

Brandon Select Board Meeting August 12, 2019

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

Board Members In Attendance: Seth Hopkins, Brian Coolidge, Tim Guiles, Doug Bailey, Tracy Wyman

Others In Attendance: Dave Atherton, Matthew Orchard, Lindsey Berk, Mike Frankiewicz, Brent Buehler, Michael Shank, Bernie Carr, Russell Jones, Chris Brickell

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

1. Call to order

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

Addition of Executive Session in accordance with 1 VSA 313(a)(3) – Appointment or Employment or Evaluation of a Public Officer or Employee.

Addition of warrant in the amount of \$1,069,391.63 for Route 7 Project that was tabled from the last meeting.

Addition of Transfer Station Update.

2. Approval of Minutes

a/b) Approval of Minutes – July 29, 2019 - Select Board Meeting

Motion by Brian Coolidge/Doug Bailey to approve the July 29, 2019 Select Board Meeting minutes. **The motion passed with one abstention – Tracy Wyman.**

3. Town Manager’s Report

Dave Atherton provided a report for the weeks of July 26th and August 5th.

Segment 6 Two-Week “Look Ahead”:

- . Installation of curbing and sidewalk preparations starting at High Street area to the North.
- . Crescent Park and Central Park fountain completions.
- . Crescent Park and Central Park brick paver installations.
- . Driveway apron preparations and paving generally Prospect Street extending to the North.
- . Installation of imprinted, brick-colored crosswalks, Crescent Park area.

- . Continued installation of precast concrete retaining wall adjacent to Briggs Lane.
- . Sidewalk and brick banding installations within Downtown, Segment “C”.
- . Construction of retaining wall generally in front of Brandon House of Pizza.
- . Water, sewer and drainage improvements within Segment “A”, generally from the monument South.
- . Initiation of construction for the retaining wall which generally begins at High Street and extends along
Route 7 North.

Route 73:

Crews worked on Saturday, 8/10. The contractor will continue putting down base layer of asphalt along the Brandon portion of the project until the middle of next week. Paving operations will progress to the East. Intermediate course (second layer) of paving in Goshen is scheduled to be completed late next week, after base course has been completed in Brandon. Once intermediate course has been completed in Goshen, crews will begin paving intermediate course in Brandon.

Churchill Road:

Met with both landowners to discuss the culvert replacement and get signatures on temporary easements for construction. Both documents were received today, and landowners are excited to see this happen.

Newton Road:

We have received the funding obligation for the acquisition of 250 and 477 Newton Road. Quotes for appraisers were sent today. Notice to Bid for demolition of 419 and 449 Newton Road was sent out on August 9th. There is an on-site mandatory pre-bid meeting on August 19th and bid deadline is August 30th at 2PM.

Other Happenings:

McConnell Road and Smalley Road have been paved. The Select Board’s hearing on the Brandon Enhanced Energy Plan is scheduled for August 26th, just prior to the next Select Board regular meeting.

4. Public Comment and Participation

Bernie Carr reported currently the DBA, Chamber and Town Manager are discussing a preliminary plan for a gala sometime in the June/July 2020 timeframe in celebration of the completion of Segment 6. Mr. Carr extended an invitation for Select Board members to participate in the planning. It is planned to be a town-wide celebration.

5. Energy Committee Appointment

Dave Atherton provided the Select Board a letter of interest from Matthew Orchard to serve on the Brandon Energy Committee. Seth Hopkins noted there has been a vacancy on the Committee that has recently been advertised. Michael Orchard noted he is a Brandon resident and would be excited to assist with the planning that goes on in the community. Michael Shank, Energy Committee Chair, advised that he has not received any other letters of interest. Mr. Hopkins suggested Mr. Orchard connect with Mr. Shank for information about the Committee.

Motion by Doug Bailey/Tim Guiles to appoint Matthew Orchard as a representative to the Brandon Energy Committee. **The motion passed unanimously.**

6. Bridge 114 Slab Discussion

Dave Atherton provided information on the Bridge 114 slab damage that took place during the Segment 6 project and the alternatives for repair of the slab, as submitted by the engineers. Mr. Atherton and Mr. Burllett have reviewed the three alternatives and recommended the Town go with Alternative 3 as the most complete option. The Town will be responsible for 20% of the construction, as VTrans will not be funding this portion of the project. There will be 80% federal funding for this repair. Mr. Atherton advised the Town should be fine with the 20% match in review of the current projected cost for Segment 6 and it will be considered as part of the overall Segment 6 match. The repair will not be treated as a separate project, with the hopes of completing the project this fall. The project will be completed by the same contractor as Segment 6 and will not hold up the completion of Segment 6. Seth Hopkins noted the Town Office sits over the river and this discussion was concerning where the river goes under the town office and into the bridge. Alternative 3 is the most complete replacement with the cost not much more than Alternatives 1 or 2 and is the least likely to require future work. Mr. Guiles stated this alternative does not leave any unknowns, whereas the other two options might fail. The estimated cost is \$620,500.00 with 80% federal funding. Alternative 2 has a cost of \$536,300.00 and Alternative 1 is \$513,600.00, with neither option having any guarantee.

Motion by Seth Hopkins/Tim Guiles to approve the Alternative 3 option for the Bridge 114 slab repair. **The motion passed unanimously.**

7. Transfer Station Update

Tracy Wyman recused himself from the transfer station discussion.

Dave Atherton advised that he has been in contact with a couple of local businesses to take over the transfer station operation as of September 1st. One business has declined due to their large curb service. The Wymans have expressed interest in running the transfer station. Tim Guiles noted there was a healthy price negotiation discussion with the Elnickis, and they found that they could not make it work with the numbers. Mr. Atherton and Tracy Wyman are at the beginning stages of discussing this subject. Mr. Atherton does not think there will be a problem with having something in place once the Elnickis have left the business. Mr. Atherton noted he would like to see the transfer station operated by a local business. Seth Hopkins asked if there would be

a contract negotiated with Mr. Wyman's company and how the Board will be advised of a longer-term solution. Tim Guiles agreed that this is good news and he would like to have some conversation about what the right mix would be, noting there might be the possibility of a public/private partnership with the Town also involved. Mr. Guiles suggested there could be more discussion to determine what is the long-term right answer for Brandon and requested he be involved with shaping the program. Mr. Atherton stated there has been discussion about the infrastructure and doing some things to make it better for the public. Mr. Atherton will bring a proposed contract to the Select Board for their review and approval. He advised there was discussion of a five-year contract with the ability for the Town to open the contract on an annual basis, as needed. Mr. Guiles stated a yearly contract allows for flexibility and input from both the operator and the Town. Mr. Atherton noted whoever the Town brings in, the operators do not want to put money into the location, if they are not going to be in the business long-term. Mr. Guiles suggested the capital equipment should be the responsibility of the Town and thought there are ways to work this to protect an operator's long-term investment, but not bind the Town to long contracts. Doug Bailey noted concern there is a lot to do in 19 days to avoid a lapse in service and thought the Wymans need a commitment to know how to proceed. Tracy Wyman advised the only item the Town currently owns at the location is the glass crusher and in speaking with the Elnickis was advised the blocks will stay. Mr. Guiles advised the Elnickis are coming out of the contract voluntarily and this is a harmonious parting. Mr. Atherton suggested Mr. Wyman, Mr. Guiles and he meet to discuss contract terms, noting they will start out small to allow for the service to continue and perhaps look at budgeting items for infrastructure moving forward. Mr. Hopkins summarized that Mr. Atherton and Mr. Guiles will meet with Mr. Wyman and it is anticipated that there will be a proposal brought to the Select Board at the next regular meeting. Brent Buehler asked if the capital improvements could be funded by the sales tax. Mr. Hopkins noted that could be considered. Mr. Buehler asked what the incentive is for the operator to maintain the Town's equipment when they do not own it. Mr. Hopkins noted in the past, the Town had owned the equipment and the Town was advised when maintenance and repair was required and when the equipment became unserviceable, the operator replaced it. Mr. Atherton advised most of the tax option funds will be used to cover shortfalls with Segment 6. Mr. Wyman did not foresee the Town buying equipment as he thought the operator would have their own equipment, however, he would see the Town putting up some structures. It was questioned if there would be a need for scales. Mr. Wyman did not see a need for scales as there are formulas per yard that can be implemented for items such as building supplies, shingles, etc. Mr. Wyman will provide information on this subject. Mr. Wyman also noted people with a large capacity would likely go to the Rutland County Solid Waste. Mr. Buehler understood how a five-year contract is beneficial but noted concern with the changes in recycling. Mr. Hopkins stated the flexibility will have to be in the term, not in the costs. Mr. Guiles felt confident the Town will have an operator for the transfer station by September 1st. Mr. Bailey stated Mr. Wyman is a businessman and will be making a lot of adjustments in what he is doing, and the Town must commit to him, as much as he commits to the Town. Mr. Atherton noted there have been discussions regarding many ways of what can and cannot be done and there is money to be saved on both sides. Bernie Carr asked if there will be the possibility of "no sort" recycling. Mr. Guiles advised there are higher goals set by the State and there is higher value when one has better sorting. Single streaming degrades, however, in moving forward with the changes to the transfer station, the Town will try to make it as easy as possible.

7. Fiscal

a) Warrant FY 2019/2020 – August 12, 2019 - \$77,015.83

Motion by Doug Bailey/ Brian Coolidge to approve the August 12, 2019 FY 2019/2020 warrant in the amount of \$77,015.83. **The motion passed unanimously.**

b) Route 7 Construction Warrant – August 12, 2019 - \$537,198.92

Motion by Doug Bailey/Brian Coolidge to approve the Route 7 Construction warrant in the amount of \$537,198.92. **The motion passed with one abstention – Tracy Wyman**

c) Route 7 Construction Warrant – August 12, 2019 - \$1,069,391.63 (Postponed from 7/29/19 Meeting)

Motion by Brian Coolidge/Doug Bailey to approve the Route 7 Construction warrant in the amount of \$1,069,391.63 tabled from the last meeting. **The motion passed with one abstention – Tracy Wyman.**

Mr. Atherton advised the VLCT is hosting a Municipal Budget Workshop. Tim Guiles and Seth Hopkins confirmed they would be attending.

The Select Board recessed at 7:43PM.

The Select Board reconvened at 7:50PM.

Motion by Brian Coolidge/Tracy Wyman to enter executive session at 7:51PM in accordance with 1 VSA 313(a) (3) - Appointment or employment or evaluation of a public officer or employee with the session to include the Town Manager. **The motion passed unanimously.**

7. Executive Session

The Select Board came out of executive session at 8:38PM. There was no action required.

8. Adjournment

Motion by Brian Coolidge/Tracy Wyman to adjourn the Select Board meeting at 8:39PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary