

**Brandon Select Board Meeting**  
**July 13, 2020**  
**7:00 p.m.**

The Brandon Select Board will meet Monday, July 13, 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 Hearing Minutes – June 22, 2020
  - b) Select Board Minutes – June 22, 2020
- 3) Town Manager's Report
- 4) Public Comment and Participation
- 5) Adoption of Animal Control Ordinance
- 6) Appointments
  - a) Development Review Board - 2 seats (3-year term ending June 30, 2023)
  - b) Planning Commission - 2 seats (3-year term ending June 30, 2023)
  - c) Planning Commission - 2 seats (1-year term ending June 30, 2021)
  - d) Revolving Loan Fund Committee - 2 seats (3-year term ending June 30, 2023)
- 7) Financial Management Questionnaire
- 8) Late Homestead Penalty
- 9) Adoption of Act 102
- 10) Postponement of First Property Tax Due Date to Sept 15<sup>th</sup>
- 11) Fiscal
  - a) Warrant FY 2019/2020 - June 30, 2020 - \$397,735.18
  - b) Warrant FY 2020/2021 - July 13, 2020 - \$80,352.35
  - c) Route 7 Construction Warrant – July 13, 2020 – \$267,918.31
- 12) Executive Session

First Motion: I move to find that premature general public knowledge of the confidential attorney-client communications concerning possible pending litigation that will clearly place the Town at a substantial disadvantage.

Second Motion: I move that we enter into executive session to discuss confidential attorney-client communications concerning possible pending litigation under the provisions of Title 1, Section 3139(a)(1) of the Vermont Statutes.

- 13) Adjournment

**Brandon Select Board Hearing  
Flood Hazard and River Corridor Amendments to BLUO  
June 22, 2020**

**Board Members Present:** Tim Guiles, Seth Hopkins, Doug Bailey, Tracy Wyman, Brian Coolidge

**Others Present:** Sue Gage, Michael Shank, Dave Atherton, Bill Moore, Ralph Ethier, Allie Breyer

**1. Call to order**

Seth Hopkins, Chair, opened the hearing at 6:30PM.

**2. Public Comments**

Michael Shank, Chair of the Brandon Planning Commission provided a presentation on the flood hazard and river corridor amendments to the Brandon Land Use Ordinance. (See attached) This is the second hearing of the proposed amendments, with the first hearing held by the Brandon Planning Commission.

Mr. Shank noted the purpose of the changes to Article VIII of the Brandon Land Use Ordinance are to:

- (a) Implement the goals, policies, and recommendations in the current municipal plan.
- (b) Avoid and minimize the loss of life and property, the disruption of commerce, the impairment of the tax base, and the extraordinary public expenditures and demands on public services that result from flooding related inundation and erosion.
- (c) Ensure that the selection, design, creation, and use of development in hazard areas is reasonably safe and accomplished in a manner that is consistent with public wellbeing, does not impair stream equilibrium, flood plain services, or the stream corridor.
- (d) Manage all flood hazard areas designated pursuant to 10 V.S.A. Chapter 32 § 753, the municipal hazard mitigation plan.
- (e) Make the Town of Brandon, its citizens, and businesses eligible for federal flood insurance, federal disaster recovery funds, and hazard mitigation funds, as may be available.

Mr. Shank stated the reason for the changes are to make room for the rivers, as they can do a lot of damage and to make sure the Town is compliant with the State's regulations to assure the Town is as resilient as it can be. The purpose is to allow the river to move along in the slowest

way and least erosive way possible. A winding river can fluctuate over time and it needs to create an ebb and flow for the least amount of erosion. The Town needs to make sure that new construction does not affect the river. The update is needed as New England has seen a 74% increase in heavy downpours that will create more flooding and erosion. If the Town does not do any of the updates and decides that we are not going to adhere to the State's regulations, there will be a loss in funding. Currently the Town only has to cover 7.5% of funding for disasters due to the Town remaining updated with the State's regulations. The river corridor is the corridor where the river ebbs and flows and changes over time. The Town needs to be mindful of the corridor and the flood hazard area. Mr. Shank provided a visual of the river corridors and flood hazard areas around Brandon. Mr. Shank stated we want to make sure we manage the water and slow it down. Additional information on the flood hazard areas can be viewed at [floodready.vt.gov](http://floodready.vt.gov). The Town has been staying up to date on regulations to receive the highest reimbursement after a water-related disaster. Mr. Shank noted the core functions of floodplains are flood water storage and flood water movement, agriculture, forestry and reliable waterpower, groundwater recharge, water quality protection, solid development, wildlife and fish habitat and community recreation and beauty. The difference in this plan is to allow for a 50-foot buffer to allow the corridor the river resides in to move to alleviate damage. Jeff Biasuzzi and the Town Manager will be handling this process. It was suggested with existing infrastructure that those structures could be opened so that the water can move about in the event of flooding and building utilities could also be elevated. We want to make sure the river is not moving straight towards the Town and assure that there is a buffer for the river to move.

Seth Hopkins thanked Mr. Shank and the Planning Commission for the work they have done on the plan. Mr. Hopkins understood the criteria and questioned if this was developed from the State's resources. Michael Shank stated the updates were provided from State resources and the plan was developed in consultation with the Rutland Regional Planning Commission. Mr. Shank stated the language was provided by the experts. Mr. Hopkins stated the questions will be if someone's property would be included or excluded in the overlay district. Mr. Hopkins asked if the Agency of Natural Resources is the body that designates what the overlay district is for the river corridor. Mr. Shank did not know if ANR will be mapping out every stream. He stated there is a stream that runs through his property that he assumes is subject to Item 2 and he made sure that construction was far off the river corridor, assuming this item applies. In terms of enforcement, when the Town gets an application, it was questioned if they will check with ANR. Dave Atherton stated if the structure is in the floodway, the Town has to go to the State Floodplain Manager. Mr. Atherton advised one can go to the ANR atlas that shows where the river corridor is. The Town has established strict rules and regulations for floodplain and as an example Newton Road is an area where the river meanders the most. The Town has already been doing what the river corridor is requiring, through floodplain and hazard mitigation. Mr. Hopkins is pleased that ANR has done a preemptive mapping exercise and the parts where ANR have not done that, there is guidance on how many feet construction has to be from the river. It is well written protection for property owners and the Town. Mr. Atherton stated the Town has regulations in place already and this is an assurance piece of what is already in place. Doug Bailey thanked the Planning Commission for the work they did on the plan. Bill Moore stated drilling down on the ANR maps on their site is a little difficult and suggested pulling out the data that is specific to Brandon to provide easy access for people to view. Mr. Shank agreed and

suggested the Planning Commission could also host a virtual workshop on this subject for those who are interested.

Seth Hopkins stated this was the Select Board's hearing that is a part of the ordinance process and the minutes of the hearing will be submitted for the next part of the process.

**The hearing closed at 6:54PM.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary

## **Brandon Select Board Meeting June 22, 2020**

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

**All in Attendance via Zoom.**

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

**Others In Attendance:** Dave Atherton, Bill Moore, Butch Shaw, Sue Gage, Bernie Carr, Chris Brickell, Michael Shank, Allie Breyer, Stephanie Jerome, Jackie Savelle, Lee Kahrs, Margaret Kahrs

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

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

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

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

**a) Select Board Meeting – June 8, 2020**

**Motion** by Tracy Wyman/Brian Coolidge to approve the minutes of the June 8<sup>th</sup> Select Board meeting. **The motion passed unanimously.**

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

Dave Atherton provided a report for the weeks of June 8<sup>th</sup> and June 15<sup>th</sup>, 2020.

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

We received VTrans approval to repair the bridge slab. Site prep work and mobilization will start this week. Looking at end of September early October completion date.

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

The new sewer main line and services are all in and connected. The waterline started on June 18<sup>th</sup> and is currently planned on being completed by mid-July.

#### ***Other happenings:***

The Churchill Road culvert replacement will start on June 15<sup>th</sup>. This should be completed by the end of June.

### ***Rec Department News:***

. Adult Cornhole League is back! Starting June 23<sup>rd</sup> and running through the end of August, the Brandon Rec is ready to have our first in-person activity since March. Participants will register on-line for free and only pay if they show-up. There will be a blind draw for partners each week and winners will be crowned at the end of the night. Great summer fun!

. Our first youth program to kick-off will be a Pee Wee Cheerleading Clinic with Commissioner Sarah Whitney. Estabrook Park will host kids entering grades 1 thru 4 on Tuesdays and Thursdays from 5:30PM to 6:45PM.

Both of these programs represent our first foray into group activities since the COVID-19 pandemic began and have been protocol informed by the current guidelines from the CDC, VT Department of Health, and the latest addendums to Governor Scott's Emergency Order. Outside of Brandon Rec business, Mr. Moore served as Chair of the Brandon Independence Day Celebration Committee, and while it has been expected, we have confirmed that we will postpone the fireworks so that they coincide with the planned Brandon Celebration scheduled on September 25<sup>th</sup> and 26<sup>th</sup>. The hope is that by then we as a community will have greater latitude around gathering safely and without losing the opportunity to have fireworks this year.

Bernie Carr stated the cross walks look awesome with the white lines painted on them.

### **4. Public Comment and Participation**

Doug Bailey asked with funds remaining in the budget if the town clock could be repaired. Dave Atherton reported the clock has an electrical issue and the electrician indicated there is a problem that needs rewiring and is more than a quick fix with major repairs needed. Mr. Bailey also asked if there could be some snow shields placed over the town hall sidewalk as the last set of plans for the roof had been expensive and he was not in favor of moving forward with that plan. Mr. Atherton stated this will have to be discussed during budget season as the snow and ice comes off the roof at a rapid pace and it covers the sidewalk and is dangerous.

Tracy Wyman thanked the Highway Department as the roads look great around town and thanked the Police Chief and his department for the fantastic job they are doing with everything that has been going on.

Stephanie Jerome provided an update on the legislative session that will be ending on Friday or early next week. She is proud of the work the legislature has done in getting COVID19 relief funds out. The Community Development group has worked long hours. There will be \$70 million that will be available to businesses. The House passed an additional \$121 million with \$70 million dedicated to businesses and will be going out a few weeks after the first funding. This is a big package and will touch most businesses in the State, but there is not enough money to cover all the losses for the businesses. If there is money that has not been spent in the

November timeframe, maybe more will be available. All businesses should sign up at [myvermonttax.com](http://myvermonttax.com) and the application will be done through the Department of Taxes. There are also PPP grants through the Small Business Administration with an application deadline of the end of June. Changes have been made to the program and there are additional weeks to use those funds. The local business owners would apply for PUA and it could be retroactive to cover pay. Qualification for the state-administered grants is if one experiences 75% losses in a month during the pandemic time period. Bernie Carr noted he applied for the PPP loan with Heritage on Friday and received approval today. Ms. Jerome stated with local businesses having a relationship with our small banks, it has been easier to get the loans in Vermont.

Butch Shaw stated the legislature has allocated \$1 billion dollars and getting the money out is critical and hopefully the Chamber will get the businesses and contractors lined up for those that will be eligible for the grants the House approved last Friday. An important piece is the caveat for the federal money is that it has to be spent by December 30<sup>th</sup>, so it has to get out quickly. If it is not spent, it will be swept back, but if it is not done properly, the federal government could take it back. More information will be known this Friday when the Senate is done. There will also be an agricultural piece of \$30 million. Ms. Jerome stated with the December 30<sup>th</sup> deadline, the federal rules have changed for hazard pay and this deadline has also shaped how the bill has been crafted. The State will not expend money that will have to be returned. Mr. Shaw encouraged the businesses be notified of the grant programs. Mr. Shaw agreed that we should start to open up, but COVID19 has not gone away and encouraged the Town to do what needs to be done. There are 23 states that have increased by 100% over the weekend and this is a serious thing. Pittsford Days and the Haunted House have been cancelled this year.

Sue Gage reminded the Board that the primary elections are scheduled for August 11<sup>th</sup>. Ms. Gage encourages people to request an absentee ballot, but the polls will be open from 7AM to 7PM. There is a meeting on June 29<sup>th</sup> to determine how the polls will be conducted. Some towns have had successful elections, with some doing drive-up voting or moving to larger facilities. The Town will take great care during this election.

Allie Breyer wished to voice her support for the changes to the Animal Control ordinance. She adopted some animals from the Kimball farm rescue and noted it was a heartbreaking experience that was the same for all of the people that adopted animals from this rescue. She would like to see the animal control officer have more power to intervene. She noted if the Town does not work on prevention, it will be an ongoing issue.

Michael Shank also wanted to voice his support for eliminating animal cruelty and noted it was heartbreaking to see what happened on the Kimball farm. If the Town fails to protect animals from cruelty and abuse, we have failed. He hopes the Town does everything it can to assure there is a trained animal control officer that has proper intervention and possibly model from other programs from other states through the Agriculture Department.

Bernie Carr stated with regard to the prior discussion of the town hall roof, Bill Moore and Dave Atherton are working on the public bathrooms for the town and suggested there might be grant money or COVID money available to help cover the costs of improving the safety of the walkway during the winter. Dave Atherton advised they have had to go back to the drawing

board a couple of times and agreed with Mr. Carr that he would not want to see more people walking down that sidewalk in the wintertime. There needs to be a conversation this year as something needs to be done about this issue. There might be some public facilities funding that he will research, but it could potentially be funded by the Town in the budget. Bill Moore stated this is the second year that the Friends of the Town Hall have applied for a facilities grant. Mr. Carr noted COVID funding might be a possibility.

## **5. Animal Control Ordinance Update**

Seth Hopkins noted Tim Guiles and he were authorized to meet with Margaret Kahrs concerning drafting the animal control ordinance that is in the board packet. There was work done both independently and with Ms. Kahrs on the ordinance, that includes information from VLCT and the Police Chief. The two choices were to take the Brandon ordinance and insert what VLCT provided as best practice, or take the VLCT model and insert some items that Ms. Kahrs suggested and expand it to include more animals under the animal control officers authority under the public nuisance statute. Mr. Hopkins stated when animals are on farms, the municipality has very little authority to act as it is a matter for the State's Agriculture Department. Mr. Hopkins noted this information can be found on the Town's website and advised the draft ordinance is being introduced to the Select Board and approval of the new ordinance would require going through the adoption process that would include a public hearing. Mr. Hopkins thanked all who collaborated on the ordinance and noted there are some real differences of what can be done or should be done. Margaret Kahrs has the opportunity to get training, though it was postponed during COVID19. The law enforcement officers are also humane officers and would be the default for people to go to. Ms. Kahrs stated there are three types of controls that include animal control, municipal animal control and law enforcement animal control (who cover the animal welfare piece). Animal control can do investigations and that gets passed on to the law enforcement. In talking with the VLCT, the Town can adopt mirroring animal welfare laws at the municipal level so that if the Kimball farm happens again, the Town can seek compensation. Whether or not criminal charges are done would be law enforcement, but there could also be a municipal piece. Mr. Hopkins suggested prior to the next regular board meeting, there could be a hearing scheduled at 6:30PM on the ordinance with the intent of adopting the ordinance during the regular meeting.

Michael Shank asked if the penalties noted were sufficient to enforce the behavior we want to deter. Tim Guiles stated the fees noted are from the VLCT ordinance and are primarily nuisance penalties, as they do not talk about abuse. Mr. Shank stated it does not deter the type of things that happened at the Kimball farm. Margaret Kahrs stated the Town Manager and the Board would be responsible for setting up the ordinance and this draft is an improvement over the current ordinance and provides for opportunities for the animal control officer. She is willing to work with Bill Moore to do some education with pet ownership. She stated Garret at VLCT had indicated it does power the municipality to penalize people regarding animal welfare, but it would be the Police Department that has to cover the animal welfare. Ms. Kahrs is grateful the Town is noticing the ordinance needs revamping as there are a lot of people that care about animals. Mr. Hopkins stated they started with an ordinance that was restricted in scope and limited to dogs, cats, and ferrets and includes input from Ms. Kahrs that she received from the VLCT on nuisances. It incorporates both but does not incorporate animal welfare so that the



ordinance the way it is drafted can be enforced by the animal control officer. To enforce animal cruelty and welfare, it would take a higher level of enforcement. Mr. Shank asked how to ensure Kimball farm does not happen for a 4<sup>th</sup> time and asked if there was discussion at the state level on this subject. Butch Shaw stated he could check with Department of Agriculture to see what their position is between VSA 351 and 354 of whom can enforce the laws. Mr. Shaw noted there is a process in VSA 354 for recovering money through a criminal procedure, but sometimes it is difficult to recover those funds, but there is a path to move forward on this effort.

Mr. Hopkins stated it is recognized this is a complex issue and the Town could possibly have another local ordinance aside from the animal control ordinance that could separate the law enforcement duties versus what the animal control officer is empowered to do. Ms. Kahrs stated the Town Manager or Select Board would need to contact the VLCT to discuss this matter. To mirror the laws for the municipality, she could write tickets and if they mirror animal welfare, it could be a municipal ticket. She stated with the Kimball farm, it was done at the state level and within 4 days the sanctuary was responsible for the animals. Dave Atherton suggested having this conversation during the animal control hearing. Mr. Hopkins noted Ms. Kahrs raises a good point that the Board does not have all of the information and suggested asking Garret from VLCT to provide more information. Doug Bailey expressed concern that this issue cannot happen a 4<sup>th</sup> time, but it is not part of the animal control policy that the Board wants to adopt. Dave Atherton stated there were stipulations outside of the Town's realm but was something that was handed down. Mr. Bailey hopes the Town can put heat on the State's Attorney General to assure that this does not fall through the cracks and the person has to answer to this through the judicial system. Ms. Kahrs stated this was the subject that was discussed when Garret provided the suggestions. If the Town adopted animal welfare/cruelty laws, it does not say that it will not be a criminal issue, it would say that if you do not take care of your animals, the municipality can issue a fine. Mr. Hopkins would like to obtain clarification from Garrett, as he has not heard of a Vermont statute where a town can adopt a mirrored law. He would like to hear from the VLCT's staff attorney on this issue. Sue Gage questioned if a dog bite is handled by the animal control officer as it appears the issue is brought to the Select Board. Mr. Hopkins stated dog bites go through the health officer, but the Board wants to assure the animal control officer acts as an advocate for the person that has been bitten. The health officer will be the official that is alerted, but the animal control officer will have an official role.

Tim Guiles stated it was his understanding the animal control officer could investigate animal control and the enforcement of animal cruelty lies with the Police Department. The only difference we are talking about is adding enforcement for the animal control officer. Mr. Shank stated with violations where social work or other professions are needed, there are standards that can be applied so that when animals are seized, these are in place so that animals are not landing on people's doorstep near death. Chris Brickell stated this is a topic with pending litigation and when the investigation began, the Police Department reached out to the people that have the expertise such as the Department of Agriculture. This is the process that would be done as law enforcement are not experts on undernourished animals and they rely on the Department of Agriculture for their expertise. There were a lot of animals and multiple veterinarians on the scene. Butch Shaw stated three years ago the legislature could not decide what is adequate water, shelter, and food for domesticated animals and noted what the Town is dealing with a really complicated issue.

## **6. Former Dinn Property Discussion**

Dave Atherton had to establish a State probate to get the taxes on this property and noted the appraisal that had been completed for this process was \$20,000.00. Mr. Atherton stated there have been people inquiring about the property and suggested the property be put up for sale. If the Board decides to list the property as a regular real estate listing, Mr. Atherton stated there should be a starting price and suggested it be \$20,000.00. It was noted this property is an abandoned house on Prospect Street right behind Nifty Thrifty and is in rough shape.

**Motion** by Tracy Wyman/Doug Bailey to list the former Dinn property for sale for \$20,000.00.

Doug Bailey asked if the property would be of value to the Town. Mr. Atherton stated the property is built into a bank and would not be of value for the Town. Bill Moore stated the NEMRC appraisal of the property was assessed at \$109,000.00. Tim Guiles stated the assessment was location oriented, as this is a prime location. Brian Coolidge stated real estate is moving and suggested listing the property at \$29,000.00

**Motion** by Brian Coolidge/Tim Guiles to amend the sale price to \$29,000.00. **The motion passed unanimously.**

A vote on the main motion to list the former Dinn property for sale for \$29,000.00 was held. **The motion passed unanimously.**

## **8. Consider Paving Bids**

Dave Atherton stated there had been a prior discussion to do Country Club Road, Corona Street and Park Street Extension. The bids were close, and Mr. Atherton recommended going with Pike Industries. This is all appropriation and budget money.

**Motion** by Brian Coolidge/Tracy Wyman to accept the bid at \$61.49/ton from Pike Industries to do the paving for Country Club Road, Corona Street and Park Street. **The motion passed unanimously.**

## **9. Assignment of Funds**

Dave Atherton stated this is regarding the end of year funds. There were not many requests except for funding to cover the 40' x 80' highway building and funds for the fiber optic project to obtain a grant. Jackie Savela provided a summary that included the restricted funds that did not require action. Ms. Savela stated there was a small amount of funding the departments need. Normally there are funds for Rec Department, but there have been some donations for this department for the dog park and Seminary Hill for grant matches. The only motions required would be for the Highway building and the grant match for the Broadband project.

**Motion** by Tracy Wyman/Tim Guiles to assign \$48,000.00 of FY 2019/2020 funds to Highway/Buildings and Grounds to construct a 40' x 80' superstructure and \$10,000.00 to

Economic Development for the grant match for the Broadband project. **The motion passed unanimously.**

Sue Gage advised she will provide the Board a financial check list and information to determine if they want to impose a penalty on late homestead filings.

## **10. Fiscal**

### **- Consent Agenda**

#### ***a) Warrant – June 22, 2020 - \$152,021.98***

**Motion** by Brian Coolidge/Tracy Wyman to approve the June 22<sup>nd</sup> warrant in the amount of \$152,021.98. **The motion passed unanimously.**

Doug Bailey questioned the warrant for Wind River Environmental. Dave Atherton reported the Town rented a VAC machine to clean culverts and sewer structures.

#### ***b) Route 7 Construction Warrant – June 8, 2020 - \$16,197.50***

**Motion** by Tracy Wyman/Doug Bailey to approve the June 22<sup>nd</sup> Route 7 Construction warrant in the amount of \$16,197.50. **The motion passed unanimously.**

The Select Board recessed at 8:21PM.

The Select Board reconvened at 8:39PM.

**Motion** by Seth Hopkins/Tracy Wyman to find that premature public knowledge of the pending AFSCME contract will clearly place the Town at a substantial disadvantage. **The motion passed unanimously.**

**Motion** by Tracy Wyman/Doug Bailey to enter into executive session at 8:40PM to discuss the Town's pending AFSCME contract under the provisions of 1 V.S.A. 313(a)(1). **The motion passed unanimously.**

## **10. Executive Session**

**Motion** by \_\_\_\_\_ to come out of executive session at \_\_\_\_\_ PM. **The motion passed unanimously.**

## **11. Adjournment**

**Motion** by \_\_\_\_\_ to adjourn the Select Board meeting at \_\_\_\_\_ PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary

## **Town Manager Report for weeks of June 29<sup>th</sup> and July 6<sup>th</sup>, 2020**

### **Segment Six:**

The bridge slab removal started this week. The slab has an abundance of rebar and railroad track in the concrete. There has been a lot of saw cutting and jackhammering.

Sidewalk repair has started on Franklin Street.

### **Park Street:**

New water services are being connected to the residents.

We will be temporarily closing the Park/High/Marble Street intersection on July 21 & 22 to tie in new water & sewer mainlines. Please plan ahead and seek an alternate route.

### **Other Happenings:**

The Churchill Road culvert has been installed. The guardrails will be installed next week.

Pike has completed the shim and overlay on Park Street extension, Corona Street and the paved portion of Country Club Road.

### **Rec Dept News:**

The Rec Department is excited to announce a collaboration with Eric Mallette and the Paramount theater to create to Jack Mckernon Drive-in at Estabrook park. Thanks to generous donations to the Paramount from Kevin Birchmore, Naylor and Breen, Kevin Elnicki and the Trustees of public funds, the 32 x 18 foot screen is slated to be installed in the lower part of the parking area by Markowski Excavating soon. The Rec department poised to provide support through maintenance of the field, management of the vending space and installation of a projection booth (donated 12x12 building from Rutland County Parent Child Center).

Cinema Italiano is back at the Brandon Town Hall. Tuesdays, screenings of Italian films will start at 7:00 pm on July 14th and running through the end of August. Folks must pre-register for this free event. Each evening film Commissioner Christy Gahagan will check in adults using our 4 question COVID survey and will enforce social distancing and mask use during the movie. This will be our first inside activity that the Rec has run since our last Brandon Idol in February.

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

**TOWN OF BRANDON**  
**ANIMAL CONTROL ORDINANCE - - - DRAFT**

**SECTION 1. AUTHORITY.** This ordinance is adopted by the select board of the Town of BRANDON under authority of 20 V.S.A. § 3549, 24 V.S.A. §§ 2291 (10), (14), and (15), and 24 V.S.A. Chapter 59 vsa 1974a.

**SECTION 2. PURPOSE.** It is the purpose of this ordinance to regulate the keeping of animals; and the keeping of dogs and to provide for their leashing, muzzling, restraint, impoundment and destruction and their running at large, so as to protect the public health and safety of the Town and the quiet enjoyment of its residents' homes and properties.

**SECTION 3. DEFINITIONS.** For purposes of this ordinance, the following words and/or phrases shall apply:

- A. "Animal" shall mean any animal that is owned by a person. Ownership implies that a person is providing food and shelter for the animal. This term specifically does NOT include farm animals (as defined by the VT Agency of Agriculture) on a farm (as defined by the VT Agency of Agriculture).
- B. "Dog" means any member of the canine species. For purposes of this ordinance, this term, wherever used, shall also include "wolf-hybrids" and "working farm dogs" except where specifically exempted.
- C. "Enforcement Officer" means any Town Constable, Police Officer, Animal Control Officer.
- D. "Owner" means any person who has actual or constructive possession of an animal. The term also includes those persons who provide food and shelter to an animal.
- E. "Potentially vicious dog" means a dog running at large that inflicts minor injuries on a person not necessitating medical attention; chases, threatens to attack or attacks another domestic pet or animal as defined in 20 V.S.A. § 3541; causes damage to personal property; chases a person; or causes any person to reasonably fear attack or bodily injury from such dog. This definition shall not apply if the dog was protecting or defending itself, its offspring, another domestic pet or animal or a person from attack or assault or the person attacked or threatened by the dog was engaged in teasing, tormenting, battering, assaulting, injuring or otherwise provoking the dog.
- F. "Running at large" means that an animal is not:
  - 1. on a leash;
  - 2. in a vehicle;
  - 3. on the owner's premises;
  - 4. on the premises of another person with that person's permission;
  - 5. clearly under the verbal or non-verbal control of the owner; or
  - 6. hunting with the owner.
- G. "Wolf hybrid" means:
  - 1. An animal that is the progeny of a dog and a wolf (*Canis lupus* or *Canis rufus*);

2. An animal that is advertised or otherwise described or represented to be a wolf hybrid; or
3. An animal that exhibits primary physical and/or behavioral wolf characteristics.

H. "Working farm dog" means a dog that is bred or trained to herd or protect livestock or poultry or to protect crops and that is used for those purposes and that is registered as a working farm dog pursuant to State law.

**SECTION 4. NUISANCES.** An owner of a animal shall not allow, permit, or suffer such animal to create a nuisance. The following activities shall be deemed nuisances:

A. Running at large in the Town.

B. An animal that defecates in any public area or on the private premises of another person and whose owner does not immediately remove the fecal material and dispose of it in a sanitary manner.

C. A female dog in heat not confined to a building or other secured enclosure, except while under the direct control of the owner.

D. An animal that disturbs the quiet, comfort and repose of others by barking, whining, calling, or howling for a continuous period of 30 minutes or more. This regulation shall not apply to dogs in a kennel/boarding facility which has received a zoning permit under the Town's Zoning Regulations. The zoning permit will govern the use of the kennel / boarding facility.

E. The provisions of this section pertaining to running at large and disturbing the quiet, comfort and repose of others shall not apply to working farm dogs if:

1. the working farm dog is barking in order to herd or protect livestock or poultry or to protect crops; or

2. the working farm dog is running at large in order to herd or protect livestock or poultry or to protect crops.

**SECTION 5. VACCINATIONS AND LICENSE.** Per Vermont Statute 20 V.S.A. §§3581a, an owner of a domestic pet or wolf hybrid shall have that animal inoculated against rabies by a licensed veterinarian.

Each dog shall be licensed per Vermont Statute under 20 V.S.A. §§ 3851 and shall wear a collar or harness with the current license attached. A dog that is visiting from out of state must wear a collar or harness with a current license from its home state attached. A dog that is found without a collar or harness and license shall be immediately impounded.

**SECTION 6. ENFORCEMENT.** The violation of this ordinance shall be a civil matter which may be enforced in the Vermont Judicial Bureau or in the RUTLAND County Superior Court, at the election of the select board.

Violations enforced in the Judicial Bureau shall be in accordance with the provisions of 24 V.S.A. §§ 1974a and 1977 et seq. The enforcement officer shall issue tickets and may be the appearing officer at

any hearing.

Violations enforced in the Superior Court shall be in accordance with the Vermont Rules of Civil Procedure. The Town of BRANDON may pursue all appropriate injunctive relief.

#### **SECTION 7. PENALTIES AND COSTS.**

A. First offense \$50.00 full penalty/\$25.00 waiver penalty.

B. Second offense \$100.00 full penalty/\$50.00 waiver penalty.

C. Third offense Impoundment & impoundment costs, any remedial action as required by the enforcement officer, plus \$150.00 full penalty/\$75.00 waiver penalty.

D. Subsequent offenses Impoundment & impoundment costs, any remedial action as required by the enforcement officer, plus \$200.00 full penalty/\$100.00 waiver penalty.

E. For purposes of determining the sequence of offenses, second and third offenses shall be those that occur within the 12-month period of the anniversary day of the first offense. Any offense occurring after this 12-month period shall be considered a new first offense.

F. Any owner whose dog has been impounded for its initial third offense shall provide the enforcement officer with proof of satisfactory completion of a responsible dog owner training course pre-approved by the enforcement officer within 6 months of the anniversary date of impoundment. Failure to provide such certification may result in forfeiture of the offending animal.

G. For purposes of calculating the sequence of offenses, offenses shall be counted against the owner.

H. Impoundment costs and pre-approved responsible owner training programs shall be set annually by the select board.

#### **SECTION 8. IMPOUNDMENT.**

A. Any dog that is determined by an Enforcement Officer to be a potentially vicious dog, which presents an imminent danger to people or other animals, has reportedly bitten a person off or on the premises of its owner, or is in violation of State licensing law or 20 V.S.A. § 3806 may be immediately impounded.

B. A person claiming a dog is a "potentially vicious dog" may file a written complaint with the select board. The complaint shall contain the time, date and place where the alleged behavior occurred, an identification of the domestic pet or animal threatened or attacked, the name and address of any victim or victims, and any other facts that may assist the select board in conducting its hearing.

C. Upon receipt of a "potentially vicious dog" complaint the select board shall proceed as in the case of a "vicious dog" complaint with the exception that if the select board determines that the behavior classifies the dog as "potentially vicious" the select board may order any protective measures be taken absent the dog being humanely destroyed.

D. The Animal Control Officer shall be the primary Enforcement Official under the provisions of this



Ordinance.

E. In the absence of an Animal Control Officer, or in a situation of an emergency nature, the Brandon Police may enforce the provisions of this Ordinance.

#### **SECTION 9. NOTICE OF IMPOUNDMENT AND RELEASE FROM IMPOUNDMENT.**

A. The officer who impounds an animal shall, within twenty-four (24) hours, give notice to the owner thereof, either personally, by telephone call, or by written notice at the owner's dwelling. Such notice shall inform the owner of the nature of the violations, the location of the animal and the steps that are necessary to have it returned to the owner.

B. If the owner of the animal is unknown, the officer who impounds an animal shall, within twenty-four (24) hours of impoundment post a public notice. Notification shall be posted in the town clerk's office and other usual places for public notice for a ten (10) day period. The public notice shall include a description of the animal, including any significant marks of identification, when and where it was impounded or found by the person placing the animal in the town's custody, and declare that unless the owner claims the animal and pays all expenses incurred by the town for treatment, boarding and care of the animal, any applicable penalties and takes all necessary remedial action within ten (10) days following posting, the town may place the animal in an adoptive home, transfer it to a humane society or rescue organization. If the animal cannot be placed in an adoptive home or transferred to a humane society or rescue organization, it may be destroyed in a humane way.

C. Impounded animals shall be released to the owner only after payment of all penalties and impoundment fees (including but not limited to boarding, food, and veterinary expenses), the final disposition of a potentially vicious dog or vicious dog hearing if applicable, and after all necessary remedial action is taken by the owner. Remedial action shall include, but is not limited to, such actions as providing a collar and current license, and verification of certification of current vaccination against rabies.

D. If the owner of an animal impounded under the provisions of this ordinance refuses to take the remedial action necessary to secure the animal's release within ten (10) days following notice of impoundment or gives notice either personally, by telephone call, or in writing to the town of forfeiture of ownership before that time, the animal may be placed in an adoptive home, transferred to a humane society or rescue organization, or if the town is unable to transfer the animal it may be humanely destroyed. The owner of an animal transferred or humanely destroyed shall remain liable for all expenses incurred by the Town for treatment, boarding and care of the animal for the duration of its impoundment and any expenses associated with its transfer or humane disposal.

E. The procedures provided in this section shall only apply if the animal is not a rabies suspect. If an official designated by the select board to enforce the provisions of this ordinance determines that the animal is a rabies suspect, the select board shall immediately notify the Town Health Officer who shall proceed in accordance with the rules of the Vermont Department of Health.

#### **SECTION 10. INVESTIGATION OF VICIOUS DOGS.**

A. When a dog has bitten a person while the dog is off or *on* the premises of its owner or keeper, and the person bitten requires medical attention for the attack, such person may file a written complaint with the select board of the municipality. The complaint shall contain the time, date and place where the attack occurred, the name and address of the victim or victims, and any other facts that may assist the select board in conducting its investigation.

B. The select board, within seven (7) days from receipt of the complaint, shall investigate the charges and hold a hearing on the matter. If the owner of the dog which is the subject of the complaint can be ascertained with due diligence, said owner shall be provided with a written notice of the time, date and place of hearing and a copy of the complaint.

C. If the dog is found to have bitten the victim without provocation, the select board shall make such order for the protection of persons as the facts and circumstances of the case may require, including, without limitation that the dog is disposed of in a humane way, muzzled, chained, or confined. The order shall be sent by certified mail, return receipt requested to the owner. A person who, after receiving notice, fails to comply with the terms of the order shall be subject to the penalties provided in 20 V.S.A. § 3550.

D. The procedures provided in this section shall only apply if the dog is not a rabies suspect. If the animal control officer or a municipal official designated by the select board determines that the dog is a rabies suspect, the provisions of Subchapter 5 of Title 20 Chapter 193 and the rules of the Vermont Department of Health shall apply. If the dog is deemed healthy, the terms and conditions set forth in the select board's order shall be enforced.

**SECTION 11. OTHER LAWS.** This ordinance is in addition to all other ordinances of the Town of BRANDON and all applicable laws of the State of Vermont. All ordinances or parts of ordinances, resolutions, regulations, or other documents inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 12. SEVERABILITY.** If any section of this ordinance is held by a court of competent jurisdiction to be invalid, such finding shall not invalidate any other part of this ordinance.

**SECTION 13. EFFECTIVE DATE.** This ordinance shall become effective 60 days after its adoption by the BRANDON select board. If a petition is filed under 24 V.S.A. § 1973, that statute shall govern the taking effect of this ordinance.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

SIGNATURES

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## Adoption History

\_\_\_\_\_ DATE

1. Agenda item at regular select board meeting held on \_\_\_\_\_.
2. Read and approved at regular/special select board meeting on \_\_\_\_\_ and entered in the minutes of that meeting which were approved on \_\_\_\_\_.
3. Posted in public places on \_\_\_\_\_.
4. Notice of adoption published in the \_\_\_\_\_ newspaper on \_\_\_\_\_ with a notice of the right to petition.
5. Other actions [petitions, etc.]

To: Dave Atherton, Town Manager  
Select Board Members

From: Elaine S. Smith

Re: Appointments

Date: July 7, 2020

All incumbents were contacted. Amber Lee is not interested in another term on the DRB. The individuals below have expressed interest in reappointment.

Development Review Board - 3-year term

- Samantha Stone
- 

Planning Commission - 3-year term

- William Mills
- Michael Shank

Planning Commission - 1-year term

- Ralph Ethier
- Alison Walter

Revolving Loan Fund Committee - 3-year term

- Wendy Bizzarro
- Catherine Wall

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

# Financial Management Questionnaire -- Towns and Cities

	Yes	No	Don't know	By whom
Are all town account records currently maintained by one individual?		<input checked="" type="checkbox"/>		Susan Coap
Do you reconcile bank and ledger balances monthly?	<input checked="" type="checkbox"/>			Tickete Savola, Deane Morley, Elaine Smith
Are checks always written to specified payees and not to cash?	<input checked="" type="checkbox"/>			Susan Coap
Does the same individual open the mail and deposit checks?	<input checked="" type="checkbox"/>			Luane Herbert
Are pre-numbered checks used for all bank accounts?	<input checked="" type="checkbox"/>			
Are unopened bank statements delivered directly to the treasurer as received?	<input checked="" type="checkbox"/>			
Do you always provide a numbered receipt for any cash payment made to the town?	<input checked="" type="checkbox"/>			
Have select board members attended financial trainings?	<input checked="" type="checkbox"/>			
Are bank statements reconciled on a regular basis?	<input checked="" type="checkbox"/>			Susan Coap
Does someone other than the treasurer review bank reconciliations?	<input checked="" type="checkbox"/>			Tickete Savola
Have you deposited town monies anywhere other than a town account?		<input checked="" type="checkbox"/>		
Have you deposited any non-town monies into a town account?		<input checked="" type="checkbox"/>		
Is interest in town accounts apportioned to each account?	<input checked="" type="checkbox"/>			
Have there been any changes in authorized signatures during the fiscal year?	<input checked="" type="checkbox"/>			
Has a signature stamp ever been used for any town account?	<input checked="" type="checkbox"/>			
Has there ever been a theft, or unauthorized use of town funds or equipment?	<input checked="" type="checkbox"/>			
Are financial records maintained in a computerized system?	<input checked="" type="checkbox"/>			
Does the town have written policies and procedures for financial operations?	<input checked="" type="checkbox"/>			
Does each town official have copies of these policies and procedures?	<input checked="" type="checkbox"/>			
Have you attended trainings on recordkeeping?	<input checked="" type="checkbox"/>			
Are checks written by the same individual who approves payments?	<input checked="" type="checkbox"/>			
Are you a participant in any business which does business with the town?	<input checked="" type="checkbox"/>			
Do you maintain separate pages, columns or running balances for each fund?	<input checked="" type="checkbox"/>			
Do elected town auditors attend financial trainings?			N/A	
Are bank accounts and fund balances reconciled on a monthly basis?	<input checked="" type="checkbox"/>			
Does the town loan money to town employees?	<input checked="" type="checkbox"/>			
in past 6 months if ever				
As a signer below I certify to the best of my knowledge that the answers provided in this self-assessment questionnaire are an accurate representation of the operation of the Town/City of: Brandon, Vermont.				
Preparer: (signature) <u>Susan Coap</u> (printed name): <u>Susan Coap</u> Title: <u>Treasurer</u>				
Received by Select Board (signature): _____ on (date): _____				

## LATE HOMESTEAD PENALTY

### 32 V.S.A. § 5410

Shall the Select Board of the Town of Brandon penalize late homestead filers per 32 VSA § 5410 (g) for Tax Year Ending 6/30/2021?

(g) If the property identified in a declaration under subsection (b) of this section is not the taxpayer's homestead, or if the owner of a homestead fails to declare a homestead as required under this section, the Commissioner shall notify the municipality, and the municipality shall issue a corrected tax bill that may, as determined by the governing body of the municipality, include a penalty of up to three percent of the education tax on the property. However, if the property incorrectly declared as a homestead is located in a municipality that has a lower homestead tax rate than the nonresidential tax rate, or if an undeclared homestead is located in a municipality that has a lower nonresidential tax rate than the homestead tax rate, then the governing body of the municipality may include a penalty of up to eight percent of the education tax liability on the property. If the Commissioner determines that the declaration or failure to declare was with fraudulent intent, then the municipality shall assess the taxpayer a penalty in an amount equal to 100 percent of the education tax on the property; plus any interest and late-payment fee or commission which may be due. Any penalty imposed under this section and any additional property tax interest and late-payment fee or commission shall be assessed and collected by the municipality in the same manner as a property tax under chapter 133 of this title. Notwithstanding section 4772 of this title, issuance of a corrected bill issued under this section does not extend the time for payment of the original bill, nor relieve the taxpayer of any interest or penalties associated with the original bill. If the corrected bill is less than the original bill, and there are also no unpaid current year taxes, interest or penalties and no past year delinquent taxes or penalties and interest charges, any overpayment shall be reflected on the corrected tax bill and refunded to the taxpayer.

YES \_\_\_\_\_

NO \_\_\_\_\_

Selectboard Members:

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

Seth Hopkins \_\_\_\_\_

Doug Bailey \_\_\_\_\_

Timothy Guiles \_\_\_\_\_

Tracy Wyman \_\_\_\_\_

Brian Coolidge \_\_\_\_\_



The delay of education tax rates and education rebates for property tax payers has necessitated that we push out processing tax bills until early August. Vermont Statute requires that tax bills must go out at least 30 days before the first due date. As such, we will need to alter the first due date for property taxes this year. I recommend a due date of September 15<sup>th</sup>.

Because the dues dates are voted by the electorate, we would need a town vote to alter this first payment due date. Act 102, signed by Governor Scott, and attached below, gives the legislative body authorization to change due dates. The Act must be adopted by a majority vote of the legislative body. I recommend that the select board adopt Act 102 in order to alter the first quarterly due date of Brandon's tax bills.

Regard,

Sue Gage, Brandon Town Clerk

**No. 102. An act relating to temporary municipal tax rate provisions in response to COVID-19.**

(S.344)

It is hereby enacted by the General Assembly of the State of Vermont:

Sec. 1. MUNICIPAL PROPERTY TAX; TEMPORARY PROVISIONS

AUTHORIZING DEADLINE EXTENSION, WAIVER OF  
PENALTIES AND FEES, AND ADJUSTMENT OF MUNICIPAL  
TAX RATE

(a) Notwithstanding any provision of law to the contrary, during a declared state of emergency under 20 V.S.A. chapter 1 due to COVID-19, the legislative body of a municipality is authorized to:

(1) extend or establish a new time and method of payment for the municipal property tax and statewide education property tax collected by the municipality from taxpayers;

(2) establish a grace period for, decrease, or waive any penalty, interest, or fee imposed on taxpayers for the late payment of the municipal property tax or statewide education property tax collected by the municipality; and

(3) reduce the municipal property tax rate.

(b) The acts permitted by subsection (a) of this section may be adopted by majority vote of the legislative body of a municipality and shall expire on January 1, 2021.

(c) This section shall apply only to property taxes collected by a municipality from the taxpayers. This section shall not apply to any deadlines,



penalties, or interest imposed on a municipality with respect to payment of the  
statewide education property tax due to the State or a school district.

Sec. 2. EFFECTIVE DATE

This act shall take effect on passage.

Date Governor signed bill: May 14, 2020

07/10/20  
01:39 pm

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63338 Current Prior Next FY Invoices  
For Check Acct 01(10 General Fund) All check #s 07/07/20 To 07/13/20

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Jacolyn

Vendor	Invoice Data	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
200263	ALDRICH & ELLIOTT, PC	07/01/20 Park St Step III 79173	56-5-16-20100 Park St -Step 3 Engineer	24124.80	48560	07/13/20
200263	ALDRICH & ELLIOTT, PC	07/01/20 WWTF refurb 79239	20-5-60-20120 Engineering	3320.00	48561	07/13/20
200263	ALDRICH & ELLIOTT, PC	07/01/20 Sewer Mapping 79249	20-5-60-20150 Sewer Mapping	338.04	48562	07/13/20
100015	ALLEN ENGINEERING & CHEMI	06/29/20 cleaner, chlorine tablets 220-106227	10-5-22-43160 Parks Maint.	283.97	48563	07/13/20
310590	AMERICAN WINDOW CLEANING	06/30/20 JUNE WINDOWS 2397	10-5-22-43100 Town Office	50.00	48564	07/13/20
310861	BIASUZZI, JEFFREY	06/19/20 postage 6/19/20	10-5-10-30132 Postage Expenses	17.00	48565	07/13/20
100190	BLUE SEAL FEEDS	06/15/20 flowers 329-5257	10-5-22-43160 Parks Maint.	131.94	48566	07/13/20
100190	BLUE SEAL FEEDS	06/18/20 lawn cart, lawn seed 329-5718	10-5-22-43160 Parks Maint.	66.98	48566	07/13/20
100190	BLUE SEAL FEEDS	06/23/20 75' hose and wand 329-6459	10-5-22-43160 Parks Maint.	82.98	48566	07/13/20
100255	BRANDON FIRE DISTRICT #1	07/08/20 water portion of billing JUNE 2020	90-1-00-01420 Due From/To Other Funds	126979.60	48567	07/13/20
100280	BRANDON LUMBER & MILLWORK	06/15/20 safety glasses 837447/3	10-5-22-43120 Municipal Mowing-maint	12.95	48568	07/13/20
100280	BRANDON LUMBER & MILLWORK	06/15/20 spade 837501/3	10-5-22-43120 Municipal Mowing-maint	23.99	48568	07/13/20
100280	BRANDON LUMBER & MILLWORK	06/20/20 paint pail, tray liner 838454/3	10-5-22-43160 Parks Maint.	3.78	48568	07/13/20
100280	BRANDON LUMBER & MILLWORK	06/25/20 trash bags 839335/3	10-5-22-43170 Trash costs-Transfer Stat	33.57	48568	07/13/20
100280	BRANDON LUMBER & MILLWORK	06/29/20 conduit PVC 840033/3	10-5-22-43120 Municipal Mowing-maint	2.39	48568	07/13/20
100280	BRANDON LUMBER & MILLWORK	06/30/20 wasp & hornet spray 840221/3	10-5-22-43080 Highway Bldg Maint	14.97	48568	07/13/20
100280	BRANDON LUMBER & MILLWORK	06/30/20 cord, plug 840293/3	10-5-22-43080 Highway Bldg Maint	53.58	48568	07/13/20
100280	BRANDON LUMBER & MILLWORK	06/30/20 flex tape 840320/3	10-5-22-43120 Municipal Mowing-maint	12.99	48568	07/13/20
310688	BRANDON POLICE DEPT	06/30/20 POSTAGE JUNE 2020	10-5-14-30132 Postage Expenses PD	30.05	48569	07/13/20
200218	BRANDON REPORTER	07/10/20 ads for June JUNE 2020	10-5-18-10330 Advertising/Recruitment	330.00	48570	07/13/20
200218	BRANDON REPORTER	07/10/20 ads for June JUNE 2020	10-5-10-30310 Legal Advertising	52.00	48570	07/13/20
310395	BUTTERFIELD, PAULA	06/27/20 carpet cleaning solution 0627/20	10-5-22-43180 Maint. Supplies Bldgs.	17.50	48571	07/13/20
301503	CHAMPLAIN VALLEY FUELS	06/29/20 gasoline 365002	10-5-14-41130 Fuel - Vehicles	242.69	48572	07/13/20
301503	CHAMPLAIN VALLEY FUELS	06/16/20 diesel fuel 376036	10-5-15-41130 Fuel - Vehicles HW	280.51	48572	07/13/20
301503	CHAMPLAIN VALLEY FUELS	06/29/20 diesel fuel 376623	10-5-15-41130 Fuel - Vehicles HW	554.46	48572	07/13/20

07/10/20

01:39 pm

## TOWN OF BRANDON Accounts Payable

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Check Warrant Report # 63338 Current Prior Next FY Invoices

Jacolyn

For Check Acct 01(10 General Fund) All check #s 07/07/20 To 07/13/20

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
301503	CHAMPLAIN VALLEY FUELS	06/26/20 gasoline	10-5-14-41130	413.14	48572	07/13/20
		376849	Fuel - Vehicles			
310946	CINTAS	06/22/20 uniforms	20-5-55-10320	17.85	48573	07/13/20
		4053775359	Clothing Allowance			
310946	CINTAS	06/22/20 uniforms	10-5-15-10320	74.83	48573	07/13/20
		4053775359	Clothing Allowance			
310946	CINTAS	06/29/20 uniforms	10-5-15-10320	65.58	48573	07/13/20
		4054349968	Clothing Allowance			
310946	CINTAS	06/29/20 uniforms	20-5-55-10320	17.85	48573	07/13/20
		4054349968	Clothing Allowance			
100470	CROSBY'S SALES & SERVICE	06/15/20 string, tube	10-5-22-43120	101.39	48574	07/13/20
		0064217	Municipal Mowing-maint			
100470	CROSBY'S SALES & SERVICE	06/19/20 battery	10-5-22-43120	46.95	48574	07/13/20
		0064251	Municipal Mowing-maint			
100470	CROSBY'S SALES & SERVICE	06/22/20 fuel grommet kit, tube	10-5-22-43120	31.86	48574	07/13/20
		0064263	Municipal Mowing-maint			
310300	CROSSWIND TECHNOLOGIES IN	07/01/20 Valcour SaaS CAD/RMS	10-5-14-30130	1480.00	48575	07/13/20
		472	Service Contracts			
310733	DENTON & SON	06/30/20 dumpster	20-5-55-50160	380.00	48576	07/13/20
		JUNE2020	Sludge Disposal			
100494	ENDYNE INC	06/26/20 testing	20-5-55-22120	25.00	48577	07/13/20
		335284	Testing			
100494	ENDYNE INC	07/01/20 June 18 testing	20-5-55-22120	155.00	48577	07/13/20
		336335	Testing			
100756	F W WEBB COMPANY	06/17/20 adaptors, clamps	20-5-55-51310	52.66	48578	07/13/20
		67544909	Collection Systems			
330422	FERGUSON ENTERPRISES LLC	06/16/20 reagent refill	20-5-55-30120	37.17	48579	07/13/20
		0168698	Professional Supplies			
330422	FERGUSON ENTERPRISES LLC	06/26/20 probe	20-5-55-30120	214.12	48579	07/13/20
		0169014	Professional Supplies			
330422	FERGUSON ENTERPRISES LLC	06/16/20 caps	20-5-55-30120	53.90	48579	07/13/20
		0169016	Professional Supplies			
330422	FERGUSON ENTERPRISES LLC	06/18/20 risers	10-5-15-46130	2928.74	48579	07/13/20
		0956451	Culverts			
330422	FERGUSON ENTERPRISES LLC	06/25/20 fabric, coupling, PVC	10-5-15-46130	227.38	48579	07/13/20
		0961880	Culverts			
310426	FYLES BROS., INC.	06/22/20 propane @ Town Hall	10-5-22-42100	105.73	48580	07/13/20
		13237	Heating - Propane			
310426	FYLES BROS., INC.	06/22/20 propane/WW lab bldg	20-5-55-42110	848.10	48580	07/13/20
		13238	LP Gas - Bldgs			
100725	GREEN MOUNTAIN GARAGE	06/11/20 oil	10-5-22-43120	34.74	48581	07/13/20
		152502	Municipal Mowing-maint			
100725	GREEN MOUNTAIN GARAGE	06/16/20 degreaser	10-5-22-43120	6.62	48581	07/13/20
		152759	Municipal Mowing-maint			
100725	GREEN MOUNTAIN GARAGE	06/16/20 filter, oil	20-5-55-41180	44.35	48581	07/13/20
		152762	Maintenance-Vehicles			
100725	GREEN MOUNTAIN GARAGE	06/18/20 hammer, wash, wipes	20-5-55-43160	162.85	48581	07/13/20
		152862	Maint. Supplies - General			
100725	GREEN MOUNTAIN GARAGE	06/19/20 bearing, grease gun	20-5-55-41180	77.21	48581	07/13/20
		152917	Maintenance-Vehicles			

07/10/20

01:39 pm

## TOWN OF BRANDON Accounts Payable

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Check Warrant Report # 63338 Current Prior Next FY Invoices

Jacolyn

For Check Acct 01(10 General Fund) All check #s 07/07/20 To 07/13/20

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100725	GREEN MOUNTAIN GARAGE	06/24/20 filter, oil 153126	10-5-22-43120 Municipal Mowing-maint	15.49	48581	07/13/20
100725	GREEN MOUNTAIN GARAGE	06/25/20 files 153207	10-5-15-41160 HW Maint. Supplies-Vehicl	16.33	48581	07/13/20
100725	GREEN MOUNTAIN GARAGE	06/26/20 windshield wash 153261	10-5-14-41160 PD Maint. Supplies-Vehicl	15.96	48581	07/13/20
310938	JOHN TURNER CONSULTING	06/18/20 Union St Sidewalk 1950002-08	46-5-20-50100 Union Sidewalk CI	773.68	48582	07/13/20
300645	LAMOTTE COMPANY	06/23/20 phosphate, reagent 644404	20-5-55-30120 Professional Supplies	54.81	48583	07/13/20
100588	MARKOWSKI EXCAVATING, INC	06/16/20 Park St App # 4 PARK APP 4	56-5-16-20240 Park St Construction	66013.46	48557	07/07/20
100588	MARKOWSKI EXCAVATING, INC	07/07/20 Park St App # 5 PARK APP 5	56-5-16-20240 Park St Construction	150556.11	48558	07/08/20
310630	MASTERCARD	06/22/20 Trackless fan assembly 52183	10-5-15-41160 HW Maint. Supplies-Vehicl	128.77	48584	07/13/20
310630	MASTERCARD	06/29/20 thermometers, a/c unit 60668	10-5-14-30210 Office Equipment	299.00	48584	07/13/20
310630	MASTERCARD	06/29/20 thermometers, a/c unit 60668	10-5-14-30210 Office Equipment	248.70	48584	07/13/20
310630	MASTERCARD	06/18/20 trail cameras 60670	10-5-14-30120 Professional Supplies	213.23	48584	07/13/20
310630	MASTERCARD	06/16/20 parts-flusher machine 60982	20-5-55-51310 Collection Systems	972.70	48584	07/13/20
310630	MASTERCARD	06/17/20 video conf. monthly serv 61283	10-5-10-10330 Dues & Subscriptions	15.89	48584	07/13/20
310630	MASTERCARD	06/19/20 data stamp, LED monitor 61284	10-5-10-30210 Office Equipment	109.99	48584	07/13/20
310630	MASTERCARD	06/19/20 data stamp, LED monitor 61284	10-5-13-20010 Elections	13.98	48584	07/13/20
310630	MASTERCARD	06/21/20 sheet music downloading 61285	10-5-18-40040 After School Activity	9.53	48584	07/13/20
310630	MASTERCARD	06/28/20 Shipping WW parts 61286	20-5-55-10310 Travel & Expenses	5.80	48584	07/13/20
310906	MODERN CLEANERS & TAILORS	06/29/20 uniform maint 1456	10-5-14-10320 Clothing Allowance	55.25	48585	07/13/20
301033	MOMAR INC	06/24/20 degreaser PSI350114	20-5-55-43160 Maint. Supplies - General	358.71	48586	07/13/20
310795	NATIONAL BUSINESS TECHNOL	06/24/20 serv contract: printers IN373391	10-5-10-30130 Service Contracts	32.68	48587	07/13/20
310795	NATIONAL BUSINESS TECHNOL	06/24/20 serv contract: copiers IN373392	10-5-10-30130 Service Contracts	92.41	48587	07/13/20
100788	NEW ENGLAND MUNICIPAL RES	06/20/20 Pre-Griev Cert of mailing 45890	47-5-10-10100 Professional Services	88.50	48588	07/13/20
100788	NEW ENGLAND MUNICIPAL RES	06/30/20 ROG, cert of mailing 45960	47-5-10-10100 Professional Services	56.25	48588	07/13/20
100788	NEW ENGLAND MUNICIPAL RES	06/30/20 Marshal Swift Res/Com tab 46005	10-5-11-22140 Property Assessor	578.00	48588	07/13/20
311020	OLDROYD, COREY	07/08/20 TOWN HALL REFUND JUNE 2020	10-4-22-30100 Town Hall Rent	100.00	48589	07/13/20

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TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63338 Current Prior Next FY Invoices  
For Check Acct 01(10 General Fund) All check #s 07/07/20 To 07/13/20

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Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310793	PRESEAU, JOSH	06/28/20 reimb - chlorine sticks JUNE2020	10-5-22-43160 Parks Maint.	21.19	48590	07/13/20
301058	R BOWLES HEATING AND PLUM	06/22/20 service call @ Police Dep 000007	10-5-22-43090 PD Bldg Maint.	80.00	48591	07/13/20
300502	ROUSE TIRE SALES INC	06/17/20 tire repair 10295467	10-5-15-41170 HW Tires - Vehicles	30.00	48592	07/13/20
300375	RUTLAND CITY	06/29/20 May sludge processing 27046SLUDG	20-5-55-50160 Sludge Disposal	3600.00	48593	07/13/20
100005	RUTLAND COUNTY SOLID WAST	07/03/20 electronics-from HW bldg 27161	10-5-22-43170 Trash costs-Transfer Stat	40.00	48594	07/13/20
100005	RUTLAND COUNTY SOLID WAST	06/30/20 Freon charge-old a/c unit M2456	10-5-22-43170 Trash costs-Transfer Stat	12.00	48594	07/13/20
310921	STEARNS SERVICES LLC	06/30/20 consulting fee 1064	10-5-10-30130 Service Contracts	360.00	48595	07/13/20
200277	THUNDER TOWING & AUTO REC	04/11/20 tire change-over 5723	10-5-14-41180 PD Vehicle Maintenance	40.00	48596	07/13/20
200277	THUNDER TOWING & AUTO REC	04/29/20 tire change-over 6257	10-5-14-41180 PD Vehicle Maintenance	40.00	48596	07/13/20
200277	THUNDER TOWING & AUTO REC	06/10/20 lube, oil and filter 6306	10-5-14-41180 PD Vehicle Maintenance	29.95	48596	07/13/20
200277	THUNDER TOWING & AUTO REC	06/10/20 repairs: brakes & caliper 6308	10-5-14-41180 PD Vehicle Maintenance	475.49	48596	07/13/20
200277	THUNDER TOWING & AUTO REC	06/23/20 repairs: radiator, fan 6310	10-5-14-41180 PD Vehicle Maintenance	721.84	48596	07/13/20
330447	TMDE CALIBRATION LABS, IN	07/02/20 radar calibration 39216	10-5-14-30130 Service Contracts	820.00	48597	07/13/20
100729	TREASURY OPERATIONS DIVIS	07/08/20 marriages april-june JUNE 2020	10-2-00-02113 Marriage Lic. Fees to Sta	150.00	48598	07/13/20
330348	VERIZON WIRELESS	06/13/20 cell phones 9856668275	10-5-15-42100 HW Telephone	99.17	48599	07/13/20
330348	VERIZON WIRELESS	06/13/20 cell phones 9856668275	10-5-18-42100 Recreation Telephone	20.76	48599	07/13/20
330348	VERIZON WIRELESS	06/13/20 cell phones 9856668275	10-5-21-10310 Travel & Expenses	20.75	48599	07/13/20
330348	VERIZON WIRELESS	06/13/20 cell phones 9856668275	20-5-55-42100 Wastewater Telephone	41.51	48599	07/13/20
330348	VERIZON WIRELESS	06/13/20 cell phones 9856668275	10-5-14-42100 PD Telephone Service	41.51	48599	07/13/20
330348	VERIZON WIRELESS	06/22/20 service: May 23 - Jun 22 9857204313	10-5-14-20233 MDT/Aircards	240.06	48599	07/13/20
310046	W.B. MASON CO INC	06/16/20 punch 211206454	10-5-14-30110 Office Supplies	16.99	48600	07/13/20
310046	W.B. MASON CO INC	06/24/20 batteries 211433079	10-5-14-30110 Office Supplies	48.81	48600	07/13/20
310046	W.B. MASON CO INC	06/24/20 toner 211437929	10-5-10-30110 Office Supplies	83.82	48600	07/13/20
310046	W.B. MASON CO INC	06/25/20 first aid kit 211468295	10-5-10-30110 Office Supplies	19.99	48600	07/13/20
310046	W.B. MASON CO INC	06/25/20 paper 211472464	10-5-10-30110 Office Supplies	77.97	48600	07/13/20

07/10/20  
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TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63338 Current Prior Next FY Invoices  
For Check Acct 01(10 General Fund) All check #s 07/07/20 To 07/13/20

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Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310046	W.B. MASON CO INC	06/25/20 labels	10-5-10-30110	55.80	48600	07/13/20
		211509406	Office Supplies			
310046	W.B. MASON CO INC	06/30/20 hand sanitizer	10-5-10-30110	50.16	48600	07/13/20
		211588458	Office Supplies			
310598	WALTER, ELLEN	06/24/20 reimb for sillcock	10-5-22-43160	200.92	48601	07/13/20
		JUN242020	Parks Maint.			
100202	WATER INDUSTRIES INC	06/23/20 retro fit controller	20-5-55-43160	3540.00	48602	07/13/20
		132629	Maint. Supplies - General			
330427	WINNING IMAGE GRAPHIX	06/24/20 Euro stickers	10-5-18-40040	475.00	48603	07/13/20
		16723	After School Activity			
310186	WYMAN'S TIMBER HARVESTING	07/09/20 Fires from Green-Up Day	10-5-17-71440	787.50	48604	07/13/20
		20200709-S	Green-Up Day			
Report Total				397735.18	=====	

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 \$ \*\*\*397,735.18  
Let this be your order for the payments of these amounts.

FY 2019-2020

07/10/20  
01:52 pm

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63340 Current FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 07/13/20 To 07/13/20

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Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100190	07/09/20	lime 329-8396	20-5-55-43160 Maint. Supplies - General	29.94	48605	07/13/20
100275	06/30/20	APPROPRIATION JULY 2020	10-5-25-70470 Brandon Library	7666.67	48606	07/13/20
310699	07/01/20	solar electric 162	20-5-55-42130 Electric	1935.00	48607	07/13/20
310699	07/01/20	solar electric 162	10-5-22-42130 Bldgs & Grounds Electric	2365.00	48607	07/13/20
100280	07/02/20	grass seed 840597/3	10-5-22-43160 Parks Maint.	47.98	48608	07/13/20
100280	07/02/20	lock & hasp for Dinn prop 840598/3	10-5-09-77000 Tax Sale Expenses	29.45	48608	07/13/20
100280	07/02/20	hose, nozzle 840632/3	10-5-22-43160 Parks Maint.	94.97	48608	07/13/20
100280	07/09/20	inspect spray, trash bags 841732/3	20-5-55-43160 Maint. Supplies - General	7.98	48608	07/13/20
100280	07/09/20	inspect spray, trash bags 841732/3	10-5-22-43170 Trash costs-Transfer Stat	27.98	48608	07/13/20
100310	06/30/20	APPROPRIATION JULY 2020	10-5-25-70480 Senior Citizen Center	1125.00	48609	07/13/20
310946	07/06/20	uniforms 4054989996	20-5-55-10320 Clothing Allowance	17.85	48610	07/13/20
310946	07/06/20	uniforms 4054989996	10-5-15-10320 Clothing Allowance	74.83	48610	07/13/20
310097	07/08/20	town office for july T/O 6/27/20	10-5-10-42100 Telephone Exp. Admin.	595.70	48611	07/13/20
310097	06/30/20	WASTE WATER JULY WW JULY 20	20-5-55-42100 Wastewater Telephone	187.39	48612	07/13/20
310037	07/10/20	highway for July HW JULY 20	10-5-15-42100 HW Telephone	90.42	48613	07/13/20
310177	06/30/20	JULY HOST FEE 134703	10-5-13-30123 Records Preservation	233.00	48614	07/13/20
100494	07/09/20	testing 337180	20-5-55-22120 Testing	210.00	48615	07/13/20
330364	07/10/20	s gage annual dues JULY 2020	10-5-13-10340 Professional Development	160.00	48616	07/13/20
100725	07/01/20	screws, locknuts 153538	10-5-15-44120 Roadside Mower- Maint	26.40	48617	07/13/20
100725	07/02/20	abrasive wheel/flap discs 153568	10-5-15-41160 HW Maint. Supplies-Vehicl	15.84	48617	07/13/20
100873	06/30/20	ELECTION SUPPLIES 66026	10-5-13-20010 Elections	40.80	48618	07/13/20
100788	06/01/20	Cloud Service FY 20-21 45745	10-5-10-30130 Service Contracts	840.00	48619	07/13/20
100788	06/30/20	ANNUAL DISASTER 20/21 45777	10-5-10-30130 Service Contracts	712.88	48619	07/13/20
100788	06/30/20	CAMA 7/1/20-6/30/21 45797	10-5-11-22140 Property Assessor	671.96	48619	07/13/20
310736	07/07/20	pest control: storage 14628	10-5-18-20500 Storage Unit Supply/Maint	50.00	48620	07/13/20

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TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63340 Current FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 07/13/20 To 07/13/20

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Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310736	POCKETTE PEST CONTROL	07/07/20 pest control: Town Office	10-5-22-43100	35.00	48620	07/13/20
		14629	Town Office			
310736	POCKETTE PEST CONTROL	07/07/20 pest control: Town Hall	10-5-22-43150	40.00	48620	07/13/20
		14630	Town Hall Repair/Maint.			
310736	POCKETTE PEST CONTROL	07/07/20 pest control: Police Dept	10-5-22-43090	65.00	48620	07/13/20
		14631	PD Bldg Maint.			
310842	RHR SMITH & COMPANY	07/03/20 Field work FYE 6/30/20	10-5-10-22110	2500.00	48621	07/13/20
		29945	Auditors			
310921	STEARNS SERVICES LLC	07/02/20 Process Q2 Quarterly rpt	10-5-10-30130	135.00	48622	07/13/20
		1066	Service Contracts			
100487	TREASURER, COUNTY OF RUTL	06/30/20 HALF OF COUNTY TAX	10-5-17-71100	14134.06	48623	07/13/20
		7/1/2020	County Tax			
100067	VLCT	07/01/20 FY21 Dues	10-5-10-10330	6018.00	48624	07/13/20
		21-RD024	Dues & Subscriptions			
300382	VLCT EMPLOYMENT RESOURCE	07/01/20 2020 Q3 Unemployment Ins	20-5-55-61150	138.00	48625	07/13/20
		30518-Q3	WW Unemployment			
300382	VLCT EMPLOYMENT RESOURCE	07/01/20 2020 Q3 Unemployment Ins	10-5-17-61150	833.00	48625	07/13/20
		30518-Q3	Unemployment Insurance			
100146	VLCT PACIF	07/01/20 2020 Q3 Liability, WC Ins	20-5-55-61160	2028.75	48626	07/13/20
		JULY 2020	WW Workers Comp.			
100146	VLCT PACIF	07/01/20 2020 Q3 Liability, WC Ins	20-5-55-61110	3289.33	48626	07/13/20
		JULY 2020	Insurance Expenses			
100146	VLCT PACIF	07/01/20 2020 Q3 Liability, WC Ins	10-5-17-61160	15767.50	48626	07/13/20
		JULY 2020	Worker's Comp Insurance			
100146	VLCT PACIF	07/01/20 2020 Q3 Liability, WC Ins	10-5-17-61110	18111.67	48626	07/13/20
		JULY 2020	VLCT Insurance			
Report Total				80352.35	=====	

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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 \$ \*\*\*\*80,352.35  
Let this be your order for the payments of these amounts.

FY 2020-2021



07/10/2020

TOWN OF BRANDON Accounts Payable

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Check Warrant Report # 63334 Current Prior Next FY Invoices

Jacelyn

All Invoices For Check Acct 99(10 General Fund) 07/13/2020 To 07/13/2020

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
300286	CASELLA CONSTRUCTION INC	PR58	S6 FR # 58	239048.16	0.00	239048.16	48556 06/24/20
100456	DUBOIS & KING INC	720005	S6 CI Progress rpt # 76	28870.15	0.00	28870.15	48559 07/13/20
Report Total			267,918.31	0.00	267,918.31		

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that there is due to the several persons whose names are  
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aggregating \$ \*\*\*267,918.31  
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Segment 6      FY 2019-2020