

**Brandon Select Board Meeting**  
**February 11, 2019**  
**7:00 p.m.**

The Brandon Select Board will meet Monday, February 11, 2019 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 - January 28, 2018
- 3) Town Manager's Report
- 4) Comments for Items not on the Agenda
- 5) Approve Certification of Compliance for Town Road and Bridge Standards
- 6) Approve Certificate of Highway Mileage
- 7) Approve Union Street Rail Right-of-Way
- 8) Approve Revolving Loan Application for Park Street Construction Phase
- 9) Consider Sale of Town Owned Properties
- 10) Fiscal
  - a) Warrant - February 11, 2019 - \$203,762.23
  - b) Route 7 Construction Warrant - February 11, 2019 - \$40,009.89
- 11) Adjournment

## **Brandon Select Board Meeting January 28, 2019**

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

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

**Others In Attendance:** Dave Atherton, Steve Bissette, Dick Kirby, Arlen Bloodworth, Mickeen Hogan, Mike Frankiewicz, Bill Moore, Stephanie Jerome, Elraina Flanders, Timothy Blow, Dennis Reisenweaver, Russell Jones

### **1. Call to order**

The winner of this month's Even Better Brandon drawing for \$50.00 in Brandon Green is Sam Gilmore.

The meeting was called to order by Seth Hopkins at 7:03PM.

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

Addition of Approval of Town Meeting Warning following Item 5.

Mr. Hopkins noted the Zoning Administrator Report was in the Board packet, but not indicated on the agenda.

### **2. Approval of Minutes**

**a) Approval of Minutes – January 14, 2019 - Select Board Regular Meeting**

**Motion** by Brian Coolidge/Devon Fuller to approve the minutes of the January 14, 2019 Select Board meeting. **The motion passed unanimously.**

### **3. Town Manager's Report**

Dave Atherton provided the following Town Manager's Report for the weeks of December 31<sup>st</sup> and January 7<sup>th</sup>:

#### ***Segment 6:***

- . Equipment demobilization and project cleanup.
- . Evaluation of the installation of traffic control signals, signage and pavement markings with Segment 'B' near Central Park for determination of any design recommended alterations.

- . Temporary pavement markings placement.
- . Continued installation of the storm water Treatment Structure No. 2 and associated drainage located adjacent to 8 Conant Square.

#### ***Bridge 114:***

- . The bridge construction is shut down for the winter.

#### ***Union Street Sidewalk:***

- . Final Plans are still in review. We are still on schedule to get this out to bid in February.

#### ***Park Street:***

- . Had a meeting with VTrans Historic Preservation on 1/17/19 in Montpelier.
- . Attended a Brandon Historic Preservation Meeting on 1/24/19 to discuss the project. After discussion and concerns, they approved the project. Mr. Atherton noted the Brandon Historic Preservation Board requested clarification of the hitching posts and blocks.

#### ***Newton Road Property Buyouts:***

- . An ice dam broke loose in the Neshobe River on 1/24/19 where the Tubbs building was, which shot large chunks of ice down Newton Road. We were able to clean it all up the same day. No damage was done to residential properties or infrastructures. Mr. Atherton noted Markowski was also working there today.

#### ***Other Happenings:***

The Notice of Tax Sale was recorded on 1/25/19 and will be advertised in the Brandon Reporter. The tax sale will be held April 5<sup>th</sup>, 9AM at the Town Office.

The Sanderson Bridge was damaged by an 18-wheeler that was lost. The Town was able to track down the truck and get their insurance company to cover the damage and currently quotes are being obtained for the repairs.

Mr. Atherton reported the Town has had to close down portions of Union Street and Pearl Street due to high waters. There is a lot of ice under the water and urged people to heed the signs and not drive through the water. Tracy Wyman asked if Route 73 has also been shut down and Mr. Atherton advised that is a state highway and was not sure of the shutdown in that location.

Doug Bailey questioned how many properties are involved in the tax sale. Mr. Atherton advised that it is down to four properties and noted that most people will resolve the tax issue prior to the tax sale.

Devon Fuller questioned when the traffic light situation will be resolved. Mr. Atherton reported it was discovered that one program was incorrect and one of the cameras was not working. He is

not sure of what the solution is yet, but they will be coming back this week to work on it. Last Thursday, they ran tests, but he is not certain the resolution at this point.

#### **4. Comments for Items Not on the Agenda**

Timothy Blow asked if people are fined that drive through high water on a road that has been posted as closed. Dave Atherton stated there has been discussion of potentially doing this, when individuals are in need of emergency services when driving on a closed area. Mr. Atherton noted there are problems with ice dams, which is the reason water is staying on the roads.

Bill Moore provided an overview of Rec happenings that include a Blue and White game at the February 1<sup>st</sup> OV basketball game where the 6<sup>th</sup> graders from Pittsford and Brandon will be playing a game during halftime. There will also be two Throwback games to 1961 when OVUHS opened and Brandon and Pittsford High Schools closed. The OV girls will be playing as the Brandon Bisons on February 4<sup>th</sup> and the OV boys playing as the Pittsford Panthers on February 15<sup>th</sup> against Proctor. Mr. Moore reported that Zumba will be starting again this Thursday and will be offered through April 25<sup>th</sup> at the Brandon Town Hall.

Representative Stephanie Jerome reported that she had a fulfilling start in Montpelier. She has been assigned to the Commerce and Economic Development Committee. Representative Jerome will be holding office hours at the following locations and times: Brandon Free Public Library on February 2<sup>nd</sup> from 11AM to 12:30PM, Pittsford Maclure Library on February 9<sup>th</sup> from 11AM to 12:30PM and Sudbury Town Office on February 18<sup>th</sup> from 11AM to 12:30PM. Representative Jerome can be reached at [sjerome@leg.state.vt.us](mailto:sjerome@leg.state.vt.us) and will also be placing information on Front Porch Forum.

Devon Fuller noted that in the Zoning Administrator's report, it was reported that though zoning permit applications are down by 11%, Brandon may be the highest in Rutland County for the number of new homes constructed or of old housing replaced with new structures.

#### **5. Consider Revolving Loan Fund Application – Junction Store & Deli**

Bill Moore, Economic Development Officer, read the following letter that had been submitted to the Select Board:

*"On January 22<sup>nd</sup>, 2019 the Brandon Revolving Loan Fund Committee met to consider a loan request from Elraina Flanders and Timothy Blow on behalf of the Junction Store & Deli. The members present voted unanimously to approve a \$30,000.00 loan for the improvements critical to the growth of this Forest Dale general store.*

*The terms of the loan: 3.00% amortized at a 12-year rate with a balloon at 7 years. Collateral would mortgage interest the property owned by TWB Reality Inc. and first security in business assets of the Junction Store & Deli.*

*The redevelopment and renovation of a longstanding general store at the junction of Routes 53 and 73 represents an investment that will allow this important Forest Dale business to continue to serve locals and our valued visitors for many years to come."*

Seth Hopkins thanked the business' owners for attending the meeting and asked if there were any comments to be provided. Timothy Blow advised that the loan for improvements to the store that would help lower power costs and provide cosmetic upgrades to the store.

**Motion** by Tracy Wyman/Devon Fuller to approve the Revolving Loan Fund application for the Junction Store & Deli that was approved by the Revolving Loan Fund Committee. **The motion passed unanimously.**

Devon Fuller commended Mr. Moore on the number of loan opportunities he has brought to the Select Board. He questioned how much remains in the fund and whether there are other funding sources available, as the program is working well. Bill Moore stated currently there is \$139,000.00 remaining when considering this loan. Mr. Moore advised the program provides loans from \$5,000.00 to \$80,000.00 and are funds that had been loaned to Nexus and paid back from a USDA Fund. The program is intended to assist growth for businesses in providing gap funding. Mr. Moore noted there has been discussion of putting more money into this fund. The loans are typically 5 to 7 years with a balloon payment and people have been very good at paying them back. As the money is paid back, it goes back into the Revolving Loan Fund. Mr. Moore is researching the possibility of other sources. Currently, the Revolving Loan Fund Committee members are Frank Spezzano, Wendy Bizzaro, Karen Lynch, Stephanie Jerome, Bill Moore and Tom Whittaker. Mr. Reisenweaver asked the value of the open loans. Doug Bailey advised there are around \$200,000.00 in loans, with all loans current, and Sue Gage provides the Select Board with a report on the program and to date, there has only been one loss. Dave Atherton noted many of the loans have been paid off before the term. Mr. Moore thanked the Select Board for approving the loan.

## **6. Approve Town Meeting Warning**

Seth Hopkins reported the Town Meeting warning has been reviewed by several individuals at the Town Office. The warning consists of six articles and a list of questions that will be voted on Tuesday, March 5<sup>th</sup>, by Australian ballot that includes the Town budget, election of officers and a series of appropriations.

**Motion** by Doug Bailey/Tracy Wyman to approve the Town Meeting warning as presented. **The motion passed unanimously.**

## **7. Fiscal**

### **a) General Fund Warrant – January 28, 2019 - \$96,368.75**

**Motion** by Brian Coolidge/Devon Fuller to approve the General Fund warrant of January 28, 2019 in the amount of \$96,368.75. **The motion passed unanimously.**

Doug Bailey questioned the invoice of \$8,500.00 for Spartan Tools for an inspection camera. Dave Atherton reported the camera is for the Wastewater Department for viewing the lines.

***b) Route 7 Construction Warrant – January 28, 2019 - \$33,614.40***

**Motion** by Devon Fuller/Doug Bailey to approve the Route 7 Construction warrant of January 28, 2019 in the amount of \$33,614.40. **The motion passed unanimously.**

***c) Bridge 114 Warrant – January 28, 2019 - \$5,242.44***

**Motion** by Devon Fuller/Tracy Wyman to approve the Bridge 114 warrant of January 28, 2019 in the amount of \$5,242.44. **The motion passed unanimously.**

The Select Board meeting was recessed at 7:29PM to convene as the Board of Liquor Control Commissioners.

The Select Board reconvened at 7:35PM.

**Motion** by Brian Coolidge/Doug Bailey to enter into Executive Session at 7:35PM in accordance with 1 V.S.A. 313(a)(3) – The appointment or employment or evaluation of a public officer or employee. **The motion passed unanimously.**

**8. Executive Session**

**Motion** by Devon Fuller/Tracy Wyman to come out of Executive Session at 8:10PM. **The motion passed unanimously.**

There were no actions required.

There was a discussion of the upcoming Town Meeting. Brian Coolidge suggested Seth Hopkins do all of the talking for the Board. Seth Hopkins felt that any Board member should be able to provide input, with Tracy Wyman in agreement. Doug Bailey suggested the Board discuss the paving budget and bond. Devon Fuller will present information about the Board's intent to move paving back into the General Fund budget. The Town Report dedication was discussed.

**9. Adjournment**

**Motion** by Brian Coolidge/Doug Bailey to adjourn the Select Board meeting at 8:37PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary

## **Town Manager Report for weeks of January 8<sup>th</sup> and February 4<sup>th</sup>, 2019**

### **Segment 6:**

- Evaluation and modification to the installation of traffic control signals near Central Park, (Segment 'B'), for improved clarity to infrastructure users.
  - Installation of the stormwater treatment structure No. 2 located adjacent to 8 Conant Square.
  - Initiation of exploratory procedures to determine existing sewer services and other underground utilities' locations and depths generally from Whittaker's to the South. This is preparation for the upcoming construction season.
  - Installation of drainage adjacent to Stormwater Treatment Structure No. 1 located 43 Franklin Street.
- 

### **Union St Sidewalk:**

Final Plans are still in review. We are still on schedule to get this out to bid in February.

### **Park Street:**

We have received Right-of-Way clearance from VTrans. We are still waiting for the NEPA document from Historic Preservation.

### **Other Happenings:**

Attended a Local Emergency Management Plan (LEMP) workshop on Feb 6<sup>th</sup>. I will be attending a few more of these due to the required changes to the LEMP.

I was asked to be a member of the ERAF working group to discuss possible changes in how towns can qualify for emergency relief funding. The first meeting was held on Feb 7<sup>th</sup> in Waterbury.

### **Rec Dept. News:**

- Brandon Rec is back on the slopes with our popular Snow Bowl Ski/Ride program, a collaboration with the Pittsford Rec. 4 Sundays in March participants will take a bus from Otter Valley up to the mountain for late season lessons and skiing. Limited space so sign-up well before the February 22<sup>nd</sup> deadline
- Tango Lessons with Todd Brown have begun on Wednesdays at the town hall. Beginners 6:30 – 7:30, Intermediate 7:30 – 8:30 and Practice from 8:30 – 9:30. First lesson and practices are Free!
- Still not too late to learn all about pickleball with ambassadors Janne & Howard Giles. This Sunday, February 10<sup>th</sup> at Neshobe Gym from 3-5 pm.
- February 16<sup>th</sup> – Brandon Idol does Broadway. Come hear the 9 finalists with live piano accompaniment at the Town Hall starting at 7pm. This is their first of 4 themed concerts that will lead to the final concert on June 7<sup>th</sup> at the Brandon Carnival where one of them will win \$1000.00 Indoor Soccer practice will start on February 17<sup>th</sup> for kids in grades 4-6. They will play games as a co-ed team at Giorgetti Arena turf starting the beginning of March. Only 4 spots remain.
- Our collaboration with the Compass Center for vacation week camp continues with a week- long arts experience led by Kim Hewitt. Runs 10am – 3pm February 18<sup>th</sup> – 22<sup>nd</sup>. We have drop in and week long options.
- February 21<sup>st</sup>, we have Tre Bucci of GNG fitness coming down for a late season pre tournament basketball camp. Girls camps runs 8 – Noon and the boys camp runs 12:30 – 4:30. Only 8 spots left in each camp.

- February 22<sup>nd</sup> we have a sledding party planned with our friends at the Neshobe Golf Course. Free hot chocolate and a great menu as well as music outside. 3pm-5pm
- After sledding and dinner, there will be music and family fun upstairs at the town hall with and inflatable, Karaoke and disco lighting. 5:30 – 8:30 on Friday February 22<sup>nd</sup>
- Tango Lessons with Todd Brown has begun on Wednesdays at the town hall. Beginners 6:30 – 7:30, Intermediate 7:30 – 8:30 and Practice from 8:30 – 9:30. First lesson and practices are Free!

**Other items will be covered in the agenda.**



**Certification of Compliance  
for  
Town Road and Bridge Standards  
and  
Network Inventory**

We, the Legislative Body of the Municipality of Town of Brandon certify that we have reviewed, understand and comply with the Town Road and Bridge Standards / Public Works Specifications and Standards passed and adopted by the Selectboard / City Council / Village Board of Trustees on 2-11-2019, 20    .

We further certify that our adopted standards ☒do ☐do not meet or exceed the minimum requirements included in the January 23, 2013 VTrans template.

We further certify that we ☒do ☐do not have an up-to-date highway network inventory which identifies location, size, deficiencies/condition of roads, bridges, causeways, culverts and highway-related retaining walls on class 1, 2, and 3 town highways, and estimated cost of repair.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Duly Authorized Administrator)

Date: \_\_\_\_\_

For a summary of your community's road and bridge information  
please visit: [tinyurl.com/rdsinfo](http://tinyurl.com/rdsinfo)

District 3  
Certcode 1102-0

**CERTIFICATE OF HIGHWAY MILEAGE  
YEAR ENDING FEBRUARY 10, 2019**

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2019 to:  
Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section  
One National Life Drive, Montpelier, VT 05633.

We, the members of the legislative body of BRANDON in RUTLAND County  
on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305,  
added 1985, is as follows:

**PART I - CHANGES TOTALS - Please fill in and calculate totals.**

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	2.246				0.000
Class 2	16.140				0.000
Class 3	40.14				0.000
State Highway	12.693				0.000
Total	71.219				0.000
* Class 1 Lane	0.000				
* Class 4	8.63				0.000
* Legal Trail	3.22				

\* Mileage for Class 1 Lane, Class 4, and Legal Trail classifications are NOT included in total.

**PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.**

1. NEW HIGHWAYS: Please attach Selectmen's "Certificate of Completion and Opening".
2. DISCONTINUED: Please attach SIGNED copy of proceedings (minutes of meeting).
3. RECLASSIFIED/REMEASURED: Please attach SIGNED copy of proceedings (minutes of meeting).
4. SCENIC HIGHWAYS: Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Check box and sign below. ☐ ☐

**PART III - SIGNATURES - PLEASE SIGN.**

Selectmen/ Aldermen/ Trustees Signatures: \_\_\_\_\_

T/C/V Clerk Signature: \_\_\_\_\_

Date Filed: \_\_\_\_\_

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED: \_\_\_\_\_

Representative, Agency of Transportation

DATE: \_\_\_\_\_



State of Vermont  
Highway Division  
Project Delivery Bureau  
Right of Way Section  
1 National Life Drive  
Montpelier, VT 05633-5001  
www.vtrans.vermont.gov

[phone] 800-866-7099  
[fax] 802-828-2456  
[ttd] 800-253-0191

Agency of Transportation

January 30, 2019

**RE: BRANDON, STP 2033(31)**

Office of SELECT BOARD

ATTN: SETH HOPKINS

49 CENTRAL STREET  
Brandon, VT, 05733

**RECEIVED**

**FEB 4 2019**

**TOWN OF BRANDON**

Dear SETH HOPKINS,

The Vermont Agency of Transportation is currently developing plans for Safety improvements to the RR crossing at Union St. in Brandon on the VTR North. DOT #851-328D. MP 70.66..

We are determining the width, location and limits of the existing right of way for the roads in the project area. Since town highway(s) is/are potentially affected we are asking you what right of way in the project area your municipality would like to claim and is willing to defend. Please provide the Agency of Transportation any pertinent documentation such as surveys, deeds, easements, etc. that support your claim to the right of way.

If there is insufficient evidence to support any specific width or location for your municipality's right of way then, in accordance with Title 19 VSA Sec. 32, the municipality may claim a "statutory" 3 rod right of way centered on the travelled way.

§32. Assumed width of right of way: A roadway width of one and one-half rods on each side of the center of the existing travelled way can be assumed and controlled for highway purposes whenever the original survey was not properly recorded, or the records preserved, or if the terminations and boundaries cannot be determined. (Added 1985, No. 269 (Adj. Sess.), § 1.)

We are seeking the R.O.W. widths for the following (4) Town Roads. TH74 Railroad Ave. TH60 N. Railroad Ave. TH73 Church Street. TH5 Union Street.

Based on your response, the Agency of Transportation may choose to do additional research of the existing right of way as warranted by the size, scope, and complexity of the proposed project.

Thank you for any information you can provide. Please return this letter with your response and indicate your findings by checking the appropriate box below.

Anthony Egizi Right of Way Agent

Office: 828-2614

Mobile: 498-4712

Email: anthony.egizi@vermont.gov



- ☐ The municipality of Brandon claims and has evidence of town highway right of way as shown in the enclosed documents.
- ☐ Lacking sufficient evidence, the municipality of Brandon claims a statutory 3 rod right of way.

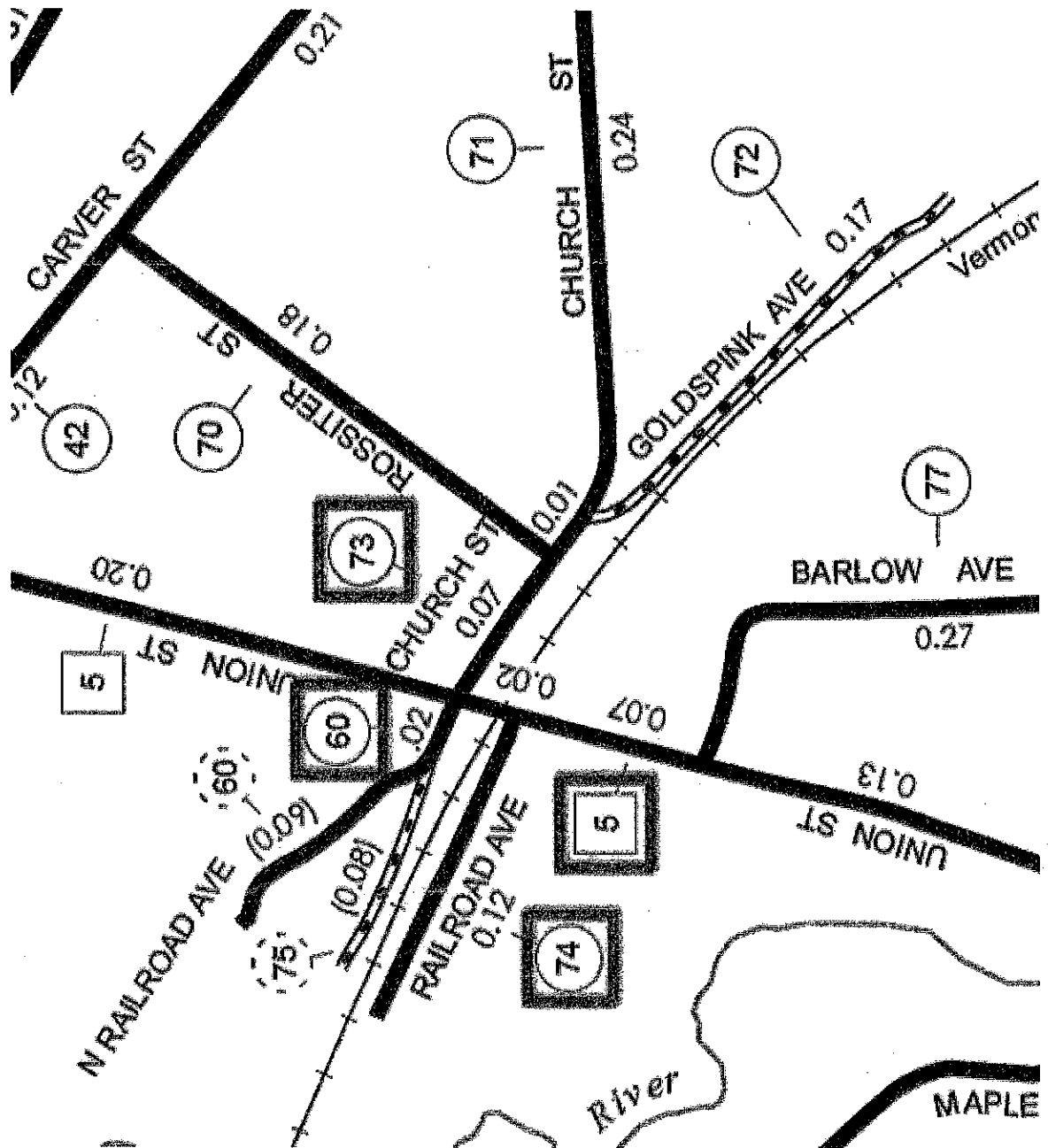
Sincerely,



Anthony Egizi

Right of Way Agent

Enclosures: reply envelope, Town Roads



# Water Infrastructure

## FINANCING PROGRAMS



VERMONT WATER & WASTEWATER REVOLVING LOAN FUNDS

## State Revolving Loan Programs

### FUNDING APPLICATION

**IMPORTANT:** Please select the Loan Type(s) before completing the application. The Loan Type(s) is used to set up the rest of the form. This form **MUST** be completed electronically, handwritten applications will not be accepted.

Select the type of entity this application is for:

- ☒ Municipality, Fire District, or other similar entity
- ☐ Homeowners Association, LLC, Proprietorship, 501(c)3 Non-Profit, or other similar entity

#### LOAN TYPE

This section may be completed by engineer or applicant

Please submit a draft Engineering Services Agreement with this application if applicable

This loan will be used for (select all that apply):

- |   |  |
|---|--|
| <input type="checkbox"/> Step I Drinking Water Loan (Feasibility & Planning)              | <input type="checkbox"/> Step I Clean Water Loan (Feasibility & Planning)    |
| <input type="checkbox"/> Step II Drinking Water Loan (Final Design)                       | <input type="checkbox"/> Step II Clean Water Loan (Final Design)             |
| <input checked="" type="checkbox"/> Step III Drinking Water Loan (Construction)           | <input checked="" type="checkbox"/> Step III Clean Water Loan (Construction) |
| <input type="checkbox"/> Drinking Water Loan Amendment                                    | <input type="checkbox"/> Clean Water Loan Amendment                          |
| <input type="checkbox"/> Municipal Source Water Protection Loan                           | <input type="checkbox"/> Pollution Control Grant                             |
| <input type="checkbox"/> Planning Advance (uncommon; requires State legislative approval) |  |

#### APPLICANT INFORMATION

This section may be completed by engineer or applicant

LOAN APPLICANT

Town of Brandon

DATE OF APPLICATION

SYSTEM NAME

Town of Brandon Wastewater and Brandon Fire District #1 Water

WSID NUMBER

5211

WASTEWATER PERMIT NUMBER

MAILING ADDRESS

49 Center Street

TOWN

Brandon

STATE

VT

ZIP

05733

PHONE

(802) 247-3635

CELL PHONE

TAX ID

DUNS NUMBER

#### CONTACT PERSON - AUTHORIZED REPRESENTATIVE

This section may be completed by engineer or applicant

CONTACT NAME

David J. Atherton

TITLE

Town Manager

MAILING ADDRESS

49 Center Street

TOWN

Brandon

STATE

VT

ZIP

05733

PHONE

(802) 247-3635 x210

CELL PHONE

(802) 236-0890

EMAIL ADDRESS

datherton@townofbrandon.com

**ALTERNATE AUTHORIZED REPRESENTATIVE(S)***This section may be completed by engineer or applicant.*

AUTHORIZED REPRESENTATIVE NAME

Daryl Burlett

TITLE

Public Works Director

MAILING ADDRESS

49 Center Street

TOWN

Brandon

STATE

VT

ZIP

05733

PHONE

(802) 247-3635 x211

CELL PHONE

(802) 236-4925

EMAIL ADDRESS

dburlett@townofbrandon.com

**ENGINEERING FIRM & REPRESENTATIVE (or Legal Firm and Attorney's Name if this is a Source Protection Loan)***This section may be completed by engineer or applicant.*

FIRM NAME

Aldrich + Elliott, PC

CONTACT NAME

Jason R. Booth, P.E., Vice President

MAILING ADDRESS

6 Market Place, Suite #2

TOWN

Essex Junction

STATE

VT

ZIP

05452

PHONE

(802) 879-7733

CELL PHONE

(802) 363-1689

EMAIL ADDRESS

jbooth@aeengineers.com

**LOAN REQUEST***This section may be completed by engineer or applicant.*

Project Title: Park Street Utility and Roadway Improvements

Total amount requested for this loan: \$ 1,410,000

Total projected project cost: \$ 1,410,000

Please describe the history of the water system:

The Town of Brandon is a municipality located in Rutland County, Vermont. The Town is a Census-Designated Place (CDP). A majority of Town residents are on municipal water (Fire District #1) and sewer (Town of Brandon).

The Town of Brandon owns the sewer utility, while the drinking water utility is currently owned by the Brandon Fire District #1. The Town of Brandon and Fire District #1 have an agreement in place authorizing the Town to perform this work on the drinking water utility.

Brandon Fire District No. 1's distribution system has approximately 1,175 service connections supplying water to approximately 3,856 people. Daily demand on the system is approximately 471,000 gallons per day, and the system is fed by three wells. The Brandon system is the first in the State to be issued a Class II designation from Vermont's Water Quality Division.

Please describe who will benefit from the proposed project:

The proposed project will benefit residents and businesses within the Town of Brandon's downtown area, and all customers connected to this service area.

Do current and potential customers have alternative sources of water and is the proposed project the best and most cost-effective alternative?

Current water and sewer customers along Park Street will have their connections maintained during the project. Services will be connected to the new water and sewer mains at roughly 4 hours per connection.

Please provide a description of the project as it relates to this loan. Include specifications and materials used, water sources, and treatment facilities (attach sheets if necessary):

This project includes the replacement of the existing sewer collection and water distribution systems. The new systems will likely be composed of appropriate PVC pipes. This is part of a larger roadway improvement project of Park Street. Drinking water estimated project cost: \$870,000.00. Clean water estimated project cost: \$540,000.00. Total combined project cost: \$1,410,000.00.

*Please include estimated or actual project cost summary/estimate of probable project costs.*

### LOCAL FUNDING AUTHORIZATION (not applicable to planning-only loans)

*This section may be completed by engineer or applicant.*

Has a legal vote on the authorization to borrow for an SRF loan occurred?

☒ Yes ☐ No Number of Registered Voters:

*Attach a copy of the legal warning and recorded vote or resolution authorizing such debt and attach bond counsel opinion letter. The clerk must certify these as true copies.*

### SITE INFORMATION

*This section may be completed by engineer or applicant.*

*An attorney's legal opinion may be required regarding the site or sites where the project will be located. The Facilities Engineering Division's Construction Section will make this determination for the project.*

Do you own all land or possess all the easements or rights-of-ways for project sites?

☒ Yes ☐ No

### ESTIMATED PROJECT SCHEDULE

*This section should be completed by the engineer.*

Estimated Construction Start Date:

Estimated Project Completion Date:

### ESTIMATED SPENDING SCHEDULE OF LOAN PROCEEDS

*This section may be completed by engineer or applicant.*

Quarter	Year	Amount
July - September	2018	\$19,000
October - December	2018	\$17,500
January - March	2019	\$17,500
April - June	2019	\$670,000
July - September	2019	\$670,000
October - December	2019	\$16,000



Add Another Quarter

TOTAL -->

\$0

## FISCAL SUSTAINABILITY PLAN

*This section should be completed by the applicant.*

Does the applicant currently have, maintain, and implement a Fiscal Sustainability Plan (FSP) or its equivalent (See the [FED website for FSP information](#))?

☒ Yes ☐ No

## REVENUES

*This section should be completed by the applicant.*

What is the Applicant's fiscal year?

User Rate Revenue Table

	Current FY - 2	Current FY - 1	Current FY (estimated)	Current FY - 1 (estimated)	Current FY - 2 (estimated)
Amount Billed	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Amount Collected	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Amount Uncollected/Outstanding	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Estimated Amount of Commercial Revenue	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Does the system use tax revenue to support any utility related activities, including capital projects?

☐ Yes ☒ No

## WATER FEE BASIS & RATES (only applicable to public community water systems)

*This section may be completed by engineer or applicant.*

What is your current method to assess water fees (check the description that most closely matches your methods)?

- ☐ Metered/Variable Rate - Rates are based on a metered rate (flow rate) in addition to a fixed rate (base rate).  
☐ Unmetered Flat Rate - Customers are charged a flat rate that does not vary based on flow.  
☐ Both Metered & Unmetered - There is a combination of metered and unmetered customers.  
☐ Property Tax Based - Rates are based on property taxes.

Total Number of Residential Connections:

(multi-unit connections count as more than 1, for example, a duplex counts as 2 and a 10 unit apartment Building counts as 10)

Total amount of water used last year by commercial, industrial, and institutional connections (gal or cuft):

Calculate Equivalent Residential Units (ERUs) by dividing the number above by 76,650 gal or 10,240 cuft.:

Total Equivalent Residential Connections (ERUs) -->

## EXPENDITURES / SYSTEM OPERATION & MAINTENANCE EXPENSES

*This section should be completed by the applicant.*

Current Fiscal Year O&M Costs (exclusive of debt and reserve fund payments):

Post Project Fiscal Year O&M Costs (exclusive of debt and reserve fund payments):

Please attach a copy of your actual YTD revenue and expenses, and projected budget.

## EXPENDITURES / SYSTEM DEBT

This section should be completed by the applicant.

What is the system's total long-term outstanding debt?

What is the system's total annual long-term debt payment?

### Direct Debt

	Current FY	Current FY + 1	Current FY + 2	Current FY + 3	Current FY + 4	Current FY + 5
Total Payment	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### Long-Term Debt Schedule

Purpose of Long-Term Debt	Direct or Self-Supporting	Year of Last Payment	's Amount Outstanding
Infrastructure Improvements	Direct	2036	<input type="text"/>
Carver Street Expansion	Direct	2025	<input type="text"/>
Engineering for Upgrade	Direct	2024	<input type="text"/>
Add Another Long-Term Debt		<input type="text"/>	<input type="text"/>
Total As of -->		<input type="text"/>	<input type="text"/>

Does the system have any authorized but unissued debt (excluding the debt requested in this application)?

☒ Yes ☐ No

### Purpose of Authorized but Unissued Debt

Amount

Champlain Street Pump Station Upgrade - USDA Loan	<input type="text"/>
---	----------------------

Add Another Unissued Debt

Does the Applicant have any future borrowing plans over the next 5 years?

☐ Yes ☒ No

Are there other capital projects in the near term (5 years)?

☐ Yes ☒ No

Does the Applicant have an annual or cumulative deficit?

☐ Yes ☒ No

Does the Applicant anticipate an increase in revenues as a result of these improvements?

☐ Yes ☒ No

Does the Applicant anticipate a reduction in operating expenses as a result of these improvements?

☐ Yes ☒ No

What are the economic trends in your service area - jobs, population increases/decreases, housing starts, property values, etc.? For Mobile Home Parks, please provide an occupancy history for the past five (5) years.

The 2016 American Community Survey (ACS) lists Brandon as having a total population of 3,856. This data indicates a population decrease of 2.8% since 2010. According to the ACS, Brandon has approximately 2,051 residents in the labor force.

The median household income from the ACS 5-year Estimate is \$50,069.

List any current or potential connections using greater than 5% of demand or provide a general description of service area.

## SYSTEM RESERVE FUNDS

*(This section should be completed by the applicant)*

Does the Applicant have any reserve funds?

☒ Yes ☐ No

Please describe the reserve fund and what it is used for:

Short lived asset fund for equipment replacement.

Is the Applicant actively contributing to reserve funds in accordance with a short-term Asset Replacement Table (START)?

☐ Yes ☒ No

What does the Applicant do with surpluses, if any?

Funds future infrastructure improvements.

### Reserve Funds

	Current FY	Current FY + 1	Current FY + 2	Current FY + 3	Current FY + 4
Amount Available					

## Financial Documentation & Controls

*(This section should be completed by the applicant)*

Please submit 3 years audit financial statements. If not available, submit:

- 3 years statement of revenue and expenditure, AND;
- 3 years year-ending cash balance (checking, savings, and investment accounts)

Has anything occurred since the date of your last annual financial report or financial statement that would have a significantly negative effect on your revenues, expenditures, or ability to pay future debt service?

☐ Yes ☒ No

Did the Applicant have more than one budget defeat in the last two years?

☐ Yes ☒ No

Does the Applicant have any pending litigation in excess of \$10,000 on the system and/or the municipality?

☒ Yes ☐ No

Please describe the case and the limits of insurance coverage if any:

Potential litigation due to injury. Too early to project losses.

Does the Applicant offer a retirement plan to its employees (including VMERS)?

☒ Yes ☐ No

Please describe your plan, your estimated proportionate share of unfunded pension liability:

VMERS, unfunded liability of \$459,489 as of 6/30/2016 per the Vermont Treasurer's office report of 6/30/17. This amount is for the entire organization, not just the water department.

If the Applicant has its own retirement plan separate from VMERS, does it have any unfunded pension liabilities?

☐ Yes ☒ No

Describe the Applicant's budget control system. Does the Applicant use multi-year forecasting or interim (quarterly or monthly) financial reports to monitor your status?

Budgeting is controlled on an ongoing basis. Quarterly reports are issued to the Board of Sewer Commissioners and Selectboard and annual budgets are developed.

Are all account records currently maintained for:

Checkbook ☒ Yes ☐ No ☐ Don't Know

By Whom: Various personnel

Comments:

Bookkeeper, administrative assistant and treasurer's office.

Receipts ☒ Yes ☐ No ☐ Don't Know

By Whom: Treasurer's Office

Comments:

Disbursements ☒ Yes ☐ No ☐ Don't Know

By Whom: Public Works Director and various personnel

Comments:

Deposit Slips ☒ Yes ☐ No ☐ Don't Know

By Whom: Clerk/Treasurer

Comments:

Are bank statements reconciled on a regular basis?

☒ Yes ☐ No ☐ Don't Know By Whom: Treasurer's office

Comments:

Are bank accounts and ledger balances reconciled on a monthly basis?

☒ Yes ☐ No ☐ Don't Know By Whom: Treasurer's office

Comments:

Are financial records maintained in a computerized system?

☒ Yes ☐ No ☐ Don't Know By Whom: Various personnel including the Town Manager and Treasurer

Comments:

Are any financial records maintained in manual form?

☐ Yes ☒ No ☐ Don't Know By Whom:

Comments:

Does the applicant maintain separate reporting for this utility?

☒ Yes ☐ No ☐ Don't Know By Whom: Bookkeeper and Treasurer

Comments:

Utilize fund accounting through NEMRC. Wastewater is accounted for in separate enterprise fund.

Does someone other than the treasurer receive unopened bank statements and review bank reconciliations?

☒ Yes ☐ No ☐ Don't Know By Whom: Bookkeeper and assistant treasurer

Comments:

Does the same individual open the mail and deposit checks?

☒ Yes ☐ No ☐ Don't Know By Whom: Assistant treasurer

Comments:

Does the organization receive payments in cash?

☒ Yes ☐ No ☐ Don't Know By Whom: Treasurer and assistant treasurer

Comments:

Does the Applicant have pre-numbered receipt books for cash payments?

☐ Yes ☒ No ☐ Don't Know By Whom: Treasurer and assistant treasurer

Comments:

The receipt book is not prenumbered but all cash receipts are logged into the book and receipts for payment are issued to

payees.

Are checks always written to specified payees and not to cash?

☒ Yes ☐ No ☐ Don't Know By Whom: Various personnel

Comments:

Are pre-numbered checks used for all bank accounts?

☒ Yes ☐ No ☐ Don't Know By Whom: Treasurer and assistant treasurer

Comments:

Are checks written by the same individual who approves payments?

☐ Yes ☒ No ☐ Don't Know By Whom:

Comments:

Approval is issued by the PW director and wastewater staff. Checks are written by bookkeeper and treasurer's office.

Have there been any changes in authorized signatures during the fiscal year?

☐ Yes ☒ No ☐ Don't Know By Whom:

Comments:

Has a signature stamp ever been used for any account?

☒ Yes ☐ No ☐ Don't Know By Whom: Treasurer

Comments:

Is the organization professionally audited by a CPA?

☒ Yes ☐ No ☐ Don't Know By Whom: ~~Jeffrey Bradley CPA~~ RHR SMITH & COMPANY

Comments:

Does the Authorized Representative assist in the audit planning process?

☐ Yes ☒ No ☐ Don't Know By Whom:

Comments:

Is a specific individual responsible for correcting audit findings?

☒ Yes ☐ No ☐ Don't Know By Whom:

Comments:

Are regular financial reports prepared for the board?

☒ Yes ☐ No ☐ Don't Know By Whom:

Comments:

Are budget to actual reports prepared for each department?

☒ Yes ☐ No ☐ Don't Know By Whom:

Comments:

Has the Authorized Representative borrowed money from the utility?

☐ Yes ☒ No ☐ Don't Know By Whom:

Comments:

Has the organization had a theft, embezzlement or wire fraud in the last 5 years?

☐ Yes ☒ No ☐ Don't Know By Whom:

Comments:

Has the Treasurer or CFO participated in any business which does business with the system/utility?

☐ Yes ☒ No ☐ Don't Know By Whom:

Comments:

Does the Applicant loan money to employees?

☐ Yes ☒ No ☐ Don't Know By Whom:

Comments:

Have board members attended financial trainings?

☒ Yes ☐ No ☐ Don't Know By Whom:

Comments:

Has the Treasurer/CFO attended trainings on recordkeeping?

☒ Yes ☐ No ☐ Don't Know By Whom:

Comments:

Does the Applicant have written financial policies and procedures?

☒ Yes ☐ No ☐ Don't Know By Whom:

Comments:

Does each employee have copies of these policies and procedures?

☒ Yes ☐ No ☐ Don't Know By Whom:

Comments:

#### RISK ASSESSMENT/KEY PERSONNEL

Please list the names and qualifications of the following key personnel including areas of expertise, years of experience in similar programmatic work, years at current position, and/or any relevant qualifications.

*Please include all personnel related to the loan: Authorized Rep, Alternative Authorized Rep(s), Clerk, Board Members, Financial Manager, etc. Failure to include all key personnel will result in the application considered incomplete.*

NAME

POSITION (select from the list or enter another value)

David Atherton

Town Manager/Administrator

QUALIFICATIONS:

Four (4) years as manager

NAME

POSITION (select from the list or enter another value)

Susan Gage

Clerk

QUALIFICATIONS:

BA in accounting; 25 years small bus acctg/mgmt

NAME

POSITION (select from the list or enter another value)

Susan Gage

Treasurer

QUALIFICATIONS:



NAME

POSITION (select from the list or enter another value)

Luanne Merkert

Assistant Clerk

QUALIFICATIONS:

16 yrs exp as assit clerk/prior banking experience

NAME

POSITION (select from the list or enter another value)

Luanne Merkert

Assistant Treasurer

QUALIFICATIONS:

NAME

POSITION (select from the list or enter another value)

Jackie Savela

Financial Manager

QUALIFICATIONS:

NAME

POSITION (select from the list or enter another value)

Seth Hopkins

Governing Body Chair

QUALIFICATIONS:

[Add Another Key Person](#)

## ADDITIONAL COMMENTS

Provide any additional comments for your application here:

## Certification

The Applicant certifies that it possesses the legal authority to apply for the SRF loan, and to finance and construct the proposed facilities. A resolution, motion, or similar action has been duly adopted or passed as an official act of the Applicant's Legislative Body authorizing the filing of the application. A resolution, motion, or similar action has been duly adopted or passed authorizing the person identified herein as the authorized representative of the Applicant in connection with the project for the purpose of furnishing information, data and documents pertaining to the project as required by the State of Vermont.

Authorization Date:

REPRESENTATIVE SIGNATURE

PRINT NAME

REPRESENTATIVE SIGNATURE

PRINT NAME

REPRESENTATIVE SIGNATURE

PRINT NAME

REPRESENTATIVE SIGNATURE

PRINT NAME

REPRESENTATIVE SIGNATURE

PRINT NAME

## Clerk Certification

Clerk Signature Date:

SIGNATURE OF CLERK

PRINT NAME

## Authorized Representative Certification

Authorized Representative Signature Date:

SIGNATURE OF AUTHORIZED REPRESENTATIVE

PRINT NAME

Submit completed application and all attachments via email to:



**Ashley Lucht, DWSFR Project Lead**

[phone] 802-585-4904 [email] [ashley.lucht@vermont.gov](mailto:ashley.lucht@vermont.gov)

Department of Environmental Conservation  
Facilities Engineering Division





**Tom Brown, CWSRF Project Lead**



[phone] 802-622-4205 [email] [thomas.brown@vermont.gov](mailto:thomas.brown@vermont.gov)

**Department of Environmental Conservation**  
Facilities Engineering Division

Wyman and Frasier Lumber Mill Inc.

114 Wyman Rd

Brandon, VT 05733

Town of Brandon

Attn: Town Manager Dave Atherton

February 5, 2019

Dave,

Wyman and Frasier Lumber Mill, Inc., would like to make the Town of Brandon an offer on two parcels of land, owned by the Town of Brandon.

Offer 1: Mill Lane Parcel- Map ZZ\_51-32 Bk 75 Page 471. We believe that it is parcel #3, described in deed.

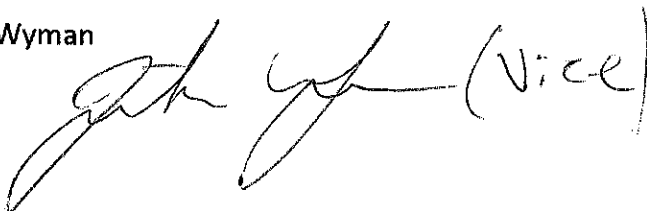
Our offer would be \$500.00; Five hundred dollars.

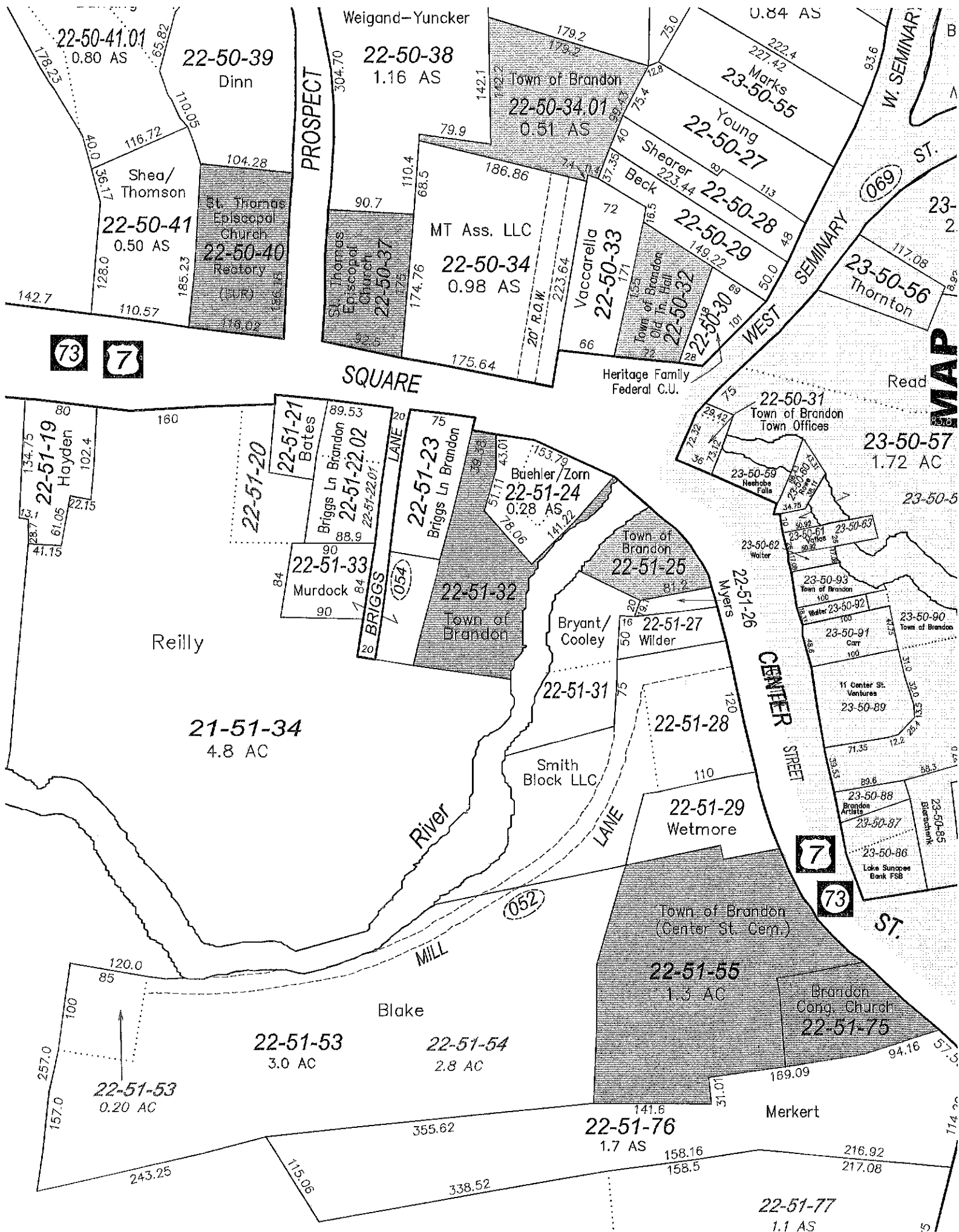
Thank you,

Tracy Wyman

 Pres

Jon Wyman

 (Vice)



