

**PLEASE NOTE: REMOTE MEETING via ZOOM**

Meeting ID (253 279 4161)

Dial: (929) 205 6099

**Brandon Select Board Meeting  
February 8, 2021  
7:00 p.m.**

The Brandon Select Board will meet Monday, February 8, 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 – January 25, 2021
- 3) Town Manager's Report
- 4) Public Comment and Participation
- 5) Town Report and Town Meeting Discussion
- 6) Update on Board Vacancies
- 7) Consider Board Policy on Filling Vacancies
- 8) Approve Annual Financial Plan – Town Highways
- 9) Approve Town Road and Bridge Standards
- 10) Approve Certification of Compliance for Town Road and Bridge Standards and Network Inventory
- 11) Consider Use of Local Option Tax Funds for Route 7, Segment 6 Matching Funds
- 12) Fiscal
  - a) Warrant – February 8, 2021- \$80,341.39
  - b) Route 7 Construction Warrant – February 8, 2021 - \$2,895.00
- 13) Executive Session

First Motion: I move 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.

Second Motion: I move that we enter executive session to discuss the pending or probable civil litigation or prosecution, under the provisions of 1 V.S.A. Section 313(a)(1).
- 14) Adjournment

## **Brandon Select Board Meeting January 25, 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, Shari Vaccarella, Butch Shaw, Bill Moore, Brent Buehler, Chris Brickell, Allie Breyer, Bernie Carr, Sue Gage, Keith Whitcomb, Lindsey Berk, 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 amended  
**The motion passed unanimously.**

Addition of executive session regarding the wetland sale in accordance with 1 VSA 313(a)(2) – negotiating or securing real estate purchase or lease options.

Seth Hopkins thanked all for being part of the meeting and noted there were a number of items that are of significance. Mr. Hopkins stated orderly and respectful public comment is always welcome and the Board appreciates public input on any agenda item. Mr. Hopkins advised the Board adopted its rules in 2019 and asked all to address the Board Chair and be respectful, as everyone was in attendance because all want what is best for the town.

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

**a) Select Board Meeting – January 11, 2021**

**Motion** by Tracy Wyman/Tim Guiles to approve the minutes of the January 11<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 11<sup>th</sup> and 18<sup>th</sup>, 2021.

Dave Atherton has received the final design for the Conant Square parking area. The Town is still planning on completing this work in-house, with the exception of the electrical work



for lighting. Mr. Atherton has lined up the electrician for the project and he will try to get better pricing on the lights.

Mr. Atherton had a meeting with Nanci McGuire from NRCS and Andres Torizzo from Watershed Consulting on the stormwater retention areas in the Center Street parking area and Pearl Street. This work is 100% grant funded. This will be all be completed on town-owned property or within the right-of-way. This work will be done at the north end of the parking area behind Café Provence with some earth changing and a retention area added. There are four similar designs on Park Street that will be dug down deeper to install dry wells. This work is part of the Stormwater Master Plan and these areas were recognized in the Plan.

The Highway Department has been out cutting back brush from the roadways in their time between plowing snow.

They were on Birch Hill Road last week.

We have received \$3,690.73 to date from logging off some of the town forest. Operations continue as weather conditions permit.

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

The ice rink frame has been built and the liner is in. The weather is cooperating, and water is being added to create the ice. Huge thank you goes out to: Coach Lance Laraway and Tanner Romano, Cole Mason and Josh Provencher of Naylor and Breen for their help in getting the frame built. Thank you to John Kerr for the generous donation of the liner and Dan Snow, Brian Kilpeck, Jeff Machain & Josh Preasseau for helping install the liner. Brandon Fire Chief Tom Kilpeck has been instrumental in the donation of his time, equipment and most importantly the water to fill the 56' x 96' rink. John Milne (Owner) and Wilson, General Manager of the Neshobe Golf Course have been wonderful hosts. They installed lights and are keeping things plowed for our outdoor winter recreation. We hope to have a filled and frozen rink by February 1!

The "Get It and Go" program, a partner with the American Legion Post 55 and the Brandon Area Toy Project has been excellently facilitated by the Assistant to the Rec Director, Colleen Wright. Dallas Ladd and Lesa Pratt cooked up, packed, and gave away 119 meals in the inaugural offering. Thanks to Mallory's Automotive for sponsoring the groceries. The next meal will be February 1<sup>st</sup>. Guest host chefs will be Emily Ohlinger and Jessica Markowski of the catering business "Sorelle" with baked ziti and garlic bread and groceries will be sponsored by Union Street Grocery.

Congratulations to Lisa Fenimore whose "Savory Cheddar Apple Bread Pudding" was the winning recipe in our Brandon Free Public Library collaboration "The Great Brandon Bake-off" monthly competition sponsored by our friends at Olivia's Crouton Company. The next challenge is chocolate cake and the entries are due by January 27<sup>th</sup> (National Chocolate Cake Day). To submit an entry, make your cake, take a picture, and email Molly Kennedy or post on social media with the hashtag "chocolatebrandon".

Tracy Wyman questioned if the money from the logging operation was for just this year. Dave Atherton advised the amount was from December and January only.

Brent Buehler asked what the fixtures and hours of operation would be for the parking lot lights. Dave Atherton advised they are going to be on in the evening and can be set to a timer. The fixtures will be a square top with a 3-foot concrete bottom and are a standard parking lot light that shines down. Mr. Buehler asked if the pedestrian walk is still along the retention wall. Mr. Atherton has spoken with Midway Oil and noted it appears that will be where the walk is located so that it will be out of the roadway and away from the building. Mr. Buehler asked what the gravel area retains that is towards the back of the area. Mr. Atherton advised everything will be paved from the road to the parking area and the gravel will be on the other side of the curb so it will not go onto the pavement. Mr. Atherton also advised there will be a bus stop building in the parking area and he has spoken with The Bus about this being Brandon's designated bus stop for them, as it will allow for a half-circle drive.

Shari Vaccarella expressed concern about the light fixtures due to the proximity to their property. Dave Atherton will speak with the electrician to assure that they are lights that shine down. As far as security, Ms. Vaccarella has noticed a difference on the town hall side and suggested putting lighting in the back parking area because it is more secluded. Mr. Atherton advised a security camera will be installed there and also noted a timer can be placed on the lights.

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

Sue Gage reported the Board of Civil Authority met last week and decided the election will be held at the Brandon Legion at 550 Franklin Street. The polls will open from 10AM to 7PM, rather than the usual 7AM to 7PM. Brent Buehler asked if ballots will be mailed and Ms. Gage noted the Board would be deciding that this evening.

#### **5. Act 164 Discussion**

Seth Hopkins advised this item had been placed on the agenda at the public's request. Act 164 is regarding the regulation and taxation of cannabis and the Town Manager provided background information about the Opt-in clause for Act 164.

**Motion** by Tim Guiles/Brian Coolidge to approve the addition of a ballot question: "Shall the voters of the Town of Brandon authorize cannabis retailers and integrated licensees in town pursuant to 7 V.S.A. § 863?" **The motion passed unanimously.**

Butch Shaw stated Act 164 is the cannabis bill that passed last year. He learned the Governor has yet to appoint the Cannabis Control Board that would control the growing and selling in the State of Vermont. Once that happens, this board would promulgate the rules that are not currently in the bill. Mr. Shaw could not advise the Town on the question, but promulgating rules is an 8 to 12 month procedure and the State is a long way from selling retail marijuana. Stephanie Jerome felt there is not a rush, as the details need to be figured out. It was noted this would be an opt-in



on the ballot as to whether the Town would want to have a store to sell cannabis in town. Mr. Shaw stated the bill has been passed, but the Cannabis Control Board has not progressed as far as it could have and the rules and regulations still need to be determined. Ms. Jerome stated municipal pharmacies will be given preference and they have the option of being first in becoming a retail establishment. The fees are not known and it is not known what the municipal tax will be. There are a lot of questions and Mr. Shaw was not sure the retail sales are going to be a boon for any town because it will be a state-wide process. Tim Guiles stated part of why he would want this on the ballot is that other communities are asking to show whether they would want this. Nothing in this vote commits the Town in any way of having a marijuana dispensary but would allow the Town to be prepared and allows the community to speak and weigh in on whether they like this idea or not. Bill Moore agreed with Mr. Guiles as it gives the public the opportunity to have their say and from an economic development side, it would give a signal to investors. Mr. Moore had been in contact with the Town's medical marijuana facility pre-COVID and they advised that they had no immediate plans of doing retail in Brandon. Chief Brickell noted that marijuana use has changed with the legalization and non-enforcement of the marijuana laws. If the Town wants to have retail sales, they have a process that is already in town and he thinks it will be regulated, but at the same time his concern is the rules surrounding how the process takes place is time consuming. Chief Brickell thought how the rules are promulgated around sales is the key issue on how successful it will be for the Town. He does not see it as a moneymaker for the Town as Vermont is one of the last states that will weigh in on this subject. Doug Bailey asked if law enforcement can determine if drivers are impaired from cannabis. Chief Brickell advised if someone is driving under the influence, it is a long process. It needs to be determined whether it is alcohol and if not, it is a lengthier process that is not simple or easy. Bill Moore stated his economic development comment was not specific to retail, but rather the opportunity for a facility for growing that might consider opening here. Dave Atherton stated this question will likely be put on the ballot either this year or next year and it does not seem like it is going to hurt whether the Town votes to opt in or out.

## **6. Town Report and Town Meeting Discussion**

### ***a. Town Meeting Warning Approval***

Seth Hopkins advised there is a warning for a town meeting to be held the evening of March 1<sup>st</sup> that will include Zoom information. Bill Moore advised there is a new Zoom number to allow for participation via a webinar format. The difference between a webinar and zoom meeting is that the public will be able to see the Select Board and moderator, but not all people attending the meeting. Mr. Hopkins thanked Mr. Moore for his work in organizing the virtual town meeting. Mr. Hopkins advised Item 1 on the ballot is for election of officers and Items 2 through 18 are appropriations. There will be the addition of Item 19 relating to the cannabis question per Act 164 and the Bond Article.

**Motion** by Tim Guiles /Tracy Wyman to approve the town meeting warning for the informational meeting on March 1<sup>st</sup> as presented in the packet, plus Item 19. **The motion passed unanimously.**

### ***b. Revised Bond Warning Approval***

**Motion** by Tim Guiles/Tracy Wyman to accept the revised bond warning. **The motion passed unanimously.**

It was noted this is the bond warning for the wastewater treatment upgrades. Mr. Guiles thanked Sue Gage for her work in putting together the warnings being voted on.

***c. Town Meeting Consideration Under H.48***

Seth Hopkins stated H.48 had provided changes that municipalities could make, such as moving the 2021 town meeting, however, it was the decision of the Board to maintain the March 1<sup>st</sup> town meeting date.

***. Authorize to Mail Out Annual Meeting Australian Ballots to All Active, Registered Municipal Voters***

**Motion** by Tim Guiles/Doug Bailey to authorize the mailing of Australian ballots to all active, registered municipal voters. **The motion passed unanimously.**

Tim Guiles noted the turnout for the general election was amazing and he hoped that future voting will include mailing ballots. Sue Gage supported mailing of ballots, especially during COVID. Seth Hopkins thanked Ms. Gage for all the work she has done on this process.

**7. Appointments**

***a. Planning Commission – Remainder of 3-year Term Ending June 30, 2021***

Dave Atherton reported Stephanie Jerome stepped down from the Planning Commission due to her role in Montpelier. There has been a person that has expressed interest in serving on the Commission. Mr. Atherton advised that normally vacancies are advertised in the newspaper and on the Town's website. Tracy Wyman and Doug Bailey concurred that was what the Board had previously done. Mr. Bailey suggested advertising for the position and making the appointment at the next meeting. Seth Hopkins stated this will be the initial announcement of the vacancy. Brent Buehler asked if it could become a policy for posting open positions. Mr. Hopkins noted there had been discussion of doing that, but a policy was not developed and thanked Mr. Buehler for the suggestion. Mr. Hopkins stated there are seven spots on the Planning Commission so there could still be a quorum. Tim Guiles thanked the volunteer who had come forward as the Select Board appreciates people serving the Town. Mr. Hopkins thanked Ms. Jerome for her service on the Planning Commission. Mr. Atherton advised this is a three-year term ending June 30<sup>th</sup> of this year.

***b. Interim Animal Control Officer***

Dave Atherton reported one of the Town's employees, Tim Kingston in the Wastewater Department, has expressed interest in filling in the gap until the position is filled. His family works with animals everyday and it would be good to have someone available until the position



is filled. Calls have been going through the Police Department and Chief Brickell reported the majority of the calls have been regarding cats. Seth Hopkins thanked the Police Department for handling the calls in the interim.

**Motion** by Tracy Wyman/Brian Coolidge to appoint Tim Kingston as interim Animal Control Officer. **The motion passed unanimously.**

### ***c. Consider Posting Method for ACO Position***

Dave Atherton stated now that there are two vacancies to post, he will advertise in the newspaper and post on both the Town's website and on social media. Mr. Atherton noted he will also review the other committees to determine if there are other positions open that should be advertised. Tracy Wyman asked if they will be voted on at the next meeting. Tim Guiles stated it may require a little time to vet the responses and interview. Mr. Guiles and Mr. Wyman volunteered to serve on an interview subcommittee. Mr. Atherton suggested posting the notice until February 12<sup>th</sup> and have the week prior to the next select board meeting for interviews. It was the consensus of the Board for Mr. Wyman and Mr. Guiles to meet with Mr. Atherton during the week of February 14<sup>th</sup>.

## **8. Consider Declaration of Inclusion**

**Motion** by Tim Guiles/Tracy Wyman to pass the Declaration of Inclusion that reads: the Town of Brandon condemns racism and welcomes all persons, regardless of race, color, religion, national origin, sex, gender identity or expression, age, or disability, and will protect these classes to the fullest extent of the law. As a Town, we formally condemn discrimination of all its forms and commit to fair and equal treatment of everyone in our community. The Town of Brandon has and will continue to be a place where individuals can live freely and express their opinions. **The motion passed unanimously.**

Mr. Guiles noted a few other communities are making statements like this and it shows that Brandon is welcoming to everyone and is a positive statement of our values.

## **9. Equal Opportunity Policy for Library Grant**

Dave Atherton stated the Brandon Library had applied for a Community Development Block grant for renovations and the municipality has to be the applicant for this grant. They were not approved during the first round but have been approved in the second round. This is a step that is required in the grant application and is the same thing that was done when renovating the town office. This is an Equal Opportunity policy and has to be accepted when receiving federal funds.

**Motion** by Tim Guiles/Tracy Wyman to accept the Equal Opportunity policy for the Brandon Library grant. **The motion passed unanimously.**

## **10. Fiscal**

a) *Warrant – January 25, 2021 - \$199,759.84*

b) *Route 7 Construction Warrant – January 25, 2021 - \$170,210.56*

**Motion** by Brian Coolidge/Tracy Wyman to approve the January 25<sup>th</sup> warrant in the amount of \$199,759.84 and the January 25<sup>th</sup> Route 7 Construction warrant in the amount of \$170,210.56.

**The motion passed unanimously.**

Doug Bailey questioned the legal fees for the Foley sale. Dave Atherton advised that Foley's was going to purchase a Brandon Industrial Corporation lot pre-COVID, however, the sale was not completed. Bill Moore and Mr. Atherton have been working with the Brandon Industrial Corporation on this item and since the sale was not completed, it was not the responsibility of the purchaser to pay the attorney fees.

Bill Moore advised the Get and Go meals are available to anyone and is a drive-thru. Mr. Moore noted that there were a lot of donations received. In addition to the February 1<sup>st</sup> meal, there will be a turkey dinner on February 8<sup>th</sup> prepared by The Neighbors Farm and the groceries sponsored by The Bookstore. There will also be a meal on February 15<sup>th</sup> of chicken and biscuits by Dallas Ladd and Lesa Pratt with groceries sponsored by Laurie Bertrand, CPA.

**Motion** by Tracy Wyman/Brian Coolidge to enter into executive session at 8:03PM to discuss the wetland sale in accordance with 1 VSA 313(a)(2) – negotiating or securing real estate purchase or lease options, with the session to include the Town Manager. **The motion passed unanimously.**

## **11. Executive Session**

The Board came out of Executive session at 8:19PM.

There were no actions required.

## **12. Adjournment**

**Motion** by Brian Coolidge/Doug Bailey to adjourn the Select Board meeting at 8:19PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary



## **Town Manager Report for the week of January 25<sup>th</sup> and February 1<sup>st</sup>, 2021**

- The EVSE charger stations are now active and online through ChargePoint. 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. I have re-applied for funding for the replacement of the structure know as bridge #6 on the Arnold District Road.
- VTrans is also accepting Class 2 Highway paving grants again this year. I have submitted an application for shim & 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.
- I have 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.
- 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.

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

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 in Strategic planning.

Sincerely

Robert A Foley



## DRAFT POLICY ON FILLING VACANCIES

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

- 1 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
- 2 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.

 **DRAFT**

**ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS**  
**19 V.S.A. § 306(j)**

TA-60

Town of Brandon Fiscal Year 2022 Begin 7/1/21 End 6/30/22

**INCOME**

DESCRIPTION	ESTIMATED
State Funds - 19 V.S.A. Section 306(a):	
Class 1    2.214	\$ 25,759.61
Class 2    16.01	\$ 68,414.14
Class 3    40.24	\$ 63,892.07
Town Tax Funds – 19 V.S.A. Section 307	\$ 708,179.18
Special Funds (e.g., bonds or earmarks):	
a.	\$
b.	\$
c.	\$
<b>TOTAL</b>	<b>\$ 866,245.00</b>

**EXPENSES**

DESCRIPTION	ESTIMATED
Winter Maintenance	\$ 516,245.00
Non-Winter Maintenance	\$ 350,000.00
Major Construction Projects	
a.	\$
b.	\$
c.	\$
<b>TOTAL</b>	<b>\$ 866,245.00</b>

**Comments:**

This form shall be signed by the appropriate town officials and forwarded to the District Transportation Administrator.

TA-60 Rev 09-13



**ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS**

**19 V.S.A. § 306(j)**

**(page 2)**

**TA-60**

We, the Legislative Body of the Municipality of **Brandon** \_\_\_\_\_ certify  
that funds raised by municipal taxes are equivalent to or greater than a sum of at least **\$300.00**  
per mile for each mile of Class 1, 2, and 3 Town Highway in the municipality. (19 V.S.A. 307)

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Duly Authorized Representatives)

The submitted Town Plan meets the requirements of Title 19, Section 306(j).

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

District Transportation Administrator

## TOWN ROAD AND BRIDGE STANDARDS

(June 5, 2019)

MUNICIPALITY OF Brandon, VERMONT

The Legislative Body of the Municipality of Brandon hereby adopts the following Town Road and Bridge Standards which shall apply to the construction, repair, and maintenance of town roads and bridges.

The standards below are considered minimums. Municipalities that have construction standards / specifications in place that meet or exceed the minimum standards: indicate adoption date and include as Appendix C. **Date of Adoption:** 8/8/2013

Municipalities must comply with all applicable state and federal approvals, permits and duly adopted standards when undertaking road and bridge activities and projects.

Any new road regulated by and/or to be conveyed to the municipality shall be constructed according to the minimum of these standards.

Circle **YES** or **NO** below to indicate town adoption of that section of the Standards

Road and Bridge Standards Sections	Hydrologically-connected road segments*	Non-hydrologically-connected road segments**
Section 1 – Municipal Road Standards	YES (Required by Act 64)	YES NO
Section 2 – Class 4 Road Standards	YES (Required by Act 64)	YES NO
	Town wide	
Section 3 - Perennial stream- bridge and culvert standards	YES (Required by DEC Stream Alteration Standard)	
Section 4 – Intermittent stream crossings	YES NO	
Section 5 - Roadway construction standards	YES NO	
Section 6 - Guardrail standard	YES NO	
Section 7 - Driveway access standard	YES NO	

**Road segments** – ANR Resources Atlas includes a map layer of all of Vermont's municipal roads divided into 100-meter (328 foot) segments, each with a unique identification number.

**\*Hydrologically-connected road segments** - are those municipal road segments and catch basin outlets, Class 1-4, as shown on the ANR Natural Resources Hydrologically-connected municipal road segment layer (<http://anrmaps.vermont.gov/websites/anra5/>) or the Road Erosion Inventory Scoring (MRGP Implementation Table portal) layer (<https://anrweb.vt.gov/DEC/IWIS/MRGPRptViewer.aspx?ViewParms=True&Report=Portal>).

**\*\*Adoption of standards on non-hydrologically-connected road segments** does not indicate that these road segments are then subject to the Municipal Roads General Permit (MRGP).

Municipalities may also find additional resources in the latest version of the *Vermont Better Roads Manual*.  
<https://vtrans.vermont.gov/sites/aot/files/highway/documents/ltf/Better%20Roads%20Manual%20Final%202019.pdf>

### Road and Bridge Standards Sections

#### **Section 1 – Municipal Road Standards** - See Appendix A

These standards are required by Act 64 and the DEC Municipal Roads General Permit (MRGP) for hydrologically-connected roads only.

Municipalities may adopt Section 1 Road standards by road type for non-hydrologically-connected roads/segments/catch basins.

#### **Section 2 – Class 4 Road Standards** - See Appendix A



### Section 3 - Perennial stream - bridge and culvert standards

Bridge and culvert work on perennial stream crossings must conform with the statewide DEC Stream Alteration Standard.

*"Perennial stream"* means a watercourse or portion, segment, or reach of a watercourse, generally exceeding 0.25 square miles in watershed size, in which surface flows are not frequently or consistently interrupted during normal seasonal low flow periods. Perennial streams that begin flowing subsurface during low flow periods, due to natural geologic conditions, remain defined as perennial. All other streams, or stream segments of significant length, shall be termed intermittent. A perennial stream shall not include the standing waters in wetlands, lakes, and ponds.

Streambank stabilization and other in-stream work must conform with the statewide DEC Stream Alteration Standard.

For River Management Engineer Districts: [https://dec.vermont.gov/sites/dec/files/wsm/rivers/docs/RME\\_districts.pdf](https://dec.vermont.gov/sites/dec/files/wsm/rivers/docs/RME_districts.pdf)

**Section 4 – Intermittent stream crossings** – See Appendix B for sizing table and graphic. These standards are above and beyond the culvert standards in Section 1.

*"Intermittent streams"* are defined as streams with beds of bare earthen material that run during seasonal high flows but are disconnected from the annual mean groundwater level.

### Section 5 - Roadway construction standards – Sub-base and gravel standards

All new or substantially reconstructed gravel roads shall have \_\_\_ inches\* thick gravel sub-base, with an additional \_\_\_ inches\* top course of crushed gravel.

All new or substantially reconstructed paved roads shall have \_\_\_ inches\* thick gravel sub-base.

\*Municipalities shall indicate their own construction criteria.

### Section 6 - Guardrail standard

When a roadway, culvert, bridge, or retaining wall construction or reconstruction project results in hazards such as foreslopes, drop offs, or fixed obstacles within the designated clear-zone, the AASHTO Roadside Design Guide will govern the analysis of the hazard and the subsequent treatment of that hazard. For roadway situations, an approved barrier system may be steel beam guardrail with 6-foot posts and approved guardrail end treatment. If there is less than 3 feet from the rail to the hazard, then steel beam guardrail with 8-foot posts shall be used. The G-1D is an example of an approved guardrail end treatment. For bridge rails systems, VTrans bridge rail standards shall be referenced

### Section 7 - Driveway access standard

The municipality has a process in place, formal or informal, to review all new drive accesses and development roads where they intersect town roads, as authorized under 19 V.S.A. Section 1111. Municipality may reference Vtrans Standard *A-76 Standards for Town & Development Roads* and *B-71 Standards for Residential and Commercial Drives*; the Vtrans *Access Management Program Guidelines*; and the latest version of the *Vermont Better Roads Manual* for other design standards and specifications.

Passed and adopted by the Legislative Body of the Municipality of Brandon, State of Vermont on  
February 8, 2021

Selectboard / City Council / Village Board of Trustees:

_____	_____
_____	_____
_____	_____

## Appendix A

### Section 1: MUNICIPAL ROAD STANDARDS

The following standards constitute the minimum required Best Management Practices (BMPs) for municipal roads. These standards shall apply to the construction, repair, and maintenance of all town roads and bridges.

It is the municipality's responsibility to maintain all practices after installation. Roads not meeting these standards must implement the BMPs listed below in order to meet the required town's standards.

#### Feasibility

Municipalities shall implement these standards to the extent feasible. In determining feasibility, municipalities may consider the following criteria: The implementation of a standard listed in of this documentation does not require the acquisition of additional state or federal permits or noncompliance with such permits, or noncompliance with any other state or federal law. The implementation of a standard does not require the condemnation of private property; impacts to significant environmental and historic resources, including historic stone walls, historic structures, historic landscapes, or vegetation within 250 feet of a lakeshore; impacts to buried utilities; and excessive hydraulic hammering of ledge.

#### Standards for All Construction and Soil Disturbing Activities

Following construction and soil disturbance on a road, all bare or unvegetated areas shall be revegetated with seed and mulch, hydroseeded, or stone lined within 5 days of disturbance of soils, or, if precipitation is forecast, sooner.

#### Standards for Gravel and Paved Roads with Ditches

##### Baseline Standards for Gravel and Paved Roads with Ditches

The following are the standards for all gravel and paved municipal roads with drainage ditches, whether or not erosion is present. These standards also apply to all new construction and significant upgrades of stormwater treatment practices.

##### A. Roadway/Travel Lane Standards

##### 1. Roadway Crown

- a. Gravel roads shall be crowned, in or out-sloped:  
Minimum: ¼ inch per foot  
Recommended: ¼ inch to ½ inch per foot or 2% - 4%
- b. Paved/ditched roads shall be crowned during new construction, redevelopment, or repaving where repaving involves removal of the existing paving.  
Minimum: 1/8 inch per foot or 1%  
Recommended: 1% - 2%

##### 2. Shoulder berms (also called Grader/Plow Berm/Windrows)

Shoulder berms shall be removed to allow precipitation to shed from the travel lane into the road drainage system. Roadway runoff shall flow in a distributed manner to the drainage ditch or filter area and there shall be no shoulder berms or evidence of a "secondary ditch". Shoulder berms may remain in place if the road crown is in-sloped or out-sloped to the opposite side of the road from berm side of road. The shoulder berm standard only applies to gravel roads with drainage ditches.



B. Road Drainage Standards

Roadway runoff shall flow in a distributed manner to grass or a forested area by lowering road shoulders or conversely by elevating the travel lane level above the shoulder. Road shoulders shall be lower than travel lane elevation. If distributed flow is not possible, roadway runoff may enter a drainage ditch, stabilized as follows:

1. For roads with slopes between 0% and 5%: At a minimum, grass-lined ditch, no bare soil. Geotextile and erosion matting may be used instead of seed and mulch. Alternatively, ditches may be stabilized using any of the practices identified for roads with slopes 5% or greater included in subpart B.2 below.

Recommended shape: trapezoidal or parabolic cross section with mild side slopes; 2 foot horizontal per 1 foot vertical or flatter and 2-foot ditch depth.

2. For roads with slopes 5% or greater but less than 8%:
  - a. Stone-lined ditch: minimum 6 to 8-inch minus stone or the equivalent for new practice construction. Recommended 2-foot ditch depth from top of stone-lined bottom,
  - b. Grass-lined ditch with stone check dams<sup>1</sup>, or
  - c. Grass-lined ditch if installed with disconnection practices such as cross culverts and/or turnouts to reduce road stormwater runoff volume. There shall be at least two cross culverts or turnouts per segment disconnecting road stormwater out of the road drainage network into vegetated areas or spaced every 160 feet.
3. For roads with slopes of 8% or greater: Stone-lined ditch.
  - a. For slopes greater than or equal to 8% but less than 10%: minimum 6 to 8-inch minus stone or the equivalent for new construction. Recommended 2-foot ditch depth from top of stone-lined bottom.
  - b. For slopes greater than 10%: minimum 6 to 8-inch minus stone. Recommended 12-inch minus stone or the equivalent. Recommended 2-foot ditch depth from top of stone-lined bottom.
4. If appropriate, bioretention areas, level spreaders, armored shoulders, and sub-surface drainage practices may be substituted for the above road drainage standards.

C. Drainage Outlets to Waters & Turnouts

Roadway drainage shall be disconnected from waterbodies and defined channels, since the latter can act as a stormwater conveyance, and roadway drainage shall flow in a distributed manner to a grass or forested filter area. Drainage outlets and conveyance areas shall be stabilized as follows:

1. Turn-outs – all drainage ditches shall be turned out to avoid direct outlet to surface waters.
2. There must be adequate outlet protection at the end of the turnout, based upon slope ranges below. Turnout slopes shall be measured on the bank where the practice is located and not based on the road slope.
  - a. For turnouts with slopes of 0% or greater but less than 5%: stabilize with grass at minimum. Alternatively, stabilize using the practices identified in subpart b – c below, when possible.
  - b. For turnouts with slopes 5% or greater: stabilize with stone.
  - c. For slopes greater than 5% but less than 10%: minimum 6-inch to 8-inch minus stone or the equivalent for new construction.
  - d. For slopes greater than 10%: minimum 6 to 8-inch minus stone or equivalent for new construction. Recommend 12-inch minus stone or the equivalent.

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<sup>1</sup> See check dam installation specifications.

## Drainage and Intermittent Stream Culvert Standards

The following are the required culvert standards for all gravel and paved roads with ditches where rill or gully erosion is present. These standards also apply to new construction and significant upgrades of stormwater treatment practices.

1. Municipal Culverts (Drainage and Intermittent Streams)
  1. Culvert end treatment or headwall required for areas with road slopes 5% or greater if erosion is due to absence of these structures. End treatment or headwall is required for new construction on slopes 5% or greater.
  2. Stabilize outlet such that there will be no scour erosion, if erosion is due to absence or inadequacy of outlet stabilization. Stone aprons or plunge pools required for new construction on road slopes 5% or greater.
  3. Upgrade to 18-inch culvert (minimum), if erosion is due to inadequate size or absence of structure.
  4. A French Drain (also called an Underdrain) or French Mattress (also called a Rock Sandwich) sub-surface drainage practice may be substituted for a cross culvert.
2. Driveway Culverts within the municipal ROW
  1. Culvert end treatment or headwall required for areas with road slopes of 5% or greater, if erosion is due to absence of these structures. End treatment or headwall is required for new construction.
  2. Stabilize outlet such that there will be no scour erosion, if erosion is due to absence or inadequacy of outlet stabilization. Stone aprons or plunge pools required for new construction.
  3. Upgrade to minimum 15-inch culvert, 18-inch recommended, if erosion is due to inadequate size or absence of structure.

## Standards for Paved Roads with Catch Basins

Catch Basin Outlet Stabilization: All catch basin outlets shall be stabilized to eliminate all rill and gully erosion. Catch basin outfall stabilization practices include: stone-lined ditch, stone apron, check dams and culvert header/headwall.

## Stone Check Dam Specification

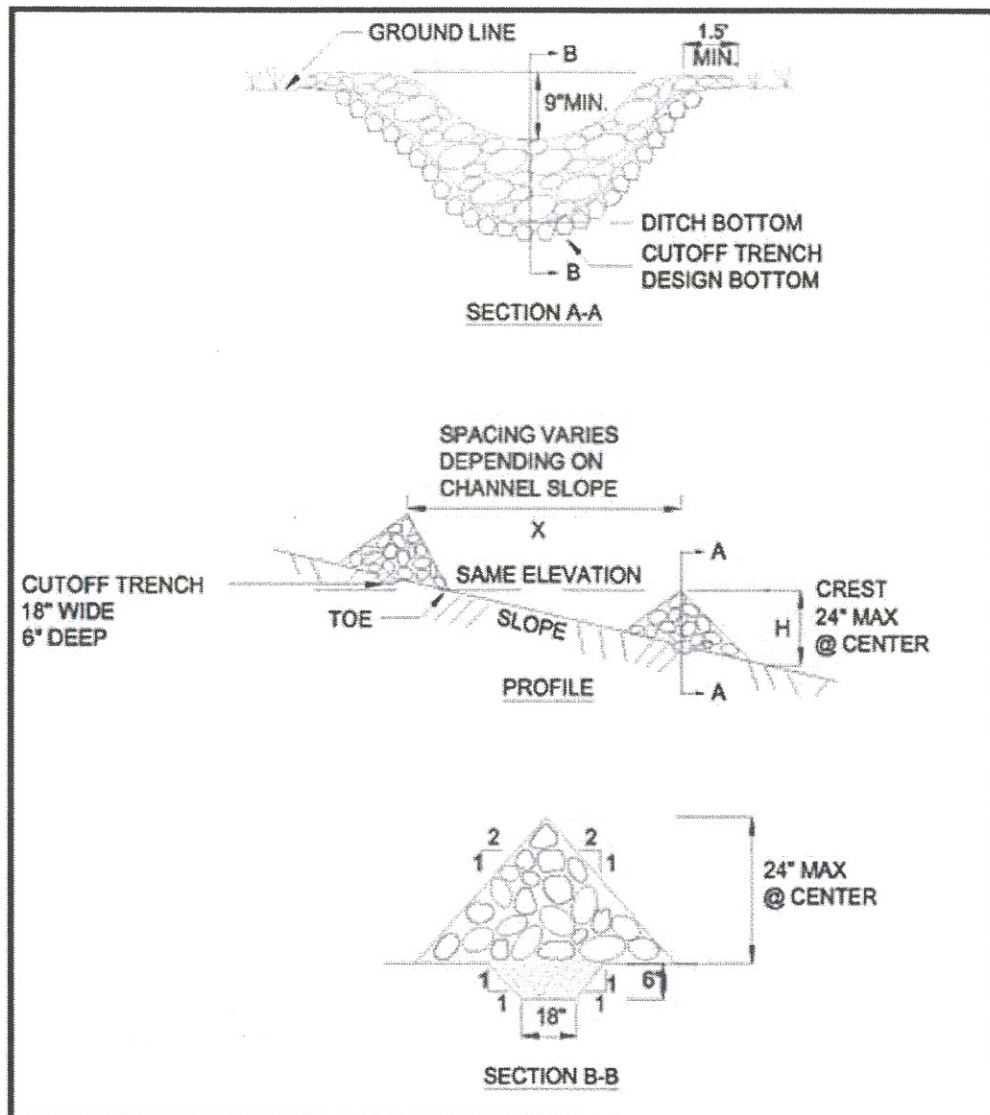
- Height: No greater than 2 feet. Center of dam should be 9 inches lower than the side elevation
- Side slopes: 2:1 or flatter
- Stone size: Use a mixture of 2 to 9-inch stone
- Width: Dams should span the width of the channel and extend up the sides of the banks
- Spacing: Space the dams so that the bottom (toe) of the upstream dam is at the elevation of the top (crest) of the downstream dam. This spacing is equal to the height of the check dam divided by the channel slope.

$$\text{Spacing (in feet)} = \frac{\text{Height of check dam (in feet)}}{\text{Slope in channel (ft/ft)}}$$

- Maintenance: Remove sediment accumulated behind the dam as needed to allow channel to drain through the stone check dam and prevent large flows from carrying sediment over the dam. If significant erosion occurs between check dams, a liner of stone should be installed.



## Check Dam Specification:



## Section 2: STANDARDS FOR CLASS 4 ROADS

Stabilize any areas of gully erosion with the practices described above or equivalent practices. Disconnection practices such as broad-based dips and water bars may replace cross culverts and turnouts.

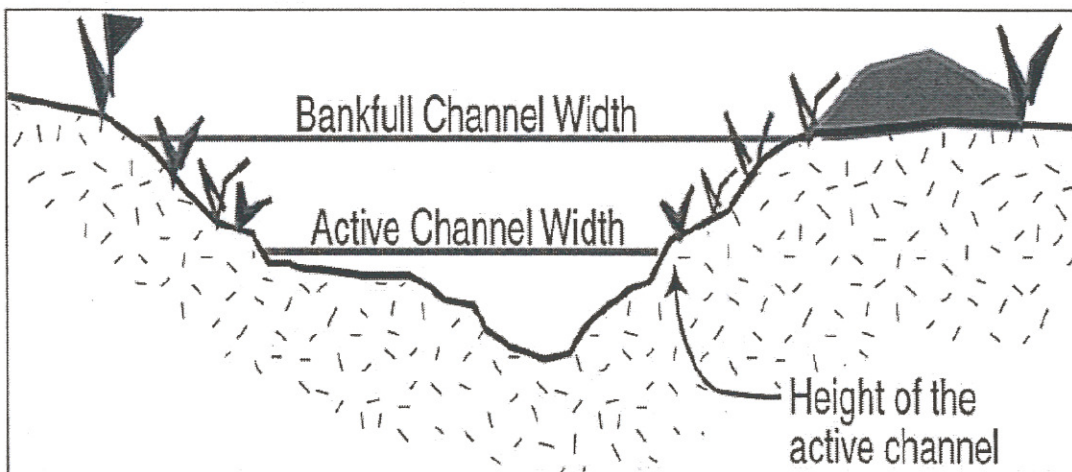
## Appendix B

### Active Channel Culvert Sizing for Intermittent Stream Crossings

Choose the drainage area closest to your crossing site drainage area

Drainage Area (Acres)	Minimum Diameter for Culverts on Intermittent Streams (inches)
4	15
8	18
16	24
20	30
40	36
50	42
80	48
120	60
160	66
200	<i>Streams with drainage areas of 160 acres or greater are likely to be perennial. Adhere to the VTDEC Technical Guidance for Identification of Perennial Streams</i>
320	
350	
450	
640	

### Active Channel Width



**Active Channel Width** means the limits of the streambed scour formed by prevailing stream discharges, measured perpendicular to streamflow. The active channel is narrower than the bankfull width (approximately 75%) and is defined by the break in bank slope and typically extends to the edge of permanent vegetation.

**Culvert sizing for crossings on intermittent streams:** Determine the Active Channel Width by field measurements, *the culvert size should meet or exceed the Active Channel Width*. To obtain the measurements go to the crossing location and obtain several upstream Active Channel Width measurements in riffle (fast moving water) narrower channel locations. The selected channel width should be a representative average of the field measurements. In the absence of field measurements, the drainage areas in the table can be used.



**Certification of Compliance  
for  
Town Road and Bridge Standards  
and  
Network Inventory**

We, the Legislative Body of the Municipality of Brandon, VT certify that we have reviewed, understand and comply with the Town Road and Bridge Standards / Public Works Specifications and Standards passed and adopted by the Selectboard / City Council / Village Board of Trustees on February 8, 2021.

We further certify that our adopted standards ☐ do ☐ do not meet or exceed the minimum requirements included in the June 5, 2019 State-approved template.

We further certify that we ☐ do ☐ do not have an up-to-date highway network inventory which identifies location, size, deficiencies/condition of roads, bridges, causeways, culverts and highway-related retaining walls on class 1, 2, and 3 town highways, and estimated cost of repair.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Duly Authorized Administrator)

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

For a summary of your community's road and bridge information please visit: [tinyurl.com/rdsinfo](http://tinyurl.com/rdsinfo)



February 8, 2021

REQUEST FOR USE OF LOCAL OPTION TAX FUNDS

Request that Brandon Select Board approve a transfer of \$295,109.63 from LOT Fund 70 to Fund 46, to use for Route 7, Segment 6 matching funds.

\_\_\_\_\_  
Susan Gage, Treasurer

Board Approves ☐

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

\_\_\_\_\_  
Douglas Bailey

\_\_\_\_\_  
Tim Guiles

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

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



ROUTE 7 SEGMENT 6 LOT FUNDS

NON PARTICIPATING	\$	(117,116.11)
LOCAL TOWN MATCH	\$	(78,140.92)
UTILITIES 50% MATCH	\$	75,286.54
SEG 6 SLAB LOCAL 20%	\$	(175,139.13)
	\$	(295,109.63)

02/04/21  
04:00 pm

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63448 Current Prior Next FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 02/08/21 To 02/08/21

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Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
301005	AIRGAS USA, LLC	01/27/21 repair of torch 9109370756	10-5-15-41160 HW Maint. Supplies-Vehicl	114.00	49329	02/08/21
200263	ALDRICH & ELLIOTT, PC	02/01/21 WWTF Refurb. 79649	20-5-60-20120 Engineering	790.35	49330	02/08/21
200263	ALDRICH & ELLIOTT, PC	02/01/21 Sewer Mapping 79657	20-5-60-20150 Sewer Mapping	831.05	49331	02/08/21
100015	ALLEN ENGINEERING & CHEMI	01/21/21 chlorine 11152081301	20-5-55-50120 Sodium Hypochorite	514.80	49332	02/08/21
310590	AMERICAN WINDOW CLEANING	01/29/21 windows 1-28-21 5928	10-5-22-43100 Town Office	50.00	49333	02/08/21
300541	ARC RUTLAND AREA	01/26/21 appropriation FEB 2021	10-5-25-70330 ARC of Rutland	875.00	49334	02/08/21
310833	AXON ENTERPRISE, INC.	01/27/21 tasers SI-1712373	10-5-14-30120 Professional Supplies	1084.71	49335	02/08/21
100125	BARTOL, CURT R PH D	01/19/21 evaluations & reports JAN2021	10-5-14-30130 Service Contracts	50.00	49336	02/08/21
100655	BLSG INSECT CONTROL DISTR	01/26/21 appropriation FEB 2021	10-5-17-71800 Mosquito Control	10505.25	49337	02/08/21
100245	BRANDON AREA CHAMBER OF C	01/26/21 appropriation FEB 2021	10-5-25-70140 Chamber of Commerce	250.00	49338	02/08/21
100305	BRANDON AREA RESCUE SQUAD	01/26/21 appropriation FEB 2021	10-5-25-70130 Brandon Rescue Squad	7000.00	49339	02/08/21
100275	BRANDON FREE PUBLIC LIBRA	01/26/21 appropriation FEB 2021	10-5-25-70470 Brandon Library	7666.67	49340	02/08/21
100625	BRANDON INDEPENDENCE DAY	01/26/21 appropriation FEB 2021	10-5-25-70110 BIDCC -4th of July Com.	1500.00	49341	02/08/21
100280	BRANDON LUMBER & MILLWORK	01/27/21 Downtown parks-sign post 491873/1	10-5-21-75000 Economic Development	62.36	49342	02/08/21
100280	BRANDON LUMBER & MILLWORK	01/25/21 clamps, insert 871036/3	10-5-22-43080 Highway Bldg Maint	3.57	49342	02/08/21
100280	BRANDON LUMBER & MILLWORK	01/25/21 insert 871039/3	10-5-22-43080 Highway Bldg Maint	-0.12	49342	02/08/21
100280	BRANDON LUMBER & MILLWORK	01/27/21 disconnects 871275/3	10-5-22-43080 Highway Bldg Maint	2.99	49342	02/08/21
100280	BRANDON LUMBER & MILLWORK	01/28/21 tarp 871426/3	20-5-55-43160 Maint. Supplies - General	17.99	49342	02/08/21
100280	BRANDON LUMBER & MILLWORK	01/29/21 adapter, nozzle, hose 871633/3	10-5-18-43120 Parks Maintenance	57.97	49342	02/08/21
100280	BRANDON LUMBER & MILLWORK	02/04/21 trash bags 872274/3	10-5-22-43170 Trash costs-Transfer Stat	13.99	49342	02/08/21
100310	BRANDON SENIOR CITIZENS C	01/26/21 appropriation FEB 2021	10-5-25-70480 Senior Citizen Center	1125.00	49343	02/08/21
100198	CARGILL, INCORPORATED	01/19/21 salt 2905945876	10-5-15-47110 Road Salt	1470.01	49344	02/08/21
100198	CARGILL, INCORPORATED	01/20/21 salt 2905949229	10-5-15-47110 Road Salt	3035.24	49344	02/08/21
100198	CARGILL, INCORPORATED	01/22/21 salt 2905956037	10-5-15-47110 Road Salt	3114.70	49344	02/08/21
100198	CARGILL, INCORPORATED	01/26/21 salt 2905963916	10-5-15-47110 Road Salt	1520.70	49344	02/08/21



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## TOWN OF BRANDON Accounts Payable

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Check Warrant Report # 63448 Current Prior Next FY Invoices

Jacolyn

All Invoices For Check Acct 01(10 General Fund) 02/08/21 To 02/08/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
301080	CARPENTER & COSTIN	10/31/20 split rail fence	10-5-18-60100	12750.00	49345	02/08/21
		28976	Seminary Hill			
301080	CARPENTER & COSTIN	10/31/20 dog fence	10-5-18-62000	2750.00	49345	02/08/21
		29424	DOG PARK EXPENDITURES			
301503	CHAMPLAIN VALLEY FUELS	01/18/21 heating fuel @ HWY	10-5-22-42110	127.43	49346	02/08/21
		455713	Heating Fuel			
301503	CHAMPLAIN VALLEY FUELS	01/19/21 diesel fuel	10-5-15-41130	718.72	49346	02/08/21
		456746	Fuel - Vehicles HW			
301503	CHAMPLAIN VALLEY FUELS	01/18/21 heating fuel @ HWY	10-5-22-42110	143.62	49346	02/08/21
		457211	Heating Fuel			
301503	CHAMPLAIN VALLEY FUELS	01/21/21 gasoline	10-5-14-41130	301.29	49346	02/08/21
		458011	Fuel - Vehicles			
301503	CHAMPLAIN VALLEY FUELS	01/25/21 heating fuel @ HWY	10-5-22-42110	274.39	49346	02/08/21
		458451	Heating Fuel			
301503	CHAMPLAIN VALLEY FUELS	01/25/21 heating fuel @ TH	10-5-22-42110	224.11	49346	02/08/21
		458847	Heating Fuel			
301503	CHAMPLAIN VALLEY FUELS	01/26/21 diesel fuel	10-5-15-41130	517.70	49346	02/08/21
		479493	Fuel - Vehicles HW			
301503	CHAMPLAIN VALLEY FUELS	02/01/21 emergency furnace repairs	10-5-22-43080	242.00	49347	02/08/21
		71262	Highway Bldg Maint			
301043	CIVES CORPORATION, DBA	01/19/21 bearings	10-5-15-41160	353.30	49348	02/08/21
		4503206	HW Maint. Supplies-Vehicl			
301043	CIVES CORPORATION, DBA	01/25/21 extension cable	10-5-15-41160	163.20	49348	02/08/21
		4503422	HW Maint. Supplies-Vehicl			
301043	CIVES CORPORATION, DBA	01/29/21 LED light	10-5-15-41160	614.23	49348	02/08/21
		4503792	HW Maint. Supplies-Vehicl			
310097	COMCAST	01/27/21 service: 02/04 - 03/03	10-5-10-42100	606.35	49349	02/08/21
		TO 01/27/21	Telephone Exp. Admin.			
310097	COMCAST	01/21/21 service: 01/28 - 02/27	20-5-55-42100	190.64	49350	02/08/21
		WW 01/21/21	Wastewater Telephone			
310177	COTT SYSTEMS, INC.	01/26/21 feb host fee	10-5-13-30123	250.00	49351	02/08/21
		138471	Records Preservation			
100470	CROSBY'S SALES & SERVICE	01/22/21 saw chains	10-5-15-41160	156.00	49352	02/08/21
		0064632	HW Maint. Supplies-Vehicl			
310275	EIV TECHNICAL SERVICES	01/01/20 Ground water monitoring	10-5-22-22130	1643.80	49353	02/08/21
		15205	Testing/Monitor Fee			
310426	FYLES BROS., INC.	01/25/21 propane/WW lab bldg	20-5-55-42110	624.45	49354	02/08/21
		19036	LP Gas - Bldgs			
310426	FYLES BROS., INC.	01/18/21 propane @ WW main garage	20-5-55-42110	145.85	49354	02/08/21
		20284	LP Gas - Bldgs			
310426	FYLES BROS., INC.	01/25/21 propane/WW generator	20-5-55-42110	398.72	49354	02/08/21
		21354	LP Gas - Bldgs			
310426	FYLES BROS., INC.	01/25/21 propane/WW small garage	20-5-55-42110	113.99	49354	02/08/21
		21355	LP Gas - Bldgs			
310426	FYLES BROS., INC.	01/25/21 propane @ Town Office	10-5-22-42100	167.56	49354	02/08/21
		21380	Heating - Propane			
310426	FYLES BROS., INC.	01/25/21 propane @ Police Dept.	10-5-22-42100	299.36	49354	02/08/21
		21414	Heating - Propane			
310212	GAGE, SUE	01/29/21 ballot envelopes to Barre	10-5-13-20010	66.98	49355	02/08/21
		1/27/2021	Elections			

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All Invoices For Check Acct 01(10 General Fund) 02/08/21 To 02/08/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100650	GALLS LLC	01/05/21 boots	10-5-14-10320	138.91	49356	02/08/21
		017345268	Clothing Allowance			
100725	GREEN MOUNTAIN GARAGE	01/14/21 chain, gear lube	10-5-15-41160	32.73	49357	02/08/21
		162225	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	01/19/21 fittings, hose	10-5-15-41160	39.09	49357	02/08/21
		162384	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	01/20/21 lynch pin	10-5-15-41160	4.60	49357	02/08/21
		162411	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	01/26/21 strobe kit	10-5-15-41160	165.34	49357	02/08/21
		162696	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	01/28/21 fuel filter, carb cleaner	10-5-15-41160	85.72	49357	02/08/21
		162789	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	01/29/21 screws and bolts	10-5-15-41160	8.93	49357	02/08/21
		162838	HW Maint. Supplies-Vehicl			
100792	HULBERT SUPPLY CO INC	01/25/21 stainless steel nipple	20-5-55-43160	5.26	49358	02/08/21
		X010085	Maint. Supplies - General			
301025	IMPACT FIRE SERVICES LLC	01/14/21 fire extinguisher cover	20-5-55-42150	22.50	49359	02/08/21
		8465884	Outside Maint. - Bldgs			
301033	MOMAR INC	01/15/21 drgreaser	20-5-55-51230	374.27	49360	02/08/21
		PSI379482	Outside Equip. - Pump St.			
310795	NATIONAL BUSINESS TECHNOL	01/25/21 service contract printers	10-5-10-30130	36.51	49361	02/08/21
		IN404724	Service Contracts			
310795	NATIONAL BUSINESS TECHNOL	01/25/21 service contract copiers	10-5-10-30130	90.00	49361	02/08/21
		IN404725	Service Contracts			
310736	POCKETTE PEST CONTROL	02/02/21 pest control: Town Office	10-5-22-43100	70.00	49362	02/08/21
		15858	Town Office			
310736	POCKETTE PEST CONTROL	02/02/21 pest control: Town Hall	10-5-22-43150	40.00	49362	02/08/21
		15859	Town Hall Repair/Maint.			
310736	POCKETTE PEST CONTROL	02/02/21 pest control: Police Dept	10-5-22-43090	65.00	49362	02/08/21
		15862	PD Bldg Maint.			
310736	POCKETTE PEST CONTROL	02/03/21 pest control: storage	10-5-18-20500	50.00	49362	02/08/21
		15869	Storage Unit Supply/Maint			
300375	RUTLAND CITY	01/27/21 Dec sludge processing	20-5-55-50160	4462.50	49363	02/08/21
		28428SLUDG	Sludge Disposal			
100492	RUTLAND MENTAL HEALTH SER	01/26/21 appropriation	10-5-25-70210	1656.00	49364	02/08/21
		FEB 2021	Rutland Mental Health			
100006	SOUTHWESTERN VT COUNCIL O	01/26/21 appropriation	10-5-25-70190	600.00	49365	02/08/21
		FEB 2021	SW VT Council on Aging			
301081	STAPLES BUSINESS CREDIT	01/25/21 chair, keyboard & mouse	10-5-10-30110	294.98	49366	02/08/21
		1632986862	Office Supplies			
310921	STEARNS SERVICES LLC	01/29/21 Jan - PR processing	10-5-10-30130	360.00	49367	02/08/21
		1085	Service Contracts			
310099	STEPHEN A DOUGLAS BIRTHPL	01/26/21 appropriation	10-5-25-70430	625.00	49368	02/08/21
		FEB 2021	Stephen A. Douglas Inc.			
301079	THE MEMPHREMAGOG PRESS IN	01/31/21 town report layout/edits	10-5-10-30511	1400.00	49369	02/08/21
		51543	Town Report			
330348	VERIZON WIRELESS	01/13/21 cell serv Dec 14 - Jan 13	10-5-21-10310	20.24	49370	02/08/21
		9871263968	Travel & Expenses			
330348	VERIZON WIRELESS	01/13/21 cell serv Dec 14 - Jan 13	10-5-15-42100	40.48	49370	02/08/21
		9871263968	HW Telephone			



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## TOWN OF BRANDON Accounts Payable

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Check Warrant Report # 63448 Current Prior Next FY Invoices

Jacolyn

All Invoices For Check Acct 01(10 General Fund) 02/08/21 To 02/08/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
330348	01/13/21	cell serv Dec 14 - Jan 13	10-5-14-42100	40.48	49370	02/08/21
		9871263968	PD Telephone Service			
330348	01/13/21	cell serv Dec 14 - Jan 13	10-5-18-42100	20.24	49370	02/08/21
		9871263968	Recreation Telephone			
330348	01/13/21	cell serv Dec 14 - Jan 13	20-5-55-42100	40.48	49370	02/08/21
		9871263968	Wastewater Telephone			
100485	01/26/21	appropriation	10-5-25-70200	2550.00	49371	02/08/21
		FEB 2021	RAVNA			
300581	02/04/21	EV pump signs-Grant	56-5-05-10000	137.09	49372	02/08/21
		SS5756	Electric Vehicle SE Grant			
310046	01/15/21	pens, legal pads	10-5-14-30110	33.70	49373	02/08/21
		217155979	Office Supplies			
310046	01/18/21	labels	10-5-10-30110	98.15	49373	02/08/21
		217189635	Office Supplies			
310046	01/22/21	pens, ribbons	10-5-10-30110	48.27	49373	02/08/21
		217343698	Office Supplies			
310899	02/28/19	final redesign entry TH	10-5-22-43150	1185.00	49374	02/08/21
		2004EC-1	Town Hall Repair/Maint.			
Report Total				80341.39		

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 \$ \*\*\*\*80,341.39  
Let this be your order for the payments of these amounts.

02/04/2021

04:00 pm

## TOWN OF BRANDON Accounts Payable

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Check Warrant Report # 63449 Current Prior Next FY Invoices

Jacolyn

All Invoices For Check Acct 99(10 General Fund) 02/08/2021 To 02/08/2021

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100456	DUBOIS & KING INC	121042	S6 Progress rpt # 89	1862.00	0.00	1862.00	49327 02/08/21
100456	DUBOIS & KING INC	121180	S6 Progress rpt # 90	1033.00	0.00	1033.00	49328 02/08/21
Report Total			2,895.00	0.00	2,895.00		

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 \$ \*\*\*\*\*2,895.00  
Let this be your order for the payments of these amounts.

Segment 6