

Brandon Select Board Meeting July 23, 2018

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

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

Others In Attendance: Dave Atherton, Steve Bissette, Bernie Carr, Arlen Bloodworth, Jeff Stewart, Ray Counter, Mike Frankiewicz, Dick Kirby, Micken Hogan

1. Call to order

The 12th Better Brandon drawing was held and Russ McColman won the \$50.00 of Brandon Green.

The meeting was called to order by Seth Hopkins at 7:06PM.

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

Correction in the Approval of Minutes to read Select Board Minutes of July 9, 2018

2. Approval of Minutes

a) Approval of Minutes – July 9, 2018 - Select Board Regular Meeting

Motion by Devon Fuller/Brian Coolidge to approve the July 9, 2018 Select Board Meeting minutes, as amended. **The motion passed with one abstention – Tracy Wyman.**

Under Comments for Items Not on the Agenda – a correction to the Youth Works discussion, changing the wording from the town office to the town hall.

3. Town Manager's Report

Dave Atherton provided an update of the Segment 6 Project. Actions over the past two weeks included: 1) construction of Hannaford's and Rite Aid entrances, 2) construction of parking area adjacent to Carver Street near dentist office, 3) paving parking preparation near the Post Office and assisted living facility, 4) water main installation adjacent to the Brandon Inn and other businesses, 5) installation of storm water drainage on Route 7 from Crescent Park north towards Jiffy Mart, 6) installation of lighting and traffic signal conduits within Segment B, 7) paving preparation and pavement placement within "new" Route 7, Carver and Upper Carver Streets and Union Street, 8) water main

installation on Route 7 from Jiffy Mart South towards Crescent Park and 9) fire hydrant installation near the Brandon Inn.

Actions over the upcoming two weeks will include: 1) continued installation of lighting and traffic signal conduits within Segment B, 2) paving parking near the Post Office and assisted living facility, 3) continued water main installation adjacent to the Brandon Inn and other businesses, 4) continued installation of storm water drainage on Route 7 from Crescent Park north towards Jiffy Mart, 5) water main installation on Route 7 from Jiffy Mart South towards Crescent Park, 6) water services and drainage within Park Street and areas adjacent to the Brandon Inn, 7) initiation of curbing installation within Segment B and 8) installation of traffic signal bases.

Alpine Construction is cleaning up the park and undertook a partial demobilization today for the Bridge 114 project. They will be siting the encroachment of the overhead wires, poles and needing designs for abutment No. 2 and the arch face. They will not have any laborers on site this week. The poles are scheduled to be removed on Wednesday July 25th. The work area will remain closed with the existing tape, barricades and barriers.

The cooperative agreement has been signed for the Town to use the additional \$194,000.00 for the Churchill Road Bridge project. There is no town match for this money and the Town will be using these funds first.

The new Zoning Administrator, Jeff Biasuzzi, started on July 19th. He will be in the Town Office all day on Tuesdays and half-day on Thursdays.

In the Recreation Department: Estabrook use has increased. The last few weeks have seen soccer camps, football camps, softball games, The Great Brandon Auction and the Farmer's Market. The development continues with a group spearheaded by Sharon Sterns to create a dog park in an unused piece on the western side of the property, north of the drainage ditch. This Committee is responsible for fundraising and installation. The Town looks forward to working with them to make this 5+ year dream a reality. McKernon Group has signed on to help with the Town's acquisition of the playground structure donated by Charlie Coughlin, owner of the McDonald's on South Main Street in Rutland. Aldrich and Elliott will be donating engineering services to help with the planning for removal, storage and reconstruction at Estabrook. The plan is to remove the structure and store it for the winter and put it back up next spring. The Town will be applying for a cultural facilities grant to help defray the costs. August 23rd marks the next Rec Red Sox trip against the Cleveland Indians. The cost will be \$128.00 per person. Rec Basketball camp starts tonight and will feature the Otter Valley Girls Varsity players and coaches.

Devon Fuller noted the section of the road in front of the Brandon Inn had a sign indicating no through traffic and his understanding was that in the evening, the sign would be removed. Mr. Fuller stated the businesses in that area are struggling and suggested requesting Casella assist with the sign issues to assist the businesses. Mr. Atherton reported Bernie Carr, Daryl Burlett and he discussed this issue with Casella and encouraged them to have it open. Today they were working in the area of the Congregational Church and forgot to move the "No Through Traffic"

sign, but that issue was rectified. This area should be back open to two-way traffic. As far as signage, there has been some email conversation with businesses to remind them about the sign ordinance that had been waived to allow the businesses to do additional signs. There has also been discussion of holding another Segment 6 meeting with the businesses to clarify some of these points. Mr. Atherton noted there could also be a sign indicating the parking lot behind Café Provence. Mr. Fuller also asked if the Park Street section would be open to two-way traffic on the weekends and Mr. Atherton confirmed it should be. Bernie Carr noted by Wednesday, it would likely be open to two-way traffic. Mr. Carr reported Daryl Burlett has ordered some signs from Mitchell's that will assist the businesses. Mr. Fuller suggested when moving forward with the project, the Town should be sure signs be ordered in advance. Mr. Atherton reported Casella's is considering not doing Segment C until next spring to provide some relief to the businesses so that the downtown is not torn up during foliage season. It was reiterated business owners do have leeway with making signs for their businesses. Mr. Fuller questioned if there has been a decision on the façade for Bridge 114. Mr. Atherton reported the Town met with Historic Preservation and there will be a stone façade with concrete behind it.