02/08/19  
12:08 pm

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63139 Current Prior Next FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 02/11/19 To 02/11/19

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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
200263	ALDRICH & ELLIOTT, PC	78194	Park St Sewer & Water	5668.80	0.00	5668.80	46359 02/11/19
310590	AMERICAN WINDOW CLEANING II	1924	DOWNSTAIRS WINDOWS	50.00	0.00	50.00	46360 02/11/19
300541	ARC RUTLAND AREA	FEB 2019	APPROPRIATION	875.00	0.00	875.00	46361 02/11/19
100598	AUBUCHON HARDWARE	1622631683	door knob, fasteners	59.83	0.00	59.83	46362 02/11/19
100598	AUBUCHON HARDWARE	1622631684	USB cable	19.99	0.00	19.99	46363 02/11/19
100598	AUBUCHON HARDWARE	1622631686	salt, keys	27.91	0.00	27.91	46364 02/11/19
100655	BLSG INSECT CONTROL DISTRICT	FEB 2019	APPROPRIATION	6910.64	0.00	6910.64	46365 02/11/19
100245	BRANDON AREA CHAMBER OF COMMERCE	1111	annual dinner	35.00	0.00	35.00	46366 02/11/19
100245	BRANDON AREA CHAMBER OF COMMERCE	FEB 2019	APPROPRIATION	250.00	0.00	250.00	46367 02/11/19
100305	BRANDON AREA RESCUE SQUAD	FEB 2019	APPROPRIATION	5183.75	0.00	5183.75	46368 02/11/19
100255	BRANDON FIRE DISTRICT #1	FEB 2019	APPROPRIATION	71471.00	0.00	71471.00	46369 02/11/19
100275	BRANDON FREE PUBLIC LIBRARY	FEB 2019	APPROPRIATION	7666.67	0.00	7666.67	46370 02/11/19
100625	BRANDON INDEPENDENCE DAY CELEBRATION	FEB 2019	APPROPRIATION	1500.00	0.00	1500.00	46371 02/11/19
100280	BRANDON LUMBER & MILLWORK CO.	760040/3	shovels	61.52	0.00	61.52	46372 02/11/19
100280	BRANDON LUMBER & MILLWORK CO.	760153/3	mailbox	27.99	0.00	27.99	46372 02/11/19
100280	BRANDON LUMBER & MILLWORK CO.	760226/3	fasteners	12.77	0.00	12.77	46372 02/11/19
100280	BRANDON LUMBER & MILLWORK CO.	760263/3	screws and 2x6x12's	80.05	0.00	80.05	46372 02/11/19
100280	BRANDON LUMBER & MILLWORK CO.	K60067/3	reflective numbers	19.80	0.00	19.80	46372 02/11/19
100310	BRANDON SENIOR CITIZENS CENTER	FEB 2019	APPROPRIATION	1125.00	0.00	1125.00	46373 02/11/19
310891	BROWN, TODD	02/08/19	dance classes	84.00	0.00	84.00	46374 02/11/19
100198	CARGILL, INCORPORATED	2904544016	salt	1795.79	0.00	1795.79	46375 02/11/19
100198	CARGILL, INCORPORATED	2904547017	salt	1711.49	0.00	1711.49	46375 02/11/19
100198	CARGILL, INCORPORATED	2904553084	salt	1756.02	0.00	1756.02	46375 02/11/19
100198	CARGILL, INCORPORATED	2904556421	salt	1720.23	0.00	1720.23	46375 02/11/19
100198	CARGILL, INCORPORATED	2904566077	salt	3601.91	0.00	3601.91	46375 02/11/19
100198	CARGILL, INCORPORATED	2904574910	salt	1732.16	0.00	1732.16	46375 02/11/19
100198	CARGILL, INCORPORATED	2904574912	salt	1722.62	0.00	1722.62	46375 02/11/19
100198	CARGILL, INCORPORATED	2904578019	salt	1756.82	0.00	1756.82	46375 02/11/19
100860	CARROLL, BOE & PELL P.C.	32419	George Dinn property	637.50	0.00	637.50	46376 02/11/19
100860	CARROLL, BOE & PELL P.C.	32420	Rollin Wood property	805.00	0.00	805.00	46376 02/11/19
100860	CARROLL, BOE & PELL P.C.	32421	Sarwalstu properties	420.00	0.00	420.00	46376 02/11/19
301503	CHAMPLAIN VALLEY PLUMBING	301731	diesel fuel	1780.56	0.00	1780.56	46377 02/11/19
301503	CHAMPLAIN VALLEY PLUMBING	303439	diesel fuel	1080.96	0.00	1080.96	46377 02/11/19
301503	CHAMPLAIN VALLEY PLUMBING	30423	heating fuel @ HWY	213.98	0.00	213.98	46377 02/11/19
301503	CHAMPLAIN VALLEY PLUMBING	304232	diesel fuel	1252.80	0.00	1252.80	46377 02/11/19
301503	CHAMPLAIN VALLEY PLUMBING	304233	heating fuel @ HWY	321.30	0.00	321.30	46377 02/11/19
301503	CHAMPLAIN VALLEY PLUMBING	319186	heating fuel @ Town Hall	277.15	0.00	277.15	46377 02/11/19
301503	CHAMPLAIN VALLEY PLUMBING	319376A	heating fuel HWY red bld	409.63	0.00	409.63	46377 02/11/19
301503	CHAMPLAIN VALLEY PLUMBING	319376B	heating fuel HWY grn bld	649.75	0.00	649.75	46377 02/11/19
310703	CITY HALL SYSTEMS, INC.	16169	online credit card system	4.87	0.00	4.87	46378 02/11/19
310703	CITY HALL SYSTEMS, INC.	16207	online credit card system	1.92	0.00	1.92	46378 02/11/19
310703	CITY HALL SYSTEMS, INC.	16254	online credit card system	47.67	0.00	47.67	46378 02/11/19
310703	CITY HALL SYSTEMS, INC.	16297	online credit card system	81.66	0.00	81.66	46378 02/11/19
100346	CLARK'S TRUCK CENTER	414327	diesel fuel additive	141.35	0.00	141.35	46379 02/11/19
310097	COMCAST	1-21-19 WW	WASTE WATER FEB	184.52	0.00	184.52	46380 02/11/19
310097	COMCAST	1-27-19	TOWN OFFICE FEB	458.24	0.00	458.24	46381 02/11/19
310097	COMCAST	PD01/27/19	service: 02/04 - 03/03	301.61	0.00	301.61	46382 02/11/19
310177	COTT SYSTEMS, INC.	126117	FEBRUARY HOST FEE	233.00	0.00	233.00	46383 02/11/19
100456	DUBOIS & KING INC	219002	Union Sidewalk design	7542.66	0.00	7542.66	46384 02/11/19
310892	EPIC SPORTS, INC.	3899345	ball racks, shirts	809.73	0.00	809.73	46385 02/11/19

02/08/19  
12:08 pm

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63139 Current Prior Next FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 02/11/19 To 02/11/19

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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100925	FOLEY SERVICES INC	1221649	uniforms	21.37	0.00	21.37	46386 02/11/19
100925	FOLEY SERVICES INC	1223056	uniforms	21.37	0.00	21.37	46386 02/11/19
310426	FYLES BROS., INC.	152565	propane for Police Dept	433.26	0.00	433.26	46387 02/11/19
310426	FYLES BROS., INC.	153640	propane for WW generator	231.28	0.00	231.28	46387 02/11/19
310426	FYLES BROS., INC.	153641	propane/WW small garage	102.08	0.00	102.08	46387 02/11/19
310426	FYLES BROS., INC.	153656	propane @ Town Hall	116.73	0.00	116.73	46387 02/11/19
310426	FYLES BROS., INC.	153657	propane @ Town Office	182.27	0.00	182.27	46387 02/11/19
310426	FYLES BROS., INC.	154810	propane - WW boiler	1152.90	0.00	1152.90	46387 02/11/19
310426	FYLES BROS., INC.	154822	propane @ Town Hall	168.35	0.00	168.35	46387 02/11/19
100650	GALLS LLC	011681528	open ear inserts	19.24	0.00	19.24	46388 02/11/19
100725	GREEN MOUNTAIN GARAGE	131394	oil, worklamp, pads	153.50	0.00	153.50	46389 02/11/19
100725	GREEN MOUNTAIN GARAGE	131413	grease	6.37	0.00	6.37	46389 02/11/19
100725	GREEN MOUNTAIN GARAGE	131661	spark plugs, seal	18.44	0.00	18.44	46389 02/11/19
100725	GREEN MOUNTAIN GARAGE	131687	loom	7.18	0.00	7.18	46389 02/11/19
100725	GREEN MOUNTAIN GARAGE	131749	barrel top mats	46.99	0.00	46.99	46389 02/11/19
100725	GREEN MOUNTAIN GARAGE	131750	blades, fittings, hose	133.90	0.00	133.90	46389 02/11/19
100725	GREEN MOUNTAIN GARAGE	131751	deicer	44.40	0.00	44.40	46389 02/11/19
100725	GREEN MOUNTAIN GARAGE	132025	diesel additive, hardwar	52.99	0.00	52.99	46389 02/11/19
100725	GREEN MOUNTAIN GARAGE	132096	parts for blower	21.19	0.00	21.19	46389 02/11/19
100725	GREEN MOUNTAIN GARAGE	132126	nuts, screws, connectors	73.44	0.00	73.44	46389 02/11/19
310890	JUNCTION STORE & DELI	2/5/19	RLF new loan	30000.00	0.00	30000.00	46356 02/05/19
310259	KOFIL PRESERVATION INC	226307	LR BK 241 & PAPER	302.00	0.00	302.00	46390 02/11/19
310566	LUFKIN, MICHAEL	02/08/19	ref for 3 games	120.00	0.00	120.00	46391 02/11/19
100574	MAC STEEL CO	249252	steel	869.32	0.00	869.32	46392 02/11/19
310766	MAINECAL, INC.	1378	calibrate equipment	375.00	0.00	375.00	46393 02/11/19
330377	MATTHEW BENDER & COMPANY, INC.	06732313	VT LAND USE LAWS	102.08	0.00	102.08	46354 01/29/19
310062	MCCULLOUGH BROS., INC.	12/22/18	Tree Removal	2500.00	0.00	2500.00	46355 01/29/19
100149	MODERN CLEANERS & TAILORS, INC	JAN2019	uniform maint	93.50	0.00	93.50	46394 02/11/19
301033	MOMAR, INCORPORATED	PSI271897	degreaser	369.01	0.00	369.01	46395 02/11/19
100201	MONDLAK, JANET	FEB 2019	Town Report	1400.00	0.00	1400.00	46396 02/11/19
310721	MORRISSETTE, JOE	02/08/19	ref for 3 games	135.00	0.00	135.00	46397 02/11/19
310795	NATIONAL BUSINESS TECHNOLOGIES	INV284965	serv contract - printers	30.36	0.00	30.36	46398 02/11/19
310795	NATIONAL BUSINESS TECHNOLOGIES	INV284966	serv contract - copiers	70.00	0.00	70.00	46398 02/11/19
100788	NEW ENGLAND MUNICIPAL RESOURCE	43381	FEB ASSESSMENT	7550.00	0.00	7550.00	46399 02/11/19
310736	POCKETTE PEST CONTROL	12029	pest control/Police Dept	65.00	0.00	65.00	46400 02/11/19
310736	POCKETTE PEST CONTROL	12030	pest control/Town Office	70.00	0.00	70.00	46400 02/11/19
310736	POCKETTE PEST CONTROL	12031	pest control/Town Hall	80.00	0.00	80.00	46400 02/11/19
310736	POCKETTE PEST CONTROL	12032	pest control/storage are	25.00	0.00	25.00	46400 02/11/19
300635	POWERPLAN	1918588	repair of John Deere 410	2600.57	0.00	2600.57	46401 02/11/19
100900	REICHERT, RICHARD AND CHRISTIN REICHERT		TAX OVERPAYMENT	1044.01	0.00	1044.01	46402 02/11/19
100485	RUTLAND AREA VISITING NURSE AS	FEB 2019	APPROPRIATION	2550.00	0.00	2550.00	46403 02/11/19
100492	RUTLAND MENTAL HEALTH SERVICES	FEB 2019	APPROPRIATION	1656.00	0.00	1656.00	46404 02/11/19
300895	RUTLAND PRINTING COMPANY, INC.	26372	CLERK BILL HEADS	48.55	0.00	48.55	46405 02/11/19
100984	SCHWAAB INC	C029043	SUE NOTARY STAMP	37.36	0.00	37.36	46406 02/11/19
310767	SIMPLE SYSTEMS OF VERMONT LLC	20319	renewal Security softwar	531.19	0.00	531.19	46407 02/11/19
310767	SIMPLE SYSTEMS OF VERMONT LLC	20319B	new PC w/extra HD for DB	1593.25	0.00	1593.25	46407 02/11/19
200318	SLACK CHEMICAL CO INC	378751	sodium bisulfite	1598.00	0.00	1598.00	46408 02/11/19
200318	SLACK CHEMICAL CO INC	378792	sodium aluminate	6026.13	0.00	6026.13	46408 02/11/19
100006	SOUTHWESTERN VT COUNCIL ON AGI	FEB 2019	APPROPRIATION	600.00	0.00	600.00	46409 02/11/19
310557	STARK, MICHAEL	02/08/19	ref for 4 games	160.00	0.00	160.00	46410 02/11/19

02/08/19  
12:08 pm

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63139 Current Prior Next FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 02/11/19 To 02/11/19

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Luanne

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
310099	STEPHEN A DOUGLAS BIRTHPLACE FEB 2019	APPROPRIATION	625.00	0.00	625.00	46411	02/11/19
300247	SURPASS CHEMICAL CO INC 331495	sodium hypochlorite	511.60	0.00	511.60	46412	02/11/19
200277	THUNDER TOWING & AUTO RECOVERY 5583	repairs	501.08	0.00	501.08	46413	02/11/19
200277	THUNDER TOWING & AUTO RECOVERY 5595	oil filter, oil	55.29	0.00	55.29	46413	02/11/19
200277	THUNDER TOWING & AUTO RECOVERY 5615	winch/extraction of truc	250.00	0.00	250.00	46413	02/11/19
310723	TWOHIG POLYGRAPH SERVICES 2019-04-TPS	pre-employment exam	350.00	0.00	350.00	46414	02/11/19
330348	VERIZON WIRELESS 9822774261	service: Dec 23 - Jan 22	240.06	0.00	240.06	46415	02/11/19
310697	VERMONT CREATIVITY QUEST, INC. 2019-028	tournament registration	450.00	0.00	450.00	46416	02/11/19
310046	W.B. MASON CO INC I62794241	sit to stand desk riser	239.00	0.00	239.00	46417	02/11/19
310046	W.B. MASON CO INC I63152067	sit to stand desk riser	239.00	0.00	239.00	46417	02/11/19
330427	WINNING IMAGE GRAPHIX 14590	Buzz cards	110.00	0.00	110.00	46418	02/11/19
Report Total			203,762.23	0.00	203,762.23		

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 \$ \*\*\*203,762.23  
Let this be your order for the payments of these amounts.



02/07/19  
12:40 pm

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63138 Current Prior Next FY Invoices  
All Invoices For Check Acct 99(10 General Fund) 02/11/19 To 02/11/19

Page 1  
Jacolyn

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100051	CARR, BERNIE	PIC JAN 19	PIC January 2019	2925.00	0.00	2925.00	46357 02/06/19
100456	DUBOIS & KING INC	119200	S6 CI Progress rpt # 42	37084.89	0.00	37084.89	46358 02/06/19
Report Total			40,009.89	0.00	40,009.89		

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 \$ \*\*\*\*40,009.89  
Let this be your order for the payments of these amounts.

Segment 6