

Brandon Select Board Meeting
March 9, 2020
7:00 p.m.

The Brandon Select Board will meet Monday, March 9, 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) Election of Select Board Officers
 - a) Chair
 - b) Vice-Chair
 - c) Clerk
- 3) Designation of Select Board as Other Statutory Bodies:
 - a) Board of Liquor Control Commissioners (Title 7, Section 166)
 - b) Board of Health (Title 18, Section 604)
 - c) Board of Sewer Commissioners
 - a/k/a – Board of Sewage System Commissioners (Title 24, Section 3506)
 - Board of Sewage Disposal Commissioners (Title 24, Section 3614)
 - d) Housing Board of Review (Title 24, Section 5005)
- 4) Establish Meeting Schedule, Time and Location
 - a) Second and Fourth Mondays
 - b) 7:00 p.m.
 - c) Brandon Town Hall
- 5) Adopt Meeting Rules & Procedures –
 - a) Rules of Procedure for Select Board of the Town of Brandon, Vermont
 - b) Reports of Appointed Boards, Commissions, and Officials to the Select Board
- 6) Designate Official and Alternate Newspaper(s) of Record
 - a) Official – The Reporter
 - b) Alternate – The Rutland Daily Herald
- 7) Approval of Minutes
 - a) Select Board Minutes – February 24, 2020
 - b) Special Select Board Minutes – March 2, 2020
- 8) Town Manager's Report
- 9) Public Comment and Participation
- 10) Appointments:
 - a) Tree Warden
 - b) Fence Viewers (3)
 - c) Inspector of Lumber, Shingles and Wood
 - d) Weigher of Coal
 - e) BLSG Insect Control District (2 reps and 1 alternate)
 - f) Budget Committee (3)
 - g) Rutland County Solid Waste Dist. (1 rep and 1 alternate)
- 11) Road Posting
- 12) Discuss Draft Policy for Selling a Town Asset
- 13) Fiscal
 - a) Warrant – March 9, 2020 – \$129,390.24
 - b) Route 7 Construction Warrant – March 9, 2020 – \$16,352.42
- 14) Adjournment

Brandon Select Board Meeting February 24, 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

Others In Attendance: Dave Atherton, Mike Frankiewicz, Brent Buehler, Chris Brickell, Allie Walter, Lee Kahrs, Bernie Carr, Bill Moore, Erynn Doaner, Andy Doaner, Ralph Ethier, Molly Kennedy, David Roberts, Steve Bissette, Jonathan Blake, Jeff Stewart

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

1. Call to order

a) Agenda Adoption – Motion by Brian Coolidge/Doug Bailey to adopt the agenda. **The motion passed unanimously.**

2. Approval of Minutes

a) Select Board Meeting – February 10, 2020

Motion by Tracy Wyman/Doug Bailey to approve the minutes of the February 10th Select Board meeting. **The motion passed with one abstention – Brian Coolidge.**

3. Town Manager's Report

Dave Atherton provided a report for the weeks of February 10th and February 17th, 2020.

Segment 6:

Mr. Atherton has 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. Hutchins was the low bidder and a notice of award will be sent. This will be a summer project that will last about 2 weeks.

Mr. Atherton attended the Local Government Day in Montpelier on February 13th. While there he met with Representatives Jerome and Robert Fish from the Vermont Department of Public Service to discuss viable options for extending broadband service to Brandon and the possibility of fiber optic to the downtown area. Bill Moore and he will be reaching out to some of the fiber providers in the area to discuss further. It is hoped to get the schools on board with this project as well.

Mr. Atherton has 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 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 our affiliation with the Great Vermont State Cornhole Championship, organized a tournament as 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. Register 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 Noon and 6:30PM, this popular wildlife show features some opportunities for youth and adults to see some critters that they would not normally see in the woods around here. \$5 per person tickets are 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.

Doug Bailey asked how many bids were received for the Churchill Road culvert project. Dave Atherton reported there were five or six bidders. Tracy Wyman asked the price difference was between the lowest and the next bid. Mr. Atherton advised the next bid was \$4,000 more and noted that because there are federal funds for the project, the Town has to accept the lowest bid, unless something is found wrong with the bid.

4. Public Comment and Participation

Bernie Carr reported the Brandon Chamber will be hosting a Candidates Night on Thursday beginning at 6:30PM for Seth Hopkins, Doug Bailey and Allie Walter, with Devon Fuller as moderator.

Bill Moore reported the OVUU Annual School Board meeting will be held this Wednesday starting at 6:30PM at OVUHS.

Brent Buehler questioned if the grants require the projects to be engineer-ready. Dave Atherton advised that the majority of the grants have a planning part to them, like the Park Street grant, but sometimes there is the need to be project ready.

5. Discuss Mill Lane Concern

Dave Atherton noted Jonathan Blake, a landowner on Mill Lane, was present to discuss a concern. Mr. Blake noted concern with the road that has become narrower with the construction on some of the buildings. Mr. Atherton reported he has reviewed this area with the Public Works Manager. Mr. Blake provided visuals of the area of concern. Over the 10 years that he has owned the property the area near the upper building is getting filled in more and more. The parking originally was only the Virginia Russell Mill House but is also now used by the Cooley's. With the recent apartment construction, there has been a retaining wall and set of stairs added to the area. Mr. Blake stated his personal plow truck can barely get down the road. The Town of Brandon had maintained the road for years and it had been agreed to have the Town stop the maintenance. Mr. Blake hopes to do something within the next year with the property and has spoken with the Zoning Administrator. He is concerned with the restricted driveway making it difficult to develop the six acres that he owns, as the encroachment has squeezed the road. Seth Hopkins asked if there is a survey of the property. Mr. Blake advised that his property starts at the bottom of the hill. When the Aubuchon block was renovated, they curved the road and it now washes out and drains to the left and creates a silt area at the bottom of the hill. His property has been surveyed and there are no disagreements with that, but the Mill Lane is not included on the survey. It was originally a 3-rod road as there had been houses there and the Town had maintained it years ago. Mr. Atherton reported it was 7 years ago when the Town decided not to maintain it in the winter. Mr. Atherton would have to pull the zoning files with regard to the retaining wall and stairs. The Town did meet with the owner of the Aubuchon building. Mr. Atherton noted there was definite concern and it was thought that some movement would be seen regarding this issue. Mr. Blake stated Naylor/Breen took over his property at the bottom of the hill for the construction without permission, however, Alpine did ask permission to park their vehicles on his property. Mr. Blake noted he has pictures of the construction staging area. Mr. Blake would like the road back to where it was when he bought the property. Seth Hopkins asked if there were permits issued and noted a center line will have to be established. It was the consensus of the Board to ask the Town Manager research this request. Mr. Blake advised his long-range view would be development of 900 to 1200 square foot houses, with the property having room for 10 to 12 houses. Mr. Hopkins noted the designated downtown is good for Brandon and this is one of the largest parcels that is not being used near the downtown. Mr. Blake will be speaking to Mr. Moore and Mr. Atherton about the river corridor. Mr. Atherton

advised that if the properties were recently surveyed, the road width should be able to be determined. Mr. Hopkins thanked Mr. Blake for bringing this to the Board's attention.

6. Revolving Loan Fund – Mae's Place

Bill Moore read the following letter:

"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."

Motion by Tracy Wyman/Doug Bailey to approve the Revolving Loan Fund request of Erynn and Andy Doaner for Mae's Place. **The motion passed unanimously.**

7. Consider Brandon Free Library Request

Molly Kennedy, on behalf of the Brandon Free Library, requested the Town consider being a pass-through entity for Library for a block grant to do an accessibility project. Ms. Kennedy stated it is hoped to warn a public hearing about the project. The Library is exploring an accessibility grant to install a lift to the second and possibly third floor and an ADA bathroom and increase space for children and adult activities.

Motion by Tim Guiles/Tracy Wyman to approve to the Town serve as a pass-through entity for the Brandon Free Library for a block grant. **The motion passed unanimously.**

It was requested to hold a public hearing on March 23rd at 6PM prior to the Select Board meeting. Mr. Hopkins suggested Bill Moore could assist with coordinating the room for the hearing.

8. Consider Sale of Town Owned Property

Dave Atherton reported he was approached by John Reynolds, who has purchased a couple of small pieces of property from the Town in recent years, to purchase this piece of swamp property that has been held by the Town since 1939.

Motion by Tracy Wyman/Brian Coolidge to approve the sale of the town-owned swamp property to John Reynolds for \$100.00.

Tim Guiles had concerns with the sale of the land due to its value. Mr. Guiles stated he had previously suggested the public should be advised when something comes up for sale to assure it is an open process. Secondly, he stated this piece of property is near Nature Conservancy land and he has received a letter from the Nature Conservancy indicating they may be interested in acquiring land for the Conservancy. Mr. Guiles has been advised that typical appraised values of swamp land from a data set is \$200 to \$300 per acre and \$100 seems quite a bit less than the value he ascertained. He would suggest letting people know that this is for sale to provide others the opportunity to make an offer. Dave Atherton stated the Nature Conservancy is a 501c3 and would not pay taxes going forward. When he became Town Manager, it was the intent to sell swamp lots to get them back on the tax books and the Town has seen no income from this property since 1939. There are two ways the Nature Conservancy deals with land ownership where they put it into current use and the Town receives taxes from the State and the other way is where the State owns the land and they do a PILOT (payment in lieu of taxes). Tracy Wyman advised that to put a parcel in current use, it has to be 25 acres and with regards to advertising, he has been aware that properties the Town owns as far as he knows are all are for sale and anyone can come into the town office and place an offer on a piece of town-owned property. Mr. Atherton advised that statute dictates once the Town receives an offer, it is noticed in the paper and if it is petitioned by 5% of the voters against the sale, it would not go through. Mr. Hopkins stated an offer is published when the 1061 notice is advertised and is run in the paper for three weeks, which is the process according to State statute. Mr. Guiles stated with this process 5% of the voters in Town would be required to overturn the sale, however, it should only be one person who wants to bid more to be acceptable. Mr. Hopkins asked whether someone could offer more money once the offer is accepted and Mr. Atherton stated once the offer is accepted it cannot be taken back. Mr. Bailey stated the taxes on the property would be minimal and it will cost the Town money to sell it for \$100. Mr. Guiles stated it would be likely the Nature Conservancy would pay more than that for the land and in speaking with other people in town, he is aware of more people that would pay more for the land. Brent Buehler suggested the neighboring property owners should be notified. Mr. Atherton noted the Town has not been actively marketing land for sale, however, there have been people that come to the Town and make offers on town-owned land that he has brought before the Board previously. Mr. Bailey suggested it might be better to put the word out the Town takes offers on these parcels. Bernie Carr suggested making a counteroffer to the person making the original offer.

Motion by Tracy Wyman/Brian Coolidge to accept the suggested offer, contingent upon the buyer paying for the notices and legal closing costs. **The motion passed – 4 to 1.**

Tim Guiles stated there are people willing to pay more for the land and if there is already that possibility, it seems unfair to not enable people to make an offer. Doug Bailey concurred that there are three adjoining landowners who might be willing to pay more and suggested sending a letter to the abutters, as the tax assessment on the parcel is going to be very low. Mr. Guiles appreciated the offer as it is serving a purpose in bringing it to the Town's attention, but it now raises the point there are people that are showing interest and the Board should follow this through as the Board's fiduciary responsibility. Wayne Rausenberger stated someone finally makes an offer after 80 years and now all of sudden people are saying they will pay more for it and suggested the Board is better off approving the sale. Mr. Guiles stated if this passes, he will offer \$100 for each of remaining three properties on the map.

A vote of the original motion was made.

The original motion failed 2 – 3.

Bernie Carr stated the State Treasurer advertises a listing of unclaimed funds and suggested the Town could post a listing in next year's Town Report of these parcels. Seth Hopkins stated the Town would be well served to notice what lands it owns. Mr. Atherton suggested the Board develop a policy relating to town-owned properties. Mr. Guiles will draft a policy option for the Board's consideration at the next meeting. Mike Frankiewicz noted there are some town-owned properties that have restrictions. Mr. Atherton noted there are deeds recorded with all of the town-owned properties that would have this information.

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

Motion by Seth Hopkins/Doug Bailey to approve Policy on Consideration of State & Federal Matters.

Tim Guiles stated this policy errs on the side of limiting debate and the Board already has the power that the policy intends to put forward and to further tighten them would shift the balance away from open discussion. Seth Hopkins stated the forum of the discussion is what the policy is directed for. It is not to limit discussion but is directed at the forum of the Select Board, which is a public body meeting in public, but not a meeting of the public. This is directed towards controlling the interest of the Select Board to be able to do its authorized duties and not let meetings run away. Mr. Hopkins stated making decisions on a case by case basis tends to lead the Board to criticism and having a policy that applies to all cases, is common sense and equitable treatment. Mr. Guiles likes the latitude of a case by case basis and worries the policy will constrict discussion. Mr. Hopkins stated this is a preventative policy, to avoid issues such as the Pittsford Gun Sanctuary issue. Mr. Guiles stated the Board has the robust capacity to handle that issue right now and the capacity to hear concerns and allow the community to speak and bring the discussion to a close. Mr. Hopkins advised the VLCT received a letter from the Attorney General that is telling the town to not do resolutions on items where the town has no authorization. Mr. Hopkins read the following excerpt from the letter: *"Laws enacted by the General Assembly, including those that regulate firearms, are the laws of our state. And while state and local officials generally are not responsible for enforcing federal law, the U. S. Constitution provides that federal law is the "supreme law of the land". State and federal laws*

are binding unless and until they are legislatively repealed or held unconstitutional or otherwise invalid by a court. Cities and towns cannot opt-out of compliance with state and federal law. Any resolution that purports to do so has no legal effect." Doug Bailey noted concern with having meeting topics the Board has no authority to act on and is why he is in favor of the policy. Mr. Guiles stated Mr. Hopkins has the capacity to handle discussion and was concerned if a topic is brought forward, the Board could potentially limit debate due to the policy. Mr. Hopkins stated the Board is allowed to act on the oversight of the Town for such items as economic development, public health etc. and town governments can take the State law and go further with it. He stated more is allowed than the State, but not less. Mr. Atherton stated the topic of self-governance has been a challenge in Montpelier. Bill Moore, as a member of the public, likes the policy as it directs the public to where they should bring their action.

The motion passed – 4 to 1.

10. Fiscal

a) Approve Construction of Town Hall Sidewalk Roof

Dave Atherton reported he was bringing this item for the Board's consideration due to the cost of the roof construction being \$28,150.00 which is above his spending limit. The Friends of the Town Hall will be contributing \$15,000.00 to the construction cost and they have approved the design. Mr. Atherton has sent all information about the project to Dennis Marden. Mr. Atherton noted there is a cost indicated for pre-primed pine that usually does not hold up as well and suggested adding \$1,000.00 to cover the cost of material that will not rot. It was confirmed there are funds available in the budget to do this project. Brent Buehler questioned if the falling snow will then fall on town property. Mr. Atherton advised that the adjoining neighbor is aware of the snow falling off the roof on to the sidewalk and was concerned about this situation.

Motion by Tim Guiles/Tracy Wyman to approve the construction of the town hall sidewalk roof not to exceed \$30,000.00. **The motion passed unanimously.**

b) Consider P.O. 60657 to G. Stone Motors for 2020 Ford F150 - \$35,324.00

Dave Atherton reported this is the police cruiser that had been previously approved for purchase about a year ago. Mr. Atherton confirmed the pricing is in accordance with State pricing.

Motion by Tracy Wyman/Brian Coolidge to approve the purchase to G. Stone Motors for a 2020 Ford F150. **The motion passed with one abstention – Tim Guiles.**

c) Warrant – February 24, 2020 - \$1,148,391.92

Motion by Brian Coolidge/Tracy Wyman to approve the February 24, 2020 warrant in the amount of \$1,148,391.92. **The motion passed unanimously.**

Doug Bailey questioned the warrants to Stone for a repair. Mr. Atherton reported it was for the truck that was damaged in January and there will be reimbursement from the insurance company, less the deductible amount.

d) Route 7 Construction Warrant – February 24, 2020 - \$43,528.37

Motion by Doug Bailey/Tracy Wyman to approve the February 24, 2020 Route 7 Construction warrant in the amount of \$43,528.37. **The motion passed unanimously.**

The Town Manager confirmed he has reviewed the warrants.

The Select Board recessed at 8:07PM.

The Select Board reconvened at 8:18PM.

Motion by Brian Coolidge/Tracy Wyman to enter into executive session at 8:18PM regarding the appointment or reemployment or evaluation of a public officer or employee under the provisions of 1 V.S.A. 313(a)(3). **The motion passed unanimously.**

11. Executive Session

The Board came out of executive session at 8:22PM.

12. Appointments

a) Planning Commission – Remainder of 3-year term ending June 30, 2022

Motion by Doug Bailey/Brian Coolidge to increase the Planning Commission to seven members. **The motion passed unanimously.**

Motion by Tim Guiles/Doug Bailey to appoint both applicants, Allie Walter and Ralph Ethier, to a one-year term on the Brandon Planning Commission. **The motion passed unanimously.**

b) Constable

Motion by Tracy Wyman/Brian Coolidge to appoint Chris Brickell as the Brandon Constable. **The motion passed unanimously.**

Motion by Tim Guiles/Seth Hopkins to enter into executive session at 8:32PM regarding the appointment or reemployment or evaluation of a public officer or employee under the provisions of 1 V.S.A. 313(a)(3). **The motion passed unanimously.**

13. Executive Session

The Board came out of executive session at 8:42PM. There were no actions required.

14. Adjournment

Motion by Brian Coolidge/Tracy Wyman to adjourn the Select Board meeting at 8:42PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

Meeting Minutes for the March 2, 2020
Special Select Board Meeting

Meeting called to order at 6:35 p.m.

Motion to adopt the agenda by Tracy Wyman, second by Brian Coolidge. Passed 3-0

Motion to Approve Resolution for Downtown Transportation Grant Fund by Brian Coolidge, second by Tracy Wyman. Approved 3-0.

Motion to adjourn at 6:36 p.m., by Brian Coolidge, second by Tracy Wyman. Passed 3-0

Respectfully Submitted,

David Atherton

Town Manager Report for weeks of February 24th and March 2nd, 2020

Segment 6:

Had a meeting on the 9th with Casella, Dubois & King and Vtrans to discuss the schedule and cost for the bridge slab replacement and discuss solutions for the sidewalk and lamppost issues.

The cost estimate from Casella for the bridge slab repair is much higher than the design engineer's estimate and the construction timeline was pushed out to August. We will be meeting with Casella to discuss these unanticipated changes.

Other Happenings:

The grant application for the parking area has been submitted to Vtrans.

The Town Hall sidewalk roof plans are under a re-design due to concerns by the neighbors.

There will be a pre-construction meeting with Markowski and A&E for the Park St rebuild on March 10th at 10am in the Town Office.

The Union Street sidewalk project will resume the week of April 27th and will be completed by May 8th.

Rec Dept. News:

- Wildlife Encounters was in town on February 28th. Over 400 people came to the 2 showings at the Town Hall to see the crazy critters that the animal expert brought for a fun educational experience, including 111 kids from the Rutland Intermediate school.
- March 1st marked the beginning of another Brandon/Pittsford collaboration with skiing at the Middlebury Snow Bowl. 17 Brandon kids joining 12 Pittsford kids for the first 4 Sundays in March to tune up and rock out on skis and snowboards for the ½ day program.
- Brandon Rec Basketball season is ending. Thank you to all of our volunteer coaches: U6 – Chad Disorda, Patrick Foley, Ron Coble, U8 – Tanner Romano, Jamie Buzzell, Chad Disorda, U10 Boys – Chad Hayes, Chris Barnhardt, U10 Girls – Tanner Romano, DJ Keith, Alia Dick, U12 Boys – Mike Howe, Fred Pockette, Gabe McGuigan, U12 Girls – Kristle Humiston, Joe Desabrais, Paul Desabrais Special Thank to Scoreboard Operator & Commissioner Oren Rhodes.
- March 13th The Brandon Town Hall will host “The Local Scene” at 7pm. This teen centric band show case will feature Last Minute, SweetSphinx and will be headlined by Squig Heart. Tickets are \$5 at the door.
- The 80's are back for a night at the Brandon idol “80's Explosion” concert being held on March 21st. Doors open at 6:45, show starts at 7:00 pm. \$5 per person and you will want to get there early as this will sell out. 9 Brandon Idol finalists, a guest performers, a group number and adult libations for sale courtesy of the folks at Mae's Place.
- Baseball & Lacrosse Season are coming: If you are interested in supporting our kids by way of coaching or sponsoring teams, please reach out to the Brandon Rec. Spring is nearly here!

Other items will be covered in the agenda.

To: Dave Atherton, Town Manager
Select Board Members

From: Elaine S. Smith

Re: March Appointments

Date: March 5, 2020

I have contacted everyone who held these positions last March. John Reynolds wanted to give someone else a chance to serve as Inspector of Lumber, Shingles and Wood and Bob Kilpeck is interested in the position. Todd Nielsen is no longer interested in serving as one of the Fence Viewers, however, Seth Clifford has volunteered for the job. All other incumbents have expressed interest in reappointment. Alternates are still needed for the BLSG Insect Control District and the Rutland County Solid Waste District.

BLSG Insect Control District

- Wayne Rausenberger
- Richard Russ

Budget Committee

- Cindy Bell
- Jan Coolidge
- Anthony Peduto
- Barry Varian

Fence Viewers

- Cindy Bell
- Seth Clifford
- John Reynolds

Inspector of Lumber, Shingles and Wood

- Bob Kilpeck

Rutland County Solid Waste Dist.

- Gabe McGuigan

Tree Warden

- Wayne Kingsley

Weigher of Coal

- Lou Faivre
- Olga Hopkins

Elaine S. Smith
Town of Brandon
49 Center Street
Brandon, VT 05733
(802) 247-3635 ext. 201
esmith@townofbrandon.com

NOTICE

Pursuant to Title 19, Vermont Statutes Annotated, Sections 1109 – 1110, the State Transportation Board has made and promulgated the following rule, now administered by the Agency of Transportation, in accordance with Section 12 of Act No. 246 of 1990:

In order to prevent the abuse of any highway, or portion thereof, posted under the provisions of these Sections from November 15 to December 31 and from January 1 to May 15, inclusive, in each year, or until adoption and announcement of any modifications of said rules, no vehicle having a weight, including vehicle and load, in excess of the weights specified below, shall be operated on any part of the following classes of highways which are posted under the provisions of these Sections:

	<u>State Highways</u>	<u>Town Highways</u> (Class 1, 2 and 3 highways)
Two-axle trucks	20,000 lbs	15,000 lbs
Three-axle trucks	30,000 lbs	18,000 lbs
Tractor-trailer units	40,000 lbs	20,000 lbs

By Order of the Agency of Transportation
Secretary of Transportation

The following roads have been posted in accordance to Title 19, Section 1109-1110 in the Town of Brandon.

<u>HWY #</u>	<u>NAME</u>	<u>CLASS</u>	<u>FROM</u>	<u>TO</u>
4	Pearl Street & Long Swamp Road	2	Corona Street	Sudbury Town Line
5	Union Street & Florence Road	3	Maple Street	Pittsford Town Line
7	Arnold District Road	2	Robert Wood Drive	Leicester Town Line
8	McConnell Road	2	Franklin Street	Forest Dale Road
9	High Pond Road	2	Union Street	Sudbury Town Line
11/13	Hollow Road	3	Champlain Street	Arnold District Road
15	Wheeler Road	3	Forest Dale Road	Leicester Town Line
16	Lover's Lane	3	Grove Street	Wheeler Road
18	Town Farm Road	3	Richmond Road	Leicester Town Line
18	Town Farm Road	3	Forest Dale Road	Newton Road
20	Stone Mill Dam Road	3	Forest Dale Road	Wheeler Road
24	Wagner Road	3	Forest Dale Road	End
27	Paint Works Road	3	Forest Dale Road	McConnell Road
29	Basin Road	3	McConnell Road	End
30	Van Cortland Road	3	McConnell Road	End
31	Country Club Road	3	Franklin Street	Forest Dale Road
33	Park Street (portion)	3	Marble Street	Country Club Road
34	Smalley Road	3	Country Club Road	McConnell Road
35	Wood Lane	3	Franklin Street	McConnell Road
36	Birch Hill Road	3	McConnell Road	Pittsford Town Line
37	North Birch Hill Road	3	McConnell Road	Birch Hill Road
39	Marshall Phillips Road & Hack's Sawmill Road	3	High Pond Road	Sudbury Town Line
47	Prospect Street	3	Conant Square	End
61	Walnut Street/Cedar Street	3	Highland Avenue	Prospect Street
66/69	West Seminary Street	3	Center Street	Highland Avenue
82	Deer Run Road	3	Fox Road	End
84	Fox Road	3	North Street	Deer Run Road

SELECT BOARD, TOWN OF BRANDON

2020

DRAFT

Brandon Policy for selling a town asset

A. Purpose

This policy is meant to assure the citizens of Brandon the greatest possible transparency when it comes to the sale of a Town of Brandon asset.

B. Background

From time to time, the town of Brandon sells a town asset. The asset could be land, old equipment, or any other asset that is owned by the town. It is in the town's interest to receive the greatest value when selling a town asset. It is also VERY important to minimize the perception that a buyer might be buying a town asset far below market value. In order to maintain the trust of the Brandon townspeople, the select board should make a reasonable effort to be as transparent as possible.

It seems beneficial for neighboring land owners to know when town owned land is being sold so that they can make an offer on that property. While the state of VT has a statute that requires the town to post notice of the sale of property, the requirement of gathering a petition with 5% of the town's legal voters seems overly burdensome to a Brandon citizen who might want to acquire that property.

This policy is designed to be easily implemented.

C. Policy

Therefore, it is the policy of the board that, whenever an offer has been made to buy a town asset, or the town wants to sell a town asset:

1. The sale amount is made public at a regular select board meeting.
2. In the case of land for sale, the town manager will make a reasonable attempt to contact neighboring land owners so that they are aware of this potential transaction.
3. The decision by the board to accept/reject that sale amount will be made NO SOONER than the next regular select board meeting.

This policy respects, and does not conflict with, State Law governing property transfer (24 V.S.A. section 1061).

ADOPTED: _____

Signatures

DATE

03/06/20
12:41 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63280 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 03/09/20 To 03/09/20

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Luanne

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
300776	AKERS INDUSTRIES INC	02/25/20 gloves 126886	20-5-55-43160 Maint. Supplies - General	117.94	48157	03/09/20
100015	ALLEN ENGINEERING & CHEMI	02/27/20 chlorine 11151835901	20-5-55-50120 Sodium Hypochloride	733.50	48158	03/09/20
310590	AMERICAN WINDOW CLEANING	03/02/20 windows 2-26-20 2325	10-5-22-43100 Town Office	50.00	48159	03/09/20
310996	BAILEY, DOUG	02/04/20 reimb animal feed 02-04-2020	10-5-14-40430 Community Police	67.24	48160	03/09/20
100125	BARTOL, CURT R PH D	02/16/20 evaluations FEB2020	10-5-14-30130 Service Contracts	50.00	48161	03/09/20
310861	BIASUZZI, JEFFREY	03/03/20 postage-BLUO amendment 3/3/20	10-5-12-30132 Planning/Zoning Postage	72.00	48162	03/09/20
100275	BRANDON FREE PUBLIC LIBRA	03/02/20 appropriation MAR 2020	10-5-25-70470 Brandon Library	7666.67	48163	03/09/20
100280	BRANDON LUMBER & MILLWORK	02/24/20 staple gun 820210/3	10-5-22-43080 Highway Bldg Maint	24.19	48164	03/09/20
100280	BRANDON LUMBER & MILLWORK	02/25/20 grip, soap 820282/3	10-5-22-43080 Highway Bldg Maint	17.16	48164	03/09/20
100280	BRANDON LUMBER & MILLWORK	02/26/20 batteries 820394/3	20-5-55-43160 Maint. Supplies - General	18.58	48164	03/09/20
100280	BRANDON LUMBER & MILLWORK	03/05/20 plywood for voting booths 820992	10-5-13-20010 Elections	93.12	48164	03/09/20
100280	BRANDON LUMBER & MILLWORK	03/04/20 marking flags 821213/3	20-5-55-43160 Maint. Supplies - General	9.99	48164	03/09/20
100310	BRANDON SENIOR CITIZENS C	03/02/20 appropriation MAR 2020	10-5-25-70480 Senior Citizen Center	1125.00	48165	03/09/20
100198	CARGILL, INCORPORATED	02/17/20 salt 2905272243	10-5-15-47110 Road Salt	1679.60	48166	03/09/20
100198	CARGILL, INCORPORATED	02/18/20 salt 2905274493	10-5-15-47110 Road Salt	1697.84	48166	03/09/20
100198	CARGILL, INCORPORATED	02/19/20 salt 2905277114	10-5-15-47110 Road Salt	1706.96	48166	03/09/20
100198	CARGILL, INCORPORATED	02/20/20 salt 2905279478	10-5-15-47110 Road Salt	1656.04	48166	03/09/20
100198	CARGILL, INCORPORATED	02/21/20 salt 2905282259	10-5-15-47110 Road Salt	3268.00	48166	03/09/20
100051	CARR, BERNIE	03/06/20 Polls 3/3/20 3/6/20	10-5-13-10160 Election Workers	30.00	48167	03/09/20
301503	CHAMPLAIN VALLEY FUELS	02/20/20 heating fuel @ Town Hall 157909	10-5-22-42110 Heating Fuel	217.35	48168	03/09/20
301503	CHAMPLAIN VALLEY FUELS	02/26/20 diesel fuel 158274	10-5-15-41130 Fuel - Vehicles HW	577.31	48168	03/09/20
301503	CHAMPLAIN VALLEY FUELS	02/28/20 heating fuel 158809	10-5-22-42110 Heating Fuel	384.18	48168	03/09/20
301503	CHAMPLAIN VALLEY FUELS	02/18/20 diesel fuel 236176	10-5-15-41130 Fuel - Vehicles HW	953.83	48168	03/09/20
301503	CHAMPLAIN VALLEY FUELS	02/20/20 heating fuel @ HWY 236627	10-5-22-42110 Heating Fuel	482.58	48168	03/09/20
301503	CHAMPLAIN VALLEY FUELS	02/24/20 gasoline 236636	10-5-14-41130 Fuel - Vehicles	982.39	48168	03/09/20

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301503	CHAMPLAIN VALLEY FUELS	03/02/20 diesel fuel	10-5-15-41130	238.88	48168	03/09/20
		429910	Fuel - Vehicles HW			
310387	CHART POOL USA INC	02/25/20 flow charts	20-5-55-43160	256.18	48169	03/09/20
		1249725-01	Maint. Supplies - General			
100346	CLARK'S TRUCK CENTER	02/24/20 safety locks	10-5-15-41120	1295.00	48170	03/09/20
		431234	Safety Equipment			
		grant for dump truck safety lock				
310097	COMCAST	03/02/20 wwater for March	20-5-55-42100	187.61	48171	03/09/20
		2-21-20 WW	Wastewater Telephone			
310097	COMCAST	03/06/20 town office for March	10-5-10-42100	454.55	48172	03/09/20
		TO 2/27/20	Telephone Exp. Admin.			
310537	COMMON GROUND RESTAURANT	02/28/20 RLF proceeds	37-2-00-02130	-20000.00	48155	02/28/20
		2/28/20	Deferred Revenue			
310537	COMMON GROUND RESTAURANT	02/28/20 RLF proceeds	37-5-10-10110	20000.00	48155	02/28/20
		2/28/20	Grant Administration			
310537	COMMON GROUND RESTAURANT	02/28/20 RLF proceeds	37-1-00-21000	20000.00	48155	02/28/20
		2/28/20	Mae's Place			
330426	CVC PAGING	03/02/20 Mar-May ww pager	20-5-55-42100	35.85	48173	03/09/20
		10363738	Wastewater Telephone			
310998	DALCUM, MARIANA	02/25/20 translation	10-5-14-30130	240.00	48174	03/09/20
		19BD00424	Service Contracts			
101007	EARLE'S TRUCK REPAIR, INC	02/21/20 transmission - truck #5	10-5-15-41180	8463.98	48175	03/09/20
		19213	HW Outside Maint. - Vehic			
100494	ENDYNE INC	02/21/20 testing	20-5-55-22120	75.00	48176	03/09/20
		324197	Testing			
310258	FRANKIEWICZ, MIKE	03/06/20 Polls 3/3/20	10-5-13-10160	100.00	48177	03/09/20
		3/6/20	Election Workers			
310426	FYLES BROS., INC.	02/24/20 propane @ Town Hall	10-5-22-42100	402.34	48178	03/09/20
		200617	Heating - Propane			
310426	FYLES BROS., INC.	02/24/20 propane @ Town Office	10-5-22-42100	129.10	48178	03/09/20
		200618	Heating - Propane			
310426	FYLES BROS., INC.	02/24/20 propane @ Police Dept.	10-5-22-42100	403.79	48178	03/09/20
		200649	Heating - Propane			
100645	G STONE MOTORS INC	02/21/20 dust backing plates	10-5-15-41160	88.52	48179	03/09/20
		36000	HW Maint. Supplies-Vehicl			
100650	GALLS LLC	02/14/20 training spray	10-5-14-30120	54.95	48180	03/09/20
		015024712	Professional Supplies			
100650	GALLS LLC	02/17/20 batteries	10-5-14-30120	174.71	48180	03/09/20
		015035310	Professional Supplies			
300974	GRAPH-X INCORPORATED	03/05/20 shirts	10-5-18-40000	247.00	48181	03/09/20
		4291	Youth Soccer			
100725	GREEN MOUNTAIN GARAGE	02/22/20 diesel exhaust fluid	20-5-55-43160	11.99	48182	03/09/20
		147689	Maint. Supplies - General			
100725	GREEN MOUNTAIN GARAGE	02/25/20 plugs, bulbs, wheel	10-5-15-41160	74.54	48182	03/09/20
		147772	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	02/26/20 bulbs, lamps	10-5-15-41160	66.17	48182	03/09/20
		147813	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	02/27/20 labor: rivet filler pipe	20-5-55-41180	35.00	48182	03/09/20
		147875	Maintenance-Vehicles			
100725	GREEN MOUNTAIN GARAGE	02/27/20 wire stripper	20-5-55-41110	21.93	48182	03/09/20
		147876	New Equipment-Misc Tools			

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310276	INSTALLATION STATION	02/27/20 2020 F150 truck 22720	10-5-14-41110 New Equipment - Vehicles	1810.21	48183	03/09/20
310276	INSTALLATION STATION	02/27/20 2020 F150 truck 22720	10-5-14-20232 Radio Maintenance	1762.29	48183	03/09/20
310033	KNAPP, ELLEN	03/06/20 Polls 3/3/20 3/6/20	10-5-13-10160 Election Workers	35.00	48184	03/09/20
310138	KNAPP, HILLARY	03/06/20 Polls 3/3/20 3/6/20	10-5-13-10160 Election Workers	175.00	48185	03/09/20
100873	LHS ASSOCIATES INC	03/02/20 coding and ballots 64689	10-5-13-20010 Elections	1343.20	48186	03/09/20
310639	MANIERY, DOMINICK	03/02/20 wrestling tourney 03/14/2020	10-5-18-40070 Youth Wrestling	200.00	48187	03/09/20
310795	NATIONAL BUSINESS TECHNOL	02/24/20 serv contract - printers IN357530	10-5-10-30130 Service Contracts	36.40	48188	03/09/20
310795	NATIONAL BUSINESS TECHNOL	02/24/20 serv contract - copiers IN357531	10-5-10-30130 Service Contracts	80.00	48188	03/09/20
100565	NEIWPC	03/03/20 course Apr 29 - May 1 2020	20-5-55-10340 Continuing Education	490.00	48189	03/09/20
100788	NEW ENGLAND MUNICIPAL RES	03/02/20 march assessment 45177	47-5-10-10100 Professional Services	7550.00	48190	03/09/20
300126	NORTHERN SAFETY CO INC	02/25/20 full face respirator 903835286	20-5-55-41120 Safety Equipment	194.69	48191	03/09/20
310595	OCCUPATIONAL HEALTH PARTN	03/02/20 WW-respirator fit test 00015572-00	20-5-55-10340 Continuing Education	110.50	48192	03/09/20
200273	PITTSFORD, TOWN OF	02/25/20 confined space training 20255	20-5-55-10340 Continuing Education	90.90	48193	03/09/20
200273	PITTSFORD, TOWN OF	02/25/20 confined space training 20255	10-5-15-10340 Continuing Education	90.90	48193	03/09/20
310736	POCKETTE PEST CONTROL	03/02/20 pest control: storage 13795	10-5-18-20500 Storage Unit Supply/Maint	50.00	48194	03/09/20
310736	POCKETTE PEST CONTROL	03/02/20 pest control: Town Hall 13796	10-5-22-43150 Town Hall Repair/Maint.	80.00	48194	03/09/20
310736	POCKETTE PEST CONTROL	03/02/20 pest control: Town Office 13797	10-5-22-43100 Town Office	70.00	48194	03/09/20
310736	POCKETTE PEST CONTROL	03/02/20 pest control: Police Dept 13798	10-5-22-43090 PD Bldg Maint.	65.00	48194	03/09/20
300710	RIDEOUT, LAURA	03/06/20 Polls 3/3/20 3/6/20	10-5-13-10160 Election Workers	35.00	48195	03/09/20
300661	RIDEOUT, SCOTT	03/06/20 Polls 3/3/20 3/6/20	10-5-13-10160 Election Workers	35.00	48196	03/09/20
100478	ROYAL GROUP, INC.	02/25/20 alarm labor 666144	10-5-22-43090 PD Bldg Maint.	122.50	48197	03/09/20
300375	RUTLAND CITY	02/27/20 January sludge processing 26248SLUDG	20-5-55-50160 Sludge Disposal	3600.00	48198	03/09/20
100491	RUTLAND HERALD	03/05/20 planning commission notic 67413	10-5-12-30310 Legal Advertising	63.65	48199	03/09/20
300895	RUTLAND PRINTING COMPANY,	02/27/20 Town Reports 00026904	10-5-10-30511 Town Report	3985.00	48200	03/09/20
310997	SEYMOUR, CHRISTINE	02/04/20 reimb animal feed 02-04-2020	10-5-14-40430 Community Police	74.38	48201	03/09/20

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310921	STEARNS SERVICES LLC	02/28/20 Feb payroll processing 1053	10-5-10-30130 Service Contracts	360.00	48202	03/09/20
310483	TERRACON	02/26/20 1100 gallon tank 49744	20-5-55-41110 New Equipment-Misc Tools	5992.66	48203	03/09/20
310723	TWOHIG POLYGRAPH SERVICES	02/12/20 pre-employment exam 2020-12-TPS	10-5-14-30130 Service Contracts	350.00	48204	03/09/20
310723	TWOHIG POLYGRAPH SERVICES	02/24/20 pre-employment exam 2020-15-TPS	10-5-14-30130 Service Contracts	350.00	48204	03/09/20
330348	VERIZON WIRELESS	02/22/20 service: Jan 23 - Feb 22 9848939981	10-5-14-20233 MDT/Aircards	240.06	48205	03/09/20
300004	VERMONT DEPT OF PUBLIC SA	02/25/20 Permit TH sidewalk roof FEB 2020	10-5-22-43150 Town Hall Repair/Maint.	240.00	48154	02/26/20
100067	VLCT	03/04/20 Dog Law Handbooks 623	10-5-10-10340 Professional Development	60.00	48206	03/09/20
300382	VLCT EMPLOYMENT RESOURCE	02/27/20 Unemployment- 2020 Q1 30518-Q2	10-5-17-61150 Unemployment Insurance	833.00	48207	03/09/20
300382	VLCT EMPLOYMENT RESOURCE	02/27/20 Unemployment- 2020 Q1 30518-Q2	20-5-55-61150 WW Unemployment	138.00	48207	03/09/20
100146	VLCT PACIF	04/01/20 2020-Q2 liability/WC ins APR 2020	20-5-55-61160 WW Workers Comp.	2028.75	48208	03/09/20
100146	VLCT PACIF	04/01/20 2020-Q2 liability/WC ins APR 2020	20-5-55-61110 Insurance Expenses	3289.33	48208	03/09/20
100146	VLCT PACIF	04/01/20 2020-Q2 liability/WC ins APR 2020	10-5-17-61160 Worker's Comp Insurance	15767.50	48208	03/09/20
100146	VLCT PACIF	04/01/20 2020-Q2 liability/WC ins APR 2020	10-5-17-61110 VLCT Insurance	18111.67	48208	03/09/20
310046	W.B. MASON CO INC	02/19/20 envelopes, index tabs 207982494	10-5-10-30110 Office Supplies	121.49	48209	03/09/20
310046	W.B. MASON CO INC	02/21/20 trash bags 208081087	10-5-22-43180 Maint. Supplies Bldgs.	107.60	48209	03/09/20
310899	WRIGHT CONSTRUCTION CO IN	03/02/20 Town Hall roof repair 2020027-01	10-5-22-43150 Town Hall Repair/Maint.	2512.00	48210	03/09/20

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Vendor	Invoice	Invoice Description		Amount	Check	Check
	Date	Invoice Number	Account	Paid	Number	Date
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Report Total				129390.24		
				=====		

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 \$ ***129,390.24
Let this be your order for the payments of these amounts.

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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100456	DUBOIS & KING INC	220160	S6- CI progress rpt # 69	16352.42	0.00	16352.42	48211 03/09/20
Report Total			16,352.42	0.00	16,352.42		

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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 \$ ****16,352.42
Let this be your order for the payments of these amounts.