4. Comments for Items Not on the Agenda

Devon Fuller reported the DBA held a Hardhat Dance on July 21st. The Downtown Brandon Alliance (DBA) is trying to encourage people to visit downtown. There will be another event, Meet You in Brandon, on July 27th at 5:30PM that will include free creemees at the Brandon House of Pizza for the first 50 people.

Brian Coolidge was questioned about the scale at the transfer station that is not working. Mr. Atherton reported the scale is not repairable. The Town does not run the transfer station and has a contract with Earth Waste System for this service. Mr. Atherton is not sure how they quantify their fees. Earth Waste has had the contract for about 11 years and it was noted if the scale was working when they took over the contract, it should likely be their responsibility. Tracy Wyman noted there is a formula that could be used to determine a fee. Mr. Atherton will contact Earth Waste System to determine their method of calculation. Mr. Hopkins suggested Weights and Measures at the State level might have a formula.

Seth Hopkins read the following proclamation and requested the Board's comments or approval of the proclamation:

“Whereas Lee J. Kahrs has been managing editor of “The Reporter” for the past eleven years, and

Whereas “The Reporter” is the Town of Brandon’s official newspaper of record, in addition to being the Wednesday afternoon must-read in Brandon and surrounding towns, and

Whereas Lee has been omnipresent at our community’s events, with her reporter’s notebook and camera at the ready, and

Whereas a high-quality small-town newspaper is both rare and absolutely essential to educating an informed citizenry, and to weaving a community together, and

Whereas Lee has always treated each individual she covers with respect and dignity, inspiring civility among us toward one another and great personal regard toward her, and

Whereas Lee has recently achieved the distinction of being awarded the MFA by the Stonecoast MFA program at the University of Southern Maine, and

Whereas Lee has announced that the August 15th edition will be her last “Reporter” as managing editor, and she will be leaving Brandon for a journalistic endeavor in another part of Vermont, and

Whereas the Brandon Selectboard wishes to congratulate Lee on both her new degree and the next step in her professional career, and to thank her for more than a decade of faithfully reporting the news of our community, now, therefore,

Be it resolved that the Brandon Selectboard proclaims Wednesday, the 15th of August, 2018, as LEE J. KAHR'S DAY IN BRANDON, VERMONT, and

Be it further resolved that the Brandon Selectboard extends to Lee our best wishes for her continued health and happiness, and

Be it further resolved that the Brandon Selectboard convey this proclamation to our good friend Lee Kahrs, and that a copy be spread upon the Town records”.

Motion by Devon Fuller/Doug Bailey to approve the Lee J. Kahrs proclamation proclaiming Wednesday, August 15, 2018 as Lee J. Kahrs Day in Brandon Vermont. **The motion passed unanimously.**

Mike Frankiewicz questioned whether a rain gutter could be installed on the north side of the town hall over the entrance. Mr. Atherton will look into this possibility. Mr. Hopkins noted this issued has been researched in the past and the Town Manager would welcome any recommendations to solve this problem. Mr. Frankiewicz also noted a safety concern with the curbing in front of the town office and suggested a jersey barrier be placed in that area. Mr. Atherton stated this has been researched and it is not cannot be done. Mr. Atherton reported there has been discussion of doing some night work in this area, as Bridge 114 has to be completed by November 19th.

5. Appointments

Dave Atherton stated there is currently not an appointment for the Deputy Health Officer. Thomas Kilpeck is interested in being the Health Officer and the appointment would not take effect until August 1st. Mr. Kilpeck was also interested in the Rental Code Officer and E-911 Coordinator positions. Mr. Atherton noted Mr. Kilpeck would be a good match for the Town. Mr. Atherton advised that Mr. Kilpeck noted concern there are not 911 numbers on all buildings.

. Health Officer and E-911 Coordinator

Motion by Tracy Wyman/Brian Coolidge to appoint Thomas Kilpeck as Brandon's Health Officer, Rental Code Officer and E-911 Coordinator for the statutory terms. **The motion passed unanimously.**

Mr. Atherton noted Mr. Kilpeck was hired as the Rental Code Officer.

Doug Bailey asked what the rate of pay would be. Mr. Atherton advised it would be \$500.00/month for all three positions, which is well within the budget.

. Deputy Health Officer

The current Deputy Health Officer is Delores Furnari.

6. Consider Delinquent Tax Collection Fees

Dave Atherton stated during his three years of doing tax sales, the attorney has included their fees in the amount the taxpayer owed. Because there are fewer instances of properties going to tax sale, the attorney is requesting the Town pay the legal costs. The attorney's fees will become a Town obligation and the Town will have to collect it at the time of collecting from the property owner. Devon Fuller asked if money is budgeted and Mr. Atherton confirmed the Town does budget money for tax sales and there is also an attorney's fee line in the budget. Mr. Atherton stated the Town is going to be the intermediary and the way the attorney fee is collected is bringing the property owner to tax sale. When a property goes to tax sale, the Town will collect the fees and the funds from the back taxes if the property is settled through the sale. Seth Hopkins suggested the Town should check with other attorneys concerning their process. Mr. Atherton advised there is a process in place when it goes to the attorney. The attorney first does a letter and the Town would then only pay them once they start doing the title work. Mr. Atherton stated most of the delinquent tax payers are repeat offenders and there is not as much cost incurred for the process. Mr. Fuller agreed the Town should research other options for an attorney.

Motion by Brian Coolidge/Tracy Wyman to request the Town Manager research whether there are attorneys who offer services similar to the process that the Town has been using for tax sales. **The motion passed unanimously.**

7. Amendment to Traffic Ordinance – Article XII Special Road Restrictions

Dave Atherton advised this is the Town of Brandon, Vermont Traffic Ordinance that has been in force for some time. Under Special Road Restrictions for through trucks weighing more than 24,000 pounds, there has been restrictions for High Street and Prospect Street. It is being proposed to add Town Farm Road, Richmond Road, Wheeler Road and Lover's Lane as there is currently a lot of truck traffic on those roads and it is preferred the trucks use the paved roads. There have been some complaints on Town Farm Road regarding trucks going too fast and driving in the middle of the road. Tracy Wyman had a concern with including Town Farm Road, as this would increase the traffic on Route 53 and on Newton Road. He has heard from several

different truck owners from Rutland to Bristol that use the pit on Town Farm Road. Mr. Wyman also noted with restricting Richmond Road, it would require trucks to go a long way around when doing work on Wheeler Road. Mr. Wyman understands the issue, but it will be difficult for the local contractors. He is opposed to seeing Town Farm Road on the list, particularly with the construction in Town and the length of time it would take trucks to pass through that area. Mr. Fuller noted he is aware the dirt roads are deteriorating and people are using those roads as ways around the construction. Mr., Fuller agreed with Mr. Wyman's solution to keep Town Farm Road open, as it would provide the truckers the option of not having to go through the construction. Mr. Atherton noted trucks that are working in the Wheeler Road area could still use Richmond Road, as they would not be through traffic. Mr. Atherton sees Mr. Wyman's point, but there is a lot of maintenance being done on the roads due to the amount of truck traffic. Mr. Wyman advised he would not have an issue with the ordinance as long as Town Farm Road is left open so that Route 7 can be accessed via Ferson Road. Mr. Wyman questioned the routes for garbage trucks. Mr. Atherton advised garbage trucks would be the same as fuel trucks, as they have a destination. Mr. Atherton would like to come up with a paving plan to pave Town Farm Road to the town line so that the road will stay in better shape.

Motion was made by Devon Fuller/Doug Bailey to adopt Article XII Special Road Restrictions, removing Town Farm Road from the suggested list of special road restrictions. **The motion passed unanimously.**

8. Fiscal

A) General Fund Warrant FY2017/2018 – July 23, 2018 - \$26,469.59

Motion by Devon Fuller/Brian Coolidge to approve the FY2017/2018 General Fund warrant of July 23, 2018 in the amount of \$26,469.59. **The motion passed unanimously.**

b) General Fund Warrant FY2018/2019 – July 23, 2018 - \$159,609.54

Motion by Devon Fuller/Doug Bailey to approve the FY2018/2019 General Fund warrant of July 23, 2018 in the amount of \$159,609.54. **The motion passed unanimously.**

Dave Atherton reported the largest amount of this warrant was the paving that was done on the side roads. This will spend the appropriation the voters approved and once those funds are exhausted, the funds will come from the current year's budget.

c) Route 7 Construction Warrant – July 23, 2018 - \$6,588.34

Motion by Devon Fuller/Doug Bailey to approve the Route 7 Construction warrant of July 23, 2018 in the amount of \$6,588.34. **The motion passed unanimously.**

d) Bridge 114 Warrant – July 23, 2018 - \$43,105.91

Motion by Devon Fuller/Brian Coolidge to approve the Bridge 114 warrant of July 23, 2018 in the amount of \$43,105.91. **The motion passed unanimously.**

9. Adjournment

Motion by Brian Coolidge/Tracy Wyman to adjourn the Select Board meeting at 8:09PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary