

PLEASE NOTE: REMOTE MEETING via ZOOM

Meeting ID (253 279 4161)

Dial: (929) 205 6099

**Brandon Select Board Meeting
January 11, 2021
7:00 p.m.**

The Brandon Select Board will meet Monday, January 11, 2021 at 7:00 p.m. 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 Junction Store & Deli at 2265 Forest Dale Road. The Select Board reserves the right to add additional items, if necessary, at the beginning of the meeting.

- 1) Call to Order
 - a) Agenda Adoption
- 2) Approval of Minutes
 - a) Select Board Minutes – December 14, 2020
 - b) Select Board Budget Workshop Minutes – December 15, 2020
 - c) Special Select Board Meeting – December 30, 2020
- 3) Town Manager's Report
- 4) Public Comment and Participation
- 5) Approve Certificate of Highway Mileage
- 6) Approve FY 2021/2022 Proposed Budget & Paving Appropriation
- 7) Town Report and Town Meeting Discussion
 - a) Discuss Including School Report in Annual Town Report
- 8) Discuss Bond Vote for WWTP Upgrades
- 9) Fiscal
 - a) Warrant – January 11, 2021- \$52,915.24
 - b) Route 7 Construction Warrant – January 11, 2021 - \$8,831.61
- 10) Executive Session

The appointment or employment or evaluation of a public officer or employee under the provisions of 1 V.S.A. § 313(a)(3). To include the Town Manager and the Animal Control Officer.
- 11) Adjournment

Brandon Select Board Meeting December 14, 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, Brian Coolidge, Doug Bailey, Tracy Wyman

Others In Attendance: Dave Atherton, Shari Vaccarella, Butch Shaw, Bill Moore, Brent Buehler, Chris Brickell, Stephanie Jerome, Bernie Carr, Jeff Biasuzzi, Sue Gage, Allie Breyer, Lee Kahrs

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

1. Call to order

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

2. Approval of Minutes

a) Select Board Meeting – November 23, 2020

b) Select Board Budget Workshop – December 9, 2020

Motion by Tracy Wyman/Tim Guiles to approve the minutes of the November 23rd Select Board meeting and the Select Board Budget Workshop of December 9th.. **The motion passed unanimously.**

3. Legislative Update

Stephanie Jerome stated one of the first bills to be presented in the Legislature is concerning town meeting in March and although about 1900 vaccines have arrived in Vermont, not everyone will be vaccinated by town meeting. The Legislature will determine how to make town meetings work and how the school budgets will be voted on. The meetings cannot be held in person and the Town could possibly do Australian ballot for those items usually voted from the floor. Butch Shaw stated for background, the Legislature enacted Act 162 that will give the Select Board the authority to do all voting by Australian ballot for town meeting, including budgets and school budgets, as well as other items. For those seats that are up for election, it will not be required to gather signatures for a petition but will be require a form sent to the town clerks indicating the intent to be a candidate. The bill gives the Secretary of State the ability to delay statutory deadlines for school boards and municipalities, but it has to be set in municipal charters and for schools in an article of agreement. This is the current law the Governor signed in October. The Legislature gave the Secretary of State the authority to send ballots for people that request them, but currently as a

general rule of thumb the towns cannot send them out to the general public. The cost will be born by the towns not the state if there is a change to allow mailing the Australian votes. It is complicated for the school districts as they are currently under the same guidelines as in the past and it will take an act of the Legislature. It is hoped there will be a bill before the Legislature by the second week of the session with regards to voting, however towns are allowed to mail ballots to those who request them, and it is the towns' responsibility to count the ballots. The Secretary of State is working on how to use the tabulators for both the towns and the schools' ballots. Ms. Jerome has reached out to all the town clerks in the district and has forwarded comments along to the committee who will be considering this item. Ms. Jerome sent Ms. Gage's comments and it was noted all of the school budgets have to be voted on during the same day and there will have to be some coordination between the town clerks and the school district. Ms. Jerome does not want to see the town bear the burden of mailing the ballots and it is hoped there may be more CARES funds obtained. Mr. Shaw stated requests for absentee ballots are currently in effect and how far that is expanded will be determined by late January. Ms. Gage stated the email she sent was also sent to all the town clerks in the school district and her concern was once the law passes in late January, there needs to be coordination as the school district has to have its elections on the same day and it is hoped there can be coordination between the towns. Ms. Gage noted Brandon is the regional spot for the towns in the school district. Seth Hopkins stated Brandon does the voting for candidates and budgets by Australian ballot, but the Select Board could choose to take the option to vote public questions that are usually voted on the floor during town meeting. Mr. Hopkins noted it is the intent to plan a zoom town meeting.

Motion by Tim Guiles/Tracy Wyman to vote the public questions pursuant to Act 162. **The motion passed unanimously.**

Stephanie Jerome suggested if there are any questions, the Select Board or town staff should feel free to reach out to the representatives for clarification. Ms. Jerome stated she did not see why there could not be a zoom meeting as the Secretary of State did indicate the informational meetings could proceed as normal via zoom. Brent Buehler noted concern with absentee ballots unless the budgets and information get out early. Ms. Gage stated there are deadlines for petitions which will not allow a lot of the information to get out early. Bill Moore questioned whether the town meeting could be moved earlier relative to the voting. Ms. Gage will review the statute but thought there is a little flexibility. Ms. Gage stated the Town could shift their meeting to a Saturday before town meeting according to statute, but she is not sure if it is more restrictive without researching. Mr. Shaw stated the Legislature is trying to figure out how they are going to meet but is looking like it will be remote again. There is some housekeeping work that needs to be done but the legislators are in a holding pattern to figure out how to work going forward. Ms. Jerome noted between now and when they are sworn in, they have two meetings a day and stated it has been busy getting prepared. Ms. Jerome reiterated if anyone has questions on any topics that are important to reach out to either representative.

4. Town Manager's Report

Dave Atherton provided a report for the weeks of November 30th and December 7th, 2020.

Segment 6:

A sewer line connect had to be made on Champlain Street. This was not shown on the plans, however, it is within the project limits. We had to replace a crosswalk control on the Park Street/Franklin Street intersection.

The project will shut down on December 18th and resume on April 15, 2021 to mill, pave and line stripe the work area on West Seminary Street. Sidewalk repairs/replacement will also commence on April 15th, 2021. The final project end date is May 31, 2021.

Other happenings:

Dave Atherton started employee evaluations this week and hope to have them completed by Christmas.

Mr. Atherton attended a Local Roads meeting via Zoom on 12/2/2020 to discuss highway department plans due to Covid-19. The discussion was centered around what departments have planned in case their crew is exposed to the virus. It was informative but basically mirrored the plan we have had in place since March.

As a reminder, the next budget meeting is Tuesday, December 15th at 6:00PM.

Mr. Atherton questioned if the Select Board wished to hold the December 28th meeting as in the past it has been eliminated with actions taken either at the first meeting in January or at one of the Budget meetings. It was the consensus of the Board to cancel the second regular Select Board meeting for December.

Motion by Seth Hopkins/Doug Bailey to omit the second Select Board meeting of December. **The motion passed unanimously.**

Rec Department News:

The Brandon Rec has teamed up with the Brandon Area Chamber of Commerce and The Reporter to sponsor and expand the holiday decorating competition, "Get Lit Brandon". More prize categories including a Best Lit Street! Judging occurs on December 20th.

The Brandon Area Toy Project with help from the Brandon Rec, Brandon Free Public Library and the Brandon Area Chamber of Commerce are hosting a "Reverse Parade" on December 20th from 5PM to 6PM. Folks who want to experience the inaugural holiday celebration should travel down High Street and on to Park Street and exit the parade route through Lot A. All kinds of displays, both temporary lots and houses along the route will be so cheery.

The Brandon Rec and Brandon Public library are partnering on two endeavors to break the COVID blues. Thanks to a partnership with Olivia's Croutons, a monthly baking competition will commence with the first challenge: Get Stuffed! What can you do with stuffing? Register and pick up the supplies on December 18th. Judging will be visual for now with the winner's recipe being promoted by Olivia's! And quiz night is back, on Zoom. The resumption of this

pub style trivia game was an early pandemic adjustment that became a weekly distraction for folks locked down. December 19th we will have 12 teams participating and starting after the New Year, weekly on Saturdays for the winter. Register your team online!

Our youth sports season is awaiting direction from the Scott Administration and once we have been given the green light, we will work with the school to bring back basketball and cheerleading.

4. Zoning Administrator's Report

Seth Hopkins thanked Jeff Biasuzzi for the report that was submitted. Mr. Biasuzzi reported the level of permit activity for the fiscal year ending in June was higher than the past two years. The pattern of permit activities is consistent, and the pandemic and stimulus money may have helped in the increase in number of permits. Another highlight is the owner of the old high school has been busy working with an architectural firm to prepare for permit activity for residential apartments that will make an advantage for housing in Brandon. Mr. Biasuzzi has not had to go to task on the river corridor rules, but there have been some inquiries about Briggs Lane and Mill Lane that would impact the river corridor. Mr. Biasuzzi stated an interesting thing is the focus on farm animal permits which is unique to Brandon from other towns in Rutland County and is something the Planning Commission has discussed with him. There is room for improvement on this item and more of a hot button is noise issues. The Planning Commission meeting focused on upgrading noise regulations and they will continue that focus in the coming meetings. The Committee has not had to oppose any projects relating to the Enhanced Energy plan. Mr. Biasuzzi stated it is commendable that Brandon has a full Planning Commission. Tim Guiles noted the DRB is missing a regular member and an alternate and suggested anything that could be done to encourage people to participate on this board would be appreciated. With regard to zoning violations, Mr. Biasuzzi noted some are old, and some are ongoing. There has been some progress on the old ones. Two issues that have come up that are on Mr. Biasuzzi's radar is camper occupancy as Brandon allows a camper to be occupied at a residency for 21 days and there have been issues with campers being an option for housing. He has had to address those issues and there have also been some issues with signs. He has had discussions with the property owners that have signs out of compliance. Another issue that has come up is the two square foot open signs in the windows that are seen in a number of downtown businesses as there are rules that indicate no neon illumination. He noted perhaps the Planning Commission may do some tweaking and make a consideration to change that. The current rules are clear that they are not supposed to be in the windows. Mr. Biasuzzi would also like clarification on the soft banners on the buildings, as he does not have opposition for leaving them, however, there is nothing in the BLUO as it was an amendment by the Select Board due to the road construction. Dave Atherton stated the banners were done when there was marketing money for Segment 6 and they are allowed to remain until the end of Segment 6, which will be May 31st. The businesses needed to market through construction and the Select Board waived some rules on banners and once Segment 6 is done, the banners are done. Mr. Biasuzzi asked for suggestions for keeping them as they are in good taste, but the merchants need some guidance on them. Seth Hopkins stated his view is to be as lenient as possible through Segment 6, but there will need to be action from the Planning Commission regarding the sign ordinance

thereafter. Bernie Carr stated all merchants were told the banners were through Segment 6 and have to be removed after Segment 6 is completed. Mr. Biasuzzi stated this is a good solution to the situation. Doug Bailey stated it is not a sign, but he noticed an open flag stuck into a tree that was planted and noted someone should talk to the business about this situation. Mr. Atherton noted he will speak to the business concerning this item. Mr. Biasuzzi stated the Planning Commission discussed the use of a town newsletter or a section of the town website to discuss current issues and he encouraged that option. Mr. Biasuzzi stated Brandon's Sign Ordinance was consolidated and he has some suggestions for tweaks to the BLUO for the current rules. Mr. Biasuzzi reported he will be coming in on Tuesday all day and probably Wednesday mornings, with flexibility to stay Wednesday afternoon. He has developed a new fee schedule that is simpler and is more direct and readable. The biggest change that is proposed for zoning fees is the zoning review for compliance relating to requests from attorneys to go through the properties to attest that there is compliance. He has done some commercial reviews in other towns that have taken two days. The proposed fee schedule includes the rate for the base zoning fee and required zoning fee and does not include the \$5.00 state increase for recording fees. Mr. Biasuzzi noted the Brandon fee schedule is actually a reduction due to the increase in the state's fee.

Motion by Tim Guiles/Tracy Wyman to approve the new Zoning Fee format as presented and recommended by the Zoning Administrator. **The motion passed unanimously.**

Brent Buehler asked if a builder pays for the attorney's fee to check for compliance and do penalties from the Town apply. Jeff Biasuzzi advised attorneys want to search titles a couple of days before closing and if there is an unpermitted structure or use, there is not a window of opportunity to fix it. In many cases, the easiest solution is to get the permit in place to not delay the transfer unless there is clear malice, however, if a violation is egregious, it delays the transaction. Mr. Biasuzzi noted this is not a common occurrence and if the violation is by malice, they are subject to zoning violations if they do not rectify the situation. Mr. Biasuzzi noted he is more concerned with commercial properties.

Seth Hopkins asked if this will be the Zoning Administrator's report for the Annual Report. Mr. Biasuzzi advised he will take context as the opening paragraph and will provide information on the types of permits and a couple of highlights. He thought the Planning Commission and Energy Committee will submit their own report.

Tim Guiles asked if some of the enforcement actions are tentative. Mr. Biasuzzi reported they are clear zoning issues, and some are perpetual where there has been discussion with the property owners and after several conversations there has not been action. He has one business tenant and a person that is operating an unpermitted business where he has been discussing these for about a year. Mr. Biasuzzi advised these issues will be ratcheted to a timeline where there will be a formal violation. Mr. Guiles stated there was discussion that a noise ordinance could be a stand-alone ordinance and asked if that requires attention by the Select Board. Mr. Biasuzzi stated this is for the Planning Commission to submit suggestions to the Select Board. If they feel the document they will draft is to be included in the current ordinance, they will proceed with the statutory process that will include public hearings and a revised BLUO submitted to the Select Board. This item is currently being reviewed by the

Planning Commission. Mr. Hopkins suggested the summary report provided by the Zoning Administrator include the information about the change in office hours. Mr. Biasuzzi advised he sent to the town clerks where he works an update on changes to his office hours. He likes to ask the town clerks and other town staff if the times are acceptable and if there is no objection, there will be time to get the information out for the annual report.

5. Public Comment and Participation

Bill Moore reported the Otter Creek Communication District is now 13 towns strong and are currently doing a feasibility study and it has been suggested to move forward with this project. They will submit an annual report. Mr. Moore provided the following link that is an outreach tool for this program: <https://outreach.occud.org>. Mr. Moore advised a final website is being developed and there will be a mailer going out to 25,000 addresses in Rutland county.

Brent Buehler did not realize the Planning Commission is rewriting the noise ordinance. Jeff Biasuzzi advised the simplest way to keep track of the Planning Commission is review of the minutes on the Town's website for all appropriate meetings on a month-to-month basis. Mr. Biasuzzi stated any proposed changes to be made would be presented to the Select Board for approval.

6. Town Manager Authority Regarding Appointed Officials

Seth Hopkins noted the following information on this subject was included in the Board's packet:

"24 VSA 37 § 1236 states "the [town] manager shall have authority and it shall be his or her duty:

... (2) To perform all duties now conferred by law upon the select board, except that he or she shall not ... make appointments to fill vacancies which the select board is now authorized by law to fill; but he or she shall, in all matters herein excepted, render the select board such assistance as it shall require. ..."

Full text of chapter 37: <https://legislature.vermont.gov/statutes/fullchapter/24/037>

Fellow Selectmen: In light of the "such assistance as it shall require" clause in (2) above, I suggest the Brandon Select board consider making an official finding of the italicized text below:

To successfully provide town services to the public, and to further the equitable and professional treatment of board-appointed officials, the select board requires the town manager to assist the board by providing supervision and evaluation of officials the board is required by statute to appoint, specifically the zoning officer, the animal control officer, and the rental code and health officer, similar to the supervision provided by the town manager to the other paid staff of the Town.

Reasoning: The three positions listed above are held by dedicated and valuable part-time, paid employees who cannot be effectively or efficiently overseen by a five-member volunteer board meeting twice a month. It is simply not fair to them. Our full-time professional town manager is

qualified and able to oversee them as he does the rest of the town staff (hired part-time and full-time employees) whom we do not appoint. We owe this to our appointees, so they have an alert, engaged, and responsive supervisor to ensure their success in their work. We also owe this to our community who rely on the services these appointees provide. Thank you for your consideration.

*Respectfully submitted,
Seth Hopkins"*

Motion by Seth Hopkins/Tim Guiles to request the assistance of the Town Manager for the supervision and evaluation of officials the Select Board is required by statute to appoint, specifically the Zoning Administrator, the Animal Control Officer, and the Rental Code and Health Officer, similar to the supervision provided by the Town Manager to the other paid staff of the Town. **The motion passed unanimously.**

Brent Buehler asked how the activities would be reported as in the past they were reported randomly. Seth Hopkins advised the Select Board established a policy for reports from committees, with most being either on an annual or semi-annual basis, unless the Board needs to be advised of something specific.

Dave Atherton does not have a problem with the departments reporting to the Board if there is a Department Head who wants to present to the Board, but he could also report out to the Select Board if they prefer. Tim Guiles stated in managing, they will be reporting activities to the Town Manager, with him being a conduit to the Board, but he is happy to allow them to come to the Select Board. Mr. Atherton noted that Jeff Biasuzzi and he meet frequently, but there has been some question as to who reports to who, and this will clarify that issue. Seth Hopkins noted this action will be helpful to the employees.

7. Town Report and Town Meeting Preparation

Seth Hopkins advised the Select Board is actively soliciting for photographs for the Town Report of town events or scenery, town employees in action, etc. A request was made three weeks ago for committees to submit their annual reports. He thanked the officers and staff that have submitted reports and for those who haven't submitted them, to please try to get the reports in within the coming days due to the warning deadline. Mr. Hopkins requested direction from the Town Manager concerning delinquent taxes for the Town Report. Mr. Atherton stated he has not been advised to proceed with any tax sales and he did not have a preference as to whether they were included. Tim Guiles thanked Mr. Atherton and noted the Derby annual report is being used as a model to rework the annual report. It was an observation that they noted their delinquent accounts in celebrating that they are getting smaller each year. Mr. Atherton is doing a great job in assisting to reduce the accounts and it was decided to not list the names. Mr. Guiles noted there are some people having specific hardships and for them to be exposed to public shaming is not helpful, and he is promoting the idea of modeling like Derby, where we list the total but not specific amounts. Mr. Atherton advised that since COVID-19 and all of the things that have gone on with taxes and unemployment, he has not been as aggressive with delinquent taxes. Seth Hopkins did not know the purpose for printing individual names and did not think it is a legitimate use of the town report. Brent Buehler noted he is in favor of not listing them and suggested if they are listed to note those

that have set up a payment plan with the Town to come current. Mr. Hopkins stated this could be problematic as people sometimes fall out of payment plans and may only be a snapshot in time. Mr. Atherton advised we have had to get aggressive with the plans, as people will set a plan up and it stipulates you have to make monthly payments and stay current with the current taxes. Mr. Atherton noted there are a list of repeat offenders and the percentages are probably consistent with other towns in the state. Mr. Hopkins stated this is a change to an established practice of many years and the Select Board should discuss it. It was the consensus of the Select Board to not publish the list of delinquent taxpayers, or the delinquent water and sewer accounts. Mr. Hopkins advised that Mr. Buehler had sent the Board an email in the fall for improving the town report and they have reviewed those suggestions and suggestions from others, and he thinks people will be pleased with the report. The budget year designation in showing the two years can be done and in the department breakdown of personal and benefits, they are working on how the material can be presented that is less opaque. With regard to a capital improvement plan, that has not been included in a few years and likely will not be able to be put together for this year but is something that can be discussed to develop for coming years. Dave Atherton stated the problem with capital improvement plans is anytime an administration or board changes they do not work out so well. Tim Guiles suggested the capital improvement plan can be an aspirational plan to provide information to the public. Mr. Atherton stated one thing brought up is that people do not want the Town to hold on to their money if we are not using it. Mr. Buehler stated from attending the budget meetings, paving is a constant on the list of capital improvements. Mr. Atherton advised that item should be annual maintenance cost that should stay in the budget. Mr. Atherton noted there was a discussion of the 1% option tax and the way the charter was written it was for capital projects that would be approved by the Select Board. There has been discussion of the highway garage and that might be the start of a capital improvement plan. Mr. Buehler thanked the Board for considering his format changes. He stated marijuana retail sales are coming up and asked how the Town will address that. Mr. Hopkins noted he had talked to Mr. Atherton about an article of Middlebury deciding to put this item on the town ballot and Mr. Atherton will do research on what the towns can do. Butch Shaw stated it is an opt-in vote and the rules have not been developed yet and the Cannabis Control Board has not been created yet. He will do some checking, but it would be an option vote by the Town. Sue Gage believes because the Town has a dispensary, they can begin dealing directly with the public and can convert to recreational sales but may not require a vote from the Town. Mr. Shaw stated that is something that will need to be checked on, but he knows they are first in line for permits. Chris Brickell noted he would be happy to be in on the discussion and he has heard the Town will have to opt in and the zoning regulations need to be reviewed as the dispensary may need a different permit, but he would be happy to weigh in when the time is appropriate. Mr. Hopkins stated the Board has some interest in this subject and asked the Town Manager to provide more information at the January meeting.

8. Consider Certificate of Project Completion for the Bond Bank

Dave Atherton reported these are bond certificates for bonds relating to the various projects listed that the Town had taken out, noting some are old, like for the culvert for Bridge 114 and are not the bond with Casella for the project.

Motion by Doug Bailey/Tracy Wyman to sign the Certificate of Project Completion for the Vermont Municipal Bond Bank. **The motion passed unanimously.**

Sue Gage reported the Town has expended the bond bank funds and they would like the Town to do this paperwork. The older bond was the original borrowing for old paving projects and \$750,000 went to Segment 6. The new bond was for the three different projects and the Bond Bank requested the certificate be sent when the project is substantially completed.

9. Fiscal

a) *Warrant – December 14, 2020 - \$396,430.17*

b) *Route 7 Construction Warrant – December 14, 2020 - \$279,346.68*

Motion by Brian Coolidge/Tracy Wyman to approve the December 14th warrant in the amount of \$396,430.17 and the December 14th Route 7 Construction warrant in the amount of \$279,346.68. **The motion passed unanimously.**

Doug Bailey questioned whether the warrant for Markowski on Page 3 had offsetting funds. Mr. Atherton advised this is the final invoice that gets reimbursed through VTrans and the Clean Water grant. Mr. Bailey asked if there are offsetting funds for the Brandon Rec fundraiser on Page 4 for pizza kits. Mr. Moore reported there were offsetting funds for this warrant.

Motion by Tracy Wyman/Brian Coolidge to enter into executive session at 8:38PM to discuss the appointment or employment or evaluation of a public officer or employee under the provisions of 1 V.S.A. 313(a)(3) of the Vermont Statutes to include the Town Manager. **The motion passed unanimously.**

Seth Hopkins wished everyone season greetings and hope for a bright 2021.

10. Executive Session

The Board came out of Executive session at 9:00PM. There were no actions required.

12. Adjournment

Motion by Tracy Wyman/Tim Guiles to adjourn the Select Board meeting at 9:00PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

December 15, 2020 Budget Committee Workshop

Attendees: Seth Hopkins, Doug Bailey, Tim Guiles, Tracy Wyman, David Atherton, Jackie Savelle, Janet Coolidge, Bill Moore, Brent Buehler

6:03 p.m. Meeting called to order by Seth Hopkins

Motion to Adopt the Agenda by Guiles/Bailey. Approved.

Summary of Budget Discussion led by Seth Hopkins. Suggestions were made by everyone on areas where a decrease might be possible.

Discussion on Town Meeting protocol due to pandemic

7:50 p.m. Motion to Adjourn by Bailey/Guiles. Approved.

Respectfully Submitted,

David Atherton

**BRANDON SELECT BOARD SPECIAL MEETING
DECEMBER 30, 2020**

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

All in Attendance via Zoom.

- 1 Select Board meeting was called to order by Seth Hopkins at 5:30 PM. Selectmen Present: Doug Bailey, Tracy Wyman, Tim Guiles and Seth Hopkins. Also present: Bill Moore and Brent Buehler.
- 2 Agenda adopted as posted. Motion by Doug Bailey, second by Tracy Wyman. Unanimous.
- 3 Assessor's errors & omissions list adopted as presented. Motion by Doug Bailey, second by Tracy Wyman. Brief discussion by Tim Guiles and Seth Hopkins. Unanimous.
- 4 Warrant for December 30th in the amount of \$28,348.53 approved as presented. Motion by Tracy Wyman, second by Doug Bailey. Unanimous.

Short public comment from Brent Buehler asking whether these changes to the grand list will be part of the calculation of the amount to be raised by taxes when budget is presented. Answered by Seth Hopkins: yes, though grand list is not lodged until April and tax rate is not set until July so additional revisions of grand list number may occur. No further public comment or participation arose.

Seth Hopkins requested any announcements. None arose.

- 5 Motion to adjourn by Tracy Wyman, second by Doug Bailey. NOT DEBATABLE. Unanimous. 5:36PM

Respectfully submitted,

Seth Hopkins.

Town Manager Report for the week of January 4th, 2021

- I have been working with Dubois & King on finalizing the design for the Conant Square parking area. We are looking at construction in the late spring/early summer.
- We have completed the project closeout documents for Park Street and Union Street.
- We have been working with Bond Council to prepare documents for the bond vote on the wastewater treatment plant upgrades.
- I have received a purchase and sale agreement from the Nature Conservancy for the two swamp lots. I have reviewed it and forwarded it to our attorney for review.

Rec Dept. News:

- The New year rec programming will kick off with our Brandon Free Public Library collaboration, Quiz Night. Starting January 9, we will be hosting Trivia via Zoom.
- Colleen Wright is helping the Rec to partner with the American Legion and local Chef Dallas Ladd to create Get It and Go. With the sun setting the Vermont Farmers Food Center/the State of VT's Everyone Eats program, we are working on a Brandon-based solution. A monthly, donation funded, grab and go meal for anyone who may need the food. The first meal will be available for pick-up on January 18, 5pm. 100 meals will be prepared and distributed at the Legion. Get it and go!
- We are working on a Brandon Mascot Competition, keep an eye out for the contest..
- The Rec Director has been working with the OVUUSD to find a workable solution for indoor sports. Bill Moore, Neshobe School Principal Judi Pulsifer, along with the SOAR after school coordinator (and former superstar Brandon rec director) met with Superintendent Jeanne Collins to brainstorm solutions based on the current restrictions and health guidance. The Agency of Education, in their efforts to mitigate the spread of the COVID-19, are not allowing outside groups to access local schools. The Vermont Department of Health guidance requires much in the way of space, masking and limitations on what types of activities in which people can be engaged indoors. Unfortunately, there was not a workable solution to be found. The pod based nature of the school's education delivery, limited gym space (only half the gym is currently available), the limit on who can use the space (they even considered hiring the Rec Director as a part-time employee and running activity as a part of the state licensed SOAR program), the restrictions around co-mingling with other groups outside of the school proved to be too much to overcome for this 2021 winter season. A survey of other Vermont "gym-less" rec programs that act as the de facto athletic departments for their area schools confirms our district was unique in their willingness to entertain some creative approaches to creating indoor programming for their communities' students and families.

Other items will be covered in the agenda.

District 3
Certcode 1102-0

CERTIFICATE OF HIGHWAY MILEAGE
YEAR ENDING FEBRUARY 10, 2021

Fill out form, make and file a copy with the Town Clerk, and submit the Mileage Certificate on or before February 20, 2021 to: Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section through upload to the secure FTP site or if necessary via mail to: VTrans PPAID - Mapping Section, 2178 Airport Rd, Unit B, Berlin, VT 05641.

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

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

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	2.214				0.000
Class 2	16.010				0.000
Class 3	40.24				0.000
State Highway	12.678				0.000
Total	71.142				0.000
* Class 1 Lane	0.000				
* Class 4	8.30				0.000
* Legal Trail	3.22				

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

PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.

1. **NEW HIGHWAYS:** Please attach Selectmen's "Certificate of Completion and Opening".

2. **DISCONTINUED:** Please attach SIGNED copy of proceedings (minutes of meeting).

3. **RECLASSIFIED/REMEASURED:** Please attach SIGNED copy of proceedings (minutes of meeting).

4. **SCENIC HIGHWAYS:** Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Place an X in the box and sign below.



PART III - SIGNATURES - PLEASE SIGN.

Signatures of Selectmen/ Aldermen/ Trustees:

Signature of T/C/V Clerk:

Date Filed:

Please sign ORIGINAL and return it for Transportation signature.

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

APPROVED:

Representative, Agency of Transportation

DATE:

TOWN OF BRANDON
WARNING
SPECIAL TOWN MEETING
MARCH 2, 2021

The legal voters of the Town of Brandon, Vermont, are hereby notified and warned that an election will be held in the Town of Brandon on Tuesday, March 2, 2021, between the hours of seven o'clock (7:00) in the forenoon (a.m.), at which time the polls will open, and seven o'clock (7:00) in the afternoon (p.m.), at which time the polls will close, at a location to be announced publicly by posted and published notice no later than January 26, 2021, in order to vote by Australian ballot upon the following Article of business:

ARTICLE I

Shall general obligation bonds or notes of the Town of Brandon in an amount not to exceed Five Million Seven Hundred Thousand Dollars (\$5,700,000), subject to reduction from the receipt of available state and federal grants-in-aid, be issued for the purpose of financing the cost of making upgrades, repairs and replacements to the wastewater treatment facility, the aggregate estimated cost of all such improvements being Five Million Seven Hundred Thousand Dollars (\$5,700,000)?

The legal voters of the Town of Brandon are further notified that voter qualification, registration and absentee voting relative to said special meeting shall be as provided in Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

DUE TO CURRENT EMERGENCY ORDERS RELATING TO PUBLIC GATHERINGS, VOTERS ARE URGED AND ENCOURAGED TO REQUEST EARLY AND ABSENTEE BALLOTS FROM THE TOWN CLERK (802-247-3635 EXT 203 OR sgage@townofbrandon.com). EARLY AND ABSENTEE BALLOTS WILL BE AVAILABLE ON AND AFTER FEBRUARY 10, 2021.

The legal voters of the Town of Brandon are further notified that a virtual informational meeting will be held on Monday, March 1, 2021 at seven o'clock (7:00) in the evening, for the purpose of explaining the proposed improvements and the financing thereof. Members of the public are invited to attend the informational hearing through the following virtual connection:

Have a phone with a built-in camera (*Zoom App download required*)

- Visit: <https://zoom.us/j/2532794161> (This will prompt the download if you do not have the software/app already installed)

Meeting ID (253 279 4161)

Option 2: Conference Call: To dial in for audio only:

1.

1. Dial: (929) 205 6099

2. Follow instructions to enter Meeting ID (253 279 4161) then confirm by hitting pound

Adopted and approved at a regular meeting of the Selectboard of the Town of Brandon duly called, noticed and held on January 11, 2021. Received for record and recorded in the records of the Town of Brandon on January 12, 2021.

ATTEST:

Susan M. Gage
Town Clerk

Selectboard

OFFICIAL BALLOT

TOWN OF BRANDON

SPECIAL MEETING MARCH 2, 2021

ARTICLE I

Shall general obligation bonds or notes of the Town of Brandon in an amount not to exceed Five Million Seven Hundred Thousand Dollars (\$5,700,000), subject to reduction from the receipt of available state and federal grants-in-aid, be issued for the purpose of financing the cost of making upgrades, repairs and replacements to the wastewater treatment facility, the aggregate estimated cost of all such improvements being Five Million Seven Hundred Thousand Dollars (\$5,700,000)?

If in favor of the bond issue,
make a cross (x) in this square:

☐

If opposed to the bond issue,
make a cross (x) in this square:

☐☐
☐

RESOLUTION CERTIFICATE

I, Susan M. Gage, certify that I am the duly elected and qualified Clerk of the Town of Brandon, a municipal corporation located in the County of Rutland, State of Vermont; that I have custody of the books, records and seal of said Town; and that the following is a true and exact copy of a Resolution duly adopted at a meeting of the Selectboard of the said Town, duly called, noticed and held on January 11, 2021, at which a quorum of members of the Board was present and voting; and that the same remains in full force and effect, and has not been amended, rescinded, abridged, modified or contested in any way:

RESOLVED, that the public interest and necessity demand certain improvements to, namely, upgrades, repairs and replacements to the Town wastewater treatment facility, at an aggregate estimated cost of \$5,700,000; and

BE IT FURTHER RESOLVED, that the cost of completing the Town's share of the costs of constructing such improvements, after application of available state and federal grants-in-aid, and the application of available reserves, will be too great to be paid out of the annual revenue of the Town; and

BE IT FURTHER RESOLVED, that a proposal for the issuance of general obligation bonds or notes of the Town in the aggregate amount not to exceed \$5,700,000 to pay for its cost of the same, subject to reduction through the receipt of any state or federal grants-in-aid and other financial assistance, should be submitted to the legal voters of the Town at a special meeting thereof to be duly called and held for that purpose on March 2, 2021; and

BE IT FURTHER RESOLVED, that all acts relating to the proposition of incurring bonded indebtedness and the issuance of general obligation bonds or notes of the Town of Brandon for the purpose of constructing and operating said improvements within the corporate limits of the Town be in accordance with the provisions of Chapters 53, 97, 101 and 120 of Title 24, Vermont Statutes Annotated; and

BE IT FURTHER RESOLVED, that the attached Warning and form of Ballot be adopted for use in connection with consideration of the above-stated proposition of making said public improvements and incurring general obligation indebtedness therefor.

Dated: January 11, 2021

ATTEST:

SEAL

Susan M. Gage

CERTIFICATE OF POSTING

PUBLICATION AND VOTE

The undersigned, being the Clerk of the Town of Brandon, does certify that:

- (1) The attached Resolution (Exhibit I) and Declaration of Official Intent (Exhibit II) were duly adopted at a duly warned meeting of the Selectboard of the Town of Brandon held on January 11, 2021.
- (2) The attached Warning (Exhibit III) was duly approved and adopted at a duly warned meeting of the Selectboard of the Town of Brandon held on January 11, 2021.
- (3) The attached form of Ballot (Exhibit IV) was duly approved and adopted at a duly warned meeting of the Selectboard of the Town of Brandon held on January 11, 2021 for use at the special meeting of the Town of Brandon held on March 2, 2021.
- (4) The attached Warning (Exhibit III) was published in the Rutland Herald, a newspaper published in Rutland, Vermont, and generally circulating in the County of Rutland and in the Town of Brandon and said Warning appeared in said newspaper on February 10, February 17 and February 24, 2021.
- (5) The attached Resolution (Exhibit I), Declaration of Official Intent (Exhibit II) and Warning (Exhibit III) were received for record and recorded on January 12, 2021, in the records of the Town of Brandon.
- (6) The attached Warning (Exhibit III), Ballot (Exhibit IV) and Notice to Voters (Exhibit V) were posted on the Town website (www.townofbrandon.com) and in the following public places in the Town of Brandon from January 29, 2021 through March 2, 2021, the date of the special Town meeting.
 - (a) Town Clerk's Office (with current voter checklist)
 - (b) _____
 - (c) _____
 - (d) _____
 - (e) _____

- (7) The vote by Australian ballot (Exhibit IV) on the proposition stated therein was:

ARTICLE I

IN FAVOR _____

OPPOSED _____

BLANK _____

SPOILED _____

TOTAL VOTES _____

- (8) No petition has been filed seeking reconsideration or rescission of the action taken at said special meeting nor is there any litigation pending or threatened in any state or federal court contesting or challenging either the proceedings set forth in Paragraphs (1) through (7) of this Certificate, the works of improvement so authorized or, the issuance of bonds or notes of the Town to finance the same.

DATED: April ____, 2021

Susan M. Gage
Town Clerk

DECLARATION OF OFFICIAL INTENT
OF THE TOWN OF BRANDON
TO REIMBURSE CERTAIN EXPENDITURES
FROM PROCEEDS OF INDEBTEDNESS

WHEREAS, the Town of Brandon, Vermont (the "Issuer") intends to construct public wastewater system improvements to be considered by the Issuer at a special meeting thereof held on March 2, 2021 (the "Project"); and

WHEREAS, the Issuer expects to pay certain capital expenditures (the "Reimbursement Expenditures") in connection with the Project prior to the issuance of indebtedness for the purpose of financing costs associated with the Project on a long-term basis;

WHEREAS, the Issuer reasonably expects that for that part of the Project consisting of permitting, fiscal, legal, acquisition, design and construction costs, debt obligations in an amount not expected to exceed \$5,700,000 will be issued and that certain of the proceeds of such debt obligations will be used to reimburse the Reimbursement Expenditures; and

WHEREAS, the Issuer declares its reasonable official intent to reimburse prior expenditures for the above-described part of the Project with proceeds of a subsequent borrowing:

NOW THEREFORE, the Issuer declares:

Section 1. The Issuer finds and determines that the foregoing recitals are true and correct, and that all of the capital expenditures covered by this Resolution were or will be made not earlier than 60 days prior to the date of this Resolution.

Section 2. This declaration is made solely for the purposes of establishing compliance with the requirements of Section 1.150-2 of the Treasury Regulations. This declaration does not bind the Issuer to make any expenditure, incur any indebtedness, or proceed with the Project.

Section 3. The Issuer hereby declares its official intent to use proceeds of indebtedness to reimburse itself for Reimbursement Expenditures, within 18 months of either the date of the first expenditure of funds by Issuer for such Project or the date that such Project is placed in service, whichever is later (but in no event more than three years after the date of the original expenditure of Issuer funds for such Project), and to allocate an amount not to exceed \$5,700,000 of the proceeds thereof to reimburse itself for its expenditures in connection with the Project.

Section 4. The Issuer's debt obligations for the aforementioned purpose will not be "private activity bonds" within the meaning of Section 141 of the Internal Revenue Code of 1986.

Section 5. All prior actions of the officials and agents of Issuer that are in conformity with the purpose and intent of this Resolution and in furtherance of the Project shall be and the same hereby are in all respects ratified, approved and confirmed.

Section 6. All other resolutions of the legislative body of the Issuer, or parts of resolutions, inconsistent with this Resolution are hereby repealed to the extent of such inconsistency.

Section 7. It is hereby found that all discussions and deliberations of the legislative body of the Issuer leading to the adoption of this Resolution occurred at one or more meetings of the legislative body conducted pursuant to public notice and open to public attendance.

Section 8. This declaration shall take effect from and after its adoption.

The undersigned, Town Clerk of the Issuer, hereby certifies that the foregoing is a full, true and correct copy of the declaration of the legislative body of said Issuer duly made at a meeting thereof held on the date, specified below, and that said declaration has not been amended, modified or revoked.

Town Clerk

January 11, 2021

Elaine Smith

From: David Atherton
Sent: Monday, December 21, 2020 9:02 AM
To: Elaine Smith
Subject: FW: agenda item for next select board meeting

Elaine,

Can you add this to the next SB meeting agenda.

Thank you,
D

-----Original Message-----

From: Tim Guiles
Sent: Sunday, December 20, 2020 3:25 PM
To: David Atherton <datherton@townofbrandon.com>
Cc: Seth Michael Hopkins <shopkins@townofbrandon.com>
Subject: agenda item for next select board meeting

Hello Dave,

Could you add an agenda item for the board to discuss the possibility of including the school report in our annual report this year?

FYI - - - I attended a zoom school board meeting last week where they talked about their upcoming annual report. Subsequently I talked with Jean Collins about the possibility of BOTH of us saving money by splitting the mailing cost by adding their book onto the end of our annual report printing - - - with the school shouldering the marginal printing cost difference. She liked the idea and will bring it to her board to discuss - - - so I thought it was worth talking about at our next select board meeting.

It could be easy to simply accept their PDF file - - - and then Brandon residents would have all the information in one easily-referenced book.

Thanks,

Tim

David Atherton

From: Seth Michael Hopkins
Sent: Friday, January 8, 2021 10:24 AM
To: David Atherton
Subject: Packet: draft selectboard report for book

For the consideration of the selectboard at its 11 January meeting:

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The selectboard's annual report has generally attempted to accomplish two purposes: presenting key items from the board's meetings, and discussing the overall condition of the Town. This year, you have before you a reimagined town report, with the highlights of each board meeting of 2020 presented in a separate digest-type feature.

One event, major enough, may become the lens through which all others are seen. In Brandon's recent past, the lens has been the anticipation, design, construction, and completion of "Segment Six" of US Route 7 through our town. This year, of course, the lens is the global pandemic that beset us just two weeks after our 2020 Town Meeting. Brandon's merchants and residents anticipated 2020 would mark a grand reopening of our village, and the launch of a revitalized center of town. Instead, we are all living through what we hope to be a once-in-a-lifetime hiatus from any semblance of our normal way of life. The first selectboard meetings by Zoom began in late March 2020, and on March 1, 2021, Brandon will hold its first not-in-person Town Meeting since its chartering as "Neshobe" by the Governor of New Hampshire 260 years ago.

Brandon's resilience during COVID-19 has been something to behold. Our dedicated town staff have continued to work in a safe manner, keeping the bills paid, infrastructure maintained and even improved, and public safety protected. Our recreation department created and brought to life new and innovative community-building activities as the usual events were cancelled. Brandon benefits from the integrity and work ethic of its staff, and in particular from the leadership of our very effective town manager, David Atherton. He never rests from advancing Brandon's interests and turning challenges into possibilities.

The selectboard's aim during the public health emergency has been to be as nimble as the Legislature will allow, relaxing and even waiving deadlines and penalties that are sound practice in normal times. At the same time, we are trying to perform our duties as normally as we can, keeping an eye on long-term needs like the improvements to the wastewater plant we are proposing this year. There is no Zoom version of wastewater treatment. We are again proposing a very stable operating budget for your consideration. We appreciate the ongoing participation and input of the community in board meetings and policy decisions throughout the year on topics of interest to you.

This year, as he has chosen not to run again, we recognize Doug Bailey's completion of more than six full and highly successful years on the selectboard, including two years as chair during a time of rebuilding. Doug's financial acumen and genuine care for each person he interacts with are qualities that have served the town well. He has led from his heart as well as his head, and it has been an honor to work with Doug for the betterment of Brandon.

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01/07/21
01:00 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63426 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 01/11/21 To 01/11/21

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
301053	ABLE TO SUPPLY INC	12/29/20	jackets, gloves 381331	10-5-15-10320 Clothing Allowance	341.00	49234	01/11/21
100015	ALLEN ENGINEERING & CHEMI	12/31/20	chlorine 11152071201	20-5-55-50120 Sodium Hypochorite	514.80	49235	01/11/21
100275	BRANDON FREE PUBLIC LIBRA	01/05/21	APPROPRIATION JAN 2021	10-5-25-70470 Brandon Library	7666.67	49236	01/11/21
310699	BRANDON GLC SOLAR, LLC	01/01/21	solar 168	20-5-55-42130 Electric	1935.00	49237	01/11/21
310699	BRANDON GLC SOLAR, LLC	01/01/21	solar 168	10-5-22-42130 Bldgs & Grounds Electric	2365.00	49237	01/11/21
100280	BRANDON LUMBER & MILLWORK	12/16/20	fasteners 866279/3	10-5-22-43080 Highway Bldg Maint	3.60	49238	01/11/21
100280	BRANDON LUMBER & MILLWORK	12/18/20	bulb 866487/3	20-5-55-43160 Maint. Supplies - General	11.99	49238	01/11/21
100280	BRANDON LUMBER & MILLWORK	12/18/20	scoop 866507/3	10-5-22-43080 Highway Bldg Maint	19.99	49238	01/11/21
100280	BRANDON LUMBER & MILLWORK	12/19/20	trash bags 866633/3	10-5-22-43170 Trash costs-Transfer Stat	27.98	49238	01/11/21
100280	BRANDON LUMBER & MILLWORK	12/21/20	fasteners, link 866860/3	10-5-22-43080 Highway Bldg Maint	11.86	49238	01/11/21
100280	BRANDON LUMBER & MILLWORK	12/23/20	tarp for salt shed 867096/3	10-5-22-43080 Highway Bldg Maint	54.99	49238	01/11/21
100280	BRANDON LUMBER & MILLWORK	12/23/20	straps, tarps 867106/3	20-5-55-43160 Maint. Supplies - General	65.42	49238	01/11/21
100280	BRANDON LUMBER & MILLWORK	12/31/20	paint, lever, hangers 868010/3	10-5-22-43080 Highway Bldg Maint	9.98	49238	01/11/21
100280	BRANDON LUMBER & MILLWORK	12/31/20	paint, lever, hangers 868010/3	10-5-22-43100 Town Office	17.96	49238	01/11/21
100310	BRANDON SENIOR CITIZENS C	01/05/21	APPROPRIATION JAN 2021	10-5-25-70480 Senior Citizen Center	1125.00	49239	01/11/21
300967	BRANDON, TOWN OF	12/09/20	Estabrook H2O 7/15-10/15 EST 01/15/21	10-5-22-42120 Bldgs & Grounds Water Fee	84.91	49240	01/11/21
300967	BRANDON, TOWN OF	12/09/20	PD water 7/15-10/15/20 PD 01/15/21	10-5-22-42120 Bldgs & Grounds Water Fee	75.20	49240	01/11/21
300967	BRANDON, TOWN OF	12/09/20	TH water 7/15-10/15/20 TH 01/15/21	10-5-22-42120 Bldgs & Grounds Water Fee	79.36	49240	01/11/21
300967	BRANDON, TOWN OF	12/09/20	TO water 7/15-10/15/20 TO 01/15/21	10-5-22-42120 Bldgs & Grounds Water Fee	100.54	49240	01/11/21
300967	BRANDON, TOWN OF	12/09/20	WW water 7/15-10/15/20 WW 01/15/21	20-5-55-42120 Water	1193.06	49240	01/11/21
310049	BROOK FIELD SERVICES	12/02/20	annual service 35113	20-5-55-20240 Contractors	196.26	49241	01/11/21
310395	BUTTERFIELD, PAULA	01/06/21	cleaning solution DEC 2020	10-5-22-43090 PD Bldg Maint.	10.00	49242	01/11/21
100198	CARGILL, INCORPORATED	12/14/20	salt 2905865262	10-5-15-47110 Road Salt	1502.21	49243	01/11/21
100198	CARGILL, INCORPORATED	12/23/20	salt 2905890302	10-5-15-47110 Road Salt	3041.40	49243	01/11/21
301503	CHAMPLAIN VALLEY FUELS	12/22/20	diesel fuel 424512	10-5-15-41130 Fuel - Vehicles HW	1086.27	49244	01/11/21

01/07/21
01:00 pm

TOWN OF BRANDON Accounts Payable
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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
301503	CHAMPLAIN VALLEY FUELS	12/23/20 gasoline	10-5-14-41130	547.49	49244	01/11/21
		426823	Fuel - Vehicles			
301503	CHAMPLAIN VALLEY FUELS	12/28/20 heating fuel @ Town Hall	10-5-22-42110	388.78	49244	01/11/21
		427430	Heating Fuel			
301503	CHAMPLAIN VALLEY FUELS	12/30/20 diesel fuel	10-5-15-41130	234.54	49244	01/11/21
		428663	Fuel - Vehicles HW			
301503	CHAMPLAIN VALLEY FUELS	12/28/20 heating fuel @ HWY	10-5-22-42110	162.16	49244	01/11/21
		429139	Heating Fuel			
310097	COMCAST	12/27/20 service: 01/04 - 02/03	10-5-10-42100	603.40	49245	01/11/21
		TO 12/27/20	Telephone Exp. Admin.			
310097	COMCAST	12/21/20 service 12/28 - 01/27	20-5-55-42100	189.71	49246	01/11/21
		WW 12/21/20	Wastewater Telephone			
310177	COTT SYSTEMS, INC.	01/05/21 JAN HOST FEE	10-5-13-30123	250.00	49247	01/11/21
		137942	Records Preservation			
330426	CVC PAGING	12/24/20 battery for WW pager	20-5-55-42100	31.00	49248	01/11/21
		194-16883	Wastewater Telephone			
310956	ERICKSON, SHAWN	01/04/21 clothing reimbursement	10-5-10-10320	39.98	49249	01/11/21
		JAN 2021	Misc.			
100615	FISHER SCIENTIFIC COMPANY	12/30/20 filters, buffers, wipes	20-5-55-30120	136.94	49250	01/11/21
		6846656	Professional Supplies			
300187	FLORENCE CRUSHED STONE	12/12/20 gravel	10-5-15-46140	1361.55	49251	01/11/21
		229509	Gravel			
300187	FLORENCE CRUSHED STONE	12/19/20 gravel	10-5-15-46140	1677.74	49251	01/11/21
		229554	Gravel			
310426	FYLES BROS., INC.	12/26/20 propane @ Town Office	10-5-22-42100	124.37	49252	01/11/21
		17488	Heating - Propane			
310426	FYLES BROS., INC.	12/19/20 propane - WW generator	20-5-55-42110	413.95	49252	01/11/21
		26877	LP Gas - Bldgs			
310426	FYLES BROS., INC.	12/19/20 propane - WW lab bldg	20-5-55-42110	309.52	49252	01/11/21
		26878	LP Gas - Bldgs			
100645	G STONE MOTORS INC	12/23/20 checked, added coolant	10-5-15-41180	208.33	49253	01/11/21
		67270	HW Outside Maint. - Vehic			
100216	GRAYBAR ELECTRIC CO INC	12/18/20 globe	10-5-15-45120	317.35	49254	01/11/21
		9319285815	Signs & Posts			
100725	GREEN MOUNTAIN GARAGE	12/07/20 tightened oil pan bolts	20-5-55-41180	70.00	49255	01/11/21
		160650	Maintenance-Vehicles			
100725	GREEN MOUNTAIN GARAGE	12/16/20 thread locker	10-5-15-41160	23.74	49255	01/11/21
		161021	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	12/16/20 hydraulic fluid	20-5-55-43160	19.72	49255	01/11/21
		161044	Maint. Supplies - General			
100725	GREEN MOUNTAIN GARAGE	12/30/20 wheel, kit	10-5-15-41160	38.25	49255	01/11/21
		161577	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	12/31/20 weld, pliers, car wash	10-5-15-41110	29.20	49255	01/11/21
		161623	New Equipment-Misc. Tools			
100725	GREEN MOUNTAIN GARAGE	12/31/20 weld, pliers, car wash	10-5-15-41160	13.21	49255	01/11/21
		161623	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	01/04/21 wash, wiper blades, wipes	10-5-18-20150	34.32	49255	01/11/21
		161746	Vehicle Maint.			
100559	HACH COMPANY	12/22/20 pH electrode	20-5-55-30120	352.22	49256	01/11/21
		12256733	Professional Supplies			

01/07/21
01:00 pm

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100559	HACH COMPANY	12/30/20 solution, vials 12265214	20-5-55-30120 Professional Supplies	178.56	49256	01/11/21
300600	HOLLAND COMPANY INC	12/29/20 sodium bisulfite 6870	20-5-55-50140 Sodium Bisulfite	1952.02	49257	01/11/21
200322	HOWARD P FAIRFIELD LLC	12/23/20 parts for trackless 7347513	10-5-15-41160 HW Maint. Supplies-Vehicl	452.48	49258	01/11/21
200322	HOWARD P FAIRFIELD LLC	12/23/20 cable clamps 7347575	10-5-15-41160 HW Maint. Supplies-Vehicl	287.86	49258	01/11/21
100792	HULBERT SUPPLY CO INC	01/04/21 sump pump, hose X009810	20-5-55-43160 Maint. Supplies - General	257.11	49259	01/11/21
301025	IMPACT FIRE SERVICES LLC	12/30/20 PD annual fire ext maint 8362310	10-5-14-30130 Service Contracts	195.00	49260	01/11/21
301025	IMPACT FIRE SERVICES LLC	12/30/20 WW annual fire ext maint 8362359	20-5-55-42150 Outside Maint. - Bldgs	103.00	49260	01/11/21
301025	IMPACT FIRE SERVICES LLC	12/30/20 HWY annual fire ext maint 8362530	10-5-22-43080 Highway Bldg Maint	173.00	49260	01/11/21
310552	INNOVATIVE SURFACE SOLUTI	12/15/20 magic minus zero INV56807	10-5-15-46150 Chloride	6991.60	49261	01/11/21
100971	MALLORY'S AUTOMOTIVE INC	12/14/20 undercoating 13757	10-5-15-41180 HW Outside Maint. - Vehic	225.00	49262	01/11/21
310679	MYRECDEPT.COM	01/04/21 software 03215113S	10-5-18-20210 Registration Software	2395.00	49263	01/11/21
310795	NATIONAL BUSINESS TECHNOL	12/28/20 serv contract: printers IN400675	10-5-10-30130 Service Contracts	36.72	49264	01/11/21
310795	NATIONAL BUSINESS TECHNOL	12/28/20 serv contract: copiers IN400676	10-5-10-30130 Service Contracts	90.00	49264	01/11/21
100256	OVERHEAD DOOR COMPANY OF	12/02/20 service call for HWY 34678	10-5-22-43080 Highway Bldg Maint	772.60	49265	01/11/21
310530	PATCH ELECTRIC INC	12/23/20 replacement light 1561	10-5-15-45120 Signs & Posts	277.87	49266	01/11/21
310736	POCKETTE PEST CONTROL	01/05/21 pest control: storage 15750	10-5-18-20500 Storage Unit Supply/Maint	50.00	49267	01/11/21
310736	POCKETTE PEST CONTROL	01/05/21 pest control: Police Dept 15752	10-5-22-43090 PD Bldg Maint.	65.00	49267	01/11/21
310736	POCKETTE PEST CONTROL	01/05/21 pest control: Town Office 15753	10-5-22-43100 Town Office	70.00	49267	01/11/21
310736	POCKETTE PEST CONTROL	01/05/21 pest control: Town Hall 15754	10-5-22-43150 Town Hall Repair/Maint.	40.00	49267	01/11/21
300375	RUTLAND CITY	12/29/20 Nov sludge processing 28253 SLUDG	20-5-55-50160 Sludge Disposal	5100.00	49268	01/11/21
200047	RUTLAND NATURAL RESOURCES	12/02/20 appropriations 2017-2021 DEC2020	10-5-17-71610 Rut Nat Resources Conserv	1250.00	49269	01/11/21
310921	STEARNS SERVICES LLC	12/31/20 consulting fee 1081	10-5-10-30130 Service Contracts	360.00	49270	01/11/21
100729	TREASURY OPERATIONS DIVIS	01/05/21 MARRIAGES OCT-DEC 2020 JAN 2021	10-2-00-02113 Marriage Lic. Fees to Sta	450.00	49271	01/11/21
330348	VERIZON WIRELESS	12/13/20 cell serv Nov 14 - Dec 13 9869150074	10-5-15-42100 HW Telephone	40.43	49272	01/11/21
330348	VERIZON WIRELESS	12/13/20 cell serv Nov 14 - Dec 13 9869150074	10-5-14-42100 PD Telephone Service	40.43	49272	01/11/21

01/07/21
01:00 pm

TOWN OF BRANDON Accounts Payable
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All Invoices For Check Acct 01(10 General Fund) 01/11/21 To 01/11/21

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Luanne

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
330348	12/13/20	VERIZON WIRELESS cell serv Nov 14 - Dec 13 9869150074	10-5-21-10310 Travel & Expenses	20.21	49272	01/11/21
330348	12/13/20	VERIZON WIRELESS cell serv Nov 14 - Dec 13 9869150074	10-5-18-42100 Recreation Telephone	20.22	49272	01/11/21
330348	12/13/20	VERIZON WIRELESS cell serv Nov 14 - Dec 13 9869150074	20-5-55-42100 Wastewater Telephone	40.43	49272	01/11/21
330348	12/22/20	VERIZON WIRELESS service: Nov 23 - Dec 22 9869713503	10-5-14-20233 MDT/Aircards	240.06	49272	01/11/21
100317	01/05/21	VERMONT STATE TREASURER-D DOGS SEPT-DEC 2020 JAN 2021	10-2-00-02112 Dog Lic. Fees to State	16.00	49273	01/11/21
310046	12/10/20	W.B. MASON CO INC calendars 216248749	10-5-14-30110 Office Supplies	34.93	49274	01/11/21
310046	12/14/20	W.B. MASON CO INC desk calendars 216339014	10-5-10-30110 Office Supplies	7.96	49274	01/11/21
310046	12/17/20	W.B. MASON CO INC calendar, planner 216447908	10-5-10-30110 Office Supplies	11.26	49274	01/11/21
310046	12/17/20	W.B. MASON CO INC racks for hanging files 216459268	10-5-10-30110 Office Supplies	113.50	49274	01/11/21
310046	12/23/20	W.B. MASON CO INC ink, paper, pens 216585802	10-5-14-30110 Office Supplies	89.07	49274	01/11/21
330427	12/10/20	WINNING IMAGE GRAPHIX Welcome to Brandon signs 17080	10-5-22-43160 Parks Maint.	1350.00	49275	01/11/21
Report Total				52915.24		

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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 \$ ****52,915.24
Let this be your order for the payments of these amounts.

01/07/2021

01:07 pm

TOWN OF BRANDON Accounts Payable

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All Invoices For Check Acct 99(10 General Fund) 01/11/2021 To 01/11/2021

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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100456	DUBOIS & KING INC	1220132	Seg 6 CI progress rpt #8	8831.61	0.00	8831.61	49276 01/11/21
Report Total			8,831.61	0.00	8,831.61		

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 \$ *****8,831.61
Let this be your order for the payments of these amounts.