daryl Burlett and he had reviewed the area, but he will request that Mr. Burlett review the area again tomorrow. Seth Hopkins noted it is appreciated that individuals bring these types of items to the attention of the Town. Bernie Carr agreed and noted that last Thursday when it was rainy, he received a call that there was a hole in the road on Rossiter Street. There was cold patch that had washed away and it was sinking around the valve and if that person had not seen it, there could have been a horrible accident. Daryl Burlett called Casella and within ½ hour, there was someone at the site to take care of it. He noted that more eyes on these types of situations are better for the community.

7. Approve Certificate of Highway Mileage

Dave Atherton advised this is the annual certificate that the Select Board approves. At the last meeting, the area on Prospect Street was approved and has been added to this document. Tracy Wyman confirmed the stated the mileage distance is for one way on all roads.

Motion by Tracy Wyman/Devon Fuller to approve the Annual Certificate of Highway Mileage as presented. **The motion passed unanimously.**

8. Road Posting

Dave Atherton reported the document for consideration is the annual spring posting of the roads.

Motion by Devon Fuller/Tracy Wyman to approve the 2018 Spring Road Posting.

Tracy Wyman noted concern with the posting of North Street with one of the Town's largest employers on North Street as the posting is an issue for trucks going in and out of that location. He noted Leicester does not post on that end of Route 53 and he also did not think that Salisbury posts Route 53. He noted the Town does not post Union Street until past Maple Street. Mr. Wyman also thought that Birch Hill and North Birch Hill off McConnell Road should be considered posted because McConnell Road is posted. Dave Atherton stated truckers can call Daryl Burlett for permission to access those businesses. Mr. Wyman also advised that the Arnold District has the commercial area and the current posting is off Route 7 and suggested the posting should start from the Tubbs building. Devon Fuller agreed with Mr. Wyman as the Industrial Park is trying to be developed. Mr. Wyman noted Union Street is similar to that situation and the Town also does not post Pearl Street until past Corona Street and the Town should be treating all industries in the same manner.

Motion by Devon Fuller/Brian Coolidge to amend the 2018 Spring Road Posting striking out Grove Street and changing it to Robert Wood Drive for the Arnold District. **The motion passed unanimously.**

Devon Fuller questioned the reason for posting Route 53 when Leicester and Salisbury do not post the road. Tracy Wyman stated for trucks coming south from Leicester, there would be no

place for them to turn around. Dave Atherton stated the Select Board created this list and are ultimately the body that signs off on this document. Mr. Atherton expressed concern with the roads getting soft and then freezing after having just upgraded North Street. Mr. Wyman appreciated the need for posting, but noted that someone picking up or dropping off items at a factory could find the posting difficult.

Motion by Tracy Wyman/Brian Coolidge to amend the 2018 Spring Road Posting to remove North Street from the document. **The motion passed unanimously.**

Devon Fuller stated as far as the roads coming off McConnell Road, he would suggest continuing to post those roads.

Mr. Hopkins called the question to the original motion.

The motion passed unanimously.

9. Town Meeting Preparation

Seth Hopkins questioned whether Jason Booth would be providing the presentation on the Park Street project. It was the consensus of the Select Board that Devon Fuller would provide the presentation for the Park Street project and Mr. Booth would be available to answer any technical questions. Dave Atherton stated this meeting would cover the mandatory second meeting for the bond vote. It was confirmed that Doug Bailey and Seth Hopkins would do a presentation on the budget and appropriations. Mr. Fuller suggested having a slideshow of the projects completed throughout the year and suggested using the cover photos from the Town Report. Tracy Wyman suggested also providing information about the culvert. Richard Baker hoped the corrected pages of the Town Report would be printed and distributed at town meeting.

Seth Hopkins reported the Select Board was provided a revised version of Page 40 of the town report. Dave Atherton stated the plan was to run the corrected page in The Reporter on Wednesday, 2/28 and have this page available for handout at the town meeting. Mr. Baker suggested having it printed on something other than white paper. It was also suggested to place the correction on the Town's website. Mr. Hopkins stated it was brought to his attention the preparation of the town report is the responsibility of the Select Board and noted that in his experience the Select Board had not taken responsibility for the town report, but delegated it out. Mr. Hopkins thought that next year the Select Board should be responsible for the town report. Devon Fuller stated that is why the Select Board hires people to do those types of projects. Mr. Hopkins noted there would need to be participation from the staff. Mr. Atherton stated it would be appreciated if there are more sets of eyes reviewing the report prior to printing as the staff deals with the figures a lot and it is good to have other eyes confirming the data. Mr. Atherton advised there were some accounting errors and missing items on the breakdown sheet of the budget. Sue Gage stated there had been an illness in the office that took a toll on this project. Mr. Baker noted the ballot question indicates the amount to be raised by taxes and should be included in the budget, excluding the appropriations and school tax. Mr. Hopkins stated all four columns should be treated the same and suggested reporting just the net municipal budget and removing the appropriations and having a separate line item in the prior budgets for the appropriations. Mr.

Atherton stated the tax revenue line historically showed the total amount to be raised by taxes plus appropriations, but it had been decided to separate the appropriations. Mr. Atherton suggested some line names could be changed to make things clearer on the document and a tax revenue line should be added to show what this year's number would be. It was decided the 2nd line from the top of the page would be changed to read, Amount Raised by Taxes and would indicate the data noted in the bolded line at the lower part of page. There would be a line added for Delinquent Tax Revenue. The Total Before Tax Revenue line would be removed. The Tax Expenditures would be the same and the Total Expenditures will show across the bottom. The Net Revenue after Expenditures would be taken out. The Prior Years' Voted Appropriations would be eliminated and the Extraordinary Expenditures would remain.

Motion by Brian Coolidge/Tracy Wyman to approve the revisions as discussed to the revised Page 40 of the Brandon Town Report. **The motion passed unanimously.**

10. Fiscal

a) Warrant – February 26, 2018 - \$1,083,338.50

Motion by Tracy Wyman/Brian Coolidge to approve the February 26, 2018 warrant in the amount of \$1,083,338.50. **The motion passed unanimously.**

Doug Bailey questioned the invoice for G. Stone Motors. Mr. Atherton reported it was a replacement rim for the 550. Mr. Bailey questioned the \$400.00 room rental for Diversions, LLC. Mr. Atherton advised it was the for Rec Department's Week of Fun at Compass.

b) Segment 6 Warrant – February 26, 2018 -\$8,012.74

Motion by Brian Coolidge/Doug Bailey to approve the Segment 6 warrant in the amount of \$8,012.74. **The motion passed unanimously.**

The Select Board recessed to convene as the Board of Liquor Control Commissioners at 8:14PM.

The Select Board reconvened at 8:25PM.

Motion by Devon Fuller/Tracy Wyman to find that premature general public knowledge of the current Union negotiations will clearly place the Town at a substantial disadvantage. **The motion passed unanimously.**

Motion by Tracy Wyman/Brian Coolidge to enter into Executive Session at 8:26PM Pursuant to 1V.S.A. 313(a)(1) to discuss the Town's negotiation strategy to include the Town Manager. **The motion passed unanimously.**

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

Motion by Doug Bailey/Devon Fuller to come out of Executive Session at 8:41PM. **The motion passed unanimously.**

There were no actions required.

12. Adjournment

Motion by Tracy Wyman/Devon Fuller to adjourn the Select Board meeting at 8:42PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary