

Brandon Select Board Meeting
October 8, 2018
7:00 p.m.

The Brandon Select Board will meet Monday, October 8, 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 - September 24, 2018
- 3) Town Manager's Report
- 4) Comments for Items not on the Agenda
- 5) Road Discussion
 - a) Town Farm Road Posting
 - b) Richmond Road Speed Limit and Road Posting
 - c) Franklin Street
- 6) Land Purchase Discussion
- 7) Consider BRAVO appointment
- 8) Fiscal
 - a) P.O. 52089 to Cargill, Inc. for Road Salt - \$64,816.95
 - b) Warrant - October 8, 2018 - \$333,906.91
 - c) Route 7 Construction Warrant - October 8, 2018 - \$577,983.25
 - d) Bridge 114 Warrant - October 8, 2018 - \$105,263.10
 - e) Churchill Road Bridge Warrant - October 8, 2018 - \$57,784.05
- 9) Adjournment

Brandon Select Board Meeting September 24, 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, Dick Kirby, Mickeen Hogan, Steve Bissette, Ray Jobst, Mike Frankiewicz, Chris Brickell, Bernie Carr, Constance Pell, Keith Whitcomb, Stephanie Jerome

1. Call to order

The Even Better Brandon drawing was held with Liz Gregorek as this week's winner of the \$50.00 in Brandon Bucks.

The meeting was called to order by Seth Hopkins at 7:02PM.

a) Agenda Adoption – Motion by Devon Fuller/Tracy Wyman to adopt the agenda. **The motion passed unanimously.**

2. Approval of Minutes

a) Approval of Minutes – September 10, 2018 - Select Board Regular Meeting

Motion by Doug Bailey/Tracy Wyman to approve the September 10, 2018 Select Board meeting minutes. **The motion passed unanimously.**

3. Town Manager's Report

Dave Atherton provided the following update for the Segment 6 Project:

Last Two Weeks:

- Installation of water main within Grove and Pearl Streets.
- Underdrain, initiation of box cut, sand and subbase placement adjacent to former Brandon Auto and South.
- Curb installation within Park Street and Lot A.
- Sidewalk preparation at various locations, (Segment B).
- Sewer and services installations from Pearl Street towards Prospect Street.
- Parking lot improvements associated with Rite Aid.
- Storm water drainage installations adjacent to Crescent Park, Pearl Street.
- Sidewalk installation within Segment B.

Two Week Outlook:

- Sidewalk grading at various locations within Segment B.
- Sidewalk installation within Segment (Hannaford's and Dentist/Bank, (Carver Street) and around Central Park.
- Continued roadway box cut, (subbase preparation) and underdrain installation within Route 7 Jiffy Mart, (South).
- Continued installation of traffic signals and street lighting installations within Segment B.
- Continued installation of water services within Grove Street.
- Water installation Route 7 South to Prospect Street.
- Drain Installation from Crescent Park to Prospect Street.
- Sewer, water, drain installation Prospect Street.
- Installation of brick sidewalks Segment B.
- Gazebo foundation will be poured.

For Bridge 114, Alpine Construction will be forming and pouring retaining wall No. 1 after pouring the footing on Wednesday, 9/19. This should occur mid-week. Alpine will pour the formed retaining wall No.2 in front of 4 Conant at the same time. Both walls will be back filled. Alpine will install underdrain and a drop inlet along Route 7 South and they will have to adjust for the 1" water line that feeds the Leary property across the highway. The mason will be on site and Alpine will begin to replace the arch stones in the east arch. Additional shoring will be built to hold the new stone in place. They are removing the concrete and finding old rail track was used as reinforcement in 1921. F. R. Lafayette will be on site to install the guardrail in front of 4 Conant and then Alpine will pour the concrete wall to meet the rail mounting plate. A mounting plate is set in the concrete wall when it is poured and then the rail mounted last. The crane is on site to lift the large hopper used for debris back to the surface.

For the Churchill Road Bridge, they poured the north abutment last week. Backfill and stream work is being done this week.

For the Route 73 Project, J. Hutchins continues installation of the underdrain in Goshen this week, installing 500 feet of underdrain per day. Crews are scheduled to finish Friday at the top of Brandon Gap. J. Hutchins will begin replacing culverts after the underdrain installation is complete. Culvert replacement will begin at the top of Brandon Gap in Goshen and work toward Brandon. Please use caution while traveling over the gravel pipe trenches until the crossings are paved. One-way alternating traffic patterns may be necessary at times within active work zones. Traffic control personnel will be onsite helping to direct the flow of traffic. Motorists should be advised there is a speed reduction in the work zone beginning in Brandon just north of the intersection of Routes 53 and 73 extending into Goshen.

The Town received a \$6,000.00 check from Nifty Thrifty for the reconstruction of the Central Park Gazebo. The Town has hired Shawn Erickson as its new Highway Foreman. He will start work on October 1st.

In the Rec Department:

- Brandon Rec Youth Theatre is holding auditions for the Lennon Philo directed play "Fantastic Mr. Fox"
- Youth and Adult Aikido starts first weekend in October thanks to a collaboration with Aikido Yoshokai and Pilar Pilates
- Harvest Fest is a collaboration with Neshobe PTO, The Brandon Chamber of Commerce and the Brandon Area Toy Project. There will be pumpkins, hayrides, make-your-own leaf person, food, vendors, games and more. A community picnic will begin at 4PM.
- Odyssey of The Mind information night will be held Sunday, October 7th at 6:30 pm in the Brandon Town Hall meeting space. This program has yielded 3 state champions in the last 2 years.
- The 2019 Gettysburg trip tickets are on sale now. Gettysburg was the most important battle of the Civil War, and Vermonters fought bravely at its most critical moment. Today, the battlefield is a beautiful and meaningful memorial that every American should visit. Join Historian Dr. Kevin Thornton for this 3-day, 2 night trip on June 21st through the 23rd, 2019. Most meals, lodging and museum fees are included. \$360pp single rate, \$325 pp double rate.
- Quiz Night, is a collaboration with the Brandon Free Public Library and registration is open but filling up fast. The first of 4 consecutive Sunday evenings at the Center Street Bar meeting room is October 21st at 6pm. Only a few spots left for your 3-5 person team. Registration is free and online at brandonpubliclibrary.org.

Devon Fuller asked how long they will be working on the sidewalks in Lot A, as the ribbons deter people from entering into the businesses as they have to go around them. Dave Atherton stated the Public Information Officer could look into this item. It was questioned whether Bridge 114 and Churchill Road Bridge are to be completed by November 18th. Mr. Atherton advised that weather permitting that is the proposed date. Tracy Wyman questioned whether the road will be plowed to the parking lot once the Churchill Bridge is completed. Mr. Atherton advised this is a Class 4 road and plowing is not required to be done. The Town will have to grade the .8 miles of the road, however, the parking lot is on the forest land. Dick Kirby asked when the bandstand is going to be built. Mr. Atherton reported the concrete is being poured this week and it will be completed this fall.

4. Comments for Items Not on the Agenda

Devon Fuller reported the Downtown Brandon Alliance (DBA) is selling the bricks for the Central Park and encouraged people interested in purchasing a brick to go to the Downtown Brandon Alliance website where there will be a link to the Polar Engraving site to place orders. The bricks are \$35 each or 3 for \$100 and will be sold for the next couple of weeks. The DBA is also sponsoring a sidewalk sale on October 13th that will be a big tent event. Mr. Fuller questioned whether there can be a four-way stop created at the intersection of Park/Marble/High Street. Dave Atherton stated it is a Class 1 highway and this topic had been researched a couple of years back. Mr. Fuller noted VHB did a study and the Town pays to maintain the road, but the State dictates if there can be a four-way stop. He noted that in reviewing the code for line of sight, he thought that it would qualify for a four-way stop, as more people are going up High Street during the construction project. Mr. Atherton will request the State consider this request

again. Chief Brickell reported it was about two years ago that he obtained information from Webcrash concerning the crash data and within the prior 10 years there were no accidents of serious nature. Mr. Brickell advised the information on this site is any crash that involved property damage or personal injury or collective data of \$3,000.00 or more. Tracy Wyman suggested if the bush is removed at the corner, it would provide better visibility. Stephanie Jerome noted it is a confusing intersection.

Dave Atherton reported the State installed the centerline rumble strips near OVUHS. Mr. Atherton questioned whether the Select Board would like to change their first meeting date in October due to the Columbus Day holiday. It was the consensus of the Board to maintain the regular meeting date of October 8th. Mr. Atherton reported he received an email from a Town Farm Road resident regarding the amount of truck traffic and provided a copy of the letter to the Select Board. He noted this is not the first complaint he has received and has requested Chief Brickell observe the traffic in that area. Chief Brickell noted the road is in terrible shape with potholes and wear bars due to the amount of truck traffic. Mr. Atherton advised this is for the Board's information and the Town will review this situation. Devon Fuller suggested contacting the companies whose trucks are traveling the road. Mr. Atherton reported he has spoken with Hutchins and asked them to stay on Route 73 as much as possible. He will also have a conversation with the Nops. Mr. Atherton noted it needs to be determined if there are any violations. Mr. Fuller noted anything the Town can do to assist the residents of that road would be helpful.

Doug Bailey requested an update on FEMA with regard to Newton Road. Mr. Atherton reported Historic Preservation wants to do an archeological study on the dirt at the houses. Once this is completed, the Town will have the appraisals done. This has already been approved at the State level, but the process takes time with FEMA. There are a total of five properties that have submitted applications.

Ray Jobst questioned if Hannaford's was still considering relocation of their business, as the parking areas are busy with both the grocery store and pharmacy. Seth Hopkins stated there has been no discussion of them making any future changes. Mr. Atherton noted the design had been determined to be the best for this area.

Bernie Carr thanked Mr. Atherton for getting the rumbles strips on the road near OVUHS and asked if this is going to be continued south, as those are some of the most dangerous sections. Mr. Atherton reported Pittsford was included in the string of emails that was sent to the State. Mr. Atherton will confirm this.

Steve Bissette noticed people are cutting through the parking lot between Park Street and the other end of the parking lot and asked if this is going to be an issue. Mr. Atherton stated this area is still for two-way traffic, but when completed there will be no left turn coming out the north end of the parking lot. Bernie Carr stated there will not be an advantage to going through that way. Mr. Carr noted there will be new places where people will have to turn around and there will be a learning curve with the new roads. Mr. Atherton advised there will be a median that will have a different texture near the Congregational Church and the Chinese Restaurant. At the

east end of the parking lot, there will be two ways in and out, but on the west end where it meets Center Street, one can come in from both ways, but going out there will be no left turns.

5. Approval of Vermont Water & Wastewater Revolving Loan Funding Application

Dave Atherton stated this is one of the many loans for the Park Street project. This application is for the final design for water and sewer for the State Revolving Loan in the amount of \$35,000.00, with Aldrich and Elliot the design engineers for this project.

Motion by Devon Fuller/Brian Coolidge to approve the Vermont Water & Wastewater Revolving Loan Fund application. **The motion passed unanimously.**

Mr. Atherton reported the Town submits the applications for the funding and once completed, the Fire District will pay for their share relating to the water. The Prudential Board has also submitted a couple of these applications. Mr. Atherton noted this is similar to the process for the Champlain Street pump station. Seth Hopkins asked if there is a town match and Mr. Atherton confirmed there is a town match for all of these applications.

6. Town Report Discussion

Seth Hopkins and Doug Bailey reviewed several other towns' Town Report and provided a list of items that they thought would be beneficial to include in Brandon's Town Report. Mr. Hopkins noted it is the Select Board's responsibility to prepare the town report, with much requiring work on the part of the Select Board, but some will require statements from the Town Clerk and Town Treasurer. Devon Fuller cautioned increasing the Town Report due to cost, as the Report had previously been compacted due to the cost. Mr. Atherton noted the Report cost less to print this year from previous years, which could be due to the removal of the school's financial information. It was noted that placing the dedication in the front and memorials in the back is still preferred. Mr. Fuller liked the idea of including information about the origin of the Town. The Select Board had also been asked to include the sewer budget in the Town Report at past town meetings. It was the consensus of the Board to move forward with the list and determine what the town staff can provide. Doug Bailey noted there are items that can be included that will not enlarge the size of the Town Report too much.

7. Fiscal

a) General Fund Warrant – September 24, 2018 - \$79,011.26

Motion by Brian Coolidge/Devon Fuller to approve the General Fund warrant of September 24, 2018 in the amount of \$79,011.26. **The motion passed unanimously.**

b) Route 7 Construction Warrant – September 24, 2018 - \$577,951.52

Motion by Devon Fuller/Brian Coolidge to approve the Route 7 Construction warrant of September 24, 2018 in the amount of \$577,951.52. **The motion passed with one abstention – Tracy Wyman.**

c) Bridge 114 Warrant – September 24, 2018 - \$56,902.04

Motion by Devon Fuller/Tracy Wyman to approve the Bridge 114 warrant of September 24, 2018 in the amount of \$56,902.04. **The motion passed unanimously.**

d) Churchill Road Bridge Warrant – September 24, 2018 - \$32,255.27

Motion by Tracy Wyman/Brian Coolidge to approve the Churchill Road Bridge warrant of September 24, 2018 in the amount of \$32,255.27. **The motion passed unanimously.**

The Select Board recessed at 7:48PM.

The Select Board reconvened at 7:52PM.

Motion by Brian Coolidge/Tracy Wyman to enter into executive session at 7:52PM in accordance with 1VSA 313(a)(3) – Appointment or Employment of a Public Officer or Employee to include the Town Manager and Town's Attorney. **The motion passed unanimously.**

8. Executive Session: 1V.S.A 313(a)(3)

Motion by Doug Bailey/Devon Fuller to come out of executive session at 8:10PM. **The motion passed unanimously.**

Motion by Doug Bailey/Brian Coolidge to agree to the course suggested by the Union Rep on August 29, 2018. **The motion passed unanimously.**

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

Motion by Tracy Wyman/Devon Fuller to enter into executive session at 8:11PM to discuss a pending litigation with the Town Attorney under provisions of 1VSA 313(a)(1) to include the Town Manager and Town's Attorney. **The motion passed unanimously.**

9. Executive Session: 1V.S.A 313(a)(1)

Motion by Tracy Wyman/Brian Coolidge to come out of executive session at 8:40PM. **The motion passed unanimously.**

Motion by Devon Fuller/Tracy Wyman to approve and ratify settlement advised by the Town Attorney, Town Manager and VLCT-PACIF in the amount of \$9,100,000.00. **The motion passed unanimously.**

10. Adjournment

Motion by Brian Coolidge/Tracy Wyman to adjourn the Select Board meeting at 8:41PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

Town Manager Report for weeks of September 24 and October 1, 2018

Segment 6:

Last Two Weeks:

- Installation of water main within Grove and Pearl Streets. -Munson Earthworks.
- Underdrain, box cut, sand and subbase placement adjacent to former Brandon Auto proceeding south.
- Concrete placement for headwall at former Brandon Auto culvert.
- Curb installation within Park Street and Lot. 'A', (completion of previous), Rite Aid areas.
- Sidewalk preparation at various locations, (Segment 'B').
- Continued ornamental light installations: Segment 'B'.
- Water main elevation adjustment within Grove St.
- Stormwater piping and structures' elevation adjustments within Grove St.
- Installation of sample brick edging for review/approval.
- Water services within Grove St.-Munson Earthworks.
- Installation of 450mm CPEPSL near US Rte. 7 and Pearl St. intersection.
- Installation of 375mm CPEPSL within Pearl St.
- 600 CPEPSL
- Installation of landscape back fill with Segment 'B'.
- Placement of base pavement, US Rte. 7, Jiffy Mart headed South.

Next Two Weeks:

- Sidewalk grading at various locations within Segment 'B'.
- Sidewalk installation within Segment 'B'.
- Continued roadway box cut, (subbase preparation) and underdrain installation within US Rte. 7 Jiffy Mart, (South).
- Continued installation of traffic signals and street lighting installations within Segment 'B'.
- Continued installation of water services within Grove Street.
- Vehicular and pedestrian traffic control at each of the construction activity locations.
- Water installation Rte. 7 South to Prospect St.
- Storm drain Installation from Crescent Park to Prospect St.
- Sewer, water, drain installation Prospect St.
- Installation of Brick sidewalks segment 'B'.
- Gazebo foundation/Initiate Construction

Bridge 114:

Alpine will be replacing the arch stones in the east arch for the next few days. The large stones are lifted by crane, test fit, cut if needed and finally grouted into place. Alpine will work to complete the east arch and then move to the west arch face.

They will dewater that side again with another coffer dam and construct the shoring to support the arch, remove old concrete and then replace the needed stones. One or two stones a day can be expected.

