

**Brandon Select Board Meeting**  
**July 12, 2021**  
**7:00 p.m.**

The Brandon Select Board will meet Monday, July 12, 2021 at 7:00 p.m. at the Brandon Town Hall located at 1 Conant Square expecting to consider the items noted on this agenda. Agendas shall be posted on the community bulletin board located at the Town Office at 49 Center Street and on the community bulletin board located at the 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.

Interested parties may also attend this meeting electronically:

- Video Conference via ZOOM: Meeting ID (253 279 4161)
- Conference call: Dial (929) 205 6099

- 1) Call to Order
  - a) Agenda Adoption
- 2) Approval of Minutes
  - a) Special Select Board Minutes – July 6, 2021
- 3) Town Manager's Report
- 4) Public Comment and Participation
- 5) BLSG Update
- 6) Appointment
  - a) Zoning Administrator for a 3-year term (July 15, 2021 to July 14, 2024)
- 7) Fiscal
  - a) Warrant FY 2020/2021 - July 11, 2021 - \$59,190.50
  - b) Warrant FY 2021/2022 - July 12, 2021 - \$77,958.94
- 8) Adjournment

MINUTES  
SPECIAL MEETING OF THE BRANDON SELECT BOARD  
JULY 6, 2021 7 PM

Present: Seth Hopkins, Tim Guiles, Brian Coolidge and Sue Gage, Town Clerk

Seth Hopkins called the meeting to order at 7:04 pm. Agenda was adopted by a motion from Brian Coolidge seconded by Tim Guiles, unanimously adopted as written.

Tim Guiles moved to adopt the Tax Rates as presented by the Town Clerk, Sue Gage, seconded by Brian Coolidge. Seth Hopkins asked if there was any discussion. Tim Guiles stated that he looked through the rates and backup documents. All looked good. The tax rates were approved unanimously.

TAX RATES AS CALCULATED

	2019	2020	2021	2022 New Grandlist	Tax Rate Increase	% Increase
Town Budget	0.7856	0.8026	0.7899	0.7945	0.0046	0.59%
Appropriations, voted	0.0792	0.0660	0.0788	0.0857	0.0069	8.77%
Local Agreement Rate	0.0105	0.0077	0.0064	0.0062	(0.0002)	-3.59%
Fire District	0.0871	0.0867	0.0834	0.0859	0.0025	2.95%
<b>Total Town Rate</b>	<b>0.9624</b>	<b>0.9630</b>	<b>0.9585</b>	<b>0.9723</b>	<b>0.0138</b>	1.44%
<b>Education Rate:</b>						
Homestead	<b>1.3277</b>	<b>1.3343</b>	<b>1.3479</b>	<b>1.3862</b>	0.0383	2.841%
Non Residential	<b>1.5189</b>	<b>1.5516</b>	<b>1.5763</b>	<b>1.6356</b>	0.0593	3.762%

Total Tax Rates

	2019	2020	2021	2022 New Grandlist	Tax Rate Increase	
<b>Total Tax Rates</b>						
Residential*	<b>2.2901</b>	<b>2.2973</b>	<b>2.3064</b>	<b>2.3585</b>	0.0521	2.267%
Non-Residential*	<b>2.4813</b>	<b>2.5146</b>	<b>2.5348</b>	<b>2.6079</b>	0.0731	2.906%

Seth Hopkins asked for any public comment. There was none.

Brian Coolidge moved to adjourn, seconded by Tim Guiles. Meeting was adjourned at 7:05 pm.

Respectively Submitted,

Susan Gage, Clerk

### **Town Manager Report for the week of June 28<sup>th</sup> and July 5<sup>th</sup>, 2021**

- We have been notified that we are receiving the FY22 Municipal Grants in Aid award of \$17,500.00. This is the annual grant that we apply for to mitigate stormwater runoff and drainage issues on our roadways.
- We are in the process of renewing the municipal wastewater discharge permit for the wastewater treatment plant. The new permit will be good until June 30, 2026.
- We have hired two new officers in the Police Department within the last few months. Aidan Alnwick is currently in the Academy full time and will be graduating at the end of August. Joseph Mannino came on board as a part-time certified officer and is currently training in the field with Lt. Pulsifer.
- We have received (finally!) the grant agreement for the Union Street sidewalk replacement.
- The Highway Department is finishing up culvert replacement and ditching on Florence Road and High Pond Road. They plan to start work on Mill Lane later this week.

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

07/09/21  
10:33 am

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63482 Prior FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 07/11/21 To 07/11/21

Page 1 of 4  
Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100406	ADDISON INDEPENDENT	06/30/21 ads: job fair & directory	10-5-18-10330	200.00	49811	07/12/21
		06/30/21	Advertising/Recruitment			
100406	ADDISON INDEPENDENT	06/30/21 ads: job fair & directory	10-5-21-75000	500.00	49811	07/12/21
		06/30/21	Economic Development			
310590	AMERICAN WINDOW CLEANING	06/24/21 cleaned exterior windows	10-5-22-43100	50.00	49812	07/12/21
		6127	Town Office			
100255	BRANDON FIRE DISTRICT #1	07/07/21 payments end of June	90-5-15-90600	14672.53	49813	07/12/21
		6-30-21	Paid To BFD No 1			
200218	BRANDON REPORTER	06/30/21 June advertising	10-5-18-10330	1471.00	49814	07/12/21
		06/30/21	Advertising/Recruitment			
200218	BRANDON REPORTER	06/30/21 June advertising	10-5-12-30310	35.75	49814	07/12/21
		06/30/21	Legal Advertising			
310449	BSN SPORTS LLC	06/21/21 catcher gear pack	10-5-18-30070	112.99	49815	07/12/21
		912998104	Little League Expenses			
300286	CASELLA CONSTRUCTION INC	06/25/21 repair damage by Fed-Ex	10-5-10-10320	5897.84	49816	07/12/21
		17037-TOB-2	Misc.			
301503	CHAMPLAIN VALLEY FUELS	06/23/21 gasoline	10-5-14-41130	570.91	49817	07/12/21
		542382	Fuel - Vehicles			
301503	CHAMPLAIN VALLEY FUELS	06/22/21 diesel fuel	10-5-15-41130	353.70	49818	07/12/21
		542824	Fuel - Vehicles HW			
301503	CHAMPLAIN VALLEY FUELS	06/29/21 diesel fuel	10-5-15-41130	586.21	49818	07/12/21
		543115	Fuel - Vehicles HW			
301503	CHAMPLAIN VALLEY FUELS	06/29/21 gasoline	10-5-14-41130	318.58	49819	07/12/21
		543260	Fuel - Vehicles			
300755	CHEMSEARCHFE	06/30/21 drain cleaner	20-5-55-51310	207.50	49820	07/12/21
		4879338	Collection Systems			
310703	CITY HALL SYSTEMS, INC.	07/01/21 online credit card - June	10-5-18-40040	145.97	49821	07/12/21
		17752	After School Activity			
310733	DENTON & SON	07/01/21 June grit removal	20-5-55-50160	425.00	49822	07/12/21
		JUNE2021	Sludge Disposal			
300466	DUNDON PLUMBING & HEATING	06/24/21 pumped out PS MH	20-5-55-20240	601.25	49823	07/12/21
		63692	Contractors			
301091	EAST COAST SIGNALS	06/30/21 Serv.-push button repair	10-5-15-45120	1862.50	49824	07/12/21
		6760-201966	Signs & Posts			
		Rt7 & Park St, push button for sidewalks at traffic lights broken				
100494	ENDYNE INC	06/25/21 testing	20-5-55-22120	25.00	49825	07/12/21
		375499	Testing			
330422	FERGUSON ENTERPRISES LLC	06/18/21 gaskets	20-5-55-43160	15.28	49826	07/12/21
		1029707	Maint. Supplies - General			
330422	FERGUSON ENTERPRISES LLC	06/24/21 culvert	10-5-15-46130	1863.38	49826	07/12/21
		1029894	Culverts			
300187	FLORENCE CRUSHED STONE	06/19/21 stone	10-5-15-46140	75.69	49827	07/12/21
		230155	Gravel			
300187	FLORENCE CRUSHED STONE	06/30/21 stone	10-5-15-46140	787.62	49827	07/12/21
		230201	Gravel			
100027	G STONE COMMERCIAL DIVISI	07/01/21 Excavator rental	10-5-15-20241	3990.00	49828	07/12/21
		24502	Equipment Rental			
100650	GALLS LLC	06/16/21 boots	10-5-14-10320	140.95	49829	07/12/21
		018611984	Clothing Allowance			
100725	GREEN MOUNTAIN GARAGE	06/28/21 locknuts and cap screws	10-5-15-41160	23.20	49830	07/12/21
		169519	HW Maint. Supplies-Vehicl			



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TOWN OF BRANDON Accounts Payable  
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Jacolyn

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100725	GREEN MOUNTAIN GARAGE	06/30/21 grease gun, filters, oil 169598	10-5-15-41160 HW Maint. Supplies-Vehicl	172.49	49830	07/12/21
310552	INNOVATIVE SURFACE SOLUTI	06/30/21 Proguard Mag INV60158	10-5-15-46150 Chloride	4250.85	49831	07/12/21
310745	JACOBS, JAKE	06/20/21 swim lessons 06/20/21	10-5-18-30000 Swim Lesson Expense	420.00	49832	07/12/21
310406	LINSTAR	06/14/21 id cards 101945	10-5-14-30110 Office Supplies	12.80	49833	07/12/21
310630	MASTERCARD	06/01/21 Secure Zip download 44656	10-5-14-30210 Office Equipment	42.75	49834	07/12/21
310630	MASTERCARD	06/02/21 I-Pads, keyboards 44657	10-5-14-30110 Office Supplies	953.83	49834	07/12/21
310630	MASTERCARD	06/02/21 I-Pads, keyboards 44657	10-5-14-30120 Professional Supplies	3414.39	49834	07/12/21
310630	MASTERCARD	06/07/21 USB drive,DVD,batteries 44658	10-5-14-30110 Office Supplies	397.45	49834	07/12/21
310630	MASTERCARD	06/18/21 dehumidifier,USB,screen 44660	10-5-14-30210 Office Equipment	208.95	49834	07/12/21
310630	MASTERCARD	06/22/21 computers, external HD 44662	10-5-14-30210 Office Equipment	2497.32	49834	07/12/21
310630	MASTERCARD	06/03/21 tax credit - AdobePro DC 61453-1	10-5-10-30210 Office Equipment	-39.45	49834	07/12/21
310630	MASTERCARD	06/02/21 musical play - Annie 61455	10-5-18-40040 After School Activity	809.55	49834	07/12/21
310630	MASTERCARD	06/08/21 '21 VCDA Conf 61456	10-5-21-75000 Economic Development	40.00	49834	07/12/21
310630	MASTERCARD	06/15/21 Audio cable, BB equipment 61457	10-5-18-30070 Little League Expenses	91.87	49834	07/12/21
310630	MASTERCARD	06/15/21 Audio cable, BB equipment 61457	10-5-10-30110 Office Supplies	5.99	49834	07/12/21
310630	MASTERCARD	06/21/21 WW Operator license 61458	20-5-55-20530 Licenses & Fees	240.00	49834	07/12/21
301033	MOMAR INC	06/24/21 heavy duty degreaser PSI402272	20-5-55-51230 Outside Equip. - Pump St.	373.41	49835	07/12/21
301083	MVP SELECT CARE INC	07/02/21 Jun 2021 - HRA 2021-06	10-5-10-10218 HRA Admin	5.00	49836	07/12/21
301083	MVP SELECT CARE INC	07/02/21 Jun 2021 - HRA 2021-06	10-5-14-10218 HRA PD	7.50	49836	07/12/21
301083	MVP SELECT CARE INC	07/02/21 Jun 2021 - HRA 2021-06	20-5-55-10218 HRA WW	5.00	49836	07/12/21
301083	MVP SELECT CARE INC	07/02/21 Jun 2021 - HRA 2021-06	10-5-22-10218 HRA	2.50	49836	07/12/21
301083	MVP SELECT CARE INC	07/02/21 Jun 2021 - HRA 2021-06	10-5-15-10218 HRA HW	7.50	49836	07/12/21
301083	MVP SELECT CARE INC	07/02/21 Jun 2021 - HRA 2021-06	10-5-18-10218 HRA	2.50	49836	07/12/21
301083	MVP SELECT CARE INC	07/02/21 Jun 2021 - HRA 2021-06	10-5-13-10218 HRA	5.00	49836	07/12/21
200250	PARIS FARMERS UNION	06/11/21 wire 16-1046742	10-5-18-60100 Seminary Hill	46.00	49837	07/12/21

07/09/21  
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310530	PATCH ELECTRIC INC	06/29/21 hot water switch @ TH 1715	10-5-22-43150 Town Hall Repair/Maint.	219.50	49838	07/12/21
300375	RUTLAND CITY	06/30/21 May sludge processing 29382SLUDG	20-5-55-50160 Sludge Disposal	4462.50	49839	07/12/21
300895	RUTLAND PRINTING COMPANY,	07/07/21 tax bills 0027497	10-5-10-30110 Office Supplies	186.00	49840	07/12/21
310921	STEARNS SERVICES LLC	06/25/21 consulting fee - PR June 1098	10-5-10-30130 Service Contracts	360.00	49841	07/12/21
300219	SUNSHINE FILTERS OF PINEL	06/30/21 air filters for digester 142998	20-5-55-43160 Maint. Supplies - General	161.78	49842	07/12/21
100729	TREASURY OPERATIONS DIVIS	07/07/21 marriages April-June JUNE 2021	10-2-00-02113 Marriage Lic. Fees to Sta	400.00	49843	07/12/21
330348	VERIZON WIRELESS	06/22/21 service: May 23 - Jun 22 98828513119	10-5-14-20233 MDT/Aircards	240.06	49844	07/12/21
300075	VERMONT AGENCY OF NATURAL	07/08/21 Seg6 Stormwater Op fee 4164-INDS.21	46-5-50-62050 RT 7 Permits / Ads	1889.60	49845	07/12/21
310931	VIRGIL & CONSTANCE	06/23/21 plants 06/23/21	10-5-22-43160 Parks Maint.	402.00	49846	07/12/21
310046	W.B. MASON CO INC	06/02/21 paper 220653339	10-5-14-30110 Office Supplies	37.99	49847	07/12/21
310046	W.B. MASON CO INC	06/16/21 ink cartridge, soap 221007779	10-5-14-30110 Office Supplies	45.52	49847	07/12/21
310046	W.B. MASON CO INC	06/17/21 chair 221047266	10-5-14-30210 Office Equipment	183.04	49847	07/12/21
310046	W.B. MASON CO INC	06/17/21 paper 221058130	10-5-14-30110 Office Supplies	25.99	49847	07/12/21
310046	W.B. MASON CO INC	06/18/21 ink cartridge 221079105	10-5-14-30110 Office Supplies	65.13	49847	07/12/21
310046	W.B. MASON CO INC	06/18/21 paper, folders, supplies 221079293	10-5-10-30110 Office Supplies	624.55	49847	07/12/21
310046	W.B. MASON CO INC	06/17/21 paper CR9119035	10-5-14-30110 Office Supplies	-37.99	49847	07/12/21
310046	W.B. MASON CO INC	06/21/21 ink cartridge CR9124526	10-5-14-30110 Office Supplies	-26.88	49847	07/12/21
100202	WATER INDUSTRIES INC	06/25/21 parts for pump 136065	20-5-55-51230 Outside Equip. - Pump St.	965.66	49848	07/12/21
330427	WINNING IMAGE GRAPHIX	06/30/21 banner 18208	10-5-18-10330 Advertising/Recruitment	80.00	49849	07/12/21

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Vendor	Invoice	Invoice Description		Amount		Check	Check
	Date	Invoice Number	Account	Paid	Number	Date	
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Report Total				59190.50			
				=====			

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 \$ \*\*\*\*59,190.50  
Let this be your order for the payments of these amounts.

FY 2020-2021

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07/09/21  
10:34 am

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63483 Current FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 07/12/21 To 07/12/21

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Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100015	ALLEN ENGINEERING & CHEMI	07/01/21 net, skimmer, vac pole 4R2-101103	20-5-55-43160 Maint. Supplies - General	143.99	49850	07/12/21
100275	BRANDON FREE PUBLIC LIBRA	07/07/21 appropriation JULY 2021	10-5-25-70470 Brandon Library	7666.67	49851	07/12/21
310699	BRANDON GLC SOLAR, LLC	07/01/21 monthly solar electric 174	20-5-55-42130 Electric	1935.00	49852	07/12/21
310699	BRANDON GLC SOLAR, LLC	07/01/21 monthly solar electric 174	10-5-22-42130 Bldgs & Grounds Electric	2365.00	49852	07/12/21
100280	BRANDON LUMBER & MILLWORK	07/01/21 trash bags 893249/3	10-5-22-43170 Trash costs-Transfer Stat	33.98	49853	07/12/21
100280	BRANDON LUMBER & MILLWORK	07/02/21 mineral oil, oil soap 893377/3	20-5-55-43160 Maint. Supplies - General	11.98	49853	07/12/21
100280	BRANDON LUMBER & MILLWORK	07/02/21 handle 893416/3	10-5-18-60070 Estabrook Fundraising	5.59	49853	07/12/21
100310	BRANDON SENIOR CITIZENS C	07/07/21 appropriation JULY 2021	10-5-25-70480 Senior Citizen Center	1125.00	49854	07/12/21
310097	COMCAST	06/27/21 service: 07/04 - 08/03 PD 06/27/21	10-5-14-42100 PD Telephone Service	311.78	49855	07/12/21
310097	COMCAST	06/09/21 service: 06/16 - 07/15 TH 06/09/21	10-5-22-43150 Town Hall Repair/Maint.	88.49	49856	07/12/21
310097	COMCAST	06/27/21 service: 07/04 - 08/03 TO 06/27/21	10-5-10-42100 Telephone Exp. Admin.	608.45	49857	07/12/21
310097	COMCAST	06/21/21 service: 06/28 - 07/27 WW 06/21/21	20-5-55-42100 Wastewater Telephone	191.99	49858	07/12/21
310177	COTT SYSTEMS, INC.	07/07/21 july host fee 141119	10-5-13-30123 Records Preservation	250.00	49859	07/12/21
300466	DUNDON PLUMBING & HEATING	06/23/21 portable toilet fee 63562	10-5-18-60100 Seminary Hill	115.00	49860	07/12/21
300466	DUNDON PLUMBING & HEATING	06/23/21 portable toilet fee 63562	10-5-18-30070 Little League Expenses	115.00	49860	07/12/21
100494	ENDYNE INC	07/02/21 testing 376810	20-5-55-22120 Testing	25.00	49861	07/12/21
310508	FUNNY BUSINESS ENTERTAINM	07/01/21 magic and juggling JULY 2021	10-5-18-40040 After School Activity	400.00	49862	07/12/21
300974	GRAPH-X INCORPORATED	07/06/21 shirts and caps 4470	10-5-18-30070 Little League Expenses	757.00	49863	07/12/21
300974	GRAPH-X INCORPORATED	07/06/21 signs and shirts 4471	10-5-18-30070 Little League Expenses	18.00	49863	07/12/21
300974	GRAPH-X INCORPORATED	07/06/21 signs and shirts 4471	10-5-18-40120 Play Group/ Family Activi	678.00	49863	07/12/21
300974	GRAPH-X INCORPORATED	07/06/21 signs and shirts 4471	10-5-18-20600 Equipment /Supplies	120.00	49863	07/12/21
100788	NEW ENGLAND MUNICIPAL RES	06/29/21 annual cloud services 48280	10-5-10-30130 Service Contracts	840.00	49864	07/12/21
100788	NEW ENGLAND MUNICIPAL RES	06/30/21 annual disaster recovery 48317	10-5-10-30130 Service Contracts	734.27	49864	07/12/21
310736	POCKETTE PEST CONTROL	07/06/21 pest control: Police Dept 16688	10-5-22-43090 PD Bldg Maint.	65.00	49865	07/12/21
310736	POCKETTE PEST CONTROL	07/06/21 pest control: storage 16689	10-5-18-20500 Storage Unit Supply/Maint	50.00	49865	07/12/21

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310736	POCKETTE PEST CONTROL	07/06/21	pest control: Town Hall 16690	10-5-22-43150 Town Hall Repair/Maint.	40.00	49865	07/12/21
310736	POCKETTE PEST CONTROL	07/06/21	pest control: Town Office 16691	10-5-22-43100 Town Office	70.00	49865	07/12/21
310842	RHR SMITH & COMPANY	07/02/21	field work for audit 2021-827	10-5-10-22110 Auditors	2200.00	49866	07/12/21
100487	TREASURER, COUNTY OF RUTL	07/07/21	county tax JULY 2021	10-5-17-71100 County Tax	11903.50	49867	07/12/21
100630	US POSTMASTER, BRANDON	07/09/21	stamp order 7-9-21	10-5-10-30132 Postage Expenses	385.00	49868	07/12/21
100649	VERMONT GFOA	07/01/21	dues for Jacolyn Savela JULY2021	10-5-10-10330 Dues & Subscriptions	30.00	49869	07/12/21
310611	VERMONT STATE PARKS	05/26/21	Branbury pass-swim lesson JULY 2021	10-5-18-30000 Swim Lesson Expense	300.00	49870	07/12/21
100067	VLCT	07/01/21	dues 07/01/21 - 06/30/22 RGD2022-0024	10-5-10-10330 Dues & Subscriptions	6018.00	49871	07/12/21
300382	VLCT EMPLOYMENT RESOURCE	07/01/21	unemployment ins Q-3 31688-Q3	10-5-17-61150 Unemployment Insurance	1383.00	49872	07/12/21
300382	VLCT EMPLOYMENT RESOURCE	07/01/21	unemployment ins Q-3 31688-Q3	20-5-55-61150 WW Unemployment	107.00	49872	07/12/21
100146	VLCT PACIF	07/01/21	insurance, work comp REN210068-Q3	20-5-55-61160 WW Workers Comp.	1183.05	49873	07/12/21
100146	VLCT PACIF	07/01/21	insurance, work comp REN210068-Q3	20-5-55-61110 Insurance Expenses	4041.75	49873	07/12/21
100146	VLCT PACIF	07/01/21	insurance, work comp REN210068-Q3	10-5-17-61160 Worker's Comp Insurance	8675.70	49873	07/12/21
100146	VLCT PACIF	07/01/21	insurance, work comp REN210068-Q3	10-5-17-61110 VLCT Insurance	22467.75	49873	07/12/21
310898	WILDLIFE ENCOUNTERS ECOLO	05/22/21	zookeeper encounter INV-0167	10-5-18-61050 Brandon Carnival	499.00	49874	07/12/21
Report Total					77958.94	=====	

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 \$ \*\*\*\*77,958.94  
Let this be your order for the payments of these amounts.

FY 2021-2022