

## **Brandon Select Board Meeting July 11, 2022**

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

**Board Members In Attendance:** Seth Hopkins, Brian Coolidge, Tim Guiles, Tracy Wyman

**Others in Attendance:** Dave Atherton, Police Chief Kachajian, Bernie Carr

**Other In Attendance Via Zoom:**

### **1. Call to order**

The meeting was called to order by Seth Hopkins, Chair at 7:01PM.

#### *a) Agenda Adoption*

**Motion** by Tracy Wyman/Tim Guiles to adopt the agenda as amended. **The motion passed unanimously.**

Additional Executive Session re: Appointment or Employment or Evaluation of a Public Officer or Employee per 1 V.S.A. 313(3)(a)(3)

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

- a) Select Board Meeting Minutes – June 27, 2022*
- b) Special Select Board Meeting Minutes – July 5, 2022*

**Motion** by Tracy Wyman/Brian Coolidge to approve the June 27<sup>th</sup> Select Board meeting minutes as submitted. **The motion passed unanimously.**

**Motion** by Brian Coolidge/Tim Guiles to approve the July 5<sup>th</sup> Special Select Board Meeting minutes as submitted. **The motion with one abstention – Tracy Wyman.**

Seth Hopkins thanked Sue Gage, the Town Treasurer, for her work on the complex calculation of the tax rate for the special meeting. This is a complex enterprise and the Board appreciates her work.

### **3. Town Manager's Report**

Dave Atherton provided the following report:

The Town closed on the 389 Newton Road FEMA buyout property on June 23<sup>rd</sup>. An RFP was posted on July 5<sup>th</sup> for the demolition and sitework. The pre-bid meeting will be held on site on July 19<sup>th</sup> and the bidding deadline is at 2pm on July 28<sup>th</sup>.

There was a kick-off meeting on June 23<sup>rd</sup> with Steve at the RRPC to start the culvert inventory. This updated inventory will assist the Town in applying for the Grants-In-Aid program, which has given the Town \$20,000+ in funding annually for culvert and ditching work throughout town.

Mr. Atherton met with Watershed Consulting, New England Woodcraft, the RRPC and Nanci McGuire at NRCS to discuss the next steps in installing the stormwater filtration chambers at New England Woodcraft. The Town has been working with New England Woodcraft for a couple of years to assist them in complying with the 3-acre impervious surface rules. The Town did receive a grant of \$354,738.00 from DEC for this project. They are the only private site in Brandon that fell within this 3-acre rule.

The Park Street Interpretive sign has been installed on the east end of Central Park. This was a requirement by State Historic Preservation. The Town will now be able to close out the Park Street project.

The Public Works Department has been line striping the crosswalks, stop bars and other pavement markings in the downtown and Park Street area. They have been striping the crosswalks that used to have the bricks as they are not visible and VTrans has suggested this be done. There has been concerns with traffic coming from the Café Provence parking lot and there has been a stop bar painted and there is consideration of getting a stop sign there in the brick banding. Mr. Hopkins asked if there was consideration of no-left turn and Mr. Atherton noted this was not considered. There had been discussion of a mirror.

Brandon's own visual artist, graffiti scholar and educator, Will Kasso has been selected as the first recipient of "The Vermont Prize", a new annual award which celebrates and supports the visual arts.

The Newton Road pump station replacement is moving forward. It looks like the project will be completed this year and for under \$250,000.

### **Rec. News:**

What a successful weekend for Brandon. The Brandon Independence Celebration Committee, consisting of the Rec Director, Susan Stone, Bobbie Torstenson, Lorynda Fish, Debbie Boyce, and Jean Lamarre would like to thank the many volunteers and organizations that stepped up to make our community shine. Huge shout-outs for the Brandon Fire Department, Brandon Police Department for logistical support all day long. Many volunteers' hands make for lighter work. Recruiting for job specific duties has already begun for the 2023 celebration. Stay-tuned for the announcement of volunteer opportunities to help make sure this tradition continues.

The inaugural Davenport Electric Fest was a tremendous success that performed doing double duty as a showcase of emerging electric motor technology and the celebration of the inventor Thomas Davenport. The donation of David Hammond's Davenport model to the Town was graciously accepted by Mr. Hopkins. The Town will make a long-term loan of the model to the Brandon Museum, who is crafting an exhibit around Brandon's most important resident.

The Brandon Carnival is just around the corner. July 28<sup>th</sup> – 31<sup>st</sup> will see the return of Miller Amusements to the grounds of Estabrook park, kicking of the 2022 fair season here in Central Vermont. Wrestling, Music, Trivia, and a community dance will be featured under the RRMC activity tent. Always Free Entry and Parking, the 5th Carnival will be even better than the rest!

Brandon Rec is partnering with the Otter Valley Unified Union School district to offer summer enrichment at the Neshobe School and the Otter Valley High School. Our partnership with the SOAR program will have counselors working with youth from 7:30AM - 11:00AM. The middle and high school summer leadership and community garden programs will be led by teacher Devon Karpak and Alyson Callahan.

We have something brewing around a homecoming heroes activity at Brandon's Central Park in September.

Seth Hopkins noted the Town has many volunteers and the last couple of weeks have had many active volunteers with the Independence Day weekend, the Chamber Auction and the Davenport Fest that are the kind of events that make the Town vibrant.