Alpine will be pouring the retaining walls, weather permitting. A small wall of 1 cubic yard of concrete in front of 4 Conant Sq. and the large wall that will run along the park. After cure time they will be moving to the Texas wall and steel rail installation.

Alpine's schedule indicates the installation of the drainage structures will start at this time as well.

Churchill Road Bridge:

The North and South Abutments are done. Precast slabs were set on Oct. 5th. We received and extension from VT ANR to complete stream work after Oct 1.

Route 73:

J. Hutchins continues to replace and install culverts in Goshen and are working Westward towards Brandon. Please use caution while traveling over the gravel pipe trenches until the crossings are paved in.

Kubricky will be paving in the culvert crossings from the last two weeks of work in Goshen Thursday the 4th.

There will be no work on the project from Noon Friday until Tuesday for the Columbus Day holiday period.

Other News:

Attended the VLCT Town Fair on Oct 3rd and 4th.

The easements for the Union St sidewalk are 75% completed. I hope to have the last one completed this week. Will then send them to VTrans for approval and then prep RFP for spring construction.

We have hired Dan Snow in the highway department. He is a local guy and we are excited to have him join our team.

Other Items will be covered in the agenda.

David Atherton

From: Matt and Miranda Rickert <mrickert@gmavt.net>
Sent: Friday, September 21, 2018 5:00 PM
To: datherton@townofbrandon.com
Subject: Large Trucks on the dirt portion of Town Farm Rd.

Hello,

First of all, I want to say that I really love the town of Brandon since we moved here a couple of years ago. I have no complaints about this town other than what I am about to share, and my wife and I have been extremely happy since buying our house.

Secondly, I'm sorry if you are the wrong person to send this to, we are kind of new to this and were not sure who to contact.

So the truck traffic on Town Farm Rd. has been become a great issue to us recently and the truck traffic has been getting more and more frequent. From around 5am to about 6pm, trucks constantly are driving through this road (it is especially terrible now that the farm trucks are blowing on through at an even larger rate). When this happens, our house shakes every time one drives by, often causing things in our house to fall over. It is extremely disruptive, and the rate that it happens makes it very frustrating when we try to just relax. It is even worse when the road has not been graded in a while.

Not only that but we have also observed these things over this summer:

- Truck drivers on their cell phones and speeding
- Truck drivers driving in the middle of the road and having to swerve out of the way from oncoming traffic (this and the cell phones are stuff I see way too frequently)
- Pulling up to another large trucks driverside door, stopping, and starting a conversation with the other driver, blocking both sides of the road and backing up traffic behind them and not caring (this one happened just today and the driver flipped me off when I honked my horn for them to move)
- Not giving pedestrians any room on the road

Just this past week, my wife had to jump off from the road and into a ditch because a truck did not move over for her and our dog. This was the breaking point for us. We no longer feel safe just walking down the road with our dog due to these careless large trucks. We also plan on having a child in the next couple of years and are honestly worried about the safety of this road.

At one point, the town had put up No Trucks signs at the town line of Brandon/Leicester, but they were taking down almost immediately. What ever happened to that?

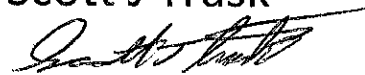
I really hate doing this because I am not the type of person to complain about stuff like this, but it has gotten to the point where we do not feel safe when walking down our own road.

Thank you for your time,
Matt and Miranda Rickert

We Tonia and Scott Trask would like to make an offer on the 24.7 acre lot behind the american legion . Our offer is 2500.00 Dollars. This lot was just logged and has no acces point. A right of way will need to be done to access this property by the new owner. Our contact # is 802-247-9992 or 802-342-3994.

9/11/2018

Scott J Trask



Tonia L Trask



SEE MAP
23

Fuller
7-3-50
9.1 AC

SEE
MAP
Acosta
7-3-54
27.05 AS

SEE

SEE MAP
25

10-2-1
24.7 AC

7

Town of Brandon

25-50-70
28.5 AC

10-1-17.01
146.5 AC

10-1-3
69.1 AS

Imerys Pigment Inc.

RAILWAY

NICKERSON ROAD

FRANKLIN

SEE MAP
26

STREET

10-1-17.2
22.35 AS

10-1-18
14.7 AS

Corso/Weeden

10-1-19
58.74 A

OLD

BRANDON

Reynolds
10-2-42.01
2.0 AS

Jones

Wiloff/Brooks

10-2-42
77.3 AC

Unknown

10-2-43.01-03
19.2 AS

10-2-43.01-02
13.2 AS

10-2-43.01
122.25 AS

Conner

122

To: Dave Atherton and Doug Bailey
From: June Sargent
Date: October 1, 2018
Re: Open position on BRAVO

Dear Dave, Doug and Select Board members,

According to the committee by-laws for the Brandon Restorative Action for Victims and Offenders [a.k.a. BRAVO] dated April 9 of 2012, Brandon's Town Manager appoints a Coordinator for this group for a term of two years. The appointment must then be approved by the Select Board.

Art Doty has acted in the capacity of Chairperson and Coordinator for BRAVO for many years, but due to a recent health setback and its ensuing treatment plan he is needing to reduce some of those responsibilities. Mr. Doty has asked that I step forward to assume the responsibilities held by the Coordinator. For this purpose, I am submitting this letter and my resume for your consideration.

Although I have not yet received the formal training offered by the Vt. Department of Corrections, I have real life experience with the concepts of Restorative Justice. As a high school and elementary principal, I have always tried to take into account the impact on the victims (i.e. fellow students, the teacher, the school and the community) whenever working with a student who has misbehaved, offended, or done harm. Consequences for the offender often included first acknowledging the inappropriate action and his/her part in that action/event, and then making some sort of restitution or action to repair the damage/relationship/trust, etc. Additional consequences may have followed depending on the severity of the situation.

In my last four years while Principal at Vergennes Union Elementary School, I also taught a one semester course about Restorative Justice to fifth and sixth graders. Almost all upper elementary students cycled through this training unless there was a scheduling conflict. Students were trained in the terminology, philosophy, strategies and questioning techniques used in Restorative Justice. They then became responsible for being part of a community panel that heard actual cases recommended by the Principal, questioning both the offender(s) and the victim(s), and then determining the actions that the offender would need to take to assure justice and restore peace within the school community. Many students asked to participate in the course for a second round as they quickly recognized the value of holding each other accountable for their actions to make the school safe and enjoyable for everyone, as well as to have it be the best learning environment it could be. I'm proud to say that I watched students become (1) more aware of their own behavior and what was expected of them while at school, (2) more active in confronting other students' inappropriate or unsafe behavior, and (3) more empathetic in their relations with their peers, teachers and especially younger students. Having personally witnessed these transformations that occurred at the school, I'm very pleased to be part of this type of work for the Brandon community.

Résumé

June A. Sargent

11 Mt. Pleasant Drive, Brandon, Vermont 05733

802-734-6184 - junesargent3@gmail.com or june.sargent@comcast.net

Education

University of Vermont

Burlington, Vermont

Master of Education

Major: Curriculum and Instruction, **Minor:** CI: Non-Thesis

GPA: 3.740

Credit Hours: 21

Attended January 1987 to October 1989

Degree conferred October 1989

Middlebury College

Middlebury, Vermont

Bachelor of Arts

Major: History, **Minor:** Teacher Education

Attended August 1982 to May 1986

Degree conferred May 1986

Castleton State College

Middlebury, Vermont

Graduate Coursework

Major: non-degree

GPA: 3.930

Credit Hours: 8

Attended June 2004 to September 2015

Union Institute & University-Brattleboro

Brattleboro, Vermont

Graduate Coursework

Major: non-degree

GPA: 4.000

Credit Hours: 3

Attended July 2004 to September 2004

University of Vermont

Burlington, Vermont

Graduate Coursework

Major: non-degree

GPA: 3.934

Credit Hours: 41

Attended January 1989 to July 2003

Trinity College of Vermont

Bristol, Vermont

Graduate Coursework

Major: non-degree

GPA: 4.000

Credit Hours: 3

Attended June 1997 to July 1997

Johnson State College

Bristol, Vermont

Graduate Coursework

Major: non-degree

GPA: 4.000

Credit Hours: 1

Attended January 1996 to May 1996

Experience

Vergennes Union Elementary school

Jul 2012 - Jun 2016

Principal, Grades K-6

Vergennes, VT

Elementary Principal responsible for: supervision & evaluation of all staff; safety and supervision for 260 students and 44 employees; curriculum & assessment coordination and support; budget planning and financial management; facilities long-range planning and oversight; professional development opportunities for all staff; master schedule development; community liaison; Restorative Justice instruction and practice with the 5th and 6th graders; collaboration with 21C coordinator and on-site supervisor in planning for afterschool and summer programming; collaboration & communication with ANESU administrative team and VUES school board

Reason for leaving: Personal - manage parents' estate and renovate childhood home that was inherited; utilize time off to improve personal physical health

Supervisor: JoAn Canning (802-877-3761) - she is currently working out of the country

Experience Type: Public School, Full-time

It is OK to contact this employer

Proctor Jr.-Sr. High School

Jul 2007 - Jun 2012

Principal, Grades 7-12

Proctor, VT

Middle and High School Principal responsible for: supervision & evaluation of all staff, as well as professional development opportunities; safety and discipline of 170 students and 40 employees; curriculum coordination & support; budget development and oversight; master schedule development; supervision of most after school and evening activities; collaboration with Activities Coordinator, RCSU administrative team and PSD school board members; special events planning, coordination and management; community liaison

Reason for leaving: Personal- wanted to relocate to be closer to elderly parents to assist with their end of life needs

Supervisor: Debra Taylor (802-459-3353)
Experience Type: Public School, Full-time
It is OK to contact this employer

Mt. Abraham Union High School
Middle School Principal, Grades 7-8
Bristol, VT

Jul 2002 - Jun 2007

Middle School Principal responsible for: supervision and evaluation of faculty within the middle school program; discipline and safety of up to 360 students and 28 middle school staff; close collaboration with high school Principal, Assistant Principal and Special Education director; professional development opportunities for middle school staff; coordination of schedules and/or activities between the high school and middle school programs as well as among the five crews within the middle school; administrative representation on the ANESU district K-12 Social Studies, Science and Math committees; supervision of 7th and 8th grade leadership group of student representatives

Reason for leaving: Personal - seeking opportunity to lead my own school and have a fresh start after husband's death

Supervisor: Evelyn Howard (retired) (802-453-2333)
Experience Type: Public School, Full-time
It is OK to contact this employer

**Mt. Abraham Union High School, Otter Valley Union High School,
Middlebury Union Middle School**
Latin and Social Studies classroom teacher
Bristol, Brandon, Middlebury

Jul 1986 - Jun 2002

Mt. Abraham (14 years) : Middle and High School teacher of Latin and Social Studies; Varsity and Junior High basketball coach; Junior Varsity softball coach; junior high soccer and softball official; co-chair NEASC self-assessment of high school; Cooperating Teacher for Middlebury and Trinity Colleges and the University of Massachusetts at Amherst; faculty and department representative to principal's cabinet; CloseUp advisor; secretary for MAEA; participant of School Development Committee, ANESU Foreign Language Curriculum Committee, and other committees as needed within the school and supervisory union

Otter Valley (1 year) : High School Social Studies teacher; Varsity basketball coach; Junior High softball official

Middlebury Middle (1 year, plus student teaching experience) : Middle School Social Studies teacher; Junior Varsity basketball and Middle School softball coach; Middle School basketball official; Cooperating Teacher for Middlebury College

Reason for leaving: (Mt. Abraham) became MS Principal in 2002, left due to RIF early in career; (Otter Valley) returned to Mt. Abe after position became available and recall was possible; (Middlebury) filled in for a classroom teacher who was on a one year leave from teaching to serve as the Middle School Principal, Student-teaching completed

Supervisor: David Royce, Nancy Crandall, George Kulhowick/Carol Spencer (802-453-2333, 802-247-6833, 802-382-1600 : all retired)

Experience Type: Public School, Full-time
It is OK to contact this employer

Professional Affiliations and Recognitions

- Hall of Fame Committee member for VPA (2007-current)
- Margaret Waddington Leadership Committee for the Vermont Principals Association (2016-2017)
- Executive Council member for VPA with 2 years as the President-Elect, 2 years as the President, and 1 year as the Past-President (2005-2014)
- ANWSU administrative representative for Addison County-wide Planning committees on Truancy Protocols, Elementary-Age Mental Health Service Delivery Models and Needs, Mindfulness Practices, and Crisis Prevention Planning [in collaboration with law enforcement, school officials and the Counseling Services of Addison County] (2012-2016)
- Middle Level Committee member for VPA (2002-2005)
- Vermont Classical Languages Association with 1 year as President (1995-2002)
- Mt. Abraham Graduation Speaker (1999)
- Mt. Abraham Baccalaureate Speaker (1998)
- UVM's Outstanding Teacher of the Year for Mt. Abraham UHS (1998)
- Mt. Abraham Teacher of the Month (March 1996 and February 1998)
- Division II Girls' Basketball Coach of the Year (1987)

Professional Development Presenter

- ANWSU Pre-Service and Inservices: Differentiated Instruction with Brain-based Instructional Practices, Trauma-Informed Schools, K-12 Social Studies Standards, and School Safety Practices (2013-15)
- Summit on Mental Health Issues in VT Schools: Current Models of Support That Work; Stowe, VT (2014)
- Back to School Conference: Children, Courts, and Education Success; Lake Morey, VT (2011)
- RCSU Pre-Service: Differentiated Instruction; West Rutland and Proctor, VT (2009 and 2010)
- VPA Program: Aspiring Principals; Montpelier, VT (2003 and 2006)
- 10th Annual Special Education Conference: Inclusive Schools and Communities for Children and Youth; Tarrytown, NY (2005)
- Inservices at Small Schools Conferences: Block Scheduling for High Schools and Middle Schools; Black River- Ludlow, VT (1995) and Cabot (1992)

Paid or Volunteer Work Since Retirement from Education Field

- Agency of Education- grant review committee for 21C applications that fund after-school programming (Jan 2017-current)
- BRAVO committee volunteer- Brandon community's Restorative Justice program (Aug. 2018-current), pending Coordinator position
- Vermont Principals' Association - mentor for new Principals (Sept. 2018-current), additional training is scheduled before accepting my first mentee
- Home renovator (July 2016-current)
- Continuing committee work for the Vermont Principals' Association

49 CENTER STREET
BRANDON, VERMONT 05733
(802)247-3635
FAX: (802)247-5481

PURCHASE ORDER NO.

Nº 52089

**THIS NUMBER MUST APPEAR
ON ALL INVOICES, PACKING
LISTS AND ANY OTHER
CORRESPONDENCE RELATED
TO THIS ORDER.**

TO: CARGILL, INC.
P.O. BOX 415927
BOSTON, MA 02241-5927

SHIP

TO:

[illegible]

10/05/18

12:48 pm

TOWN OF BRANDON Accounts Payable

Page 1

Check Warrant Report # 63096 Current Prior Next FY Invoices

HTML5LUANNE

All Invoices For Check Acct 01(10 General Fund) 10/08/18 To 10/08/18

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
310184	ABANAKI INC	8981	trucking	200.00	0.00	200.00	45815 10/08/18
310590	AMERICAN WINDOW CLEANING II	1822	WINDOWS 9-28-18	50.00	0.00	50.00	45816 10/08/18
100598	AUBUCHON HARDWARE	1621145119	dehumidifier/paint/plugs	183.11	0.00	183.11	45817 10/08/18
100598	AUBUCHON HARDWARE	1621145120	trash bags, rope	26.98	0.00	26.98	45818 10/08/18
100598	AUBUCHON HARDWARE	1621145121	staple gun, staples	32.98	0.00	32.98	45819 10/08/18
100598	AUBUCHON HARDWARE	1621145123	keys, painting supplies	87.95	0.00	87.95	45820 10/08/18
310851	BRANDON FLORIST SHOPPE, LLC	10/3/18	RLF Proceeds	25000.00	0.00	25000.00	45807 10/03/18
100275	BRANDON FREE PUBLIC LIBRARY	OCT 2018	OCT APPROPRIATION	7666.67	0.00	7666.67	45821 10/08/18
100280	BRANDON LUMBER & MILLWORK CO.	755554/3	paintbrushes	25.05	0.00	25.05	45822 10/08/18
100280	BRANDON LUMBER & MILLWORK CO.	755558/3	paint, paintbrushes	157.89	0.00	157.89	45822 10/08/18
100280	BRANDON LUMBER & MILLWORK CO.	756340/3	nuts, bolts, screws	36.89	0.00	36.89	45822 10/08/18
100280	BRANDON LUMBER & MILLWORK CO.	756362/3	sakrete concrete mix	44.40	0.00	44.40	45822 10/08/18
100280	BRANDON LUMBER & MILLWORK CO.	756442/3	cable puller, bit drill	79.43	0.00	79.43	45822 10/08/18
100280	BRANDON LUMBER & MILLWORK CO.	756445/3	screws	1.71	0.00	1.71	45822 10/08/18
100280	BRANDON LUMBER & MILLWORK CO.	756580/3	keys	5.97	0.00	5.97	45822 10/08/18
100310	BRANDON SENIOR CITIZENS CENTER	OCT 2018	OCT APPROPRIATION	1125.00	0.00	1125.00	45823 10/08/18
301503	CHAMPLAIN VALLEY PLUMBING	848982	gasoline	802.15	0.00	802.15	45824 10/08/18
301503	CHAMPLAIN VALLEY PLUMBING	849276	diesel fuel	70.25	0.00	70.25	45824 10/08/18
100411	CIJKA, STEPHEN J	SEPT2018	postage	24.95	0.00	24.95	45825 10/08/18
310703	CITY HALL SYSTEMS, INC.	16021	online credit card syste	43.87	0.00	43.87	45826 10/08/18
310703	CITY HALL SYSTEMS, INC.	16054	online credit card syste	45.99	0.00	45.99	45826 10/08/18
310703	CITY HALL SYSTEMS, INC.	16092	online credit card syste	150.83	0.00	150.83	45826 10/08/18
310703	CITY HALL SYSTEMS, INC.	16129	online credit card syste	85.52	0.00	85.52	45826 10/08/18
310097	COMCAST	TO 9/27/18	TOWN OFFICE FOR OCT	453.64	0.00	453.64	45827 10/08/18
310097	COMCAST	WW 9/21/18	WW FOR OCTOBER	172.30	0.00	172.30	45828 10/08/18
310177	COTT SYSTEMS, INC.	124095	OCT HOST FEE	233.00	0.00	233.00	45829 10/08/18
330426	CVC PAGING	167-16883	OCTOBER PAGERS	23.90	0.00	23.90	45830 10/08/18
310733	DENTON & SON	SEPT2018	Sept rubbish removal	309.00	0.00	309.00	45831 10/08/18
310333	EATON, KEVIN	10/05/18	officiating	90.00	0.00	90.00	45832 10/08/18
100494	ENDYNE INC	277238	testing	22.00	0.00	22.00	45833 10/08/18
100494	ENDYNE INC	277707	testing	90.50	0.00	90.50	45833 10/08/18
100494	ENDYNE INC	277813	testing	22.00	0.00	22.00	45833 10/08/18
300187	FLORENCE CRUSHED STONE	225883	winter sand	11849.14	0.00	11849.14	45834 10/08/18
100925	FOLEY SERVICES INC	1192467	uniforms	21.37	0.00	21.37	45835 10/08/18
100925	FOLEY SERVICES INC	1192468	uniforms	29.84	0.00	29.84	45835 10/08/18
100925	FOLEY SERVICES INC	1193846	uniforms	21.37	0.00	21.37	45835 10/08/18
100725	GREEN MOUNTAIN GARAGE	125601	motor treatment	6.99	0.00	6.99	45836 10/08/18
100725	GREEN MOUNTAIN GARAGE	126212	repair body mounts	76.34	0.00	76.34	45836 10/08/18
100725	GREEN MOUNTAIN GARAGE	126486	blower motor resistor	104.50	0.00	104.50	45836 10/08/18
100725	GREEN MOUNTAIN GARAGE	126957	capsules, grease gun	36.25	0.00	36.25	45836 10/08/18
100725	GREEN MOUNTAIN GARAGE	127033	hose, hose end fittings	108.12	0.00	108.12	45836 10/08/18
100792	HULBERT SUPPLY CO INC	X000700-00	repair of vent alarm	98.97	0.00	98.97	45837 10/08/18
101030	JOBST, RAYMOND	09/27/18	reimb maint items	39.64	0.00	39.64	45838 10/08/18
310759	JFMA STAFF DEVELOPMENT SOLUTIO	2018-0176	online training	360.00	0.00	360.00	45839 10/08/18
310558	LARAWAY, LANCE	10/05/18	officiating	35.00	0.00	35.00	45840 10/08/18
100873	LHS ASSOCIATES INC	59569	TABULATOR CODING	726.00	0.00	726.00	45841 10/08/18
310566	LUFKIN, MICHAEL	10/05/18	officiating	35.00	0.00	35.00	45842 10/08/18
310564	MAGEE OFFICE PRODUCTS	001887	stapler, paper clips	17.57	0.00	17.57	45843 10/08/18
310766	MAINECAL, INC.	1273	repair vacuum pump	511.00	0.00	511.00	45844 10/08/18
310639	MANIERY, DOMINICK	10/05/18	football trainer	80.00	0.00	80.00	45845 10/08/18

10/05/18

12:48 pm

TOWN OF BRANDON Accounts Payable

Page 2

Check Warrant Report # 63096 Current Prior Next FY Invoices

HTML5LUANNE

All Invoices For Check Acct 01(10 General Fund) 10/08/18 To 10/08/18

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100949	MITCHELL TEES & SIGNS, INC	11884	signs	150.00	0.00	150.00	45846 10/08/18
310763	MORRISSETTE, UNA	10/05/18	officiating	90.00	0.00	90.00	45847 10/08/18
310800	MVP HEALTHCARE	2018-09	HRA Admin fee	82.50	0.00	82.50	45848 10/08/18
310795	NATIONAL BUSINESS TECHNOLOGIES	IN261791	serv contract - printers	32.53	0.00	32.53	45849 10/08/18
310795	NATIONAL BUSINESS TECHNOLOGIES	IN261792	serv contract - copiers	70.00	0.00	70.00	45849 10/08/18
100788	NEW ENGLAND MUNICIPAL RESOURCE	42585	OCT ASSESSMENT	7550.00	0.00	7550.00	45850 10/08/18
300126	NORTHERN SAFETY CO INC	93139832	cleaning kit, eye saline	211.80	0.00	211.80	45851 10/08/18
100261	PETTY CASH - POLICE DEPT	10-1-2018	POSTAGE	42.05	0.00	42.05	45852 10/08/18
310852	PHILLIPS, JESSE	10/02/18	refund of BRAVO fee	25.00	0.00	25.00	45853 10/08/18
310842	RHR SMITH & COMPANY	21294	audit field work	1600.00	0.00	1600.00	45854 10/08/18
200179	ROOTX	53913	root killer	456.87	0.00	456.87	45855 10/08/18
300502	ROUSE TIRE SALES INC	10260748	serv call for grader	137.50	0.00	137.50	45856 10/08/18
100005	RUTLAND COUNTY SOLID WASTE DIS	M1934	AUG RECYCLING	327.24	0.00	327.24	45857 10/08/18
310397	SOUTHWORTH-MILTON, INC.	INV1413418	alternator	995.09	0.00	995.09	45858 10/08/18
310133	STATE OF VERMONT	8233-9040	stormwater permit	1750.00	0.00	1750.00	45859 10/08/18
300219	SUNSHINE FILTERS OF PINELLAS I	132745	filters for air blower	149.59	0.00	149.59	45860 10/08/18
300247	SURPASS CHEMICAL CO INC	327815	sodium hypochlorite	320.62	0.00	320.62	45861 10/08/18
310534	TRAYNOR, NATHAN J	10/05/18	officiating	90.00	0.00	90.00	45862 10/08/18
100729	TREASURY OPERATIONS DIVISION,T	OCT 2018	MARRIAGES JUL-SEPT	350.00	0.00	350.00	45863 10/08/18
310490	US BANK	NOV 18	Nov Bond payments	263636.47	0.00	263636.47	45864 10/08/18
330348	VERIZON WIRELESS	9814652042	OCT CELL	491.56	0.00	491.56	45865 10/08/18
330348	VERIZON WIRELESS	9815142761	service: Aug 23 - Sep 22	240.06	0.00	240.06	45865 10/08/18
100649	VERMONT GFOA	10-2-2018	SUE FALL WORKSHOP	55.00	0.00	55.00	45866 10/08/18
310046	W.B. MASON CO INC	159233933	paper, toner, mat, clips	462.00	0.00	462.00	45867 10/08/18
330427	WINNING IMAGE GRAPHIX	14152	Large ck-Donation Gazebo	30.00	0.00	30.00	45868 10/08/18
330427	WINNING IMAGE GRAPHIX	14155	harvest festival banner	450.00	0.00	450.00	45868 10/08/18
310186	WYMAN'S TIMBER HARVESTING AND	20180930-1G	sand	2590.00	0.00	2590.00	45869 10/08/18

10/05/2018

12:48 pm

TOWN OF BRANDON Accounts Payable

Check Warrant Report # 63096 Current Prior Next FY Invoices

All Invoices For Check Acct 01(10 General Fund) 10/08/18 To 10/08/18

Page 3 of 3

HTML5LUANNE

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			333,906.91	0.00	333,906.91		

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 \$ ***333,906.91
Let this be your order for the payments of these amounts.

10/05/18

12:01 pm

TOWN OF BRANDON Accounts Payable

Check Warrant Report # 63093 Current Prior Next FY Invoices

Manually Selected For Check Acct 99(10 General Fund) 10/08/18 To 10/08/18

Page 1

Jacolyn

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100051	CARR, BERNIE	PIO SEPT 18	PIO Sept 2018	4095.00	0.00	4095.00	45810 10/05/18
300286	CASELLA CONSTRUCTION INC	PR27	Seg 6 PR 27	507084.92	0.00	507084.92	45806 09/26/18
100456	DUBOIS & KING INC	918287	S6 CI #33 - adj pd taxe	62644.29	0.00	62644.29	45811 10/05/18
310760	FUSS & O'NEILL INC	205388	s6 Road way Design	4159.04	0.00	4159.04	45814 10/05/18
Report Total			577,983.25	0.00	577,983.25		

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 \$ ***577,983.25
Let this be your order for the payments of these amounts.

Segment 6

10/05/2018

12:02 pm

TOWN OF BRANDON Accounts Payable

Page 1 of 1

Check Warrant Report # 63095 Current Prior Next FY Invoices

Jacolyn

Manually Selected For Check Acct 99(10 General Fund) 10/08/2018 To 10/08/2018

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
310818	ALPINE CONSTRUCTION, LLC	APP 11	BRIDGE 114 APP# 11	93767.09	0.00	93767.09	45808 10/05/18
100456	DUBOIS & KING INC	918291	B114 CT xpt #12	11496.01	0.00	11496.01	45812 10/05/18
Report Total			105,263.10	0.00	105,263.10		

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 \$ ***105,263.10
Let this be your order for the payments of these amounts.

Bridge 114

10/05/2018

12:02 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63094 Current Prior Next FY Invoices
Manually Selected For Check Acct 99(10 General Fund) 10/08/2018 To 10/08/2018

Page 1 of 1

Jacelyn

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
310818	ALPINE CONSTRUCTION, LLC	CB APP 5	56877.70	0.00	56877.70	45809	10/05/18
100456	DUBOIS & KING INC	918295	906.35	0.00	906.35	45813	10/05/18
Report Total			57,784.05	0.00	57,784.05		

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 \$ ****57,784.05
Let this be your order for the payments of these amounts.

Churchill Bridge