#### PLEASE NOTE: REMOTE MEETING via ZOOM

Meeting ID (253 279 4161) Dial: (929) 205 6099

#### Brandon Select Board Meeting February 22, 2021 7:00 p.m.

The Brandon Select Board will meet Monday, February 22, 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 February 8, 2021
- 3) Town Manager's Report
- 4) Public Comment and Participation
- 5) Town Report and Town Meeting Discussion
- 6) Sewage Treatment Bond Upgrades
- 7) Noise Ordinance Discussion
- 8) Ratification of Policy on Filling Vacancies on Boards & Committees and of Appointed Officers & Delegates
- 9) Appointments
  - a) Planning Commission Remainder of 3-year Term Ending June 30, 2021
  - b) Development Review Board Alternate Remainder of 1-year Term Ending June 30, 2021
  - c) Revolving Loan Fund Committee Alternate Remainder of 1-year Term Ending June 30, 2021
- 10) Consider Bergevin Request
- 11) Fiscal
  - a) Warrant February 22, 2021- \$1,207,546.21
- 12) 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.

13) Executive Session

The appointment or employment or evaluation of a public officer or employee under the provisions of 1 V.S.A. § 313(a)(3). To include the Town Manager.

14) Adjournment

### Brandon Select Board Meeting February 8, 2021

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, Butch Shaw, Bill Moore, Chris Brickell, Allie Breyer, Bernie Carr, Lindsey Berk, Lee Kahrs, Deb Bratton, Ralph Ethier, Robert Foley, Barry Varian, Jan Coolidge, Mei Mei Brown, Joel MacClaren, Allie Walter

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

#### 1. Call to order

a) Agenda Adoption – Motion by Brian Coolidge/Tracy Wyman to adopt the agenda The motion passed unanimously.

#### 2. Approval of Minutes

a) Select Board Meeting - January 25, 2021

**Motion** by Tracy Wyman/Brian Coolidge to approve the minutes of the January 25<sup>th</sup> Select Board meeting. **The motion passed unanimously.** 

#### 3. Town Manager's Report

Dave Atherton provided a report for the week of January 25th and February 1st, 2021.

- . The EVSE charger stations are now active and online through ChargePoint in the Conant Square Parking Lot. Per our grant we will be offering free charging for one year.
- . VTrans has offered re-submission of last year's Class 2 Highway Structures grant. Mr. Atherton has re-applied for funding for the replacement of the structure known as Bridge #6 on Arnold District Road.
- . VTrans is also accepting Class 2 Highway paving grants again this year. Mr. Atherton has submitted an application for shim and overlay on 1.35 miles of Arnold District Road. This section of the road starts on the north end of Bridge #6 and ends at the town line. Quotes are currently being obtained from pavers for this project.

. Mr. Atherton has been working with Hazard Mitigation on the buyout for 389 Newton Road. We have submitted all of the required paperwork (so far) to FEMA to proceed. We have secured the additional 25% match through Two Rivers Ottauquechee Regional Commission to make this a zero cost to the landowner.

. Mr. Atherton attended another meeting with Hazard Mitigation and the Army Corp of Engineers as the next steps in creating a Flood Loss Avoidance Study. We are still in the fact gathering stage to show the history of our flood losses and mitigation efforts. They chose Brandon because of all the flood work the town has been doing over the last few years.

#### Rec News:

Bill Moore reported there are some modifications to sports and have moved on to Phase 3 and are looking for a way to provide a middle season for the sports. For the first time, we have let someone use the town hall.

Tim Guiles asked about the swamp land and whether the sale went through. Dave Atherton does not have an answer on this yet. The legal counsel for Vermont Fish and Wildlife has contacted the Town's attorney to request more lenient language on the purchase and sales agreement. The Nature Conservancy was a middleman for Fish and Wildlife and it looks like Nature Conservancy has stepped out and it would be state-owned land and would be a payment in lieu of taxes. Mr. Atherton will advise the Select Board once he has heard back from them. Mr. Guiles also asked about the town hall walkway and how it came out with the Friends of the Town Hall. Mr. Atherton reported he spoke to Dennis Marden and noted it has worked out okay.

#### 4. Public Comment and Participation

Tim Guiles requested an addition to the next meeting's agenda regarding a noise ordinance. He noted this has been a discussion of the Planning Commission and there have been some thoughts developed around this subject and he would like to discuss this at the Select Board level. Doug Bailey was not in favor of a noise ordinance as he read in the Planning Commission minutes as it would be hard to enforce. Mr. Bailey thought trying to have a limitation on shooting guns in the entire Town of Brandon would be something the general population would not be in favor of and he does not think that infringing on people's rights should go that far. Mr. Bailey advised he would be opposed to this and noted he has an area on his property where guns are shot. His neighbors also shoot and hunt and pay taxes on land in the Basin to be able to do this. Mr. Bailey was not sure how to enforce the car noise and if it can't be enforced, it should not be included. Tracy Wyman echoed Mr. Bailey's comments but does not have an issue with discussing it at the next meeting. Allie Breyer stated there are a lot of people in Town that have issues with noise and there needs to be consideration about not just guns, but loud music being played at all hours of the day. She is aware the Police Chief has had to deal with a lot of noise issues and cannot do anything about them at this point. There are cars that make a lot of noise and disrupt local business and she wants this taken into consideration, as it is a huge issue with a lot of people she

knows. Dave Atherton stated with the series of events that have happened, he suggested this be a joint discussion with the Planning Commission, Select Board and Police Department. He noted it gets tricky when infringing on people's rights and suggested the Boards should tread lightly and cautiously on this topic.

Dave Atherton reported Representative Jerome had advised that she was unable to make this evenings' meeting.

Barry Varian stated there are new financial projections for the school district since the annual report was done. Due to the State yield increasing by \$500 from the original projection, the change in the school district's unified tax rate will go from 3.03% to a negative 2.6%. This is positive for the taxpayers and is due to the unexpected strength of the economy. The school district will be sending out a mailer to describe the changes prior to their annual meeting on February 24<sup>th</sup>.

Bill Moore stated there is more funding that will become available and he will be working with Bernie Carr, and their contacts at VEDA and the SBA to come up with a training webinar.

Butch Shaw provided an update regarding the pilot money that is funded in the budget, noting it is a moving target. It is an annual appropriation made by the legislature and they have not voted on the yield bill yet and the numbers could change depending on town meeting day. This is an estimated yield until the legislature gets the numbers from voting day. All money coming out of Montpelier is in a state of flux as it is not known day to day because of incoming federal funds. The State has an additional \$50 million to put into the Transportation fund and there is a proposal to double the Town Highway Class 2 funding this year. Bridge funding is up over \$5 million this year and there is a great deal of optimism that things will get back on track, but nothing has been voted on yet. Dave Atherton stated all this information is good to know. Seth Hopkins thanked Mr. Atherton for being proactive with applying for all grants that can be advantageous for Brandon.

Allie Breyer stated it is unfortunate that Margert Kahrs was let go as the ACO, as it is important to talk about animal rights. Ms. Breyer is trying to understand the role of the Department of Agriculture as it pertains to animal welfare as the ACO would be investigating some of the issues, but it does not appear to be the case. Seth Hopkins stated there is a significant difference between animals on farms and those that are not, and the Department of Agriculture has specific rules. In December, there was an animal welfare specialist sent to a property in Brandon and the determination was made by the specialist the animals were being kept according to Ag practices and were in good health with access to feed, water, and shelter. The Department took seriously the complaint and it respected the rights of the animal owner and is a good example of how it should work towards animal welfare in Brandon. Ms. Breyer stated she does not consider having a farm, but they have farm animals that they take care of. Mr. Hopkins stated the Department of Agriculture has an info graphic that is an appendix to the animal control ordinance. Tim Guiles stated there may be farm animals that someone has as pets, that would not be considered farm animals. Mr. Guiles suggested the ACO has a different role in all of these cases and is supposed to

work in harmony with the State. Ms. Breyer asked who does the regulating at the Department of Agriculture. Chief Brickell advised that he deals with the local representative, Darryl Kuehne, but notes that one can go to the website to talk with the State veterinarian. They have a definition of what is considered a farm and it is not necessarily the same definition as everyone else. The law requires the Police Department check first with the Agency of Agriculture as to whether it is an issue for them to deal with and the role he thought the ACO has is to work in harmony with the Agency of Agriculture and Police Department on complaints to determine who is to take the complaint. Dave Atherton stated the Town has not eliminated the ACO position and is moving forward in finding a replacement, with an interim person in that position currently. There is still an animal control ordinance and the Town will still work with the Department of Agriculture, Fish and Wildlife and the Police Department. The statutory law allows the Select Board to create what type of animal control ordinance they want for their town. Mr. Atherton noted this is not being taken lightly and they are still going to move forward with this job. Doug Bailey suggested it would be helpful if Mr. Atherton sent the form that shows what the definitions of farms are to Ms. Breyer. Mei Mei Brown asked about the animal control position as she would like assurance from the Board the Town will continue to have a strong ordinance. She would like to know the ACO is going to be a proactive position, as allowing the ACO to become reactive would be a huge step backwards in animal welfare. Seth Hopkins stated he wants a responsive ACO because he believes it is what is required and warranted. He does not believe there is a need for a proactive ACO to be making preemptive visits to properties with animals and he does not want an ACO driving around Town looking for problems and opening gates. Ms. Brown stated animals need help and she is concerned that a lot of human abuse starts with animal abuse and if we are not progressive we could be allowing people to go down the wrong path. Tim Guiles understood the concerns, but the ACO should be paying attention and if they observe abuse, they should initiate action. In developing the ordinance there is concern the Town does not want someone spending an overly large amount of effort sleuthing around for problems, if there is no cause. Similarly, the Town would not want the Police Department stopping people without cause and they are looking for a legitimate middle ground where there is an ACO that has a heightened awareness. Ms. Brown stated in hiring a new ACO, it is hoped that appropriate training is provided so they understand what is needed. Ms. Brown also noted there has been a noise ordinance in the BLUO but it has never been enforced and she stated the Town needs to have an enforceable noise ordinance.

#### 5. Town Report and Town Meeting Discussion

Seth Hopkins stated the town reports have been mailed, with the town and school district's information published in the same report. For town meeting, Bill Moore will facilitate a webinar practice, with the meeting webinar to be held on March 1<sup>st</sup>. Mr. Moore stated the access on the side of the public will be different in that the entire gallery will not be seen, but people will be able to ask questions. Mr. Moore advised he will have a tech person lined up for the webinar because he will be the moderator for the meeting. People will also be able to call in, similar to a conference call. Mr. Hopkins advised the Select Board will be doing a presentation on the budget during this meeting and Mr. Atherton has arranged for the engineers for the wastewater

improvement project to be present to provide a presentation. All voting will take place on Tuesday, March 2<sup>nd</sup> by Australian ballot.

#### 6. Update on Board Vacancies

Dave Atherton provided a letter of interest to the Board for the Planning Commission vacancy and advised he had received two additional letters over the weekend. He noted the plan was to gather interested letters and do the appointment at the next Select Board meeting. Mr. Atherton will provide all letters to the Select Board for review prior to the next meeting. Seth Hopkins requested Mr. Atherton provide a summary sheet of all positions and the people that have expressed interest in the specific positions. Mr. Hopkins expressed the Board's gratitude for those who have sent letters of interest in the positions. Dave Atherton thanked Allie Breyer and Lindsey Berk for posting the positions on their Facebook page.

#### 7. Consider Board Policy on Filling Vacancies

Seth Hopkins advised there is a policy for the Select Board's consideration on filling vacancies that has 7 steps and is based on previous conversations and what the statutes require the Select Board to do. Doug Bailey stated it appears to fall in line with what was discussed and he was in favor of adopting it. It was noted that prior discussion on policy adoption was a discussion of the policy at one Select Board meeting and voting at the next meeting. Mr. Wyman thought what was discussed is outlined very well and Mr. Coolidge also agreed it looked good. Mr. Hopkins requested Mr. Atherton to place this item on the next meeting agenda for ratification.

#### 8. Approve Annual Financial Plan – Town Highways

Dave Atherton advised that the Financial Plan and Road and Bridge Standards are annual requirements that enable the Town to apply for Class 2 Structures grants and other grants. The Financial Plan is based on the Town's budget and how much is estimated will be spent on Class 1, 2 and 3 roads. The Town has adopted the State's Road and Bridge Standards that provides more funding. The Certificate of Compliance for Road and Bridge Standards has been done in the past with the Regional Planning Commission with the bridge and culvert studies. One can view information on our bridges on the VTrans website. This is another thing that is done to keep a good rapport with VTrans.

**Motion** by Tracy Wyman/Doug Bailey to approve the Annual Financial Plan – Town Highways as presented. **The motion passed unanimously.** 

#### 9. Approve Town Road and Bridge Standards

**Motion** by Brian Coolidge/Tracy Wyman to approve the Town Road and Bridge Standards as presented. **The motion passed unanimously.** 

Tim Guiles asked the Town Manager to confirm this information to the best of his knowledge. Dave Atherton started this is not something the Town has a lot of leeway with, as they have to build roads in accordance with the standards.

### 10. Approve Certification of Compliance for Town Road and Bridge Standards and Network Inventory

**Motion** by Tracy Wyman/Doug Bailey to approve the Certification of Compliance for Town Road and Bridge Standards and Network Inventory as presented. **The motion passed unanimously.** 

#### 11. Consider Use of Local Options Tax Funds for Route 7, Segment 6 Matching Funds

Dave Atherton stated the town clerk is asking to transfer money from the Local Option Tax fund to pay for the Segment 6 matching funds. Seth Hopkins stated this is \$295,109 that the treasurer is asking to transfer from the Local Option Tax Fund and is the first time from its inception. Dave Atherton stated this is the last construction invoice that will be seen from Segment 6 and as far as construction, the sidewalk repairs will be done but that is not a cost to the Town. The project is still running a little under budget and there were some change orders that all leveled out and this is the end of the project. Mr. Hopkins stated as of June 30<sup>th</sup> the Fund had \$483,000 so it will not deplete the fund and is what the Fund was set aside for. It allows the Town to meet the grant match without going to the voters for an additional appropriation or a hike in the tax rate. This is the result of a lot of foresight and there was a lot of effort by the Town Manager, State Representatives and Select Board in creating this charter through the legislature to impose the 1% tax. It had not been previously allotted to a town like Brandon and had previously been reserved for the towns on the sending side of the education formula. The board and the town management have shown real restraint in not spending this fund except for Segment 6. Mr. Hopkins stated this is a great testimony for the community working together. Doug Bailey stated the work with the charter started around 2015 and its success is the reason that he feels comfortable in not running for office again. He is happy it worked out and the reality is that there is still a good amount of money to spend on other infrastructure. Mr. Bailey is pleased that there is money left over and that the Town Manager was able to keep the money situation in hand and not have to spend any of the fund. Dave Atherton noted the conversation of this fund was originated by Sue Gage. Mr. Hopkins wished to thank the merchants for their efforts through trying times in being the middleman to add the tax and remit it to the State. The Board has tried to help out the vendors with signage through the project and Bill Moore has done some huge economic development efforts to assist the local merchants. Mr. Hopkins noted this is a story that Brandon should be proud of for many years to come.

**Motion** by Doug Bailey/Seth Hopkins to approve the use of the Local Options Tax funds for the Route 7, Segment 6 matching funds in the amount of \$295,109.63. **The motion passed unanimously.** 

Butch Shaw congratulated everyone for the work on this project. Mr. Shaw advised that the State has a book that lists all the projects in the State and Brandon's Segment 6 has been in the book since before 2006 and this will be the last time that they will see this project in the book and he congratulated everyone for getting through this project.

#### 10. Fiscal

- a) Warrant February 8, 2021 \$80,341.39
- b) Route 7 Construction Warrant February 8, 2021 \$2,895.00

**Motion** by Tracy Wyman/Brian Coolidge to approve the February 8<sup>th</sup> warrant in the amount of \$80,341.39 and the February 8<sup>th</sup> Route 7 Construction warrant in the amount of \$2,895.00. **The motion passed unanimously.** 

Doug Bailey questioned if the two bills for fencing had offsetting funds. Bill Moore advised these expenses will be offset by the \$10,000 grant that the Town had received.

The Board recessed at 8:08PM.

Seth Hopkins thanked everyone for their attendance at this evening's meeting.

The Board reconvened at 8:11PM.

**Motion** by Tim Guiles/Doug Bailey to find that premature general public knowledge of a pending or probable civil litigation or prosecution, to which the public body is or may be a party will clearly place the Town at a substantial disadvantage. **The motion passed unanimously.** 

**Motion** by Tim Guiles/Doug Bailey to enter into executive session at 8:12PM to discuss the pending or probable civil litigation or prosecution, under the provisions of 1 V.S.A. Section 313(a)(1), with the session to include the Town Manager. **The motion passed unanimously.** 

#### 11. Executive Session

The Board came out of Executive session at 8:32PM.

There were no actions required.

#### 12. Adjournment

Motion by Tracy Wyman/Brian Coolidge to adjourn the Select Board meeting at 8:32PM. The motion passed unanimously.

Respectfully submitted,

Charlene Bryant Recording Secretary

#### Town Manager Report for the week of February 8th and February 15th, 2021

- The Park Street project is officially closed out. Markowski will be back when weather permits to repave the intersection at the east and install a riser on one of the sewer manholes.
- I had a meeting with our VLCT/PACIF rep Wade Masure to do an annual overview and discuss future needs. Wade did provide me this history of our WC mod rate: 2015- 1.54%, 2016- 1.89%, 2017- 1.52%, 2018- 1.43%, 2019- .99%, 2020- .98%, 2021- .79%. We have cut our mod rate in half since 2015 by educating employees on safety and wellbeing.
- The Public Works Department has been working around the clock plowing and removing snow. The last big storm produced a good amount of rain that hardened the snow and made it difficult to move. The sidewalk plow has been out every day plowing and treating the sidewalks. Sometimes mailboxes are damaged by a plow wing and sometimes snow will fall in a driveway. This is not intentional.

#### Rec. Dept. News:

- The Skating Rink at Neshobe Country Club is open.
- Baseball planning is starting. County Meeting will be held the first week in March.

Other items will be covered in the agenda.

#### **Elaine Smith**

From:

Seth Michael Hopkins

Sent:

Wednesday, February 17, 2021 1:02 PM

To:

David Atherton; Elaine Smith

Subject:

Fwd: Agenda - Sewage Treatment Bond Upgrades

Another item for the agenda please.

Can be done in SB. Do not need separate Sewer commission meeting as no action or vote will result. Thank you. Sent from my iPhone

#### Begin forwarded message:

From: Details <details@detailsinteriordesign.com> Date: February 17, 2021 at 10:29:54 AM EST

**To:** Brian Coolidge <bcoolidge@townofbrandon.com>, Tracy Wyman <twyman@townofbrandon.com>, Doug Bailey <dbailey@townofbrandon.com>, Tim Guiles <tguiles@townofbrandon.com>, Seth Michael

Hopkins <shopkins@townofbrandon.com>

Subject: Agenda - Sewage Treatment Bond Upgrades

#### Gentlemen,

I would like to request that a brief discussion of the upgrades proposed in the Bond issue be addressed to the next Select Board Meeting, prior to the annual town meeting for this reason:

I've notice in my life that things and events happen for a reason, sometimes coincidentally, but shouldn't be ignored. Given the recent cyber-attack on the sewer treatment facility in Florida, do we know if the 5.7 million dollar improvements could be vulnerable to attack, and if so, will it have any protections against that sort of thing. I think it is important to know, and presented for this Bond Issue. It would be a travesty to spend that amount of money on a system that would be vulnerable to attack now that the issue has presented itself. I imagine the professionals that designed these upgrades should be able to answer this query easily.

Sewer treatment is way out of my wheelhouse, and my concerns may not be relevant, in which case, that would be nice to know as well.

Respectfully Submitted,

Brent L. Buehler 4 Conant Square Brandon, VT 05733 757-621-1450

<u>details@detailsinteriordesign.com</u> <u>www.detailsinteriordesign.com</u>

#### **David Atherton**

From:

Seth Michael Hopkins

Sent:

Thursday, February 18, 2021 6:49 PM

To:

David Atherton

Subject:

next steps suggestion

Dear Dave,

Please include this in the board packet for the 22 February Selectboard meeting. Thank you.

Very respectfully, Seth Hopkins, board chair

Suggested Next Steps Regarding Noise Ordinance:

- The selectboard has now received, directly and indirectly (through third parties), input both positive and negative regarding the necessity and/or efficacy of a Brandon noise ordinance. The selectboard should adopt a posture of active listening at this time in an endeavor to ascertain the will of the residents of Brandon.
- The selectboard should schedule, soon after its annual reorganizational meeting of March 8th, at least two Zoom hearings or intentional listening sessions, one at our customary hearing time a hour ahead of a regular board meeting, and one at a time designed to encourage involvement by those who find weeknight evenings inconvenient for whatever reason. The board should primarily listen and not attempt to take a stance at these public-comment-driven hearings.
- The selectboard should solicit written input from Brandon residents who do not wish to participate in the hearings for any reason or no reason. Written contributions may not be anonymous for many reasons, beginning with the simple reason of verification that the writer is a Brandon resident. The board should disregard anonymous input to preserve the integrity of the process.
- The selectboard should request the town manager to gather the professional judgement of the Brandon chief of police, Brandon code enforcement officer, VLCT staff, and/or the town attorney and any others he deems helpful regarding the enforcement of, and other aspects to consider regarding, a potential noise ordinance.
- The selectboard should conduct these two Zoom hearings and consider written contributions before it turns its attention to the VLCT model ordinance, any other municipality's ordinance, any work product from any other Brandon board or commission, or its own ideas, regarding noise.
- At the conclusion of the listening portion, the board should determine whether or not to proceed with drafting a noise ordinance for Brandon.
- If the board determines to proceed to consideration of a noise ordinance, it should designate one or two selectboard members as a working group to produce a draft for the consideration of the full board and further deliberation. The board must meticulously comply with Vermont statutory requirements regarding adoption of a municipal ordinance. The board should assure this by consulting published VLCT guidance distilling the same into practical terms.

###

### Policy on Filling Vacancies on Boards & Committees and of Appointed Officers & Delegates TOWN OF BRANDON, VERMONT

When a vacancy occurs in an office, board, or commission to which the selectboard is the appointing authority:

- The board will announce the vacancy at the first regular selectboard meeting following notification of the vacancy, and request letters of interest from those wishing to serve
- The town manager or designee will post the vacancy in the town clerk's office, the two bulletin boards, and Front Porch Forum; the town manager may also post in the newspaper of record
- 3 Letters of interest will be due to the town manager by 9AM on the Friday before the second regular board meeting after the board's announcement of the vacancy (one regular board meeting having occurred in-between) for inclusion in the board packet
- 4 The board will determine whether interviews are required
- 5 The board will make an appointment not earlier than the second regular board meeting after the announcement of the vacancy
- 6 The board may choose to make an interim appointment at any time
- 7 The board may choose to make no appointment and leave the position vacant.

ADOPTED:		
	Signatures	Date

January 10, 2021

Dear Mr. Atherton,

I am writing to express my interest in joining the Brandon Planning Commission as I was recently made aware that a space has opened up. I believe the combination of my experience, skills and passions make me an ideal candidate to serve on this Commission.

My husband and I purchased our house in Brandon in early 2019 for many reasons, a few of which were the town's walkable downtown, full of vibrant local businesses, and the potential to become an active member in the community. While I am already part of the Restorative Justice committee and served as a Poll Worker this past November, I would love another opportunity to contribute civically.

My work with <u>ACORN</u> (the Addison County Relocalization Network) has given me first-hand experience working with various town, county and statewide institutions as well as with community members and businesses to encourage the relocalization of our area's food and agricultural economy. I have worked with the Hunger Council, Department of Health, ACEDC, ACRPC, Chamber of Commerce, Porter Medical Center, Vermont Farm to Plate, Dig In VT and others to address issues including food insecurity, food access and local agricultural viability.

Additionally, the experiences I have gained as <u>a small business owner</u> and educator for the past eight years have also given me great perspective in the challenges of owning a small business and finding innovative solutions to complex problems.

Thank you for your time and I look forward to hearing from you soon.

Warmly, Lindsey Berk 8 Rossiter St Brandon, VT 05733

Executive Director, ACORN Co-Founder, Origins of Food (802) 989-0883 lindseyberk@gmail.com

# Robert Foley 79 Stone Mill Dam Rd Brandon Vt 05733

February 3, 2021

Mr. David Atherton

Town Manager Brandon VT

Please consider me for the vacant position on the Planning Board. I have been a resident in Brandon for over 14 years. I own and operate 3 businesses entities and have an interest in seeing that Brandon fosters good development plans for the benefit of all. I have served as a planning official in the town of Maynard Ma. while a resident and have a BS degree in Urban Planning, an MBA in Business and a MS degree is Strategic planning.

Sincerely

Robert A Foley

#### **David Atherton**

From:

Seth M. Hopkins <oskarhop@me.com>

Sent:

Sunday, February 7, 2021 12:10 PM

To: Subject: David Atherton Fwd: Board Member

Sent from my iPhone

Begin forwarded message:

From: "Seth M. Hopkins" <oskarhop@me.com>
Date: February 7, 2021 at 12:09:28 PM EST
To: Todd Nielsen <tnielsen7777@gmail.com>

Subject: Re: Board Member

Excellent, Todd! Thank you. Will pass this along to the town manager. We have not appointed yet. Appreciate your response! Seth.

Sent from my iPhone

On Feb 7, 2021, at 12:07 PM, Todd Nielsen <tnielsen7777@gmail.com> wrote:

Hi Back from Florida ,Interested in applying for Planning Commission Board Member .

David Athertown Town Manager Town of Brandon 49 Center Street Brandon, VT 05733

Dave,

I read the advertisement in the Reporter with the listing of available committee and board vacancies and would appreciate being considered for one or more of the openings.

I am currently a member of the Brandon Energy Committee but would additionally be interested in being considered for one of the Revolving Loan Fund Committee alternate positions. My background is I am recently retired from the world's largest financial technology services firm, FIS, and prior to that I was employed by JPMorgan Chase. So, twenty years of banking experience.

I would also be interested in one of the Development Review Board alternate openings. When my folks moved to Franklin St. in the early '80's, Brandon was not in great shape. The town has progressed so much since then and I hope to be able to volunteer my time to help ensure its continued health and success.

If you have any questions, I would be pleased to provide answers and additional resume-like information.

Regards,

Jack Schneider
7 High Street
schneider@att.net
802 465-8156

### RECEIVED

FEB 16 ZUZI

TOWN OF BRANDON

DERT Brandon Town manager \$ Select BoarD. I Trever Bergevin an asking For Permition to put a mound system on Town property that Borders nine. I was not able to Find suitable soir on my property in that area, But Just over my line on town property the pelinanary scemples Showed that there was suitable SOILS there. I wish to put another house on my property but in order to Do so I need town permittion for use OF 40' X 50' rectangle Approximit. For a mound system there, would not Be any tank on that parcel those would Be on mine only thing that would Be there is a couple Pieces of Pipe and a pire of Dirt. Attached is I maps marked out with area \$ a sample of what would Be put there, that is the Disine From my First septic not one asking about.

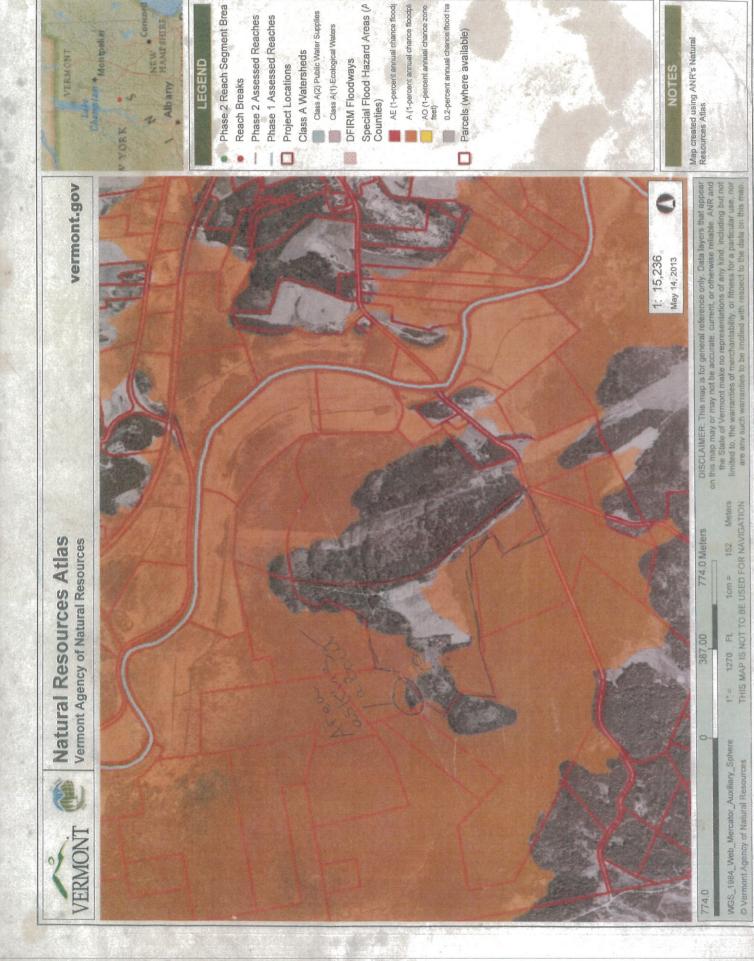
That is Just in there as a example. Permission would be much appreciated. IF permission is grented the engineer I have has asked for a short retter of approval that he could submit to the state with the permit paper work.

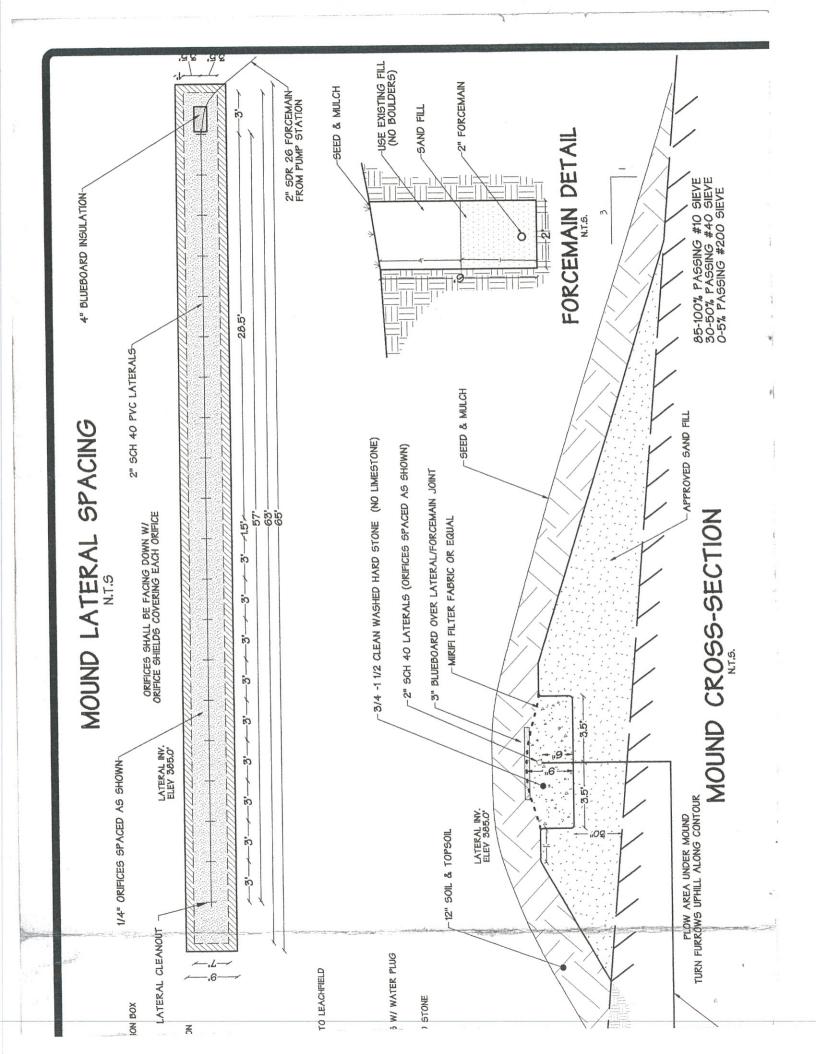
Thank you For your time. Trever Bergevin Thank you For your time. Trever Bergevin

Phone: 802-779-8300 ADDress: 9 Longswamp RD Brandon VT

P.S. Sorry For my terviable Spelling and Penmen Ship.







		Invoice	Invoice Description		Amount	Check Check
Vendor		Date	Invoice Number	Account	Paid	Number Date
310220	ACCESS MOBILITY LLC	02/11/21	CAT-5 test	10-5-22-43150	350.00	49376 02/22/21
			S03893	Town Hall Repair/Maint.		,,,
310220	ACCESS MOBILITY LLC	02/11/21	CAT-5 test	10-5-22-43100	250.00	49376 02/22/21
			503894	Town Office		,
100190	BLUE SEAL FEEDS	02/12/21	Clothing Allow-Pants -JP	10-5-15-10320	119.97	49377 02/22/21
			329-1186	Clothing Allowance		
100190	BLUE SEAL FEEDS	01/13/21	ice trekkers	10-5-15-41120	147.96	49377 02/22/21
			329-8425	Safety Equipment		32000000000000000000000000000000000000
100255	BRANDON FIRE DISTRICT #1	02/16/21	water portion of payments	90-5-15-90600	19322.75	49378 02/22/21
			2-22-2021	Paid To BFD No 1		
100255	BRANDON FIRE DISTRICT #1	02/11/21	appropriation	10-2-00-02136	71725.00	49379 02/22/21
			FEB 2021	Fire District Payable		
310699	BRANDON GLC SOLAR, LLC	03/01/21	Solar electric	20-5-55-42130	1935.00	49380 02/22/21
			170	Electric	,	
310699	BRANDON GLC SOLAR, LLC	03/01/21	Solar electric	10-5-22-42130	2365.00	49380 02/22/21
			170	Bldgs & Grounds Electric		
100280	BRANDON LUMBER & MILLWORK	02/10/21	mailboxes	10-5-22-43080	59.97	49381 02/22/21
			872920/3	Highway Bldg Maint		
100280	BRANDON LUMBER & MILLWORK	02/12/21	chain links	20-5-55-43160	39.96	49381 02/22/21
			873155/3	Maint. Supplies - General		
200218	BRANDON REPORTER	01/31/21	DRB notice, Get it & Go	10-5-12-30310	35.75	49382 02/22/21
			1/31/21	Legal Advertising		
200218	BRANDON REPORTER	01/31/21	DRB notice, Get it & Go	10-5-18-10330	312.30	49382 02/22/21
			1/31/21	Advertising/Recruitment		
100198	CARGILL, INCORPORATED	01/27/21	salt	10-5-15-47110	1507.00	49383 02/22/21
			2905966489	Road Salt		
100198	CARGILL, INCORPORATED	01/28/21	salt	10-5-15-47110	2911.25	49383 02/22/21
			2905971050	Road Salt		
100198	CARGILL, INCORPORATED	01/29/21	salt	10-5-15-47110	1542.62	49383 02/22/21
			2905975541	Road Salt		
100198	CARGILL, INCORPORATED	02/03/21	salt	10-5-15-47110	1510.43	49383 02/22/21
Souther course to Manager			2905987744	Road Salt		
100198	CARGILL, INCORPORATED	02/04/21	salt	10-5-15-47110	1455.63	49383 02/22/21
			2905991106	Road Salt		
100198	CARGILL, INCORPORATED	02/04/21	salt	10-5-15-47110	1520.70	49383 02/22/21
			2905991108	Road Salt		
100198	CARGILL, INCORPORATED	02/05/21	salt	10-5-15-47110	1475.49	49383 02/22/21
			2905994940	Road Salt		
100198	CARGILL, INCORPORATED	02/08/21		10-5-15-47110	1535.09	49383 02/22/21
			2905998960	Road Salt		
100198	CARGILL, INCORPORATED	02/08/21		10-5-15-47110	1546.05	49383 02/22/21
100460			2905998961	Road Salt		
100462	CASELLA WASTE MANAGEMENT	02/01/21	Jan trucking of sludge	20-5-55-50170	1417.50	49384 02/22/21
210276	G1		2507881	Trucking		
310376	CATERPILLAR FINANCIAL SER	02/02/21	Grader pymt #5	10-5-15-90400	32407.93	49385 02/22/21
210710			30610195	Leased Equipment		
310712	CELEBRATION RENTALS, INC.	02/18/21	tent/lights march polls		445.00	49386 02/22/21
201 502	CULVET 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	00/55/5	19561	Elections		
301503	CHAMPLAIN VALLEY FUELS	02/08/21	heating fuel @ Town Hall		274.21	49387 02/22/21
	7		480337	Heating Fuel		

		Invoice	Invoice Description		Amount	Check Check
Vendor		Date	Invoice Number	Account	Paid	Number Date
301503	CHAMPLAIN VALLEY FUELS		diesel fuel	10-5-15-41130	913.02	49387 02/22/21
			480688	Fuel - Vehicles HW		
301503	CHAMPLAIN VALLEY FUELS	02/08/21	heating fuel @ HWY	10-5-22-42110	238.81	49387 02/22/21
			480689	Heating Fuel		,
301503	CHAMPLAIN VALLEY FUELS	02/03/21	diesel fuel	10-5-15-41130	1395.30	49387 02/22/21
			483212	Fuel - Vehicles HW		
301503	CHAMPLAIN VALLEY FUELS	02/01/21	heating fuel @ HWY	10-5-22-42110	356.04	49387 02/22/21
			483213	Heating Fuel		
301503	CHAMPLAIN VALLEY FUELS	02/11/21	gasoline	10-5-14-41130	648.54	49387 02/22/21
			483711	Fuel - Vehicles		
100346	CLARK'S TRUCK CENTER	02/11/21	diesel exhaust fluid	10-5-15-41160	141.35	49388 02/22/21
			443399	HW Maint. Supplies-Vehicl		10000 01, 11, 11
310097	COMCAST	01/27/21	service: 02/04 - 03/03	10-5-14-42100	309.71	49389 02/22/21
			PD 01/27/21	PD Telephone Service		1000 01,21,21
310097	COMCAST	02/09/21	service: 02/16 - 03/15	10-5-22-43150	87.78	49390 02/22/21
			TH 02/09/21	Town Hall Repair/Maint.		17070 01/11/11
310037	CONSOLIDATED COMMUNICATIO	02/06/21	service: Feb 06 to Mar 05		93.49	49391 02/22/21
			HWY 02/06/21	HW Telephone	33.43	43331 02/22/21
310037	CONSOLIDATED COMMUNICATIO	02/06/21	service: Jan 06 to Feb 05	•	47.67	49391 02/22/21
			PD 02/06/21	PD Telephone Service		13331 02/22/21
301066	CORE & MAIN LP	02/15/21	disc kit, hinge pin	20-5-55-43160	1243.42	49392 02/22/21
			N652875	Maint. Supplies - General		11002 02,22,22
311001	DAVIS, MANDY	02/16/21	Get it and Go updates	10-5-18-43120	18.00	49393 02/22/21
			0158	Parks Maintenance	20.00	45555 02/22/21
100456	DUBOIS & KING INC	10/27/20	Site design	56-5-19-20120	2417.00	49394 02/22/21
			1020232	Park & Ride-Engineering		45554 02/22/21
100456	DUBOIS & KING INC	01/25/21	Design / Lighting	56-5-19-20120	1861.50	49395 02/22/21
			121107	Park & Ride-Engineering		
310956	ERICKSON, SHAWN	02/17/21	Reimb-Pants	10-5-15-10320	59.85	49396 02/22/21
			2/7/21	Clothing Allowance		
300187	FLORENCE CRUSHED STONE	01/31/21	3/4 minus	10-5-15-46140	78.77	49397 02/22/21
			229622	Gravel		
310426	FYLES BROS., INC.	02/08/21	propane @ Town Hall	10-5-22-42100	485.10	49398 02/22/21
			36088	Heating - Propane		
310426	FYLES BROS., INC.	02/08/21	propane @ WW Chem Bldg	20-5-55-42110	193.40	49398 02/22/21
			40433	LP Gas - Bldgs		
310426	FYLES BROS., INC.	02/08/21	propane @ Town Office	10-5-22-42100	289.92	49398 02/22/21
			40455	Heating - Propane		•
310426	FYLES BROS., INC.	02/13/21	propane @ WW lab bldg	20-5-55-42110	591.77	49398 02/22/21
			41692	LP Gas - Bldgs		20 - 10 - 1
310426	FYLES BROS., INC.	02/13/21	propane/WW supply garage	20-5-55-42110	92.99	49398 02/22/21
			41693	LP Gas - Bldgs		300.000 000 000 · 0000 · 00000
310426	FYLES BROS., INC.	02/13/21	propane/WW main garage	20-5-55-42110	128.03	49398 02/22/21
			41694	LP Gas - Bldgs		
310426	FYLES BROS., INC.	02/13/21	propane @ Town Office	10-5-22-42100	129.21	49398 02/22/21
			41713	Heating - Propane		
100645	G STONE MOTORS INC	12/07/20	head light assembly	10-5-14-41180	795.81	49399 02/22/21
			66957	PD Vehicle Maintenance		
310212	GAGE, SUE	02/18/21	pick up ballots in Bethel	10-5-13-20010	39.10	49400 02/22/21
			FEB 2021	Elections		

Vendor		Invoice Date	Invoice Description		Amount	Check Check
		Date	Invoice Number	Account	Paid	Number Date
100725	GREEN MOUNTAIN GARAGE	02/01/21		10-5-15-41160	13.68	49401 02/22/21
10000			162926	HW Maint. Supplies-Vehicl		
100725	GREEN MOUNTAIN GARAGE	02/04/21	cleaner, hose, fittings	10-5-15-41160	68.41	49401 02/22/21
100725	CDEEN MOUNTAIN CARACT	00/01/01	163125	HW Maint. Supplies-Vehicl		
100725	GREEN MOUNTAIN GARAGE	02/04/21	-	10-5-14-41110	19.99	49401 02/22/21
100725	GREEN MOUNTAIN GARAGE	02/00/21	163158	New Equipment - Vehicles		
100725	GREEN MOONIAIN GARAGE	02/09/21	washers, nuts, deicer 163297	10-5-15-41160	54.20	49401 02/22/21
100725	GREEN MOUNTAIN GARAGE	02/10/21	hose end fitting	HW Maint. Supplies-Vehicl 10-5-15-41160	0.40	40401 00/00/01
		02/10/21	163372	HW Maint. Supplies-Vehicl	9.48	49401 02/22/21
310233	GREEN MOUNTAIN POWER	02/03/21	Central Park, lights	10-5-22-42130	594.39	49402 02/22/21
		0-,00,	170028 02/21	Bldgs & Grounds Electric	394.39	49402 02/22/21
310233	GREEN MOUNTAIN POWER	02/04/21	Estabrook Park	10-5-22-42130	11.61	49402 02/22/21
		,,	240302 02/21	Bldgs & Grounds Electric	11.01	49402 02/22/21
310233	GREEN MOUNTAIN POWER	02/04/21		20-5-55-42130	1587.87	49402 02/22/21
			260302 02/21	Electric	1307.07	45402 02/22/21
310233	GREEN MOUNTAIN POWER	02/04/21	Carver St Pump Station	20-5-55-42130	31.97	49402 02/22/21
			290502 02/21	Electric	02.07	13102 02/22/21
310233	GREEN MOUNTAIN POWER	02/03/21	Green Park	10-5-22-42130	19.87	49402 02/22/21
			317702 02/21	Bldgs & Grounds Electric		19102 02/22/22
310233	GREEN MOUNTAIN POWER	02/03/21	Country Club Pump Station	-	22.55	49402 02/22/21
			338602 02/21	Electric		
310233	GREEN MOUNTAIN POWER	02/02/21	car chargers, 7 Conant Sq	10-5-22-42500	21.93	49402 02/22/21
			339840 02/21	Electric EV Car Stations		
310233	GREEN MOUNTAIN POWER	02/03/21	Brookdale Pump Station	20-5-55-42130	30.54	49402 02/22/21
			467702 02/21	Electric		
310233	GREEN MOUNTAIN POWER	02/02/21	Crescent Park	10-5-22-42130	96.91	49402 02/22/21
			737937 02/21	Bldgs & Grounds Electric		
310233	GREEN MOUNTAIN POWER	02/04/21	Police Station	10-5-22-42130	187.81	49402 02/22/21
			822212 02/21	Bldgs & Grounds Electric		
310233	GREEN MOUNTAIN POWER	02/03/21	street lights	10-5-22-42130	2639.56	49402 02/22/21
			851302 02/21	Bldgs & Grounds Electric		
310233	GREEN MOUNTAIN POWER	02/03/21	WWTP security light	20-5-55-42130	23.52	49402 02/22/21
			860302 02/21	Electric		
310233	GREEN MOUNTAIN POWER	02/04/21	Town Offices	10-5-22-42130	205.27	49402 02/22/21
			941302 02/21	Bldgs & Grounds Electric		
200256	L BROWN & SONS PRINTING I	02/17/21	ballots printing & mailed	10-5-13-20010	6275.38	49404 02/22/21
			94902	Elections		
100873	LHS ASSOCIATES INC	02/16/21	code ballot machine	10-5-13-20010	1206.00	49405 02/22/21
			68976	Elections		
310766	MAINECAL, INC.	02/01/21	equip calibration	20-5-55-20121	440.00	49406 02/22/21
			1974	Professional Services		
310630	MASTERCARD	01/08/21	Polygraph exam	10-5-14-30130	350.00	49407 02/22/21
			60694	Service Contracts		
310630	MASTERCARD	01/15/21	plaque for DB	10-5-14-30110	28.88	49407 02/22/21
210622	MA GIRED CARD	04 (05 (5)	60696	Office Supplies		
310630	MASTERCARD	01/20/21	USB drives	10-5-14-30110	99.95	49407 02/22/21
210620	MACHEDCADD	01 (02 (2-	60697	Office Supplies		
310630	MASTERCARD	01/22/21	polygraph exam	10-5-14-30130	350.00	49407 02/22/21
			60699	Service Contracts		

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	
310630	MASTERCARD	01/15/21	Trivia-10 night package	10-5-18-50090	150.94	49407	02/22/21
310630	MASTERCARD	01/15/21	61426 Notary renewal- JS	Adult Activities 10-5-10-10340	15.00	49407	02/22/21
		,,	61427	Professional Development	15.00	49407	02/22/21
310630	MASTERCARD	01/17/21	video conf monthly serv.	10-5-10-30130	15.89	49407	02/22/21
			61428	Service Contracts			
310630	MASTERCARD	01/11/21	Time clock & supplies	10-5-15-10310	150.86	49407	02/22/21
310630	MASTERCARD	01/20/21	61429 Courier Box-Elections	Travel & Expenses 10-5-13-20010	763.95	40407	00 (00 (01
		02,20,22	61430	Elections	763.95	49407	02/22/21
330377	MATTHEW BENDER & COMPANY,	01/25/21	VT Stats 20	10-5-14-10330	457.61	49408	02/22/21
			23915471	Dues & Subscriptions	407.01	45400	02/22/21
301078	MONROE TRACTOR & IMPLEMEN	02/09/21	edges for sidewalk plow	10-5-15-41160	364.00	49409	02/22/21
			P45624	HW Maint. Supplies-Vehicl			,
310800	MVP HEALTHCARE	02/05/21	HRA Admin Fee	10-5-15-10218	7.50	49410	02/22/21
			2021-01	HRA HW			
310800	MVP HEALTHCARE	02/05/21	HRA Admin Fee	20-5-55-10218	5.00	49410	02/22/21
			2021-01	HRA WW			
310800	MVP HEALTHCARE	02/05/21	HRA Admin Fee	10-5-22-10218	2.50	49410	02/22/21
			2021-01	HRA			
310800	MVP HEALTHCARE	02/05/21	HRA Admin Fee	10-5-18-10218	2.50	49410	02/22/21
			2021-01	HRA			
310800	MVP HEALTHCARE	02/05/21	HRA Admin Fee	10-5-14-10218	10.00	49410	02/22/21
21222		Control & Control	2021-01	HRA PD			
310800	MVP HEALTHCARE	02/05/21	HRA Admin Fee	10-5-13-10218	5.00	49410	02/22/21
310800	MID HELLEHOLDE	00/05/04	2021-01	HRA			
310800	MVP HEALTHCARE	02/05/21	HRA Admin Fee	10-5-10-10218	5.00	49410	02/22/21
310796	NATIONAL BUSINESS LEASING	00/06/01	2021-01	HRA Admin			
310790	NATIONAL BUSINESS LEASING	02/06/21	lease: 2/1/2021-2/28/2021 71387689		102.00	49411	02/22/21
310617	OTTER VALLEY UNIFIED UNIO	02/11/21	school port of taxes	Service Contracts			
	OTTER VIEDET ONTETED ONTO	02/11/21	FEB 2021	10-2-00-02137	1019652.37	49412	02/22/21
310793	PRESEAU, JOSH	02/18/21	boot reimbursement	Property Tax School Share 10-5-15-10320	100.00	40412	00/00/01
	,	02/10/21	2/18/21	Clothing Allowance	100.00	49413	02/22/21
310488	PRIMMER PIPER EGGLESTON &	02/12/21	WW Bond Financing	20-5-55-21110	700.00	10111	02/22/21
		,,	216269	Legal Services	700.00	49414	02/22/21
310842	RHR SMITH & COMPANY	02/12/21	Audit/ Federal Compliance		2900.00	49415	02/22/21
			31288	Auditors		15115	02/22/21
300502	ROUSE TIRE SALES INC	01/29/21	tire and service call	10-5-15-41170	675.00	49416	02/22/21
			10308923	HW Tires - Vehicles			,
100491	RUTLAND HERALD	02/15/21	Town Meeting	10-5-10-30310	388.26	49417	02/22/21
			84688	Legal Advertising			
300895	RUTLAND PRINTING COMPANY,	02/10/21	Town Report	10-5-10-30511	5700.00	49418	02/22/21
			27301	Town Report			
200277	THUNDER TOWING & AUTO REC	12/02/20	battery	10-5-14-41180	149.95	49419	02/22/21
			6485	PD Vehicle Maintenance			
200277	THUNDER TOWING & AUTO REC	12/11/20	tire change	10-5-14-41180	40.00	49419	02/22/21
			6494	PD Vehicle Maintenance			
200277	THUNDER TOWING & AUTO REC	01/18/21	lub, oil and filter	10-5-14-41180	29.95	49419	02/22/21
			6527	PD Vehicle Maintenance			

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Check Number Date
200277	THUNDER TOWING & AUTO REC		oil filter, oil\	10-5-14-41180	55.29	49419 02/22/21
			6530	PD Vehicle Maintenance		
100630	US POSTMASTER, BRANDON	02/08/21	Town Report	10-5-10-30511	1174.77	49375 02/08/21
			2/8/21	Town Report		
330348	VERIZON WIRELESS	01/22/21	service: Dec 23 - Jan 22	10-5-14-20233	240.06	49420 02/22/21
			9871825626	MDT/Aircards		
310988	VERMEER ALL ROADS	01/13/21	blades for chipper	10-5-15-41160	186.00	49421 02/22/21
			A07027	HW Maint. Supplies-Vehicl		
310045	VERMONT DEPT OF HEALTH	02/11/21	engraved vital paper	10-5-13-30110	50.00	49422 02/22/21
			603	Office Supplies		
100649	VERMONT GFOA	02/09/21	Single Audit-workshop	10-5-10-10340	30.00	49423 02/22/21
			2021WINTERWK	Professional Development		
100067	VLCT	02/17/21	2020-Comp & Benefit rpt	10-5-10-10340	50.00	49424 02/22/21
			748	Professional Development		
100648	VTCMA	02/18/21	2021 Membership	10-5-10-10330	85.00	49425 02/22/21
			2021	Dues & Subscriptions		
310046	W.B. MASON CO INC	02/01/21	report covers	10-5-14-30110	23.90	49426 02/22/21
			217586798	Office Supplies		

Report Total

1207546.21

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Selectboard

To the Treasurer of TOWN OF BRANDON, We Hereby certify
that there is due to the several persons whose names are
listed hereon the sum against each name and that there
are good and sufficient vouchers supporting the payments
aggregating \$ *1,207,546.21

Let this be your order for the payments of these amounts.

3	