Tim Guiles stated with the end of the fiscal year, he is putting together the Green Fleet report and asked when he should be receiving the last of the information. Dave Atherton advised Sue Gage and Jackie Savela have been very busy with year-end work and tax bills and will provide the information as soon as possible. Mr. Guiles asked about the parking charge relating to the EV charger that was brought up at the last meeting. Mr. Atherton has reviewed information on charges versus expenses for the charging station. For the month of June, the revenue was \$162.90 and the electric bill was \$141.21 for the chargers. The lights are separate at a cost of \$35.00 so the Town is making a little money on the chargers but with the light bill, the Town is about break even. Mr. Guiles would like to know more about what kind of adjustments there could be. Mr. Atherton advised the Town can change the fees but in researching what other areas are charging, there was a set fee. Mr. Guiles asked the Town Manager to research if there is an option to start charging for parking once the vehicle charging is complete. Mr. Atherton noted concern with the cost if the Town is paying out more than what it is bringing in. Mr. Guiles stated it has value as it shows the Town is welcoming to EV owners and is worth something to the Town. Brian Coolidge would like to increase the cost as the Town owns the equipment and will require funds should there need to be repairs to the equipment. Mr. Guiles would like to know more information about what the cost for repairs would be. Mr. Atherton reported the heads were \$15,000 each and were grant funded, but there will likely be replacements needed. Tracy Wyman noted it would also be good to know the life expectancy. Mr. Coolidge stated this is a

convenience and thinks the Town should be able to make some money on it. Mr. Atherton stated there are currently 3 users a day but the more traffic, the more charging there will be. He noted this can be looked at daily but suggested assessing after a year to determine whether to move forward with any action. Mr. Guiles agreed that waiting a year would be a good idea.

#### **4. Public Comments and Participation**

Seth Hopkins reported the Board has received the resignation of Tom Kilpeck as the Town's Health Officer/Rental Officer/911 Coordinator. Mr. Kilpeck has advised he will assist with the transition and work through July. The Board appreciates the work that Mr. Kilpeck has done. Dave Atherton advised he has someone that works for the Department of Health who has an interest in this position that would provide a smooth transition. He noted that the rental officer duties will be going to the State in the near future. Mr. Atherton stated the health officer relates to dog bites, garbage issues and other public health issues. Mr. Atherton will keep the Board advised on this subject. It was noted this is a stipend position. Mr. Guiles suggested also advertising for the position. Mr. Hopkins asked if there was any response to the ad for the other board and commission vacancies. Mr. Atherton reported he has not received any responses at this point.

#### **5. Fiscal**

##### ***a) Consider Purchase of FY 22/23 Paving Project Bids***

Dave Atherton reported the bids were sent to 4 companies with Wilk Paving and Pike Paving the only two present for the bid opening. Pike Paving came in at \$88.70/ton and Wilk Paving was \$108.00/ton with no wrap and \$102.46/ton with 15% wrap. It was Mr. Atherton's recommendation to go with Pike Paving. Seth Hopkins questioned if the reclaimed asphalt holds up well and Mr. Atherton confirmed it does. Mr. Hopkins noted the paving is for Kennedy Road, Pearl Street, Paint Works Road, Town Farm Road, and Prospect Street. Mr. Atherton reported the paving is for all of Kennedy Road and Paint Works Road, the portion of Pearl Street before Corona Street where there are patches, and 3/10<sup>th</sup> of Town Farm Road near the golf course. He was not sure of the section on Prospect Street.

**Motion** by Tracy Wyman/Brian Coolidge to award the paving project to Pike Paving. **The motion passed unanimously.**

Mr. Atherton advised there is not enough time to do Arnold District Road this year as it will require ditching and culverts but will be done next spring and will be grant funded.

##### ***b) Warrant FY 2021/2022 – July 20, 2022 - \$40,294.85***

##### ***c) Warrant FY 2022/2023 – July 11, 2022 - \$70,549.17***

**Motion** by Brian Coolidge/Tracy Wyman to approve the 2021/2022 warrant in the amount of \$40,294.85 and the 2022/2023 warrant in the amount of \$70,549.17. **The motion passed unanimously.**

Seth Hopkins noted congratulations to the Brandon Chamber on their annual auction.

The Select Board recessed at 7:27PM.

The Select Board reconvened at 7:31PM.

**Motion** by Tracy Wyman/Brian Coolidge to enter into executive session at 7:31PM for the appointment or employment or evaluation of a public officer or employee per 1 V.S.A. 313(3)(a)(3) to include the Town Manager and Police Chief. **The motion passed unanimously.**

## **6. Executive Session**

The Police Chief and Town Manager departed at 8:20PM and the Board continued discussion.

The Board came out of executive session at 8:48PM.

The Select Board takes under advisement the information presented by the Chief of Police during this executive session.

**Motion** by Brian Coolidge/Tracy Wyman to enter into executive session at 8:49PM for the appointment or employment or evaluation of a public officer or employee per 1 V.S.A. 313(3)(a)(3). **The motion passed unanimously.**

## **7. Executive Session**

The Board came out of executive session at 9:47PM.

**Motion** by Tracy Wyman/Brian Coolidge for the Select Board to instruct the Board Chair to communicate to the Town Manager the results of this executive session. **The motion passed unanimously.**

## **11. Adjournment**

**Motion** by Tracy Wyman/Brian Coolidge to adjourn the Select Board meeting at 9:48PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary