

PLEASE NOTE: REMOTE MEETING via ZOOM

Meeting ID (253 279 4161)

Dial: (929) 205 6099

Brandon Select Board Meeting

March 8, 2021

7:00 p.m.

The Brandon Select Board will meet Monday, March 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) Election of Select Board Officers
 - a) Chair
 - b) Vice-Chair
 - c) Clerk
- 3) Consent Agenda
 - a) Designation of Select Board as Other Statutory Bodies:
 - i) Board of Liquor Control Commissioners (Title 7, Section 166)
 - ii) Board of Health (Title 18, Section 604)
 - iii) Board of Sewer Commissioners
 - a/k/a – Board of Sewage System Commissioners (Title 24, Section 3506)
 - Board of Sewage Disposal Commissioners (Title 24, Section 3614)
 - iv) Housing Board of Review (Title 24, Section 5005)
 - b) Establish Meeting Schedule, Time and Location
 - i) Second and Fourth Mondays
 - ii) 7:00 p.m.
 - iii) Brandon Town Hall or Zoom meeting ID#253 279 4161
 - c) Adopt Meeting Rules & Procedures –
 - i) Rules of Procedure for Select Board of the Town of Brandon, Vermont
 - ii) Reports of Appointed Boards, Commissions, and Officials to the Select Board
 - d) Designate Official and Alternate Newspaper(s) of Record
 - i) Official – The Reporter
 - ii) Alternate – The Rutland Daily Herald
 - e) Approval of Minutes
 - i) Select Board Minutes – February 22, 2021
 - f) Appointments:
 - i) Tree Warden
 - ii) Fence Viewers (3)
 - iii) Inspector of Lumber, Shingles and Wood
 - iv) Weigher of Coal
 - v) BLSG Insect Control District (2 reps and 1 alternate)
 - vi) Budget Committee
 - vii) Rutland County Solid Waste Dist. (1 rep and 1 alternate)
- 4) Town Manager's Report
- 5) Set Dates for Hearings on Noise Ordinance
- 6) Road Posting
- 7) Consider Policy of Select Board Members in Board Appointed Positions
- 8) Public Comment and Participation
- 9) Fiscal
 - a) Warrant – March 8, 2021- \$45,236.91
- 10) Executive Session

The appointment or employment or evaluation of a public officer or employee under the provisions of 1 V.S.A. § 313(a)(3). To include Planning Commission applicants.
- 11) 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.
- 12) Adjournment

Brandon Select Board Meeting February 22, 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, Jack Schneider, Brent Buehler, Allie Breyer, Chris Brickell, Bernie Carr, Stephanie Jerome, Lee Kahrs, Shari Vaccarella, Lindsey Berk, Marielle Blais, Jan Coolidge, Claire Astone, Sue Gage, Mei Mei Brown, Adam Murach, Ralph Ethier, Jon Butterfield

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

1. Call to order

Seth Hopkins read a letter received from President Biden noting that during this week more than 500,000 have died from COVID. This is more than the number of losses from World War 1 and 2, and Vietnam combined. President Biden asked all to honor their memory with a moment of silence. Mr. Hopkins asked for a moment of silence prior to the start of the meeting to remember the loss of 500,000 Americans during the pandemic.

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

Doug Bailey questioned whether the Select Board was going to hold interviews for the Planning Commission appointment, as noted in item 4 of the policy for ratification this evening for filling vacancies. Seth Hopkins stated there is an executive session scheduled to review the letters this evening but noted that all interested parties were not present to be able to hold an interview this evening. Tracy Wyman stated the Board was going to do interviews for the ACO position but would not do interviews for the Planning Commission. Mr. Bailey suggested for item 9a to discuss whether or not to interview rather than making the appointment.

2. Approval of Minutes

a) Select Board Meeting – February 8, 2021

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

3. Town Manager's Report

Dave Atherton provided a 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.

. Mr. Atherton met with the VLCT/PACIF representative, Wade Masure, to do an annual overview and discuss future insurance needs. Wade provided history of the WC mod rate: 2015-1.54%, 2016-1.89%, 2017-1.52%, 2018-1.43%, 2019-.98%, 2021-.79%. We have cut our mod rate in half since 2015 by educating employees on safety and well-being.

. 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 plowing and sometimes snow will fall in a driveway. This is not intentional and Public Works is doing the best they can.

Rec News:

. The skating rink at Neshobe Golf Club is open. It has been used quite a bit and people are excited about it.

. Baseball planning is starting. County Meeting will be held the first week in March.

Seth Hopkins commended the Town Manager for his efforts regarding the Workers' Comp insurance as this saves the Town thousands of dollars and is based on improvement to workers' safety. Mr. Hopkins requested a status on the union contracts. Dave Atherton reported he has had a discussion with the ACME representative and there is not much change this year to that contract. The clothing company supplier for the wastewater and highway departments was eliminated as they were not providing what was wanted and some language has also been tidied up. With regard to the PD1 union, Mr. Atherton has not heard much from their representative and he will try to get something started with the hopes of working on longevity and retention of police officers. Mr. Hopkins noted there was a letter received from a resident near Estabrook Park and questioned if there had been a response to this letter. Mr. Atherton advised that Bill Moore is working on the response that will be sent soon.

4. Public Comment and Participation

Bill Moore read the following statement: "Sometimes this job makes me cry. My friend and colleague, Dustin Hunt, reached out as our community has been reeling from the loss of a dear friend, volunteer, parent and B-rec coach, Kristle Wheeler. He generously offered to carve out some gym time so that our 5th and 6th graders could have a basketball experience during this spring. This amazing gesture is an example of how we take care of each other and honor the kind of community that people like Kristle help to build."

Claire Astone wished to thank the Public Works department for getting the sidewalks done. Sue Gage expressed concern about the crosswalk from the bank to the Congregational Church, particularly for traffic traveling north and asked if there is something that can be done with that crosswalk. Dave Atherton has had discussion with VTrans concerning this crosswalk and the one at the post office. Research is being done to get some solar crosswalk lights for those areas.

Seth Hopkins stated Doug Bailey is the longest serving member of the Select Board and he wished to acknowledge Mr. Bailey's service. r. Hopkins noted Mr. Bailey had chaired the Board and it was a pleasure to learn how to be a board chair from him and it has been a pleasure to serve with him over the last 6 years.

Stephanie Jerome thanked Mr. Bailey for his years of service and all he has put into the Town. Ms. Jerome wanted to encourage small businesses to applying for the Payroll Protection Program through the Small Business Program. She noted businesses could apply for round two, even if they received funds in the first round. The House will be voting on a COVID Relief Bill this week. There is \$10 million going out to small businesses who have not received any state or federal assistance, in particular the newer businesses that were not able to apply. The grants will be available exclusively to those businesses during the first 30 days. There will be \$3 million in outdoor recreation grants available and it is hoped there will be some programs that Brandon can apply for. There will be \$1 million for broadband to get to homes that still need broadband, as well as funds for food banks and working lands. Ms. Jerome is pleased that the House is getting the money out to Vermonters at this time. Bernie Carr reported Bill Moore and he have been working on this topic and was included in the Chamber newsletter. Mr. Carr is also checking with businesses on this subject. Mr. Carr noted he went through the process and he received money the first time and it was easier the second time. Ms. Jerome stated the Agency of Commerce and Community Development are really concerned with those businesses that started just before COVID.

Brent Buehler thanked Doug Bailey for his service on the Board and noted one strength was his strong financial background and that will be missed. Mr. Buehler noted concern with the Town Report that the budget was eliminated to enable people to compare performance by department, and also that the salaries were not included. Seth Hopkins stated he was on the working group tasked with reviewing the Town Report and all three items that Mr. Buehler questioned were thoughtfully discussed. It was decided to remove the column in question as Town Manager and Department Heads are involved in a granular level in terms of managing the budget and when the Select Board gets to the budget writing with the Budget Committee, they are still involved at a granular level, but there is less detail. It was hoped to present this information to be as helpful to as many people as possible by including the information with each department. Mr. Hopkins suggested if he were to be a part of this discussion next yet, he could see it being useful to include the previous years' budget. In terms of breaking up the budget, it can be voted to set a tax rate or a bottom line for spending, which is what Brandon does. Once adopted, the Town Manager has discretion to adjust as needed throughout the year. In the past, there were requests for narratives around the budget, and one way to accomplish this is to have each department's budget accompany

the report. The intention was to get the spending plans near each department to integrate the financial plans with the departments' reports. With regard to salaries, due to living in an age of identity theft, it was decided to be proactive in protecting our employees as the Board is pleased with all employee's dedication and they do not want to put them at risk in disclosing their name next to their salaries. The State of Vermont recommended years ago to not report births, deaths, and marriages also due to this reason. It is all still public information and taxpayers can write to the Town to request the information. Mr. Buehler noted he finds the budget column on Page 9 helpful as there has to be accountability by department but understands the Town Manager has the authority to move money around. As far as employees' salaries, he understands the privacy issue but there should be contact information in the front of the book for more information that people may want. He also did not see any information about the grievance process. Mr. Hopkins suggested Mr. Buehler contact the Assessor's Office for this information and noted their contact information is in the Town Report.

Jan Coolidge thought that Seth Clifford was deserving of the Town Report dedication but indicated that Richard Baker was very accomplished and was surprised that this year's report was not dedicated to Mr. Baker as he did a lot for the Town and wondered how the Board determines the dedication. Seth Hopkins stated he appreciates Mr. Baker's service to Brandon and this was based on the framework done over the last six years in choosing a recipient who has given to Brandon and is still with us. The inside back cover is where the memorials are placed. It is thought that this is a healthy practice to recognize the contributions of someone that people can thank. Ms. Coolidge stated it is disappointing that it was not done previously as Mr. Baker did do a lot for the Town. Doug Bailey stated there is no question that Mr. Baker did a lot and this practice was started the first year he was board chair in trying to pick a single dedication and unfortunately some people are taken before their time. Mr. Bailey agreed that Mr. Baker would have been a deserving person.

Lindsey Berk advised that she did not receive a copy of the Town Report and asked who to contact to obtain a copy. Seth Hopkins advised people can contact the Town Clerk or stop by the Town Office to obtain a copy and be added to the list. Sue Gage stated it is the intent to provide one copy per household, but it is a difficult mailing list to manage. The information is also on the website. Following is the link for the Town Report:
https://www.townofbrandon.com/wp-content/uploads/2021/02/Town_Brandon.FINAL-TOWN-REPORT.pdf

Sue Gage advised Town Meeting is a week from tonight and voting will be the following day, with the polling place to be the American Legion from 10AM to 7PM. Ballots can be dropped off at the polling location or the Town Office or they can be mailed back for people who do not wish to vote in person. Seth Hopkins thanked all who are helping to run the election.

5. Town Report and Town Meeting Discussion

Seth Hopkins advised that Bill Moore - Town Moderator, Tim Guiles and he will be doing a zoom webinar practice run on Friday. Bill Moore noted that he has also asked Molly Kennedy to

assist with the webinar as an administrative person. The information regarding Town Meeting and the annual meetings for the Fire District and School District will be on FPF and the Town's webpage. No business will be transacted during Town Meeting with all business to be transacted by Australian ballot.

6. Sewage Treatment Bond Upgrades

Seth Hopkins stated there was a question about the sewage treatment plan in light of the bond concerning the vulnerability of the plant. Dave Atherton advised the sewer plant was built in 1960 and everything is done offline. The upgrades are mechanical and it is not foreseen having the wastewater treatment plant online. The plant uses electric motors and a lot is still done by hand. Mr. Atherton noted the site is not a high traffic area and it is old and very mechanical, with only a computer used to send emails. Brent Buehler appreciated the answer that the plant is not vulnerable to a cyber-attack. Mr. Atherton noted the biggest concern is flooding as it sits on a low spot in town, but there is nothing that can be done about that issue.

7. Noise Ordinance Discussion

Seth Hopkins stated there was a one page document in the packet from the Board Chair for next steps. The Board has received a number of contributions to this topic that have been acknowledged and Mr. Hopkins appreciates those comments. Mr. Hopkins suggested a Board discussion on the proposed seven steps to hopefully become active in listening and deliberative in how the Board proceeds in creating a noise ordinance. Tracy Wyman agreed with the recommendation, however, noted concern that there are many people who would not do a zoom meeting and strongly suggested it is something that needs to be an in-person discussion. Mr. Hopkins suggested there could be a couple of zoom hearings and solicit comments from those who do not want to do zoom. Bill Moore suggested it could be done in the pavilion at Estabrook or drive-in style where people would stay in their cars. Tim Guiles stated it sounds like the intent of the seven steps is to solicit input from as many people as possible and asked if it would be reasonable for people to reach out to selectmen to have a discussion in a socially distanced manner. Mr. Hopkins stated it is not the purpose to get together like a town meeting, but for people to get their point of view to the Board. Mr. Hopkins worries about being accurate with people's true feelings and noted it was not his preference for being a board member speaking on someone's behalf. Mr. Hopkins suggested asking for information through various communication vehicles like FPF or through a letter or some other in-person format. Mr. Atherton stated he could gather facts and see what the legal obligations are and noted the Town has Select Board meetings twice a month and it would be a good way to have discussions. Mr. Hopkins stated the Board will reorganize on March 8th and thought that a couple of hearings could be set after that time. Mr. Wyman stated weather-permitting, there could be outside meetings and noted people have talked to him about this topic and the issue of not doing zoom was brought to his attention. Doug Bailey suggested starting with zoom meetings and anyone that wants to write in could do so. He stated perhaps by April, COVID might be to a point that the town hall could be used. Mr. Bailey did not think this should be rushed and it would be smart to get it right the first time and it needs to have support of the citizens and the Police Department who will be enforcing it. Mr. Hopkins suggested leaving this item for the reorganized board to set the zoom hearings and determine other methods for community input. Mr. Hopkins noted

Item 3 talks about anonymous input and he was concerned about the integrity of the process. Mr. Hopkins advised that he responded to an anonymous person through a third party and did ultimately have a discussion with person and suggested anonymity could not be entertained but confidentiality could be done. If people want to submit their contribution without their name, a Select Board member could verify the information and submit the comments without a name. This was met with approval from the person that he spoke with. Tim Guiles and Tracy Wyman thought this was a good plan for keeping the name confidential as long as it is determined it is a Brandon resident.

Motion by Tim Guiles/Tracy Wyman to accept the seven steps for proceeding with the Noise Ordinance. **The motion passed unanimously.**

8. Ratification of Policy on Filling Vacancies on Boards & Committees and of Appointed Officers & Delegates

Seth Hopkins advised this item was held over from the last meeting before adopting.

Motion by Doug Bailey/ Tracy Wyman to ratify the policy Filling Vacancies on Boards & Committees and of Appointed Officers & Delegates.

Doug Bailey stated Item 4 of the policy is key and would require the majority of the Board. Mr. Bailey noted if applicants are not interviewed, there may be board members who do not know the people. Case in point, Mr. Bailey stated he has only met one of the three candidates for the Planning Commission seat and he felt it is a disservice to not look at things more thoroughly. Mr. Atherton stated one thing that would be helpful when people send a letter of interest is to have information in the letter of what they have to bring to the position so that the Board can decide. Mr. Atherton noted the Town is in a position where there are a lot of people who want to get involved and he does not think if someone is on the Select Board, they should not be on a Select Board appointed position as the separation of power would be good and there are enough interested parties where that separation could be easily done.

The motion passed unanimously.

9. Appointments

Seth Hopkins thanked everyone who has expressed interest in the town's vacancies and the willingness of people to be involved in making the Town the best that we can make it.

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

Seth Hopkins confirmed the Board thought interviews should be held for this vacancy. Mr. Hopkins requested the Town Manager invite the interested parties to meet with the Select Board at their March 8th meeting.

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

Seth Hopkins advised there was one person interested in the alternate positions for the DRB and Revolving Loan Fund Committee.

Motion by Brian Coolidge/Tim Guiles to appoint Jack Schneider as the Alternate to the DRB and Revolving Loan Fund Committee for the remainder of a 1-year term ending June 30, 2021. **The motion passed unanimously.**

10. Consider Bergevin Request

Dave Atherton advised the Town has received a letter from Trevor Bergevin who lives off Long Swamp Road and is trying to find a suitable spot for a mound system. He has determined a location that is a piece of property owned by the Town and is located between two parcels that he owns and is asking the Town if he could obtain an easement to install the mound system. Mr. Atherton questioned whether Mr. Bergevin would be interested in purchasing the landlocked property and he indicated it could be a possibility. Mr. Atherton noted this could be a good way to approach this request due to the Town's property being landlocked between two pieces of his property. Tracy Wyman asked if the Board could wave the purchasing policy process. Sue Gage noted there is somewhat of a rush as the system would need to be built prior to him being able to build. Ms. Gage stated if that piece of land is on the tax roll, the Town could be receiving money. Mr. Atherton stated he could reach out to him and have a contract ready for approval by the next board meeting. Mr. Atherton advised that he has not done any research on the property and it is not known what the value is. Doug Bailey suggested offering the lot to Mr. Bergevin and do a quit claim deed as it would be much better than allowing a mound system to be built on town property.

Motion by Doug Bailey/Tim Guiles to not allow an easement.

Mr. Atherton stated they will likely not be doing anything before the beginning of summer. Tim Guiles noted concern about waiving the process and abandoning the purchase policy. Mr. Hopkins did not think this required waiving the policy and stated the Board will entertain an offer and proceed with the policy with the Town Manager advertising the property in the newspaper.

Claire Astone questioned how the value of wet property is determined. Dave Atherton advised swamp or landlock lots are at the lowest value possible. They are not worth anything when they are town-owned as no taxes are being paid on the properties. Tim Guiles stated the last time town-owned property moved was between \$100 and \$200 per acre.

The motion passed unanimously.

11. Fiscal

a) Warrant – February 22, 2021 - \$1,207,546.21

Motion by Doug Bailey/Tracy Wyman to approve the February 8th warrant in the amount of \$1,207,546.21. **The motion passed unanimously.**

Doug Bailey questioned the invoices for Dubois and King for site work and questioned if the Park and Ride is the lot behind the Mobil Station. Dave Atherton reported the Park and Ride location is behind the Mobil station and advised this will mostly be funded through grants.

The Board recessed at 8:22PM.

The Board reconvened at 8:24PM.

Bill Moore provided the zoom link for the Town Meeting: <https://zoom.us/j/84937461336>

Doug Bailey thanked all who provided comments and also wished those well who are running in the upcoming election.

Motion by Tracy Wyman/Brian Coolidge to enter into executive session at 8:25PM to discuss the appointment or employment or evaluation of a public officer or employee under the provisions of 1 V.S.A. Section 313(a)(3), with the session to include the Town Manager, Claire Astone, Marielle Blais and Police Chief Chris Brickell. **The motion passed unanimously.**

11. Executive Session

The Board came out of Executive session at 9:29PM.

There were no actions required.

12. Adjournment

Motion by Doug Bailey/Brian Coolidge to adjourn the Select Board meeting at 9:29PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

To: Dave Atherton, Town Manager
Select Board Members

From: Elaine S. Smith

Re: March Appointments

Date: March 1, 2021

Individuals expressing interest in appointments are listed below. Most are reappointments. There will be two new fence viewers as Cindy Bell is no longer in Brandon and Seth Clifford did not want to continue. Fortunately, Lou Faivre and Todd Nielsen have agreed to fill the vacancies. Alternates are still needed for the BLSG Insect Control District and the Rutland County Solid Waste District.

BLSG Insect Control District Representative

- Wayne Rausenberger
- Richard Russ

Budget Committee

- Jan Coolidge
- Barry Varian

Fence Viewers

- Lou Faivre
- Todd Nielsen
- John Reynolds

Green-up Day Coordinator

- James Leary

Inspector of Lumber, Shingles and Wood

- Bob Kilpeck

Rutland County Solid Waste District Representative

- Gabe McGuigan

Tree Warden

- Wayne Kingsley

Weigher of Coal

- Lou Faivre
- Olya Hopkins

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

TOWN OF BRANDON APPOINTED OFFICIALS

Name	Position	Date Appointed	Term Ending Date
Tim Kingston	Interim Animal Control Officer	01/25/21	Indefinite
Wayne Rausenberger	BLGS Insect Control District Rep.	10/12/2020	March 2021
Richard Russ	BLSG Insect Control District Rep.	03/09/2020	March 2021
VACANT	BLSG Insect Control District Rep., Alt.		March 2021
Janet Coolidge	Budget Committee	03/09/2020	March 2021
Barry Varian	Budget Committee	03/09/2020	March 2021
Chris Brickell	Constable	02/24/2020	Indefinite
Robert Clark	Development Review Board	06/25/2018	06/30/2021
Ralph Ethier	Development Review Board	07/27/2020	06/30/2023
John Peterson	Development Review Board	06/24/2019	06/30/2022
Samantha Stone	Development Review Board	07/13/2020	06/30/2023
VACANT	Development Review Board		06/30/2022
Jack Schneider	Development Review Board, Alt.	02/22/2021	06/30/2021
VACANT	Development Review Board, Alt.		06/30/2021
Thomas Kilpeck	E-911 Coordinator	07/23/2018	Indefinite
David Atherton	Emergency Management Director	01/09/2017	Indefinite
Matthew Orchard	Energy Committee	08/12/2019	Indefinite
Lowell Rasmussen	Energy Committee	05/29/2018	Indefinite
Jack Schneider	Energy Committee	05/29/2018	Indefinite
Edna Sutton	Energy Committee	05/29/2018	Indefinite
VACANT	Energy Committee		Indefinite
John Reynolds	Fence Viewer	03/09/2020	March 2021
VACANT	Fence Viewer		March 2021
VACANT	Fence Viewer		March 2021
Linwood Bovey	Fire Warden	06/24/2019	06/30/2024
Mike Markowski	Deputy Fire Warden	06/24/2019	06/30/2024
James Leary	Green-up Day Coordinator	04/13/2020	March 2021
Thomas Kilpeck	Health Officer	07/23/2018	07/31/2021
David Atherton	Deputy Health Officer	09/10/2018	09/30/2021

TOWN OF BRANDON APPOINTED OFFICIALS

Name	Position	Date Appointed	Term Ending Date
Frank Bump	Historic Preservation Commission	06/25/2018	Indefinite
Bob Clark	Historic Preservation Commission	12/09/2019	Indefinite
John Peterson	Historic Preservation Commission	12/18/2018	Indefinite
Jeff Stewart	Historic Preservation Commission	06/25/2018	Indefinite
Bob Kilpeck	Inspector of Lumber, Shingles and Wood	03/09/2020	March 2021
Bill Moore	Otter Creek Communications Union Dist. Rep.	07/13/2020	Indefinite
David Atherton	Otter Creek Communications Union Dist. Rep. Alt.	07/13/2020	Indefinite
Alexandra Breyer	Planning Commission	04/13/2020	06/30/2022
Ralph Ethier	Planning Commission	07/13/2020	06/30/2021
William Mills	Planning Commission	07/13/2020	06/30/2023
Lowell Rasmussen	Planning Commission	06/24/2019	06/30/2022
Alison Walter	Planning Commission	07/13/2020	06/30/2021
VACANT	Planning Commission		06/30/2021
VACANT	Planning Commission		06/30/2023
Wendy Bizzarro	Revolving Loan Fund Committee	07/13/2020	06/30/2023
Stephanie Jerome	Revolving Loan Fund Committee	06/24/2019	06/30/2022
Karen Lynch	Revolving Loan Fund Committee	06/24/2019	06/30/2022
Frank Spezzano	Revolving Loan Fund Committee	06/25/2018	06/30/2021
Catherine Wall	Revolving Loan Fund Committee	07/13/2020	06/30/2023
Tom Whittaker	Revolving Loan Fund Committee	06/25/2018	06/30/2021
Jack Schneider	Revolving Loan Fund Committee, Alt.	02/22/2021	06/30/2021
VACANT	Revolving Loan Fund Committee, Alt.		06/30/2021
Gabe McGuigan	Rutland County Solid Waste Dist. Rep.	03/09/2020	March 2021
VACANT	Rutland County Solid Waste Dist. Rep. Alt		March 2021
David Atherton	Rutland Region Transportation Council Rep.	05/11/2020	06/30/2021
VACANT	Rutland Region Transportation Council Rep. Alt.		06/30/2021
VACANT	Rutland Regional Planning Commission Rep.		06/30/2021
David Atherton	Rutland Regional Planning Commission Rep., Alt.	05/11/2020	06/30/2021
Wayne Kingsley	Tree Warden	03/09/2020	March 2021
Lou Faivre	Weigher of Coal	03/09/2020	March 2021
Olya Hopkins	Weigher of Coal	03/09/2020	March 2021
Jeffrey M. Biasuzzi	Zoning Administrator	07/09/2018	07/14/2021

Town Manager Report for the week of February 22nd and March 1st, 2021

- We have loaned one of our police cruisers to the Town of Pittsford for a month. They sustained damage to one of their cruisers during the high winds on March 1st.
- Had another meeting with the Army Corp of Engineers on March 2nd to discuss next steps with Flood Resiliency we are now looking at the history of high flows due to storm events and calculating mitigation costs (buyouts, infrastructure repairs, etc.)
- I have received the final approval from FEMA for the 389 Newton Road buyout. Once the grant agreement is signed I will be able to order the property appraisal.
- Truck #6 is back in the shop for more mechanical repairs. It's not looking good and the repair is estimated at around \$15k.
- I have started the annual update to the Local Emergency Management Plan. I am hoping to have it ready for SB approval at the next meeting.

Rec. Dept. News:

- Basketball started at Middlebury Rec.
- Baseball sign-ups will be out this week
- Kick-ball will commence in the spring
- We are slowly allowing programming to resume in the town hall. Table tennis and Cornhole will be starting the week of March 15th
- Waiting for a quote from Markowski Excavating to develop a walking path around Estabrook. We will be writing grants for Estabrook improvements including some fencing and the paths.

Other items will be covered in the agenda.

NOTICE

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

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

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

By Order of the Agency of Transportation
Secretary of Transportation

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

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

SELECT BOARD, TOWN OF BRANDON

03/04/21

03:44 pm

TOWN OF BRANDON Accounts Payable

Page 1 of 4

Check Warrant Report # 63454 Current Prior Next FY Invoices

Jacolyn

All Invoices For Check Acct 01(10 General Fund) 03/08/21 To 03/08/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100015	02/18/21	ALLEN ENGINEERING & CHEMI chlorine 111520991-01	20-5-55-50120 Sodium Hypochorite	514.80	49427	03/08/21
311028	02/22/21	AMERICAN LEGION POST #55 march 2 election MAR 2021	10-5-13-20010 Elections	650.00	49428	03/08/21
310590	02/26/21	AMERICAN WINDOW CLEANING windows 2-25-21 5953	10-5-22-43100 Town Office	50.00	49429	03/08/21
311015	02/24/21	BEN'S UNIFORMS shirts 93925	10-5-14-10320 Clothing Allowance	224.00	49430	03/08/21
311046	03/04/21	BISHOP, CHARLOTTE J work at polls MAR 2021	10-5-13-10160 Election Workers	150.00	49431	03/08/21
100275	02/24/21	BRANDON FREE PUBLIC LIBRA appropriation MARCH 2021	10-5-25-70470 Brandon Library	7666.67	49432	03/08/21
100280	02/20/21	BRANDON LUMBER & MILLWORK trash bags 874044/3	10-5-22-43170 Trash costs-Transfer Stat	13.99	49433	03/08/21
310688	03/04/21	BRANDON POLICE DEPT petty cash pd MAR 2021	10-5-14-30132 Postage Expenses PD	30.20	49434	03/08/21
100310	02/24/21	BRANDON SENIOR CITIZENS C appropriation MARCH 2021	10-5-25-70480 Senior Citizen Center	1125.00	49435	03/08/21
310049	01/27/21	BROOK FIELD SERVICES tachometer & labor 35486	20-5-55-51230 Outside Equip. - Pump St.	127.48	49436	03/08/21
310049	01/27/21	BROOK FIELD SERVICES tachometer & labor 35486	20-5-55-20240 Contractors	820.35	49436	03/08/21
100198	02/10/21	CARGILL, INCORPORATED salt 2906007047	10-5-15-47110 Road Salt	1485.77	49437	03/08/21
100198	02/11/21	CARGILL, INCORPORATED salt 2906010529	10-5-15-47110 Road Salt	2961.94	49437	03/08/21
100198	02/12/21	CARGILL, INCORPORATED salt 2906014089	10-5-15-47110 Road Salt	1546.05	49437	03/08/21
100198	02/17/21	CARGILL, INCORPORATED salt 2906024017	10-5-15-47110 Road Salt	1554.27	49437	03/08/21
100198	02/17/21	CARGILL, INCORPORATED salt 2906024018	10-5-15-47110 Road Salt	1549.47	49437	03/08/21
100198	02/18/21	CARGILL, INCORPORATED salt 2906028008	10-5-15-47110 Road Salt	1514.54	49437	03/08/21
100198	02/19/21	CARGILL, INCORPORATED salt 2906031618	10-5-15-47110 Road Salt	1545.36	49437	03/08/21
100198	02/22/21	CARGILL, INCORPORATED salt 2906036248	10-5-15-47110 Road Salt	3047.57	49437	03/08/21
100198	02/24/21	CARGILL, INCORPORATED salt 2906043964	10-5-15-47110 Road Salt	3096.89	49437	03/08/21
100051	03/04/21	CARR, BERNIE counting at polls MAR 2021	10-5-13-10160 Election Workers	45.00	49438	03/08/21
100860	02/17/21	CARROLL, BOE, PELL & KITE Brookdale Manor LLC 34787	10-5-10-21110 Legal Services	1445.35	49439	03/08/21
100860	02/17/21	CARROLL, BOE, PELL & KITE Employment Issue-ACO 34788	10-5-10-21110 Legal Services	420.00	49439	03/08/21
100860	02/17/21	CARROLL, BOE, PELL & KITE Misc. 34789	10-5-10-21110 Legal Services	189.00	49439	03/08/21
301503	02/24/21	CHAMPLAIN VALLEY FUELS diesel fuel 458008	10-5-15-41130 Fuel - Vehicles HW	699.33	49440	03/08/21

03/04/21
03:44 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63454 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 03/08/21 To 03/08/21

Page 2 of 4
Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
301503	CHAMPLAIN VALLEY FUELS	02/15/21 diesel fuel	10-5-15-41130	536.15	49440	03/08/21
		481910	Fuel - Vehicles HW			
301503	CHAMPLAIN VALLEY FUELS	02/15/21 heating fuel @ HWY	10-5-22-42110	317.14	49440	03/08/21
		481911	Heating Fuel			
301503	CHAMPLAIN VALLEY FUELS	02/22/21 heating fuel @ HWY	10-5-22-42110	247.67	49440	03/08/21
		482799	Heating Fuel			
301503	CHAMPLAIN VALLEY FUELS	02/26/21 heating fuel @ Town Hall	10-5-22-42110	340.52	49440	03/08/21
		482941	Heating Fuel			
310703	CITY HALL SYSTEMS, INC.	03/31/19 online credit card system	10-5-18-30070	1.86	49441	03/08/21
		16373	Little League Expenses			
310703	CITY HALL SYSTEMS, INC.	04/30/19 online credit card system	10-5-18-30070	134.77	49441	03/08/21
		16419	Little League Expenses			
310703	CITY HALL SYSTEMS, INC.	06/30/19 online credit card system	10-5-18-30070	90.33	49441	03/08/21
		16520	Little League Expenses			
310703	CITY HALL SYSTEMS, INC.	08/31/19 online credit card system	10-5-18-40000	2.45	49441	03/08/21
		16604	Youth Soccer			
310703	CITY HALL SYSTEMS, INC.	02/29/20 online credit card system	10-5-18-40000	0.86	49441	03/08/21
		16854	Youth Soccer			
310703	CITY HALL SYSTEMS, INC.	06/30/20 online credit card system	10-5-18-60090	8.35	49441	03/08/21
		17081	Flagship Cinemas			
310703	CITY HALL SYSTEMS, INC.	08/10/20 online credit card system	10-5-18-30070	0.74	49441	03/08/21
		17130	Little League Expenses			
310097	COMCAST	02/21/21 service: 02/28 - 03/27	20-5-55-42100	190.64	49442	03/08/21
		WW 02/21/21	Wastewater Telephone			
311049	COOLIDGE PAINTING	01/26/21 Seg 6-flag pole painting	46-5-50-62050	650.00	49443	03/08/21
		1-26-21	RT 7 Permits / Ads			
310177	COTT SYSTEMS, INC.	02/24/21 march host fee	10-5-13-30123	250.00	49444	03/08/21
		138990	Records Preservation			
330426	CVC PAGING	02/25/21 pagers: 3/1/21 - 5/31/21	20-5-55-42100	35.85	49445	03/08/21
		196-16883	Wastewater Telephone			
100494	ENDYNE INC	02/18/21 testing	20-5-55-22120	175.00	49446	03/08/21
		362251	Testing			
100494	ENDYNE INC	02/18/21 testing	20-5-55-22120	75.00	49446	03/08/21
		362252	Testing			
310426	FYLES BROS., INC.	02/22/21 propane @ Town Hall	10-5-22-42100	225.38	49447	03/08/21
		32234	Heating - Propane			
310426	FYLES BROS., INC.	02/22/21 propane @ Police Dept.	10-5-22-42100	299.25	49447	03/08/21
		32264	Heating - Propane			
310270	GOOD WAY DOCUMENT SERVICE	03/03/21 microfilm storage	10-5-13-30123	7.50	49448	03/08/21
		1817	Records Preservation			
100725	GREEN MOUNTAIN GARAGE	02/23/21 gear oil	20-5-55-41180	12.96	49449	03/08/21
		163872	Maintenance-Vehicles			
100725	GREEN MOUNTAIN GARAGE	02/25/21 toggle	10-5-15-41160	9.06	49449	03/08/21
		163952	HW Maint. Supplies-Vehicl			
100725	GREEN MOUNTAIN GARAGE	02/26/21 sway bar links & bushing	10-5-15-41160	57.93	49449	03/08/21
		163988	HW Maint. Supplies-Vehicl			
310033	KNAPP, ELLEN	03/04/21 counting at polls	10-5-13-10160	45.00	49450	03/08/21
		MAR 2021	Election Workers			
310259	KOFILE PRESERVATION INC	03/01/21 books 247-249 & paper	10-5-13-30123	885.41	49451	03/08/21
		KT 000441	Records Preservation			

03/04/21
03:44 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63454 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 03/08/21 To 03/08/21

Page 3 of 4
Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
301033	MOMAR INC	02/24/21 degreaser PSI384740	20-5-55-51230 Outside Equip. - Pump St.	373.08	49452	03/08/21
310795	NATIONAL BUSINESS TECHNOL	02/24/21 service contract printers IN409598	10-5-10-30130 Service Contracts	37.25	49453	03/08/21
310795	NATIONAL BUSINESS TECHNOL	02/24/21 service contract copiers IN409599	10-5-10-30130 Service Contracts	90.00	49453	03/08/21
310125	OPEN DOOR CLINIC	03/03/21 appropriation MARCH 2021	10-5-25-70360 Open Door Clinic-Middlebu	1000.00	49454	03/08/21
100256	OVERHEAD DOOR COMPANY OF	02/11/21 replaced rubber and seal 35571	20-5-55-43160 Maint. Supplies - General	72.80	49455	03/08/21
100256	OVERHEAD DOOR COMPANY OF	02/11/21 replaced rubber and seal 35571	20-5-55-20240 Contractors	215.00	49455	03/08/21
330423	PATCH, TERRIE	03/04/21 counting at polls MAR 2021	10-5-13-10160 Election Workers	30.00	49456	03/08/21
310736	POCKETTE PEST CONTROL	03/02/21 pest control: Town Hall 15957	10-5-22-43150 Town Hall Repair/Maint.	40.00	49457	03/08/21
310736	POCKETTE PEST CONTROL	03/02/21 pest control: Town Office 15958	10-5-22-43100 Town Office	70.00	49457	03/08/21
310736	POCKETTE PEST CONTROL	03/02/21 pest control: storage 15959	10-5-18-20500 Storage Unit Supply/Maint	50.00	49457	03/08/21
310736	POCKETTE PEST CONTROL	03/02/21 pest control: Police Dept 15960	10-5-22-43090 PD Bldg Maint.	65.00	49457	03/08/21
300375	RUTLAND CITY	03/01/21 January sludge processing 28633 SLUDG	20-5-55-50160 Sludge Disposal	4462.50	49458	03/08/21
100491	RUTLAND HERALD	02/22/21 Town Meeting Warning-wk 2 84688-2	10-5-10-30310 Legal Advertising	388.26	49459	03/08/21
100491	RUTLAND HERALD	02/28/21 Town Meeting Warning-wk 3 84688-3	10-5-10-30310 Legal Advertising	388.26	49459	03/08/21
310921	STEARNS SERVICES LLC	02/26/21 Consulting- Feb PR 1087	10-5-10-30130 Service Contracts	360.00	49460	03/08/21
330348	VERIZON WIRELESS	02/13/21 cell phones Jan 14-Feb 13 9873376775	10-5-15-42100 HW Telephone	40.48	49461	03/08/21
330348	VERIZON WIRELESS	02/13/21 cell phones Jan 14-Feb 13 9873376775	10-5-21-10310 Travel & Expenses	20.24	49461	03/08/21
330348	VERIZON WIRELESS	02/13/21 cell phones Jan 14-Feb 13 9873376775	10-5-14-42100 PD Telephone Service	40.48	49461	03/08/21
330348	VERIZON WIRELESS	02/13/21 cell phones Jan 14-Feb 13 9873376775	20-5-55-42100 Wastewater Telephone	40.48	49461	03/08/21
330348	VERIZON WIRELESS	02/13/21 cell phones Jan 14-Feb 13 9873376775	10-5-18-42100 Recreation Telephone	20.24	49461	03/08/21
310046	W.B. MASON CO INC	02/10/21 tape, receipt books 217828904	10-5-14-30110 Office Supplies	20.27	49462	03/08/21
310046	W.B. MASON CO INC	02/12/21 paper, folders, ribbons 217896198	10-5-10-30110 Office Supplies	119.72	49462	03/08/21
330427	WINNING IMAGE GRAPHIX	03/04/21 election signs 17758	10-5-13-20010 Elections	220.00	49463	03/08/21

03/04/21

TOWN OF BRANDON Accounts Payable

Page 4 of 4

03:44 pm

Check Warrant Report # 63454 Current Prior Next FY Invoices

Jacolyn

All Invoices For Check Acct 01(10 General Fund) 03/08/21 To 03/08/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				45236.91		

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 \$ ****45,236.91
Let this be your order for the payments of these amounts.