

Brandon Select Board Meeting
February 24, 2020
7:00 p.m.

The Brandon Select Board will meet Monday, February 24, 2020 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 at 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 – February 10, 2020
- 3) Town Manager's Report
- 4) Public Comment and Participation
- 5) Discuss Mill Lane Concern
- 6) Revolving Loan Fund – Mae's Place
- 7) Consider Brandon Free Public Library Request
- 8) Consider Sale of Town Owned Property
- 9) Approval of Policy on Consideration of State & Federal Matters
- 10) Fiscal
 - a) Approve Construction of Town Hall Sidewalk Roof
 - b) Consider P.O. 60657 to G. Stone Motors for 2020 Ford F150 - \$35,324.00
 - c) Warrant – February 24, 2020 – \$1,148,391.92
 - d) Route 7 Construction Warrant – February 24, 2020 – \$43,528.37
- 11) Executive Session

The appointment or employment or evaluation of a public officer or employee under the provisions of 1 V.S.A. § 313(a)(3)
- 12) Appointments
 - a) Constable
 - b) Planning Commission - remainder of 3-year term ending June 30, 2022
- 13) Executive Session

The appointment or employment or evaluation of a public officer or employee under the provisions of 1 V.S.A. § 313(a)(3)
- 14) Adjournment

Brandon Select Board Meeting February 10, 2020

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

Board Members In Attendance: Seth Hopkins, Tim Guiles, Doug Bailey, Tracy Wyman, Brian Coolidge (arrived towards end of meeting)

Others In Attendance: Dave Atherton, Mike Frankiewicz, Brent Buehler, Chris Brickell, Allie Walter, Lee Kahrs, Bernie Carr, Bill Moore, Richard Russ, Barry Varian, Erynn Doaner, Andy Doaner, Ralph Ethier

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

1. Call to order

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

Addition of 7a – Discussion of BLSG Report in the Town Report

2. Approval of Minutes

a) Select Board Meeting – January 27, 2020

Motion by Tim Guiles/Tracy Wyman to approve the minutes of the January 27th Select Board meeting, as amended. **The motion passed with one abstention – Doug Bailey.**

Page 7 – Item 7: Town Farm Road Traffic Study – a correction to the average speed from 29 mph to 24 mph and a correction to the 2 accidents on the unpaved portion of the road, not the paved portion. The motion relating to the discussion failed 1 to 4, not 1 to 3.

3. Town Manager's Report

Dave Atherton provided a report for the weeks of January 27th and February 4th, 2020.

Segment 6:

Hand railings were installed in the downtown area last week.

Other happenings:

Dave Atherton has drafted a plan for the Town Hall sidewalk roof and will have a construction cost soon. A draft was submitted for the Select Board's information.

Wright Construction will also be repairing the damaged roof on the east side of the Town Hall that covers the old stairwell entrance to the basement. There is a sizable hole in the roof that has ruined a section of the plywood sheathing and the roof shingles. It is hoped to be done for around \$2,000.00, or less.

Mr. Atherton met with Devon Neary at the RRPC to complete a site visit at the municipal parking area behind the Mobil Station. The Town is going to submit a Transportation Grant to VTrans for the construction of the parking area. This grant will cover 50% of the cost if it is awarded. They have looked at doing more storm water mitigation and better lighting. There was discussion of including 24-hour surveillance and a bus stop to make this a Park & Ride friendly area. There is more funding available for storm water mitigation. A rough draft has been developed to submit the proposal.

Mr. Atherton attended the RRPC TAC meeting on 1/30/20. Discussed the Class 1 highway priority list for Rutland County. It was nice to see that all of our Class 1 highway projects are finally off the list.

The Town will have a contractor/engineer preconstruction meeting on March 10th for the Park Street project. There will be a public meeting scheduled soon to discuss the project timeline.

Rec News:

. The new Brandon Rec website is up online. This software is a major upgrade and has a better user interface as well as the ability to use it as the main site for news, calendar and activity listing. Check it out brandonvt.myrec.com.

. The 2020 Middlebury Snow Bowl registrations will be the first of our youth programming that will use our new site. This collaboration with Pittsford Rec has our kids headed to the mountain on a school bus with ski or riding lessons and a half-day pass on the first 4 Sundays in March.

. The town hall was rocking on Saturday night. The Grift always entertains but the real buzz was the up and coming teen band openers, SweetSphinx, featuring a host of talented musicians from 05733. Keep an eye out for them! They will also be playing at the Distillery this Friday.

. February 15th will mark the first of the themed Brandon Idol concerts. For only \$5 admission, you can hear these performers sing country tunes with our live house band. Along with a feature guest performer and a group number, this is a great way to spend a wintry Saturday night. The adult beverages are provided by Mae's and a local AAU team will have concessions. See you there!

. A shout out to the Brandon Area Toy Project and the Neshobe PTO for partnering to host the first “Mom Prom” at the town hall on February 22nd. This is a “Ladies Only” event from 8 – 10PM, before the doors open up for guys. Dressing up and dancing like senior year classmates, the tickets for this and all Brandon Rec events are available online at our new website!

. A February break camp will be hosted at the town hall featuring our Camp Director, Ms. Colleen Wright. From 9AM – 1PM Monday thru Friday, these 5 to 13-year-olds will be line dancing, playing cornhole, watching movies, singing as well as producing some pretty sweet crafts! Drop-ins encouraged!

. As basketball ends, our sights turn towards spring sports. Currently the Rec is looking for volunteer baseball and lacrosse coaches. Please contact your Rec Director with any interest.

Doug Bailey asked if the grant discussed with the RRPC would cover 50% towards paving. Mr. Atherton advised it could cover 50% of the project cost. If this could be done the same time as the Dunkin Donuts projects, it is hoped the paving could be continuous.

Seth Hopkins questioned what the east side of the town hall stairwell is used for and Mr. Atherton advised it is an emergency entrance.

Allie Walter noted the Greenways Committee has had discussions of the town parking lot and asked what the walkability will be from the lot, as it appears there will be only a driveway. Dave Atherton stated the Town has a right of way on the east side of Dunkin Donuts and the project is in the early stages of planning and these details are not known at this point.

Mike Frankiewicz asked if Town Farm Road is going to be repaved. Dave Atherton stated the project will require rebuilding to be done and it is not anticipated it will be done for a while. The shim and overlay paving this year will be done on Park Street Extension, Country Club Road North and Corona Street. If there are funds remaining, a couple of small jobs may be done. Mr. Frankiewicz noted the intersection of Newton Road and Town Farm Road has ice build-up that is hazardous. Mr. Frankiewicz also questioned where the geographical markers are that were in the park that noted longitude and latitude. Mr. Atherton reported the engineers have also looked for them, however, they are gone. It is thought they were removed before the park rebuild; however, they were not owned by the Town. Mr. Frankiewicz stated there was also a mile marker near the Congregational Church that was the marker from which everything was measured from Brandon. Mr. Atherton noted if it was a historical marker, it will have to be replaced.

4. Public Comment and Participation

Doug Bailey requested a discussion about the Select Board handling of either citizens’ suggestions or complaints as they come up. The way they have been handled in this past is to refer them to the Town Manager, as the Select Board does not solve problems on their own. Mr.

Bailey noted this is not a policy, but rather a procedure. Tim Guiles stated he replies to people so that they get a response and forwards comments to the Board. Mr. Guiles concurred that is how the Board operates. Seth Hopkins also concurred that he has a conversation once, after which people would be encouraged to come before the Board. The Select Board represents the entire town and can only act as a board. The Select Board is here to listen as a group and if there is something the Town Manager can act on; people are encouraged to contact Mr. Atherton directly. If there is a matter that someone wants the Select Board to address, the Board as a whole has to hear it. A single Select Board member cannot respond on behalf of the Board. Mr. Bailey stated if clubs or organizations are asking an opinion, individuals can give an opinion, but it is not the opinion of the Board, but any decisions have to come through the open meeting law. Mr. Guiles stated it is important for board members to talk with community members. He supports that no Selectman can speak for the Board, but he encouraged the Board members to get to know the issues and talk with people to explore ideas and solutions and encourage people to attend a meeting. Mr. Guiles stated the Select Board acts as a judicial, legislative and an executive branch. When the Board is operating in a judicial setting, it is important there are not discussions. When operating as a legislative body, he tells people they have to convince three Select Board members for support of something. Mr. Bailey noted concern that many times there is a problem and it is good to solve a problem, but the Select Board members do not have the authority to solve an issue as an individual. If there is a group that wants help and assistance, he agreed that talking with people is good, but there is a fine line where the Select Board members can express their opinions. Mr. Hopkins stated the Select Board members need to be aware of their role. Erynn Doaner questioned the deadline for putting an item on the Select Board's meeting agenda. Dave Atherton advised the Select Board meetings are the 2nd and 4th Mondays each month and the packets are completed the Friday before the meeting. Doug Bailey stated people can also bring something to a meeting for discussion during the Public Comment agenda item. Brent Buehler asked about an issue that might involve a lot of paper to be submitted to the Board. Seth Hopkins stated if a person assembles information and distributes it to the Select Board, it would be up to the Board what forum to address it. Mr. Hopkins noted there is an executive session tonight that involves material that was sent to the Board that involves an official. Mr. Buehler asked when the budget is scheduled to be mailed. Mr. Atherton advised the town reports will be mailed next Wednesday.

Lee Kahrs asked what the towns' financial responsibility was with the animal welfare case. Dave Atherton reported the Town had a financial obligation to assist with costs until the people that owned the animals surrendered them to the court. After that, it was up to the Rutland County Humane Society and Kinder Way Sanctuary. On January 31st, the Town was obligated to take care of the animals and on February 4th the owner surrendered them in court at which time the Rutland County Humane Society and the Kinder Way Sanctuary became financially obligated for the animals. Seth Hopkins noted he was heartened by the animal community as many people with no thought to the expense or inconvenience had taken the animals to their homes and farms and it speaks well of the people who are farmers who take care of animals. Doug Bailey advised that Kinder Way Sanctuary was in town today and are making arrangements to facilitate the animals.

Mr. Buehler asked about the roof repair for the town hall, as the information was difficult to read. Mr. Atherton advised the information is very preliminary and more information will be provided once a cost estimate is done.

5. Appointments

a. BRAVO (Brandon Restorative Justice Program) Coordinator

Dave Atherton received a letter from Tim Guiles expressing interest in being the coordinator for BRAVO that was previously held by Art Doty. Doug Bailey noted the program needs to continue and it made sense to appoint Mr. Guiles as the coordinator. Tim Guiles recused himself from this discussion.

Motion by Tracy Wyman/Doug Bailey to appoint Tim Guiles as the Coordinator of BRAVO. **The motion passed with one abstention – Tim Guiles.**

b. Planning Commission – remainder of 3-year term ending June 30, 2022

Dave Atherton reported Ethan Nelson has resigned from the Planning Commission creating a vacancy on the Board. Mr. Atherton has received a letter of interest from Alison Walter to serve on the Board. Seth Hopkins stated when there is a vacancy, it is usually announced to provide people interested in the position. Mr. Hopkins advised the Planning Commission usually meets the first Monday of the month, however, due to town meeting, they will not be meeting until later next month. Tim Guiles thanked Ms. Walter for her letter of interest but thought that the position should be advertised first.

Motion by Tim Guiles/Tracy Wyman to table the appointment to the Brandon Planning Commission until the next Select Board meeting. **The motion failed with 2-no, 1-yes and 1 abstention.**

Motion by Tim Guiles to appoint Allison Walter to the Planning Commission. **The motion failed with no second.**

Motion by Seth Hopkins/Tracy Wyman to table the Planning Commission appointment until after town meeting. **The motion failed with 2-yes, 1-no and 1 abstention.**

Dave Atherton advised there have been a couple of instances when there was not a quorum for the Planning Commission. Mr. Guiles thought it was the Select Board's job to make an appointment due to the resignation. Mr. Bailey noted that he was abstaining due to the upcoming elections. Mr. Buehler questioned whether the position had been advertised and it was noted that it had not been advertised. Mr. Hopkins stated with the announcement of the vacancy this evening, it would provide notice as it has not been past practice to place a paid advertisement for these positions. Mr. Hopkins advised that if the motion does not pass with three votes, it can be reconsidered at the next meeting. Mr. Moore confirmed the item could be revisited at the next Select Board meeting as a fresh issue. Mr. Guiles and Mr. Bailey thanked Ms. Walter for submitting the letter of interest. Mr. Bailey thought that abstaining was the correct thing to do.

6. Approval of Certificate of No Appeal or Suit Pending

Dave Atherton advised the certificate has been received from the assessors indicating the Town has no appeals or suits pending.

Motion by Tim Guiles/Doug Bailey to approve the Certificate of No Appeal or Suit Pending as presented. **The motion passed unanimously.**

7. Approval of Policy on Consideration of State & Federal Matters

Seth Hopkins provided a draft of the policy for consideration, noting this was the first past at creating the policy. Mr. Hopkins stated there have been some towns geographically near Brandon that have taken position on matters that are outside the authority of a select board. He noted the Select Board's functions relate to finances, personnel and policy over the Town and will get into trouble when getting involved in amendments to the Constitution. Mr. Hopkins offered this as a policy to consider and advised it was not directed towards any controversial issue or policy. Doug Bailey suggested considering action on the policy at a subsequent meeting to provide the Board time to review and discuss it. Mr. Hopkins read the following:

***"Policy on Consideration of State &
Federal Matters
TOWN OF BRANDON, VERMONT***

A. PURPOSE

This policy expresses the sense of the selectboard (hereinafter, "board") regarding the propriety of board discussion, board-facilitated discussion by the public during board meetings, and board action related to matters over which the board is granted no authority in the Vermont Statutes.

B. BACKGROUND

Vermont municipalities and the officers thereof are granted those powers specified by the Legislature, and no other ("Dillon's Rule").

General supervision of the affairs of the Town of Brandon belongs to its selectboard. See 24 V.S.A.

§ 872. The selectboard has no authority to speak for the Town on matters outside this remit. Such matters properly reside with state and federal elected officials and judges.

This policy is adopted at a time when no specific petition/motion/discussion is before the board, with a view to consider and enact a policy at a time when the board may fairly choose a dispassionate and impartial course. The board is likely to be presented with opportunities in the future to take positions on issues

of varying levels of controversy and having such a policy in place beforehand may helpfully inform the board's response upon future occasions.

Harmony is essential to efficient operation of the selectboard. Debate of controversial issues over which the board has no authority tends to undermine harmony as well as rob the board of the time it rightly devotes to matters under its purview: the efficient operation of the Town of Brandon through financial, personnel, and policy oversight.

C. POLICY

Therefore, it is the policy of the board that on matters including but not limited to the federal or state constitutions, law, or policy, which are not clearly relevant to the board's charges in statute:

- 1. the board will take neither action nor position*
- 2. the board will decline requests to consider petitions or deliberate thereon*
- 3. the board will not permit public debate to consume undue time at its meetings*

This resolution may be waived in any instance or rescinded in its entirety by majority board vote."

Motion by Seth Hopkins/Doug Bailey to approve Consideration of State & Federal Matters policy for discussion purposes.

Tim Guiles stated he likes Dillon's rule in the State that sticks to the matters that the Board can approve and noted the gun sanctuary movement is the most problematic element the policy could address. Mr. Guiles had two issues with making a policy as he thought that when there are issues extending beyond the Town that are State or Federal, the Board could have an opinion. A Select Board has a different amount of weight and an opinion could be important in moving a public issue, such as attracting businesses to the Town. The Board might also have a position about a State law that hurts Brandon's interest and at the State level, an opinion from the Select Board could provide information. This does not imply the Select Board has authority, but it is not inappropriate to have an opinion to move public discourse. The public can ultimately vote the Select Board out of office if they don't feel the Board is accurately serving. Mr. Hopkins stated attracting business or state law are things the Select Board can already do and would not be prohibited to do, as economic development is a municipal function. The Board has had difficulties with the way the State had handled some items that also fall under the Board's supervision of the Town and the Board has advocated in the past about taxation at the legislative level. Mr. Guiles stated there are some cases where the Board doesn't have authority but could have reason to have an opinion and this policy seems to err on the side of limiting debate. Mr. Guiles stated the Board already has a process to handle discussion. Mr. Hopkins thought public debate is appropriate and meeting attendees have a right to do that to a point where they start consuming too much time. The VLCT recommends that times are placed on each agenda item, however, Mr. Hopkins was not in favor of this option as it stifles debate though a number of boards do limit agenda items. Mr. Guiles stated the Board can't act on items where they have no

authority, however, he felt it is a mistake to decline a request as it is erring on the side of cutting off conversation rather than encouraging it. The Board has a process to limit debate when it is consuming too much time. Doug Bailey stated the gun issue in Pittsford is what is bringing this forward, however, in the past there had been a discussion of the marijuana issue. He stated Vermont is not that large and thought the Town should follow the State, and not become a sanctuary town. Mr. Guiles noted the policy is really saying that we are a town that is following Dillon's rule. Mr. Hopkins noted it is specifying Dillon's rule further and he finds the need for it. The Board deals with finances, personnel and policies of the Town, but there are towns that have decided to enter into further discussions. Mr. Hopkins does not want to see the Board become divided and get caught in the middle of constituents who would be better served bringing their issues to the legislative branch. Bernie Carr stated the Town dealt with an issue like this, where Brandon did not believe that corporations were people and it was brought up at the town meeting and voted upon. He noted the will of the people can be heard in that manner. Mr. Hopkins stated this is only directed to the Select Board and the town meeting is superior to the Select Board. Mr. Carr stated it would be a non-binding resolution at the town meeting. Mr. Hopkins stated there is no superior body at town meeting, and it does not provide the Select Board to speak for them. Mr. Guiles believes that a certain amount of conflict can be healthy, and he is not sure he agrees that having a debate is harmful and supports his idea of nurturing discussion. Mr. Hopkins stated there are plenty of matters that can be discussed, and it is an unnecessary danger to open things up that the Select Board cannot resolve. Mr. Carr reiterated town meeting could be the area for the voice.

Motion by Doug Bailey/Seth Hopkins to postpone this agenda item to the next meeting. **The motion passed unanimously.**

7a. Discussion of BLSG Report in Town Report

Tim Guiles reported that Salisbury has decided to remove one paragraph from the BLSG town report, and it has been approved by the BLSG. He noted there have been some problems with the public health message with regard to mosquito control. The State has advised the BLSG to not make health claims about it being a health program, as it is primarily a nuisance program not a health program. Seth Hopkins stated the adulticide program is a health program and the BLSG's focus is larvicide. Though they do truck-mounted spraying, it is not their primary focus. Mr. Guiles stated there is a State program in charge of monitoring health issues surrounding mosquitos and they have advised the BLSG to not claim health benefits from mosquito spraying. Mr. Guiles asked the Select Board to consider the same solution as Salisbury to remove one small paragraph that was approved by the BLSG. Dave Atherton stated Salisbury is voting to also get out of the BLSG. Mr. Atherton stated the Town has never changed anyone's reports that have been submitted, as the Town would be sabotaging someone else's words. If the BLSG comes to the Town to request a change, that would be different. Mr. Guiles stated as a Select Board member, if there is something false in the town report it is his duty to request it be fixed. In this case, the Town would not be changing the words, as the BLSG has agreed to allow Salisbury to remove the paragraph. Mr. Atherton does not want to change someone's writing without their permission and the BLSG should contact the Select Board. Mr. Guiles suggested the Town contact the BLSG to see if they would be agreeable. Bernie Carr advised this item can be brought up at town meeting and anyone that has something on the warning is usually in

attendance for discussion. This will help people to decide whether they want to vote for it or not. Mr. Carr stated there is a different situation with Salisbury and Brandon does not know how the BLSG feels about this. Seth Hopkins felt the Select Board would be overstepping its authority to make changes to reports that have been submitted to the town report and would hesitate to put the Select Board in the position of being the editor. Mr. Guiles suggested the Town check with the BLSG to see if they will authorize the change. Mr. Atherton will contact the BLSG to ask whether they would authorize the change. Doug Bailey suggested reaching out to the printer first to determine if it is too late to make the change. Mr. Atherton stated Mr. Carr's suggestion of discussing this at town meeting would be the most appropriate time. Bill Moore asked if it sets the precedent that the Town needs to go through everyone's report, as he worries the Town is not fact-checking everyone's report. Mr. Atherton suggested the full Select Board should be proofreading the town report going forward. Mr. Hopkins stated common sense dictates that whoever submits the report is providing the correct information, as it is not the Select Board's authority to fix reports, rather to accept the report and provide the information. The BLSG has to be accountable to the people and the Select Board would be caught in the middle to change a report that has been submitted by an entity. Tracy Wyman agreed the Select Board does not have the authority to change this.

8. Fiscal

a) Warrant – February 10, 2020 - \$110,265.47

Motion by Doug Bailey/Tracy Wyman to approve the February 10, 2020 warrant in the amount of \$110,265.47. **The motion passed.**

Doug Bailey questioned the Vermont Offender invoices and Mr. Atherton advised this is the vendor that supplies road signs. Tim Guiles questioned the invoice for psych evaluations and Mr. Atherton advised the evaluations are for new recruits for the Police Department.

b) Route 7 Construction Warrant – February 10, 2020 - \$36,699.07

Motion by Tracy Wyman/Doug Bailey to approve the February 10, 2020 Route 7 Construction warrant in the amount of \$36,699.07. **The motion passed unanimously.**

The Town Manager confirmed he has reviewed the warrants.

The Select Board recessed at 8:25PM.

The Select Board reconvened at 9:18PM.

Motion by Brian Coolidge/Tracy Wyman to enter into executive session regarding the appointment or reemployment or evaluation of a public officer or employee under the provisions of 1 V.S.A. 313(a)(3) with the session to include Dave Atherton and Bill Moore. **The motion passed unanimously.**

9. Executive Session

Bill Moore left the meeting at 9:27PM.

The Board came out of executive session at 9:36PM. There were no actions required.

11. Adjournment

Motion by Brian Coolidge/Tracy Wyman to adjourn the Select Board meeting at 9:36PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

Town Manager Report for weeks of February 10th and 17th, 2020

Segment 6:

I have been working with Dubois & King and Vtrans to come up with a solution to address and repair the sidewalk spalling.

Other Happenings:

Wright Construction will be repairing the roof on the east side of the Town Hall on February 24th and 25th.

The bid opening for the Churchill Road Culvert was held on Friday the 21st,

Attended Local Government Day in Montpelier on February 13th. While there I met with Rep. Jerome and Robert Fish from the VT Dept. of Public Service to discuss viable option for extending broadband service to Brandon and the possibility of fiber optic to the downtown area. Bill Moore and I will be reaching out to some of the fiber providers in our area to discuss further.

Have been working with Devon at the RRPC to prepare the grant application for the parking area behind the former Mobil Station.

Letters have been sent to delinquent tax accounts that have not followed their agreed payment plan. Per our tax policy the accounts are now due in full if they have not followed the payment plan.

Rec Dept. News:

- February Break camp ended, thanks to Colleen Wright and Sue Danforth for teaching kids how to line dance and play cornhole. See you for April break!
- The Brandon Rec, via of our affiliation with the The Great Vermont State Cornhole Championship, organized a tournament as a part of the Rutland Rec 2020 Winterfest. This was a great way to advertise our second year and 19 teams participated! For more information about the 2020 Championship being held on July 18th at the Brandon Inn check out the cornholevt.com website
- There is a NYC Spring Bus Trip planned for May 9th. This is a new trip that is being offered by the Brandon Rec and trip leader Colleen Wright will be leading the escape to New York. Registration online at our new website, brandonvt.myrec.com.
- New England Wildlife encounters are BACK with 2 shows planned at the Brandon Town Hall on February 28th. At 12:00p & 6:30 pm, this popular wildlife show features some opportunities for youth and adults so see some critters that they would not normally see in the woods around here! \$5 per person tickets available at the door only!
- This past weekend the Brandon Town Hall hosted the inaugural Brandon Area Toy Project/Neshobe PTO MOM PROM. This FUNdraiser was attended by dozens of ladies who dressed up and got down to some fun 80's, 90's and 2000's music. Thanks to Mae's place for providing adult beverage service.

Other items will be covered in the agenda.



February 21, 2020

Selectboard Members,

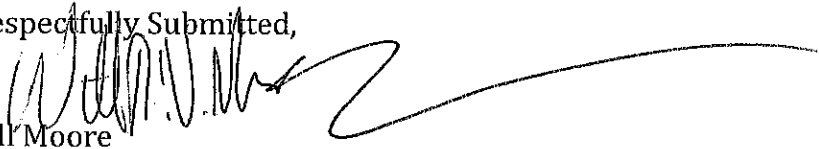
On February 12th, the Brandon Revolving Loan Fund committee met to consider a loan request from Erynn and Andy Doaner, owners of the restaurant, Mae's Place.

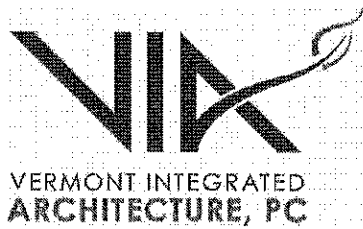
The Doaners presented to the board their plan to move Mae's place to another Brandon location, the building that once housed the Book and Leaf Bookstore. As successful borrowers of Brandon RLF monies who repaid their loan early, the loan committee reviewed the plans and heard a presentation before responding with a unanimous yes to their request.

The amount to be loaned is \$20,000. This amount represents about 25% of renovation and conversion costs. **The terms would be a 3.0 % interest rate as amortized as an 84-month loan with a balloon payment at 60 months secured by** first security interest in all business assets of Mae's Place, including any and all equipment and particularly the new hood system being installed at the 10 Park Street location. As is customary with all RLF loans personal Loan Guarantees will be signed by all of the principals of corporation.

Despite the past year of heavy construction directly in front of their business, Mae's had their most successful year to date. When faced with the proposition of moving (due to the building owner deciding to not renew the lease) the Doaners were committed to maintaining a breakfast/lunch restaurant in our town. These successful entrepreneurs have fully invested in our community and the committee felt that the community should continue to invest in them.

Respectfully Submitted,


Bill Moore
Economic Development Officer



Brandon Free Public Library, Brandon, VT

Architectural Schematic Design Narrative

January 5, 2018

The Brandon Free Public Library has engaged the services of Vermont Integrated Architecture, P.C. (VIA) and its team of consultants to assist in developing accessibility improvements for their existing library, including the potential for use of the third floor of the building. The following Schematic Design-level narrative provides a guide for understanding the intent and extent of the recommended improvements.

This option for the project includes a new elevator at the south side of the building ~~and entrance vestibule~~ as well as minor renovations to the historic library on two levels, and future third floor renovations.

Sitework includes work directly associated with the new construction and renovations to the library including walkway and ramp reconfigurations.

On the following pages, please find a preliminary outline specification describing the essential systems and materials we expect to include in the project.

Accompanying this narrative are the following documents:

1. Proposed Schematic Plans
2. Proposed North Elevation and Section at Elevator
3. 3-D Sketch

Alternates

For estimating purposes, the project should be considered in separate parts as follows:

Part 1 – New elevator ~~and entrance vestibule~~

Part 2 – Main level wall/casework modifications

Part 3 – Third floor structural modifications

Part 4 – Third floor interior and envelope improvements and new metal exit stair

Alternate 1: Deduct for fiber cement panel siding at elevator tower mounted on 5/4 wood strapping.

Outline Specification Narrative

Division 01 — General Requirements

- General clean-up and construction waste management. Dedicated dumpsters for all construction debris shall be provided by the contractor.
- Recycling of applicable waste materials is required by our Waste Management Plan, as submitted to and approved by Act 205.
- Safety requirements and inspections.
- Facility environmental requirements and indoor air quality requirements.
- Temporary Electrical power during construction shall be provided by the owner.
- Temporary lighting, if required during construction.
- Access to water for construction activities shall be provided by the owner.
- Temporary toilet facilities for construction personnel to be provided by the General Contractor.
- Material Storage shall be provided by contractor outside the confines of the building.
- Appropriate separation of work zones from ongoing library activities.
- Payment applications, including Federal Procurement Guidelines.
- Contractor responsible for taking and providing job photos to architect upon completion of each work phase, most importantly after rough framing of walls and openings is completed.
- Historical character to be respected where existing.
- Schedules
- Insurance
- Job sign
- Submittals
- Final Cleaning
- Temporary heat if required

Division 02 —Existing Conditions/Demolition

The project includes selective demolition in portions of the library. Protect adjacent surfaces during demolition.

Selective demolition includes:

Part 1:

- ~~Removal of windows in area of elevator~~
- Demolition of brick below windows to create elevator door openings
- Demolition of basement wall for elevator opening
- Demolition of existing footings and foundation walls to allow for new 4 stop elevator. (not necessary for 3 stop.)
- ~~Move of water/sprinkler entry to building and exterior fire alarm~~
- Interior finishes to be repaired and refinished as necessary, including repair of historic plaster walls around windows
- ~~Demolition of existing entry slab and ramp~~
- ~~Partial demolition of walk to allow for extension of ramp~~
- Partial demolition of south ramp to allow for rebuilding at 1:12 slope.
- Removal of first and second floor bookcases as required for new door openings.

Part 2:

- Demolition of basement concrete slab at location of new footings/columns (per footing price)
- Demolition of first floor wall between children's and reading room

- Removal of furnishings, library contents and shelving assumed to be by the Town.

Part 4:

- All windows on the third level shall be restored (scraped, reglazed, and painted).
- Interior finishes to be repaired and refinished as necessary, including repair of historic plaster walls around window interiors.
- Removal of one window and demolition of brick below window to allow for door to exit stair.

Division 02 — Site Construction

Part 1:

Concrete paved walk, ramp and entry areas.

~~Move utility connections — water line for fire protection~~

Excavations for new concrete footings and foundation walls.

Perimeter drainage and waterproofing at elevator foundation/pit.

Re-grade site and provide grass seed, concrete walk and/or perimeter stone to match existing.

Division 03 — Concrete

New Construction:

Part 1:

New concrete footings, 8" foundation and frost walls, and 8" slab at elevator ~~and entry.~~

New concrete entry ramp ~~from south exit door.~~

Part 2:

New footings at new interior bearing columns (price per footing)

Division 04 — Masonry

Library Repairs

Assume minor repair and repointing of brick around windows.

Repair and/or repointing of water damaged brick is not included in this scope of work.

Division 05 — Metals

Part 1:

Structural steel hoist beam for elevator.

Handrails at new ~~south exit~~ ramp to be painted galvanized steel pipe rails- three rows.

Painted aluminum gutter at south side upper roof. ~~at west side of new vestibule.~~

Part 3:

Miscellaneous fasteners, connectors, plates, etc. as required for structural improvements.

Part 4:

3 story painted steel fire exit stair w/ painted steel grate stair treads and painted metal pipe guardrails and handrails and attachment to brick/heavy timber frame building.

Division 06 — Wood and Plastics

Pressure treated wood shall be used wherever the wood framing comes into contact with concrete, masonry or other damp areas.

Wall Framing

Part 1:

New exterior walls to be 2x6 stud walls at 16" oc with blocking to support elevator guide rails.

Part 2:

New interior walls shall be 2x4 or 2x6 wood-framed walls.

Wood blocking will be included as required for millwork, fixtures, and other specialties.

Part 4:

New interior walls at 3'x 8' storage closet shall be 2x4 wood-framed walls.

Floor & Roof Framing

Part 1:

2x8 roof rafters and ceiling joists at 16" oc with plywood sheathing.

Part 3:

Reinforcement of 3rd floor framing structure/queen post truss as required by structural engineer.

Reinforcement shall take place from above to preserve second floor tin ceiling.

Exterior Siding & Finish Carpentry

Painted preserved wood 5/4 trim (Lifespan or similar) at new entry porch.

Painted wood soffits, crown molding and eave trim to match existing.

Clear finish wood bead-board ceiling at vestibule and entry canopies.

Repair Exterior trim as needed at eave and rakes – minor – repair and repaint.

Interior finish carpentry

Painted 1x baseboard to match existing. (see also flooring)

Interior Millwork

Note: Any freestanding or wall-attached bookshelves to be carried in Owner's furniture allowance.

Division 07 — Thermal and Moisture Protection

We are seeking the following insulating values for new construction:

Exterior Walls: Typically R ~ 30

Roof: R ~ 50

Foundation Walls/slab: R ~ 10

The wall cavities and rafter-framed roofs will be insulated with dense-pack cellulose.

Attics and truss framed roofs will be insulated with 14" of loose-filled cellulose.

All penetrations will be properly air-sealed with sprayed foam or appropriate tapes.

All sills and top plates shall be air-sealed.

2" of XPS Rigid foam under all floor slabs-on-grade.

15 mil Vapor Barrier to be provided under all slabs, extending out of slab and taped to wall vapor control layers.

2" of XPS rigid insulation at exposed foundation walls and continuing down to the footing.

Crushed stone shall be placed under the slab.

Membrane flashing such as Grace Ice and Water Shield shall be used where adjacent roofs and walls meet, existing structure meets new structure, and at all eaves extending a minimum of 24" up the slope.

Membrane flashing and tape shall be used at the perimeter of all window and door openings. ROs of existing windows shall be filled with low-expanding spray foam.

Interior Vapor Retarder shall be drywall at elevator tower.

Exterior Weather Resistant Barrier at new wood-framed walls – Pro-Clima Mento or approved equal

Interior Vapor Barrier at interior of side of exterior walls – Intello or approved equal. (except at elevator)
Use of specialized tapes for both Intello and Mento barriers.

Roofing

Part 1:

Historic slate roof - include allowance for slate roof repair as necessary for incorporation of new roof construction. Assume 10% replacement.

New Roof at elevator and vestibule: 24 ga double lock standing seam metal roof.

Exterior Siding for elevator tower

Engineered terracotta or concrete ventilated rainscreen façade system. Oko skin or NBK Architectural Terracotta, Fibre-C, <http://formasinc.com/portfolio/fiber-cement-panel-fibre-c/> Boston Valley Terracotta-TerraClad smooth panels : <http://bostonvalley.com/>

Alternate: Fiber cement panels on metal rain screen track system.

Division 08 — Doors and Windows

Exterior Doors

Part 1:

New exterior door shall be thermally-broken double-glazed aluminum storefront including sidelights/storefront at north and west elevations of new vestibule.

Provide automatic ADA door openers at north door location.

Part 4:

New Exterior door shall be thermally-broken fiberglass insulated door.

Windows

Part 4:

All windows on the third level shall be restored (scraped, reglazed, and painted), with new weather-stripping.

Provide new storm windows for historic third floor windows with screened bottom half. Color to match windows.

Interior Doors

Part 4:

New interior 6' double closet doors to be flush hardwood solid core doors.

New Interior door frames to be wood.

Division 09 — Finishes

Interior Walls

Part 1:

New walls of elevator shaft shall be fire taped type "X" gypsum board.

Window/door openings shall be patched and repainted plaster or new gypsum board, painted.

Ceilings

Part 1:

Elevator shaft interior ceilings to be type "X" fire-taped gypsum board.

Part 2:

Patch interior ceilings with type "X" gypsum board and acoustic tile to match existing.

Part 4:

New gypsum board ceiling below existing plaster ceiling. Air seal all penetrations.

Flooring

Existing flooring to remain. Patch to match existing where wall moves.

Painted wood baseboard (1x8) to match existing.

Part 4:

New plywood and commercial carpet over existing board floor deck.

Interior Painting

No-VOC paint for all interior GWB walls and painted trim. One coat of primer, 2 finish coats.

Clear low-VOC oil-based finish on interior hardwood trim.

Exterior Painting

Painted wood trim where shown on elevation drawings.

Repainting of brick is not included in this scope of work.

Division 10 — Specialties

N/A

Division 11 — Equipment

N/A

Division 12 — Furnishings

N/A

Division 13 — Special Construction

N/A

Division 14 — Conveying Systems

Part 1:

Provide one LU/LA elevator, ~~three or four~~ stops, on exterior of building (variance required from elevator board), and associated machine room and fittings. Basis of Design- Savaria Orion, 48"x 54"x 84" Type 1, 120" overhead clearance, 2 speed sliding doors, with remote machine room.

Division 23 — Mechanical (and Plumbing)

Part 1:

~~Provide plumbing as required to move sprinkler service location.~~

~~Move radiator from new first floor elevator location to alternate location.~~

Part 4:

Provide single head air-to-air low-temperature heat pump at third floor for heating and cooling. Outdoor compressor to be located on adjacent roof.

Ventilation to be provided by operable windows.

Division 26 — Electrical

Part 1:

Provide electrical service for new elevator.

Part 2:

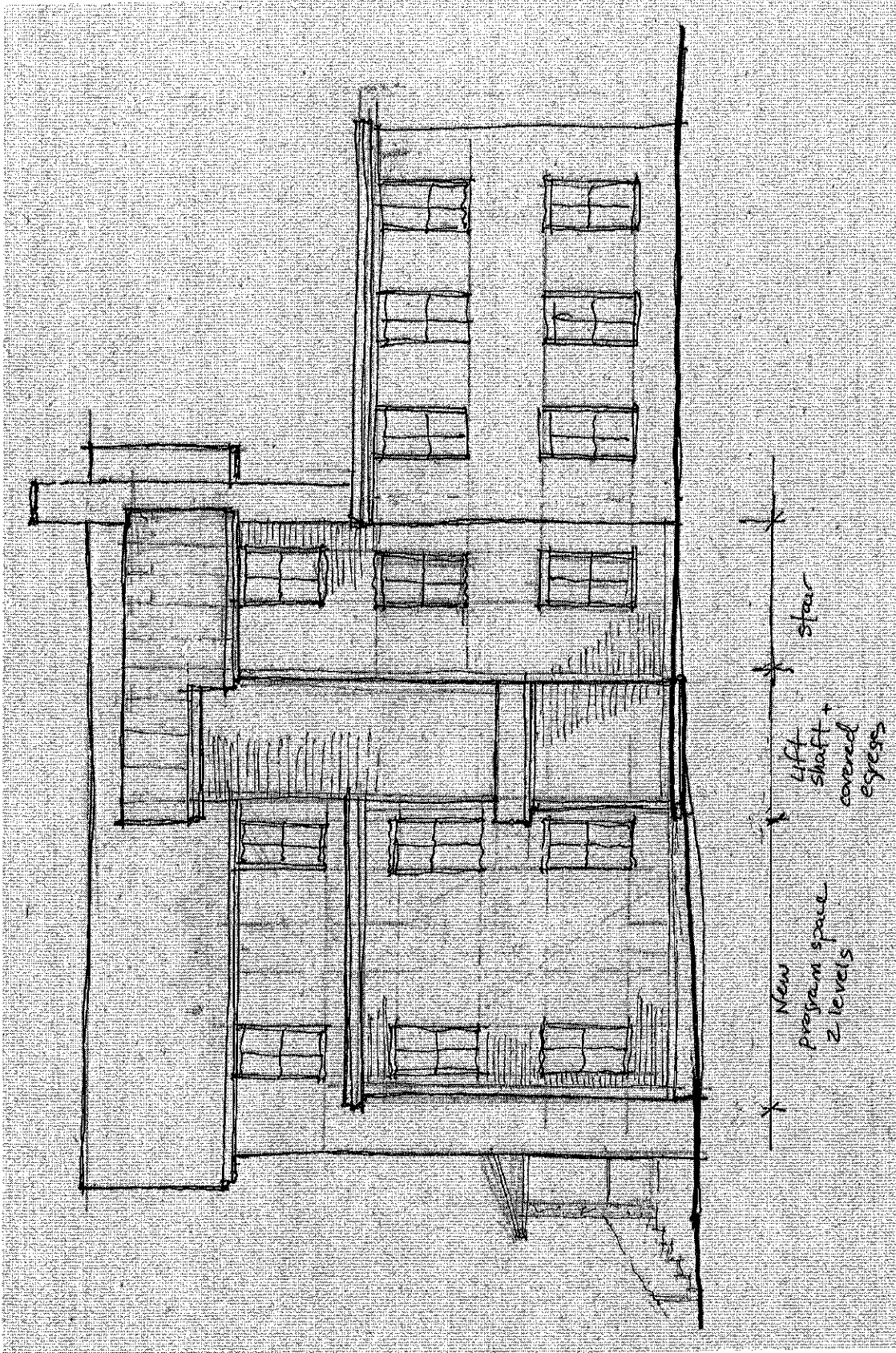
Rewire electrical outlets and lighting as necessary to accommodate new wall location.

Part 4:

Provide new flush mounted ceiling lighting at third floor space.

Provide electrical outlets to code.

Provide electrical service to new heat pump.



BRANDON FREE PUBLIC LIBRARY | SOUTH ELEVATION

SCALE: 3/16" = 1'-0" | DATE: 4/17/19

David;

I would buy a swamp- lot the town has held since 1939, map 6, 6.1.23 7.31A. if the Town would accept my offer of \$100. ⁰⁰, and get it back on tax rolls.

Sincerely,
John Reynolds

247-5094

SEE

MAP



BRANDON, VT - PROPERTY MAP DATA - Numeric List by Parcel No - DECEMBER 2018

PARCEL NO Map No GList No.	OWNER MAILING ADDRESS	DEED(S)	911 LOCATION DESCRIPTION FILED SURVEY	MAPPED ACRES
06-01-15 MAP NO - 6 078-024-11624 0015-1790	SCHICK MICHAEL S & BABYAK-SCHICK CLARE E 116 ADAMS RD BRANDON VT 05733	163-114	116 ADAMS RD BLDG & 20.30 AC 5 -46 5-10	20.30 AS G.List Ac- 20.3 A
06-01-16 MAP NO - 6 078-024-11615 0045-1783	RINGEY CHAD W RINGEY MELINDA S 1783 HOLLOW RD BRANDON VT 05733	178-340	1783 HOLLOW RD DWL & 1.19 AC	1.19 AC G.List Ac- 1.19 A
06-01-19 MAP NO - 6 078-024-10228 0002-0185	BRATTON MARSHALL E JR BRATTON DEBORAH R 185 ADAMS RD BRANDON VT 05733	141-318	185 ADAMS RD DWL & 83.00 AC -	83.00 A G.List Ac- 83 A
06-01-20 MAP NO - 6 078-024-11353 0080-2983	PARKER B ROBERT & CAROL 25 FRANKLIN ST BRANDON VT 05733	086-424	0 CHAMPLAIN ST LAND 82.40 AC	82.40 AC G.List Ac- 82.4 A
06-01-21 MAP NO - 6 078-024-11139 0080-2985	MARONEY JAMES JR FAMILY TRUST AMEND FREDERICKS SUSAN P FAMILY TRUST AMEN 1033 BULLOCK RD LEICESTER VT 05733	230-771	0 CHAMPLAIN ST LAND 17.50 AC -	17.50 A G.List Ac- 17.5 A
06-01-22 MAP NO - 6 078-024-11660 0080-3022	ROSEN MICHAEL 50 EAST 79TH ST APT 9A NEW YORK NY 10021	109-048	0 CHAMPLAIN ST LAND 20.00 AC	20.00 A G.List Ac- 20 A
MAP NO - 6 06-01-23	BRANDON, TOWN OF	043-332	-	7.31 A G.List Ac- A
06-01-24 MAP NO - 6 078-024-10561 0080-3019	WILLIAMS TIMOTHY J & ZAKK M WILLIAMS BRET M & JEFFERY W 2425 ROUTE 30 SUDBURY VT 05733	223-072	0 CHAMPLAIN ST LAND 17.00 AC	17.00 A G.List Ac- 17 A
06-01-25 MAP NO - 6 078-024-11173 0080-3031	MCKEIGHAN DENNIS PO BOX 184 FOREST DALE VT 05745	095-206	0 CHAMPLAIN ST LAND 15.81 AC -	15.81 A G.List Ac- 15.81 A
06-01-26 MAP NO - 6 078-024-11406 0080-3029	PHELPS CARL E & JENKS JAY NAN L 2127 RTE 73 E SUDBURY VT 05733	132-360	0 CHAMPLAIN ST LAND 15.70 AC	15.70 A G.List Ac- 15.7 A

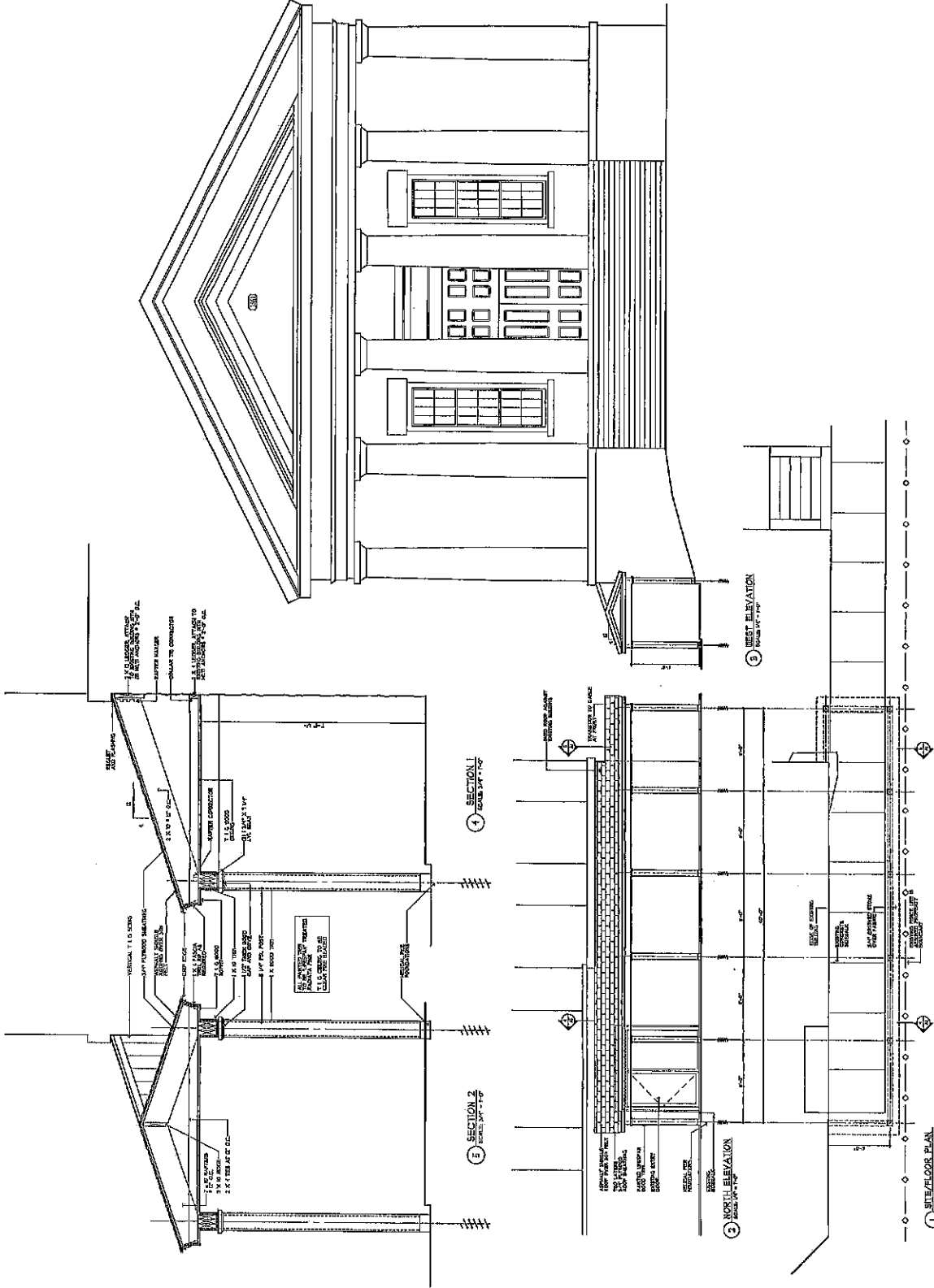
David Atherton

From: Joe Poston <JPoston@wrightconstruction.com>
Sent: Tuesday, February 18, 2020 9:25 AM
To: David Atherton
Cc: Joe Poston
Subject: Brandon Side Entry Roof
Attachments: Brandon Town Hall Entry- With Sections.pdf

Hi David,

Attached is an updated drawing with some sections. The price for the work as shown is a bit more than what I had originally envisioned. I'm at \$28,151 for construction. This includes \$2,500 allowance for electrical which I hadn't originally contemplated. Also adds a finished ceiling and painting of the structure. I was originally thinking something timber frame without a painted finish. The helical pile installer has been on vacation so I'm carrying \$3,500 for that piece of work but can firm up that number when he is back next week. The drawing calls for clear pine ceiling, but I have priced it as #2 and better as that saves about \$1,500 in cost. I have also priced the painted trim as preprimed pine instead of "Lifespan" as it saves about \$1,000 in material cost. Let me know your thoughts on this.

Joe Poston
Sr. Project Manager/CFO
Wright Construction Company, Inc.
Phone: (802) 259-2094 ext. 211
Fax: (802) 259-2689
www.wrightconstruction.com
[Facebook](#) [Insta](#) [LinkedIN](#) [Houzz](#)



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

No 60657

TO: G. STONE MOTORS
36 BOARDMAN ST.
MIDDLEBURY VT. 05753

NOTE: THE TOWN OF BRANDON IS EXEMPT FROM STATE & LOCAL TAXES. TAX EXEMPT #26863. PLEASE NOTIFY IMMEDIATELY IF ANY PORTION OF THIS ORDER CANNOT BE SATISFIED BY THE DATE REQUIRED.

REQUESTED BY

APPROVED BY

TOTAL 35,374.00

02/21/20

12:24 pm

TOWN OF BRANDON Accounts Payable

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Check Warrant Report # 63277 Current Prior Next FY Invoices

Luanne

All Invoices For Check Acct 01(10 General Fund) 02/24/20 To 02/24/20

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
200263	ALDRICH & ELLIOTT, PC	02/05/20 WWTF Refurbishment 78901	20-5-60-20120 Engineering	1660.00	48099	02/24/20
200263	ALDRICH & ELLIOTT, PC	02/06/20 Park St -Step 3 Engineer 78921	56-5-16-20100 Park St -Step 3 Engineer	7500.00	48099	02/24/20
301050	BARTLETT AND BRILLON, LLC	01/20/20 peristaltic injector pump 7517BW	20-5-55-41110 New Equipment-Misc Tools	544.75	48100	02/24/20
310983	BISSELL, PETER	02/14/20 officiating 02/14/20	10-5-18-30060 Basket Ball Expense	75.00	48101	02/24/20
100255	BRANDON FIRE DISTRICT #1	02/13/20 appropriation FEB 2020	10-2-00-02136 Fire District Payable	71632.50	48102	02/24/20
310699	BRANDON GLC SOLAR, LLC	03/01/20 monthly solar electric 158	10-5-22-42130 Bldgs & Grounds Electric	2365.00	48103	02/24/20
310699	BRANDON GLC SOLAR, LLC	03/01/20 monthly solar electric 158	20-5-55-42130 Electric	1935.00	48103	02/24/20
100280	BRANDON LUMBER & MILLWORK	02/06/20 trash bags 818133/3	10-5-22-43170 Trash costs-Transfer Stat	30.98	48104	02/24/20
100280	BRANDON LUMBER & MILLWORK	02/06/20 links 818164/3	10-5-15-41160 HW Maint. Supplies-Vehicl	9.96	48104	02/24/20
100280	BRANDON LUMBER & MILLWORK	02/10/20 mailbox 818550/3	10-5-22-43080 Highway Bldg Maint	19.99	48104	02/24/20
100280	BRANDON LUMBER & MILLWORK	02/10/20 links 818554/3	10-5-15-41160 HW Maint. Supplies-Vehicl	9.95	48104	02/24/20
100280	BRANDON LUMBER & MILLWORK	02/14/20 trash bags, tape 818945/3	20-5-55-43160 Maint. Supplies - General	5.99	48104	02/24/20
100280	BRANDON LUMBER & MILLWORK	02/14/20 trash bags, tape 818945/3	10-5-22-43170 Trash costs-Transfer Stat	27.98	48104	02/24/20
100280	BRANDON LUMBER & MILLWORK	02/20/20 screws 819679/3	10-5-22-43080 Highway Bldg Maint	3.78	48104	02/24/20
200218	BRANDON REPORTER	02/13/20 winter spring rec ad 1-31-2020	10-5-18-10330 Advertising/Recruitment	300.00	48105	02/24/20
310765	BURLETT PLUMBING AND HEAT	02/15/20 service call: circulator 1654	10-5-22-43150 Town Hall Repair/Maint.	338.99	48106	02/24/20
310395	BUTTERFIELD, PAULA	02/10/20 mop bucket & wringer 02/10/20	10-5-22-43180 Maint. Supplies Bldgs.	72.27	48107	02/24/20
100198	CARGILL, INCORPORATED	02/10/20 salt 2905257326	10-5-15-47110 Road Salt	1624.12	48108	02/24/20
100198	CARGILL, INCORPORATED	02/11/20 salt 2905259843	10-5-15-47110 Road Salt	4984.08	48108	02/24/20
100198	CARGILL, INCORPORATED	02/12/20 salt 2905263263	10-5-15-47110 Road Salt	1665.16	48108	02/24/20
100198	CARGILL, INCORPORATED	02/12/20 salt 2905263265	10-5-15-47110 Road Salt	1666.68	48108	02/24/20
100198	CARGILL, INCORPORATED	02/13/20 salt 2905265737	10-5-15-47110 Road Salt	1673.52	48108	02/24/20
100860	CARROLL, BOE & PELL P.C.	02/11/20 G Dinn Property 33634	10-5-10-21110 Legal Services	14.95	48109	02/24/20
100860	CARROLL, BOE & PELL P.C.	02/20/20 Tax Sale- Conway Terr. BC 33647	10-5-09-77000 Tax Sale Expenses	215.57	48109	02/24/20
100860	CARROLL, BOE & PELL P.C.	02/20/20 Tax Sale-Conway Terr. DJ 33648	10-5-09-77000 Tax Sale Expenses	215.57	48109	02/24/20

02/21/20

12:24 pm

TOWN OF BRANDON Accounts Payable

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Luanne

All Invoices For Check Acct 01(10 General Fund) 02/24/20 To 02/24/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100860	CARROLL, BOE & PELL P.C.	02/20/20	Tax Sale-Conway Terr. CE 33649	10-5-09-77000 Tax Sale Expenses	234.57	48109	02/24/20
100860	CARROLL, BOE & PELL P.C.	02/20/20	Tax Sale-Conway Terr. LJ 33650	10-5-09-77000 Tax Sale Expenses	215.58	48109	02/24/20
100860	CARROLL, BOE & PELL P.C.	02/20/20	Tax Sale-Conway Terr. HM 33651	10-5-09-77000 Tax Sale Expenses	215.58	48109	02/24/20
100860	CARROLL, BOE & PELL P.C.	02/20/20	Tax Sale-Conway Terr. AM 33652	10-5-09-77000 Tax Sale Expenses	215.58	48109	02/24/20
100860	CARROLL, BOE & PELL P.C.	02/20/20	Tax Sale-Conway Terr. LM 33653	10-5-09-77000 Tax Sale Expenses	215.57	48109	02/24/20
100860	CARROLL, BOE & PELL P.C.	02/20/20	Tax Sale-Conway Terr. LT 33654	10-5-09-77000 Tax Sale Expenses	291.57	48109	02/24/20
100860	CARROLL, BOE & PELL P.C.	02/20/20	Tax Sale-Conway Terr. JW 33655	10-5-09-77000 Tax Sale Expenses	235.27	48109	02/24/20
100860	CARROLL, BOE & PELL P.C.	02/11/20	Tax Sale- Conway Terr. 33656	10-5-09-77000 Tax Sale Expenses	530.00	48109	02/24/20
100860	CARROLL, BOE & PELL P.C.	02/13/20	misc legal 33682	10-5-10-21110 Legal Services	567.00	48109	02/24/20
100462	CASELLA WASTE MANAGEMENT	02/01/20	Jan trucking of sludge 2373127	20-5-55-50170 Trucking	1215.00	48111	02/24/20
301503	CHAMPLAIN VALLEY FUELS	02/06/20	gasoline 174990	10-5-14-41130 Fuel - Vehicles	501.24	48112	02/24/20
301503	CHAMPLAIN VALLEY FUELS	02/10/20	heating fuel @ Town Hall 235130	10-5-22-42110 Heating Fuel	203.80	48112	02/24/20
301503	CHAMPLAIN VALLEY FUELS	02/13/20	heating fuel 235465	10-5-22-42110 Heating Fuel	591.84	48112	02/24/20
301503	CHAMPLAIN VALLEY FUELS	02/05/20	diesel fuel 327178	10-5-15-41130 Fuel - Vehicles HW	281.34	48112	02/24/20
310946	CINTAS	02/10/20	uniforms 4042239327	20-5-55-10320 Clothing Allowance	17.85	48113	02/24/20
310946	CINTAS	02/10/20	uniforms 4042239327	10-5-15-10320 Clothing Allowance	71.10	48113	02/24/20
310946	CINTAS	02/17/20	uniforms 4042841114	20-5-55-10320 Clothing Allowance	17.85	48113	02/24/20
310946	CINTAS	02/17/20	uniforms 4042841114	10-5-15-10320 Clothing Allowance	71.10	48113	02/24/20
301043	GIVES CORPORATION, DBA	02/12/20	blade segments 4496540	10-5-15-41160 HW Maint. Supplies-Vehicl	1043.46	48114	02/24/20
310097	COMCAST	02/20/20	town hall February TH 2/9/20	10-5-22-43150 Town Hall Repair/Maint.	86.22	48115	02/24/20
310037	CONSOLIDATED COMMUNICATIO	02/13/20	highway feb HW FEB 20	10-5-15-42100 HW Telephone	87.86	48116	02/24/20
310037	CONSOLIDATED COMMUNICATIO	02/06/20	service: Jan 06 to Feb 05 PD02/06/20	10-5-14-42100 PD Telephone Service	46.36	48116	02/24/20
100494	ENDYNE INC	02/13/20	testing 323566	20-5-55-22120 Testing	155.00	48117	02/24/20
300187	FLORENCE CRUSHED STONE	02/08/20	3/4 minus 227953	10-5-15-46140 Gravel	113.81	48118	02/24/20
300187	FLORENCE CRUSHED STONE	02/15/20	sand 227969	10-5-15-47120 Winter Sand	406.52	48118	02/24/20

02/21/20

12:24 pm

TOWN OF BRANDON Accounts Payable

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Luanne

All Invoices For Check Acct 01(10 General Fund) 02/24/20 To 02/24/20

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310993	FOLEY'S TACO & BEAN, LLC	02/14/20 RLF - Loan proceeds	37-5-10-10110	30000.00	48095	02/14/20
		2/14/20	Grant Administration			
310426	FYLES BROS., INC.	02/10/20 propane/WW small garage	20-5-55-42110	104.81	48119	02/24/20
		198582	LP Gas - Bldgs			
310426	FYLES BROS., INC.	02/10/20 propane/WW main garage	20-5-55-42110	165.66	48119	02/24/20
		198583	LP Gas - Bldgs			
310426	FYLES BROS., INC.	02/10/20 propane @ Town Hall	10-5-22-42100	296.47	48119	02/24/20
		198598	Heating - Propane			
310426	FYLES BROS., INC.	02/10/20 propane @ Town Office	10-5-22-42100	157.48	48119	02/24/20
		198599	Heating - Propane			
310426	FYLES BROS., INC.	02/17/20 propane for WW Chem Bldg	20-5-55-42110	183.88	48119	02/24/20
		199776	LP Gas - Bldgs			
100645	G STONE MOTORS INC	02/12/20 New crusier purchase	51-5-10-41110	35324.00	48120	02/24/20
		60657 PO	New Equipment			
310270	GOOD WAY DOCUMENT SERVICE	02/20/20 microfilm storage	10-5-13-30123	7.50	48121	02/24/20
		1720	Records Preservation			
300974	GRAPH-X INCORPORATED	02/10/20 mesh tanks	10-5-18-30060	420.00	48122	02/24/20
		4285	Basket Ball Expense			
300974	GRAPH-X INCORPORATED	02/10/20 shirts	10-5-18-30060	400.00	48122	02/24/20
		4286	Basket Ball Expense			
100725	GREEN MOUNTAIN GARAGE	02/04/20 fittings, hose end, soap	10-5-15-41160	33.70	48123	02/24/20
		146962	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	02/05/20 tire repair kit	10-5-15-41160	9.13	48123	02/24/20
		147017	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	02/06/20 safety glasses	20-5-55-41180	5.14	48123	02/24/20
		147064	Maintenance-Vehicles			
100725	GREEN MOUNTAIN GARAGE	02/06/20 tarps	10-5-15-41160	22.52	48123	02/24/20
		147075	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	02/07/20 mirror, wiperblades	10-5-15-41160	94.27	48123	02/24/20
		147146	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	02/08/20 wipers	20-5-55-41180	9.48	48123	02/24/20
		147153	Maintenance-Vehicles			
100725	GREEN MOUNTAIN GARAGE	02/11/20 screws	10-5-15-41160	16.86	48123	02/24/20
		147271	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	02/12/20 snowplow blade shoe	10-5-15-41160	52.00	48123	02/24/20
		147312	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	02/18/20 bulbs	20-5-55-41180	12.94	48123	02/24/20
		147524	Maintenance-Vehicles			
100725	GREEN MOUNTAIN GARAGE	02/20/20 u-joint, brake rotor	10-5-15-41160	348.08	48123	02/24/20
		147605	HW Maint. Supplies-Vehicl			
310233	GREEN MOUNTAIN POWER	02/20/20 WW SECOND LIGHT FEB	20-5-55-42130	25.92	48124	02/24/20
		2NDLITE 2/20	Electric			
310233	GREEN MOUNTAIN POWER	02/20/20 BRYANT CIRCLE FOR FEB	20-5-55-42130	26.95	48124	02/24/20
		BRY 2/20	Electric			
310233	GREEN MOUNTAIN POWER	02/20/20 CARVER PUMP FOR FEB	20-5-55-42130	32.23	48124	02/24/20
		CARVER 2/20	Electric			
310233	GREEN MOUNTAIN POWER	02/20/20 CHAMPLAIN PUMP FEB	20-5-55-42130	404.25	48124	02/24/20
		CHAMP 2/20	Electric			
310233	GREEN MOUNTAIN POWER	02/20/20 CRESCENT PARK FEB	10-5-22-42130	103.20	48124	02/24/20
		CRESC 2/20	Bldgs & Grounds Electric			

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310233	GREEN MOUNTAIN POWER	02/20/20 CENTER GAZEBO FEB GAZEBO2/20	10-5-22-42130 Bldgs & Grounds Electric	25.99	48124	02/24/20
310233	GREEN MOUNTAIN POWER	02/20/20 HIGHWAY GARAGE FEB HWAY 2/20	10-5-22-42130 Bldgs & Grounds Electric	176.36	48124	02/24/20
310233	GREEN MOUNTAIN POWER	02/20/20 NEWTON PUMP FEB NEWTON2/20	20-5-55-42130 Electric	874.83	48124	02/24/20
310233	GREEN MOUNTAIN POWER	02/20/20 POLICE FEB POLICE 2/20	10-5-22-42130 Bldgs & Grounds Electric	222.37	48124	02/24/20
310233	GREEN MOUNTAIN POWER	02/20/20 REC FIELD FEB REC 2/20	10-5-22-42130 Bldgs & Grounds Electric	13.46	48124	02/24/20
310233	GREEN MOUNTAIN POWER	02/20/20 RT 73 PUMP FEB RT 73 2/20	20-5-55-42130 Electric	37.51	48124	02/24/20
310233	GREEN MOUNTAIN POWER	02/20/20 STREET LIGHTS FEB STLIITES2/20	10-5-22-42130 Bldgs & Grounds Electric	2907.98	48124	02/24/20
310233	GREEN MOUNTAIN POWER	02/20/20 TOWN OFFICE FEB T O 2/20	10-5-22-42130 Bldgs & Grounds Electric	599.52	48124	02/24/20
310233	GREEN MOUNTAIN POWER	02/20/20 TOWN HALL FEB THALL 2/20	10-5-22-42130 Bldgs & Grounds Electric	262.91	48124	02/24/20
310233	GREEN MOUNTAIN POWER	02/20/20 UNION & PARK FEB UNION 2/20	10-5-22-42130 Bldgs & Grounds Electric	674.58	48124	02/24/20
310233	GREEN MOUNTAIN POWER	02/20/20 WASTEWATER FEB WWATER 2/20	20-5-55-42130 Electric	2425.94	48124	02/24/20
100811	INITIAL IDEAS	01/03/20 name plates 52237	10-5-14-30110 Office Supplies	18.00	48126	02/24/20
310991	KARPS KLASSIC	02/12/20 tournament fees FEB2020	10-5-18-30060 Basket Ball Expense	250.00	48127	02/24/20
310566	LUFKIN, MICHAEL	02/15/20 officiating 02/15/20	10-5-18-30060 Basket Ball Expense	150.00	48128	02/24/20
300087	MARRO, STEPHEN R	02/14/20 officiating 02/14/20	10-5-18-30060 Basket Ball Expense	50.00	48129	02/24/20
310630	MASTERCARD	01/02/20 correction labels 60651	10-5-14-30120 Professional Supplies	43.36	48130	02/24/20
310630	MASTERCARD	01/23/20 IACP 2020 Conference 60654	10-5-14-10340 Professional Development	850.00	48130	02/24/20
310630	MASTERCARD	01/24/20 Police tape,evidence bags 60655	10-5-14-30120 Professional Supplies	197.60	48130	02/24/20
310630	MASTERCARD	01/27/20 floral arragement 60656	10-5-14-40430 Community Police	75.00	48130	02/24/20
310630	MASTERCARD	01/22/20 Lodging IACP confrence 60658	10-5-14-10310 Travel & Expenses	1247.00	48130	02/24/20
310630	MASTERCARD	01/03/20 end season Soccer -pizza 61252	10-5-18-40000 Youth Soccer	180.00	48130	02/24/20
310630	MASTERCARD	01/07/20 quiz night trivia 61253	10-5-18-50090 Adult Activities	49.64	48130	02/24/20
310630	MASTERCARD	01/21/20 sheet music downloading 61254	10-5-18-40040 After School Activity	9.62	48130	02/24/20
310906	MODERN CLEANERS & TAILORS	01/31/20 uniform maintenance 1123	10-5-14-10320 Clothing Allowance	58.00	48131	02/24/20
100201	MONDLAK, JANET	02/12/20 Town Report Coordinator FEB2020	10-5-10-30511 Town Report	1500.00	48132	02/24/20

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310796	NATIONAL BUSINESS LEASING	03/01/20	lease: 02/01/20-02/29/20 66854942	10-5-10-30130 Service Contracts	102.00	48133	02/24/20
310617	OTTER VALLEY UNIFIED UNIO	02/13/20	school tax FEB 2020	10-2-00-02137 Property Tax School Share	946029.96	48134	02/24/20
310994	PITTSFORD POWER TOOTH AND	02/05/20	chainsaw supplies 1281	10-5-15-44130 Tree Removal/Planting	46.00	48135	02/24/20
300315	PREMIER COACH CO., INC	02/13/20	Celtics game on 3/27/20 58588	10-5-18-60010 Bus Trips	2580.00	48136	02/24/20
310842	RHR SMITH & COMPANY	02/13/20	field work for audit 25521	10-5-10-22110 Auditors	100.00	48137	02/24/20
300502	ROUSE TIRE SALES INC	01/28/20	flat repair 10289196	10-5-15-41170 HW Tires - Vehicles	35.00	48138	02/24/20
100483	RUSSELL GRAPHICS	02/19/20	property map updates 20-05	10-5-11-20110 Mapping	2450.00	48139	02/24/20
310859	SNOW, DANIEL	02/18/20	reimbursement/mileage FEB 2020	10-5-15-10310 Travel & Expenses	61.89	48140	02/24/20
310992	STEINMETZ PIANOS	01/20/20	piano tuning 199	10-5-18-50090 Adult Activities	150.00	48141	02/24/20
310995	STONE CDJR	02/14/20	repair 2015 F550- ins 10049	10-5-15-41180 HW Outside Maint. - Vehic	4533.46	48142	02/24/20
310995	STONE CDJR	02/14/20	repair 2015 F550- ins. 30141	10-5-15-41180 HW Outside Maint. - Vehic	376.25	48142	02/24/20
100630	US POSTMASTER, BRANDON	02/19/20	town reports 2-19-20	10-5-10-30511 Town Report	853.76	48096	02/19/20
100630	US POSTMASTER, BRANDON	02/20/20	stamp order 2/20/20	10-5-10-30132 Postage Expenses	673.00	48143	02/24/20
330348	VERIZON WIRELESS	02/21/20	cell phones Feb FEB 2020	10-5-15-42100 HW Telephone	57.79	48144	02/24/20
330348	VERIZON WIRELESS	02/21/20	cell phones Feb FEB 2020	10-5-15-42100 HW Telephone	41.63	48144	02/24/20
330348	VERIZON WIRELESS	02/21/20	cell phones Feb FEB 2020	10-5-21-10310 Travel & Expenses	20.81	48144	02/24/20
330348	VERIZON WIRELESS	02/21/20	cell phones Feb FEB 2020	10-5-18-42100 Recreation Telephone	20.82	48144	02/24/20
330348	VERIZON WIRELESS	02/21/20	cell phones Feb FEB 2020	20-5-55-42100 Wastewater Telephone	41.63	48144	02/24/20
330348	VERIZON WIRELESS	02/21/20	cell phones Feb FEB 2020	10-5-14-42100 PD Telephone Service	41.63	48144	02/24/20
100067	VLCT	02/13/20	Local Govt Day workshop 2020-21470	10-5-10-10340 Professional Development	116.00	48145	02/24/20
100146	VLCT PACIF	01/31/20	Ins cov for 2019 F550 INT068013120	10-5-17-61110 VLCT Insurance	855.00	48146	02/24/20
300581	VT OFFENDER WORK PROGRAMS	02/13/20	mylar index cards PR9116	10-5-13-30110 Office Supplies	22.06	48147	02/24/20
300581	VT OFFENDER WORK PROGRAMS	02/11/20	sign S85000	10-5-15-45120 Signs & Posts	54.10	48148	02/24/20
300581	VT OFFENDER WORK PROGRAMS	02/11/20	nuts and bolts S85001	10-5-15-45120 Signs & Posts	106.50	48148	02/24/20
310046	W.B. MASON CO INC	02/04/20	paper, notebooks, boards 207508368	10-5-10-30110 Office Supplies	230.14	48149	02/24/20

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310898	WILDLIFE ENCOUNTERS ECOLO	02/11/20	program 4063	10-5-18-40040 After School Activity	810.00	48150	02/24/20
100577	WILK PAVING, INC	02/17/20	cold patch W19-226	10-5-15-46120 Cold Patching	377.30	48151	02/24/20
310690	WOOD, CHRISTOPHER L.	02/15/20	officiating 02/15/20	10-5-18-30060 Basket Ball Expense	150.00	48152	02/24/20
310734	WRIGHT, COLLEEN	02/18/20	reimbursement FEB2020	10-5-18-50060 Corn-Toss League	76.19	48153	02/24/20

Report Total

1148391.92

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 \$ *1,148,391.92
Let this be your order for the payments of these amounts.

02/21/20

11:37 am

TOWN OF BRANDON Accounts Payable

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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100456	DUBOIS & KING INC	220067	S6 CI progress rpt # 68	39443.67	0.00	39443.67	48097 02/24/20
310760	FUSS & O'NEILL INC	219506	S6 Roadway Design	4084.70	0.00	4084.70	48098 02/24/20
Report Total			43,528.37	0.00	43,528.37		

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 \$ ****43,528.37
Let this be your order for the payments of these amounts.