

Brandon Select Board Meeting
June 25, 2018
7:00 p.m.

The Brandon Select Board will meet Monday, June 25, 2018 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 - June 11, 2018
- 3) Town Manager's Report
- 4) Zoning Administrator's Report
- 5) Comments for Items not on the Agenda
- 6) Financial Management Questionnaire
- 7) Davenport Solar - Update Resolution of Support
- 8) Appointments
 - a) BLSGP Insect Control District Rep - remainder of 1-year term (reappoint in March)
 - b) Development Review Board - 1 seat (3-year term ending June 30, 2021)
 - c) Historic Preservation Commission - 5 seats
 - d) Planning Commission - 1 seat (3-year term ending June 30, 2021)
 - e) Revolving Loan Fund Committee - 2 seats (3-year term ending June 30, 2021)
 - f) Rutland Region Transportation Council Rep (1-year term ending June 30, 2019)
 - g) Rutland Region Transportation Council Alt (1-year term ending June 30, 2019)
 - h) Rutland Regional Planning Commission Rep (1-year term ending June 30, 2019)
 - i) Rutland Regional Planning Commission Alt (1-year term ending June 30, 2019)
- 9) Assignment of funds for FY 17/18
- 10) Fiscal
 - a) Consider Purchase of FY 18/19 Gasoline, Diesel Fuel and Heating Fuel
 - b) Consider Purchase of FY 18/19 Propane
 - c) Warrant - June 25, 2018 - \$50,883.90
 - d) Route 7 Construction Warrant - June 25, 2018 - \$431,712.93
 - e) Bridge 114 Warrant - June 25, 2018 - \$82,573.64
- 11) Executive Session: 1 V.S.A. § 313(a)(3)
The appointment or employment or evaluation of a public officer or employee
- 12) Adjournment

Brandon Select Board Meeting June 11, 2018

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, Mike Frankiewicz, Jeff Stewart, Steve Bissette, Bill Moore, Bernie Carr, David Santos, Steve Cijka, Lee Kahrs, Ray Jobst, Chris Brickell, Arlen Bloodworth, Maken Hogan, Mr. Hogan

1. Call to order

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

a) Agenda Adoption -- Motion by Doug Bailey/Brian Coolidge to adopt the agenda. **The motion passed unanimously.**

2. Approval of Minutes

a) Approval of Minutes – May 29, 2018 - Select Board Meeting

Motion by Doug Bailey/Brian Coolidge to approve the May 29, 2018 Select Board Meeting minutes as amended. **The motion passed unanimously.**

Remove Bernie Carr from Board Members in Attendance

Top of Page 3 regarding newly paved roads – remove Basin Road and add Birch Road

3. Town Manager's Report

Dave Atherton reported over the last two weeks with regard to Segment 6: 1) there was installation of duct banks within Union Street, Central Park, Upper Carver Street and Route 7 south of the monument, 2) installation of stormwater drainage management infrastructure within Route 7 near Brandon Auto and south towards Crescent Park, 3) sewer installation within Park Street, Union Street and Route 7 south and the area adjacent to the Brandon Inn, 4) duct bank installation within Union Street near Rite Aid, Hannaford's accesses, upper Carver Street, Central Park and Route 7 south, 5) water line installation within Route 7 from the monument south, 6) Bridge 114 improvements include superstructure removal and substructure repointing of existing arches and 7) initiation of existing concrete road bed removal at various locations around Route 7. Over the next two weeks the following Segment 6 work is scheduled: 1) sewer installation within Route 7 from Park Street south and Route 7 near Crescent Park, 2) duct bank installations adjacent to Route 7 near the intersection of Park Street to the front of the Brandon Inn, 3) water installations within Route 7 south and Park Street, 4) continued drainage installation within Route 7 from the Jiffy Mart towards Crescent Park and 5) continued removal of existing concrete roadbed at various locations. The Town has received the notice from the Federal Lands and the U.S. Forest Service to begin construction on the Churchill Road Bridge. A notice of award and notice to proceed was sent to Alpine Construction for review and signature. Mr. Atherton reported they would be starting the project soon. In the Rec Department, the Brandon Carnival was a great success. Thanks to Colleen Wright, Patty

Moore, John McClure and the many volunteers and sponsors who helped to make this another wonderful event. The Town is receiving a play structure donated by Charlie Caughlin from McDonalds in Rutland. The Rec Department will be working with Naylor and Breen and engineers from Aldrich and Elliott to organize, plan and move the donation to Brandon. A capital campaign will begin to help with the costs.

Doug Bailey asked when the Segment 6 night work would begin. Dave Atherton reported the contractor wants to get Segment B done first and then the night work will begin. Bernie Carr advised they are hoping to have the underground construction done by the end of July. Curbing and streetscape will continue after that time. Mr. Bailey noted he was impressed with the carnival. Bill Moore thanked Patty Moore, John McClure and Colleen Wright who made sure things went smoothly. Many of the Town staff also volunteered to help with the carnival. Devon Fuller questioned if the abutting property owners have been advised that the Churchill Bridge construction will begin soon. Dave Atherton reported the Town has been in contact with the landowners and have provided plans to them. Mr. Fuller questioned if the Brandon Police are being used to control vehicle and pedestrian traffic in the Segment 6 construction. Mr. Atherton advised there has to be an officer at certain locations as required in the contract that is funded by Segment 6. This work is being done by officers off duty. Mr. Fuller also thanked Bill Moore, Patty Moore and Colleen Wright for all their work with the Brandon Carnival. He stated it was amazing to watch all of the volunteers that were present to help with the carnival. Ray Jobst thanked the Town for the good job done on Van Cortland Road.

4. Comments for Items Not on the Agenda

Seth Hopkins welcomed Maken Hogan who is learning the audio/visual taping from Arlyn Bloodworth. Mr. Hopkins reported Jeanne LaMarre reminded him about a Select Board presence in the parade. Doug Bailey suggested getting back to the Parade Committee regarding this request. Bernie Carr suggested the Select Board could wear their orange hard hats. Mr. Hopkins will advise Ms. LaMarre the Select Board probably will not be participating. Devon Fuller questioned if the Brandon PD is monitoring the roads that are now receiving higher traffic due to Segment 6. Police Chief Brickell reported the Brandon PD is making rounds on the roads that are being heavily traveled. Doug Bailey noted his displeasure with a letter in The Reporter from a former board member. Mr. Bailey believes that Segment 6 is better for every taxpayer, as the Town is paying only 5% for upgrades to the sewer, water and infrastructure through Segment 6. Dave Atherton reported he attended a meeting today at the Fire Academy with Governor Scott and individuals from Emergency Management. This was an open forum to obtain input from fire people on emergency management. One major concern is the subject of dispatch throughout the State. There is a big concern as to how this will be handled moving forward. Seth Hopkins noted the Police Chief and Town Manager have brought this concern to the Select Board in the past. Mr. Atherton advised dispatch is currently being handled through Westminster. He will keep the Board informed of information received on this subject. Mr. Atherton reported with Segment 6, centerline rumble strips are going to be installed on the Route 7 corridor. Route 7 from Pittsford to Middlebury is going to be considered a safety corridor.

5. Appointments

Dave Atherton provided the Select Board a list of the appointed town officials that includes information on the terms that will expire on June 30th. Elaine has been contacting current members to determine if the individuals want to remain on the committees. There are some openings, but most will likely want to continue with their appointments. With regard to the Historic Preservation Committee, this committee is required for the downtown designation and all appointments are expiring at the same time. Seth Hopkins suggested staggering the expiration of the terms. Mr. Atherton suggested doing something similar to the Energy Committee that was just developed with the appointments not having a term. Jeff Stewart noted he would like to serve again on the Historic Preservation Committee and advised this committee is needed for certified local government. Mr. Atherton will research statute with regard to doing staggered terms.

6. Tax Stabilization Amendment for C & D Realty Holdings, LLC

Bill Moore reported that a year ago, the Select Board approved tax stabilization for Gold Star Feed and Grain for 6 years based on the amount of improvement. Gold Star Feed has since sold the property to Phoenix Feeds and Nutrition, Inc. Mr. Moore advised that since the purchase, the number of employees has increased and it would be in the Town's best interest to continue with the tax stabilization for Phoenix Feed. The request is for a continuation of the existing stabilization. David Santos, co-owner of Phoenix Feeds and Nutrition, advised that their main facility is in New Haven. The Brandon facility was purchased in October, which has been a good increase to their business. They have made quite a few investments into the property and will continue to modernize and upgrade the equipment to make it more efficient. Doug Bailey questioned the number of employees at the Brandon facility and it was noted there are five employees, with two employees who come from the New Haven plant to work as well. They will likely need another employee before the end of the year. Mr. Santos advised that one attractive thing in purchasing the business is the tax stabilization and their growth will most likely be in Brandon rather than in New Haven. Bill Moore stated this property had been dormant previously. Mr. Fuller appreciated Mr. Santos comments regarding Brandon being a business-friendly town and it is a positive effort in having the tax stabilization. Mr. Santos stated it is good to work with a town who wants to work with them.

Motion by Doug Bailey/Devon Fuller to amend the tax stabilization issued to Gold Star Field and Grain placing it in the name of C & D Realty Holdings, LLC. **The motion passed with one abstention – Brian Coolidge.**

7. Davenport Solar Updated Letter of Support

Dave Atherton received an email from Jonathan Wilson of Davenport Solar inquiring if the Select Board will be providing an updated letter of resolution to support their CPG application. This action had been previously approved by the Select Board. Mr. Hopkins and Mr. Atherton will draft the letter.

8. Fiscal

a) General Fund Warrant – June 11, 2018 - \$51,535.70

Motion by Doug Bailey/Brian Coolidge to approve the General Fund warrant of June 11, 2018 in the amount of \$51,535.70. **The motion passed unanimously.**

b) Route 7 Construction Warrant – June 11, 2018 - \$384,328.72

Motion by Devon Fuller/Doug Bailey to approve the Route 7 Construction warrant of June 11, 2018 in the amount of \$384,328.72. **The motion passed unanimously.**

c) Bridge 114 Warrant – June 11, 2018 - \$120,557.52

Motion by Brian Coolidge/Devon Fuller to approve the Bridge 114 warrant of June 11, 2018 in the amount of \$120,557.52. **The motion passed unanimously.**

d) Churchill Road Bridge Warrant – June 11, 2018 - \$1,000.00

Motion by Devon Fuller/Doug Bailey to approve the Churchill Road Bridge warrant of June 11, 2018 in the amount of \$1,000.00. **The motion passed unanimously.**

The Select Board recessed at 7:32PM

The Select Board reconvened at 7:50PM.

Motion by Doug Bailey/Brian Coolidge to enter into executive session at 7:50PM in accordance with 1VSA 313(a)(3) – Appointment or Employment of a Public Officer or Employee to include the Town Manager. **The motion passed unanimously.**

14. Executive Session: 1VSA 313(a)(3) - Appointment or Employment or Evaluation of a Public Officer or Employee

Motion by Brian Coolidge/Doug Bailey to come out of executive session at 8:05PM. **The motion passed unanimously.**

There were no actions required.

17. Adjournment

Motion by Brian Coolidge/Doug Bailey to adjourn the Select Board meeting at 8:05PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

Town Manager Report for weeks of June 11 and June 18, 2018

Segment 6:

Past Two Weeks

- Installation of duct banks within Union Street, Central Park, Upper Carver Street and US Rte. 7 South of the monument.
- Continued box cut: Union Street from Hannaford's towards US Rte. 7, and Upper Carver Street.
- Installation of Sewer Main near Crescent Park both North and South within US Rte. 7.
- Completion of installation testing of both water and sewer piping installations as well as manholes resulting in passing tests.
- Installation of water main within US Rte 7 south of the Monument and Park Street consisting of DI, (Ductile Iron), and C-900, ("Plastic") piping and associated components such as valves, tees, elbows etc.
- Installation of fire hydrant adjacent to US Rte. 7 South of the Library.
- Initiation of ornamental light pole bases and wiring the intersection of Union Street and US Rte. 7.

Next Two Weeks

- Continued installation of roadway base material and potential base paving in the Central Park area.
- Continued installation of ornamental light pole bases within the Central Park area.
- Continued installation of water and sewer components within US Rte. 7 near the Monument area and near Crescent Park both North and South.
- Blasting of existing solid rock within US Rte. 7 North of Crescent Park for water, sewer and drainage installations.
- Initiation of traffic control signal bases and operational wiring.
- Continued removal of existing concrete roadbed at various locations.
- Vehicular and pedestrian traffic control at each of the above locations.

Churchill Road Bridge:

Held a pre-construction meeting with Alpine Construction. The VAST bridge has been removed. Construction will start on June 25th.

Other Happenings:

Received reimbursement from FEMA in the amount of \$395,178.53 for the July 1, 2017 Newton Road flood. We are now able to receive the 17.5% from the State.

Rec. Dept. News:

- Presented at the Wallingford Community Visit Resource Meeting asked to present by the Vermont Council on Rural Development
- Brandon Independence Day Celebration is July 6th and 7th. On track for a wonderful celebration. Street dance at Seminary Hill Playground and Parade at park village. Not too late to have a float: contact Susan Stone

- Tonight, attending the meeting of the Quality of Life Committee for the Regional Marketing Initiative. Part of the economic development regional marketing around the Killington Valley.
- Thank you to all of our baseball coaches, sponsors and volunteers. What a great season!
- Summer camp sign-ups are heating up! Sign up today. 9 tickets left for the July 15th Red Sox trip.
- This year our rec group headed by Pat Hogan got 2 scenes in the Crowd Sourced Cinema production of Ferris Bueller's Day off! Interested in acting or being a volunteer? Contact Bill or Pat!

Other Items will be covered in the agenda.



— RESOLUTION OF SUPPORT —

WHEREAS at its regular meeting of March 28, 2016, the Brandon Selectboard adopted a resolution of support of Davenport Solar's proposed utility-scale solar array on lower Carver Street, a seldom-traveled section of unpaved road within the Town of Brandon, and

WHEREAS Davenport Solar has continued since that date to communicate with town officials and boards, in a respectful and transparent manner, and

WHEREAS nothing substantial regarding the proposed project or the economic development agreement with the Town have changed since the date of the original resolution of the board, and

WHEREAS the Brandon Selectboard finds that Davenport Solar's proposed solar array is still consistent with the solar energy provisions of the Brandon Town Plan, and

WHEREAS the Brandon Selectboard finds that the proposed project will provide a positive economic benefit to the taxpayers of the Town of Brandon, now, therefore,

BE IT RESOLVED that the Brandon Selectboard reaffirms its resolution of support dated March 28, 2016, and

BE IT FURTHER RESOLVED that the Brandon Selectboard submit a copy of this resolution to the Vermont Public Service Board and request consideration of our support as they evaluate the application of Davenport Solar's Brandon Solar Array for a certificate of public good.

By the Town of Brandon Selectboard
25 June 2018:



— RESOLUTION OF SUPPORT —

WHEREAS Davenport Solar proposes to construct a utility-scale solar array on lower Carver Street, a seldom-traveled section of unpaved road within the Town of Brandon, and

WHEREAS Davenport Solar has communicated with town officials, boards, and citizens in a respectful, transparent, and proactive manner beyond any legal requirements, and

WHEREAS Davenport Solar has proposed siting this array to the benefit of the Town and its residents and visitors in an unobtrusive location not within the Route 7 or Route 73 gateway viewsheds, and

WHEREAS Davenport Solar listened to concerns expressed by members of the public and altered their design to address those concerns through amelioration of wetlands and wildlife impacts, and

WHEREAS the proposed solar array as designed will be located entirely outside the 100-year flood limit of the Otter Creek and will include wildlife corridors through the array field, and

WHEREAS the Brandon Selectboard finds that Davenport Solar's proposed solar array is consistent with the solar energy provisions of the Brandon Town Plan, and

WHEREAS the Brandon Selectboard finds that the proposed project will provide a positive economic benefit to the taxpayers of the Town of Brandon, including increased tax revenue from land coming out of Current Use to host this project, and

WHEREAS the proposed solar array creates renewable energy, and as recently as January 13, 2016, the Associated Press reported the State of Vermont as re-affirming its commitment to getting 90% of its energy from renewable sources by the year 2050, including 67% of its electric power by the year 2025, now, therefore,

BE IT RESOLVED that the Brandon Selectboard officially supports Davenport Solar's proposed solar array in this town, and

BE IT FURTHER RESOLVED that the Brandon Selectboard submit a copy of this resolution to the Vermont Public Service Board and request consideration of our support as they evaluate the application of Davenport Solar's Brandon Solar Array for a certificate of public good.

By the Town of Brandon Selectboard
28 March 2016

D. A. Bailey
Debra M. Hopkins
Ronald L. Latta
W. J. Latta

To: Dave Atherton, Town Manager
Select Board Members

From: Elaine S. Smith

Re: June Appointments

Date: June 22, 2018

The individuals listed below have expressed interest in serving. Most are reappointments. Newcomers are Michael Shank, who has agreed to be our Rutland Regional Planning Commission Rep. and Art Doty, who has volunteered to serve as a BLSGP Insect Control District Rep. Blaine Cliver does not wish to be reappointed to Historic Preservation Commission.

BLSGP Insect Control District Rep. - remainder of 1-year term (reappoint in March)

- Art Doty

Development Review Board - 3-year term

- Bob Clark

Historic Preservation Commission

- Richard Baker
- Frank Bump
- Lance Mead
- Jeff Stewart
-

Planning Commission - 3-year term

- Stephanie Jerome

Revolving Loan Fund Committee - 3-year term

- Frank Spezzano
- Tom Whittaker

Rutland Region Transportation Council Rep. and Alternate - 1-year terms

-
-

Rutland Regional Planning Commission Rep. and Alternate - 1-year terms

- Michael Shank
- David Atherton

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.	03/12/2018	March 2019
VACANT	BLSG Insect Control District Rep.		March 2019
VACANT	BLSG Insect Control District Rep., Alt.		March 2019
Janet Coolidge	Budget Committee	03/12/2018	March 2019
Anthony Peduto	Budget Committee	03/12/2018	March 2019
Doug Sawyer	Budget Committee	03/12/2018	March 2019
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	08/14/2017	06/30/2020
John Peterson	Development Review Board	06/27/2016	06/30/2019
Samantha Stone	Development Review Board	08/14/2017	06/30/2020
VACANT	Development Review Board, Alt.		
VACANT	Development Review Board, Alt.		
Elaine S. Smith	E-911 Coordinator	04/28/2003	Indefinite
David Atherton	Emergency Management Director	01/09/2017	Indefinite
Lowell Rasmussen	Energy Committee	05/29/2018	Indefinite
Daniel Schmitz	Energy Committee	05/29/2018	Indefinite
Jack Schneider	Energy Committee	05/29/2018	Indefinite
Michael Shank	Energy Committee	05/29/2018	Indefinite
Edna Sutton	Energy Committee	05/29/2018	Indefinite
Cindy Bell	Fence Viewer	03/12/2018	March 2019
Todd Nielsen	Fence Viewer	03/12/2018	March 2019
John Reynolds	Fence Viewer	03/12/2018	March 2019
Linwood Bovey	Fire Warden	04/13/2015	06/30/2019
VACANT	Deputy Fire Warden		06/30/2019
James Leary	Green-up Day Coordinator	03/12/2018	May 2019
Anna Scheck	Health Officer	08/14/2017	08/31/2020
Dolores Furnari	Deputy Health Officer	11/13/2017	11/30/2020

TOWN OF BRANDON APPOINTED OFFICIALS

Name	Position	Date Appointed	Term Ending Date
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, Shingles and Wood	03/12/2018	March 2019
Stephanie Jerome	Planning Commission	09/12/2016	06/30/2018
William Mills	Planning Commission	08/14/2017	06/30/2020
Ethan Nelson	Planning Commission	02/03/2017	06/30/2019
Lisa Rovi	Planning Commission	02/27/2017	06/30/2019
Michael Shank	Planning Commission	01/08/2018	06/30/2020
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	08/14/2017	06/30/2020
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.	03/12/2018	March 2019
VACANT	Rutland County Solid Waste Dist. Rep. Alt	VACANT	March 2019
Richard Baker	Rutland Region Transportation Council Rep.	08/14/2017	06/30/2018
David Atherton	Rutland Region Transportation Council Rep., Alt.	08/14/2017	06/30/2018
Anna Scheck	Rutland Regional Planning Commission Rep.	08/14/2017	06/30/2018
David Atherton	Rutland Regional Planning Commission Rep., Alt.	08/14/2017	06/30/2018
Wayne Kingsley	Tree Warden	03/12/2018	March 2019
Lou Faivre	Weigher of Coal	03/12/2018	March 2019
Olga Hopkins	Weigher of Coal	03/12/2018	March 2019
Anna Scheck	Zoning Administrator	02/09/2015	06/30/2018

June 23, 2018

FY 17-18 YEAR END NOTES

GASB 54 defines Assigned Funds as amounts that are intended to be used by the Town for specific purposes as authorized by the Selectboard. Attached is the Fund Balance Policy that explains this in further detail.

We are requesting the following funds to be Assigned:

Motions for Assigned Funds for Fiscal Year 2017-2018:

- 1. \$3,864.41 – Recreation - Football**
- 2. \$1,017.44 - Recreation- Basketball**

**** The Rec Football and Basketball is tracked internally, these are revenues in excess of expenses including fundraising.**

These require no action by the Selectboard, this is for information only.

Restricted Funds that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Our Restricted Funds are:

Records Preservation

Highway Funds-Budgeted/Unspent

Prepaid Expenses

Recreation Donation

Brandon Ski Club Donation

TOWN OF BRANDON
FUND BALANCE POLICY

PURPOSE: The purpose of this Fund Balance Policy is to establish proper reporting practices in accordance with Governmental Accounting Standards Board (GASB) Statement 54.

GASB 54: Fund Balance Reporting & Governmental Fund Type Definitions. GASB 54 requires the fund balance amounts to be properly reported within one of the fund balance categories listed below.

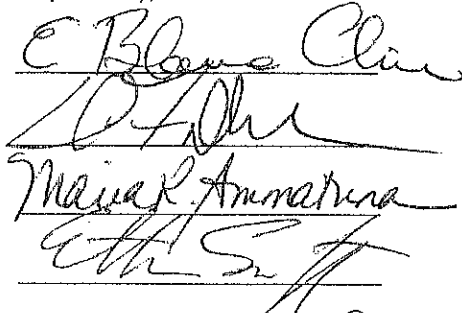
1. *Nonspendable* – Fund balance associated with inventory, prepaid expenditures, long-term loans or notes receivable, and trust fund principal to be held in perpetuity.
2. *Restricted* – Fund balance includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.
3. *Committed* – Fund balance includes amounts that can be used only for specific purposes determined by the Town's highest level of decision making authority, the voters.
4. *Assigned* – Fund balance includes amounts that are intended to be used by the Town for specific purposes as authorized by the Selectboard.
5. *Unassigned* – fund balance is the residual classification for the government's General Fund and includes all spendable amounts not contained in another classification.

COMMITTED FUND BALANCE – The fund balance reported is a result of motions passed at Annual Town Meetings or Special Town Meetings.

ASSIGNED FUND BALANCE – the fund balance is a result of motions authorized for specific purposes by the Town of Brandon Selectboard.

ORDER OF FUND BALANCE SPENDING – The Town's policy is to apply expenditures to the fund balance of the highest granted authority first. The Town maintains separate governmental funds to account for donor specified amounts (restricted), voter approved amounts (committed), and amounts set aside by management (assigned). Any residual fund balance amounts are reported as unassigned fund balance in the General Fund.

The foregoing Policy is hereby adopted by the Selectboard of the Town of Brandon, Vermont this 28th Day of May, 2013 and is effective until amended or repealed.



A true record made this 28th day of May, A.D. 2013

Attest:


Town Clerk

To: Dave Atherton, Town Manager
Select Board Members

From: Daryl Burlett
Public Works Director

Re: FY 2018/2019 Pricing for Propane

Date: June 19, 2018

Since 2014, Fyles Bros., Inc. has been our provider of propane. Their service has been excellent. Once again, they have offered exceptional pricing. Fyles Bros. has quoted a price of \$1.45 per gallon to supply propane for the coming fiscal year. This is an increase of just .13¢ a gallon over last year's price of \$1.32.

I recommend that the Select Board accept the Fyles Bros. proposal of \$1.45 per gallon to provide propane for FY 2018/2019.

A handwritten signature in black ink, appearing to read 'D. Burlett', with a long horizontal line extending to the right.

Daryl Burlett
Public Works Director
Town of Brandon
49 Center Street
Brandon, VT 05733
(802) 247-3635 ext. 201
dburlett@townofbrandon.com

Fyles Brothers, Inc.

425 Needham Hill Rd
Orwell, VT 05760
(802)948-2300
(802)537-2200

PROPANE SUPPLY CONTRACT

Between:

SUPPLIER
FYLES BROS. INC.
425 NEEDHAM HILL RD.
ORWELL, VT 05760

and

CUSTOMER
TOWN OF BRANDON
49 CENTER ST.
BRANDON, VT 05733

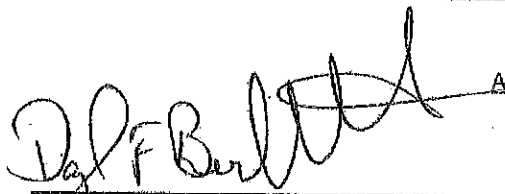
CONTRACT DATE: **June 30, 2018**

Subject to terms and conditions hereinafter set forth, supplier agrees to sell and buyer agrees to buy:

1. PRODUCT SPECIFICATIONS: Propane HD-5 odorized.
2. CONTRACTED GALLONS: **13,000**
3. TERM/DELIVERY PERIOD: **July 1, 2018** through **June 30, 2019**
4. PAYMENT TERMS: Net 15 days from date of invoice
5. PRICE: Price for product will be: **\$1.45** per gallon.
6. SPECIAL CONDITIONS: Subject to any natural phenomena, disasters or other acts of God which may interrupt, limit or halt the supply of propane, temporarily or permanently. Subject to any applicable state/federal tax(es) and/or changes in common carrier surcharges and pipeline tariff.
7. This contracted price per gallon is subject to change if contract not accepted by:

July 15, 2018

ACCEPTED


(Customer Signature)

6/18/2018

Date:


(Fyles Bros. Representative Signature)

6/18/2018

Date:

06/22/18
01:45 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63046 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 06/25/18 To 06/25/18

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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
301024	AAA POLICE SUPPLY	64565	ammunition	1323.00	0.00	1323.00	45368 06/25/18
100406	ADDISON INDEPENDENT	05/31/18	Rec Dept Summer	500.00	0.00	500.00	45369 06/25/18
100015	ALLEN ENGINEERING & CHEMICAL C	11151339301	chlorine	476.85	0.00	476.85	45370 06/25/18
330468	ATHERTON, DAVID J	6/15/18	mileage- meeting in Mont	72.85	0.00	72.85	45371 06/25/18
310833	AXON ENTERPRISE, INC.	SI-1538871	battery pack	73.00	0.00	73.00	45372 06/25/18
301034	BGS STATE SURPLUS PROPERTY (43	23909	fire-proof file cabinet	300.00	0.00	300.00	45373 06/25/18
100280	BRANDON LUMBER & MILLWORK CO.	530953/3	fence posts	121.96	0.00	121.96	45374 06/25/18
100280	BRANDON LUMBER & MILLWORK CO.	531002/3	string	5.59	0.00	5.59	45374 06/25/18
100280	BRANDON LUMBER & MILLWORK CO.	753998/3	trash bags	27.98	0.00	27.98	45374 06/25/18
100280	BRANDON LUMBER & MILLWORK CO.	754304/3	fasteners	2.72	0.00	2.72	45374 06/25/18
100280	BRANDON LUMBER & MILLWORK CO.	754315/3	painting supplies	340.86	0.00	340.86	45374 06/25/18
100280	BRANDON LUMBER & MILLWORK CO.	754374/3	keys	17.91	0.00	17.91	45374 06/25/18
100280	BRANDON LUMBER & MILLWORK CO.	K53967/3	brace, plate, screws	11.18	0.00	11.18	45374 06/25/18
100280	BRANDON LUMBER & MILLWORK CO.	K53989/3	flashing	43.75	0.00	43.75	45374 06/25/18
200218	BRANDON REPORTER	5-31-18	May ads	2079.01	0.00	2079.01	45375 06/25/18
310449	BSN SPORTS LLC	902395261		1695.00	0.00	1695.00	45376 06/25/18
100860	CARROLL, BOE & PELL P.C.	31582	Sale to Delphia	330.75	0.00	330.75	45377 06/25/18
100860	CARROLL, BOE & PELL P.C.	31611	Capen Grievance	247.00	0.00	247.00	45377 06/25/18
100860	CARROLL, BOE & PELL P.C.	31612	Union Matters	140.00	0.00	140.00	45377 06/25/18
100860	CARROLL, BOE & PELL P.C.	31613	Misc Zoning	240.00	0.00	240.00	45377 06/25/18
100462	CASELLA WASTE MANAGEMENT INC.	2165734	May trucking of sludge	1521.00	0.00	1521.00	45378 06/25/18
301503	CHAMPLAIN VALLEY PLUMBING	287066	diesel fuel	880.04	0.00	880.04	45379 06/25/18
301503	CHAMPLAIN VALLEY PLUMBING	287067	gasoline	993.12	0.00	993.12	45379 06/25/18
310703	CITY HALL SYSTEMS, INC.	15895	online credit card syste	111.63	0.00	111.63	45380 06/25/18
310703	CITY HALL SYSTEMS, INC.	15936	online credit card syste	127.44	0.00	127.44	45380 06/25/18
310703	CITY HALL SYSTEMS, INC.	15972	online credit card syste	64.13	0.00	64.13	45380 06/25/18
310834	CMC GOVERNMENT SUPPLY	SO5547274	Patrol Rifle scope/mount	991.59	0.00	991.59	45381 06/25/18
310097	COMCAST	6-9-18	town hall for June	93.12	0.00	93.12	45382 06/25/18
310037	CONSOLIDATED COMMUNICATIONS	6-6-18	highway for June	72.19	0.00	72.19	45383 06/25/18
310037	CONSOLIDATED COMMUNICATIONS	PD06/06/18	service May 06 to Jun 05	44.41	0.00	44.41	45383 06/25/18
310819	COUNTRY VILLAGE CAMPGROUND	R00003027A	RV site rental	250.00	0.00	250.00	45384 06/25/18
100470	CROSBY'S SALES & SERVICE	0061147	oil filter	10.25	0.00	10.25	45385 06/25/18
310733	DENTON & SON	1736	debris disposal	256.20	0.00	256.20	45386 06/25/18
300466	DUNDON PLUMBING & HEATING INC	42221	portable toilet	75.00	0.00	75.00	45387 06/25/18
300466	DUNDON PLUMBING & HEATING INC	42222	portable toilet	75.00	0.00	75.00	45387 06/25/18
100494	ENDYNE INC	266228	testing	123.50	0.00	123.50	45388 06/25/18
300187	FLORENCE CRUSHED STONE	225358	stone	1011.88	0.00	1011.88	45389 06/25/18
100925	FOLEY SERVICES INC	1171530	uniforms	21.00	0.00	21.00	45390 06/25/18
100925	FOLEY SERVICES INC	1171531	uniforms	39.55	0.00	39.55	45390 06/25/18
100925	FOLEY SERVICES INC	1172943	uniforms	21.00	0.00	21.00	45390 06/25/18
100925	FOLEY SERVICES INC	1172944	uniforms	39.55	0.00	39.55	45390 06/25/18
310603	FRANCŒUR, BEN	06/22/18	umpiring	105.00	0.00	105.00	45391 06/25/18
300829	GARLAND'S AGWAY/GT OUTDOOR FWR	079943	chaps	94.95	0.00	94.95	45392 06/25/18
100725	GREEN MOUNTAIN GARAGE	121857	bulbs	22.18	0.00	22.18	45393 06/25/18
100725	GREEN MOUNTAIN GARAGE	121925	grease	11.36	0.00	11.36	45393 06/25/18
100725	GREEN MOUNTAIN GARAGE	121956	fuses	4.73	0.00	4.73	45393 06/25/18
100725	GREEN MOUNTAIN GARAGE	121970	screws	39.03	0.00	39.03	45393 06/25/18
100725	GREEN MOUNTAIN GARAGE	122131	screw	6.31	0.00	6.31	45393 06/25/18
100725	GREEN MOUNTAIN GARAGE	122274	hose, fitting	42.36	0.00	42.36	45393 06/25/18
310233	GREEN MOUNTAIN POWER	BRYANT 6-18	bryant circle for may	23.39	0.00	23.39	45394 06/25/18

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310233	GREEN MOUNTAIN POWER	CARVER 6-18 carver pump or may	43.46	0.00	43.46	45394	06/25/18
310233	GREEN MOUNTAIN POWER	FLASHER 6-18 flasher for May	31.24	0.00	31.24	45394	06/25/18
310233	GREEN MOUNTAIN POWER	GAZEBO gazebo park for May	376.68	0.00	376.68	45394	06/25/18
310233	GREEN MOUNTAIN POWER	NEWTON 6-18 newton pump for may	111.16	0.00	111.16	45394	06/25/18
310233	GREEN MOUNTAIN POWER	REC 6-18 rec field for May	35.79	0.00	35.79	45394	06/25/18
310233	GREEN MOUNTAIN POWER	RT 73 6-18 rt 73 pump st for May	25.40	0.00	25.40	45394	06/25/18
310233	GREEN MOUNTAIN POWER	ST LGTS6-18 street lights for May	2761.00	0.00	2761.00	45394	06/25/18
310233	GREEN MOUNTAIN POWER	T HALL 6-18 town hall for May	168.24	0.00	168.24	45394	06/25/18
310233	GREEN MOUNTAIN POWER	WW LITE 6-18 ww second light May	21.90	0.00	21.90	45394	06/25/18
310233	GREEN MOUNTAIN POWER	WW PLANT6-18 ww plant for May	3380.69	0.00	3380.69	45394	06/25/18
100215	HADEKA STONE CORP.	27533 red diamond clay	117.50	0.00	117.50	45395	06/25/18
310835	HAWK HILL GUNS AND TACKLE	4239-3 gun repair	30.00	0.00	30.00	45396	06/25/18
310566	LUFKIN, MICHAEL	06/22/18 umpiring	110.00	0.00	110.00	45397	06/25/18
310564	MAGEE OFFICE PRODUCTS	987778 folders, boxes	67.59	0.00	67.59	45398	06/25/18
310564	MAGEE OFFICE PRODUCTS	987882 envelopes	64.93	0.00	64.93	45398	06/25/18
310564	MAGEE OFFICE PRODUCTS	988306 storage boxes	27.71	0.00	27.71	45398	06/25/18
310630	MASTERCARD	12002 Assessor mailing	8.00	0.00	8.00	45399	06/25/18
310630	MASTERCARD	12003 Time cards for time cloc	9.26	0.00	9.26	45399	06/25/18
310630	MASTERCARD	12004 prestamped envelopes	2406.45	0.00	2406.45	45399	06/25/18
310630	MASTERCARD	12005 Little League End of Sea	140.85	0.00	140.85	45399	06/25/18
310630	MASTERCARD	12006 LED Monitor, HDMI adapte	340.57	0.00	340.57	45399	06/25/18
310630	MASTERCARD	12007 safety vest/extension co	392.22	0.00	392.22	45399	06/25/18
310630	MASTERCARD	12008 umpire chest protector	34.88	0.00	34.88	45399	06/25/18
310630	MASTERCARD	12009 winder reel for cords	119.14	0.00	119.14	45399	06/25/18
310630	MASTERCARD	23464-1 Credit Tax forLodging PD	-46.80	0.00	-46.80	45399	06/25/18
310630	MASTERCARD	23477 toggle switch harness	156.99	0.00	156.99	45399	06/25/18
310630	MASTERCARD	23479 shredder/dvd/cd/usb driv	618.29	0.00	618.29	45399	06/25/18
310630	MASTERCARD	23480 VPA qualiifying target	259.16	0.00	259.16	45399	06/25/18
310630	MASTERCARD	23483 Game camera, SD cards	203.30	0.00	203.30	45399	06/25/18
310630	MASTERCARD	23484 business cards -N Stewar	26.74	0.00	26.74	45399	06/25/18
310721	MORRISSETTE, JOE	06/22/18 umpiring	40.00	0.00	40.00	45401	06/25/18
310800	MVP HEALTHCARE	2018-05 HRA Admin Fee -May	93.50	0.00	93.50	45402	06/25/18
310796	NATIONAL BUSINESS LEASING	59525705 lease: 06/01/18 - 06/301	102.00	0.00	102.00	45403	06/25/18
100788	NEW ENGLAND MUNICIPAL RESOURCE	42053 Cloud services-5 months	350.00	0.00	350.00	45404	06/25/18
300315	PREMIER COACH CO., INC	48053 July 15th Fenway trip	2510.00	0.00	2510.00	45405	06/25/18
300315	PREMIER COACH CO., INC	48054 Aug 23rd Fenway trip	2510.00	0.00	2510.00	45405	06/25/18
100430	REYNOLDS & SON INC	1264938 traffic cones	2916.48	0.00	2916.48	45406	06/25/18
100005	RUTLAND COUNTY SOLID WASTE DIS	24852 may recycling charges	335.25	0.00	335.25	45407	06/25/18
100491	RUTLAND HERALD	24015 public hearings 6/25&7/2	396.89	0.00	396.89	45408	06/25/18
300895	RUTLAND PRINTING COMPANY, INC.	25954 blank tax bills	149.40	0.00	149.40	45409	06/25/18
100900	SANDERSON, BILL & CHERYL	JUNE 2018 tax over pament	12.20	0.00	12.20	45410	06/25/18
100714	SCHRECK, ANNA	6-19-18 mileage RRPC meeting	18.75	0.00	18.75	45411	06/25/18
310591	THURSTON, EMMETT	06/22/18 umpiring	210.00	0.00	210.00	45412	06/25/18
100487	TREASURER, COUNTY OF RUTLAND	JULY 2018 county tax	12930.50	0.00	12930.50	45413	06/25/18
330348	VERIZON WIRELESS	9809090214 June cell	263.22	0.00	263.22	45414	06/25/18
300665	VERMONT ASSESSORS & LISTERS AS	BRANDON 2018 membership dues - Furnar	30.00	0.00	30.00	45415	06/25/18
300105	VOSS SIGNS	C-210860 no parking signs	144.00	0.00	144.00	45416	06/25/18
310046	W.B. MASON CO INC	I55857894 index paper	31.96	0.00	31.96	45417	06/25/18
310046	W.B. MASON CO INC	I55941283 toner	123.99	0.00	123.99	45417	06/25/18
310046	W.B. MASON CO INC	I55942739 bags	32.99	0.00	32.99	45417	06/25/18

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330427	WINNING IMAGE GRAPHIX	13652	sign	100.00	0.00	100.00	45418 06/25/18
330427	WINNING IMAGE GRAPHIX	13657	shirts, hats	278.60	0.00	278.60	45418 06/25/18
100900	YUKNA, JOYCE	0093-0582	tax over payment	41.51	0.00	41.51	45419 06/25/18
Report Total			50,883.90	0.00	50,883.90		

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 \$ ****50,883.90
Let this be your order for the payments of these amounts.

06/22/2018

TOWN OF BRANDON Accounts Payable

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11:29 am

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Jacolyn

Manually Selected For Check Acct 99(10 General Fund) 06/25/2018 To 06/25/2018

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
300286	CASELLA CONSTRUCTION INC	PR 19	Seg 6 App # 19	306282.18	0.00	306282.18	45364 06/12/18
100456	DUBOIS & KING INC	518257	S6 CI report # 25	115669.89	0.00	115669.89	45365 06/12/18
310760	FUSS & O'NEILL INC	202274	S6 Road Design Services	9760.86	0.00	9760.86	45366 06/12/18
Report Total			431,712.93	0.00	431,712.93		

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 \$ ***431,712.93
Let this be your order for the payments of these amounts.

RT 7, Segment 6

06/22/18
11:28 am

TOWN OF BRANDON Accounts Payable
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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
310818	ALPINE CONSTRUCTION, LLC	APP #4	B114- App # 4	82573.64	0.00	82573.64	45367 06/21/18
Report Total			82,573.64	0.00	82,573.64		

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 \$ ****82,573.64
Let this be your order for the payments of these amounts.

Bridge 114