

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