

**Brandon Select Board Meeting
November 28, 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, Ralph Ethier, Tracy Wyman

Others in Attendance: Cecil Reniche-Smith, Marielle Blais, Claire Astone, Representative Butch Shaw, Susan Benedict, Gail Cordner, David Roberts, Jack Schneider, Carol Fjeld, Sandy Mayo

Other In Attendance Via Zoom: Bruce Jenson, Isaac Wagner, Patricia Welch, George Wetmore, Angelo Lynn, Jan Coolidge

1. Call to order

The meeting was called to order by Seth Hopkins, Chair at 7:03PM.

a) Agenda Adoption

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

2. Approval of Minutes

a) Select Board Meeting Minutes – November 14, 2022

b) Select Board/Budget Committee Meeting Minutes – November 21, 2022

Motion by Brian Coolidge/Tim Guiles to approve the November 14th Select Board meeting minutes and the November 21st Select Board/Budget Committee meeting minutes. **The motion passed with one abstention – Tracy Wyman.**

3. Town Manager's Report`

Dave Atherton provided the following report that was read by the Recording Secretary:

. There are a few punch list items left on the Arnold District Culvert project that will be addressed in the spring. The contractor will be repaving the entire area as Mr. Atherton is not accepting it as it is. Also, the topsoil, seeding and mulching will be completed in the spring. These items will not be paid until they are completed and accepted.

. Mr. Atherton is working on an RFQ for engineering services for the North Street bridge. This will be funded by the FEMA grant that was awarded to the Town a couple months ago.

. Mr. Atherton received the preliminary plans back from VTrans for the Union Street sidewalk project. He had a phone meeting with the engineer at Dubois & King this morning to review the comments. Most are minimal (tree protection, proper signage) and will be discussing with VTrans hopefully this week for final approval. If approved he will be able to start the right-of-way process.

. As an update on the WWTP construction, the contractor is continuing to work on the excavation for the new clarifier tank, now that the geopiers have been installed. The excavation is wet and slow going as was anticipated. There is a meeting on Thursday with the geopier installers and Geotech engineer to go over some minor issues with the installation and possible remedies to correct them. This is nothing too concerning, but nonetheless needs to be addressed. The electricians are continuing to pick away at small items (selective demo of light fixtures...). Moving forward, the contractor intends to get as much sitework done as possible before the ground freezes up, including underground electrical conduit. Once the excavation of the new clarifier is complete, they will begin forming the concrete footing/slab, then walls, and are prepared to do so in winter conditions (tenting and heat).

4. Public Comment and Participation

Representative Butch Shaw stated this will be his last official meeting as Brandon's state representative. There was redistricting done and Brandon is now a single member town with Stephanie Jerome as its representative. Mr. Shaw will be representing Pittsford and Proctor as of January 4th but noted he will always represent the Town. He stated part of the job that is done is constituent services and he felt that is the most important part of his job in helping members maneuver the State intricacies of the government, especially through Covid. Stephanie Jerome and he assisted many people with unemployment issues during that time. Mr. Shaw noted at one point, Segment 6 was going nowhere and with the help of Representatives Carr and Flory, they were able to help bring the Town and the Agency of Transportation together to get that started, which proved successful. For him, this was a huge constituent service. As a result of Hurricane Irene, many were worried about the eastern side of the State and Mr. Shaw convinced Governor Scott that the western side of the State needed assistance. The funding for many of the repairs and the bypass culvert was the work of the Town's partnership with the State. Another area of constituent work was around the FEMA buyouts on Newton Road, as they are a 75% buyout with the remaining 25% to be from either the homeowners or the town. They met with Governor Scott who worked with the development block grant people to find the matching funds. Stephanie Jerome and he also assisted in getting the 1% local options tax passed and it has been a success for the local budget. From the Community Grant program, the Town has received thousands of grants and this is the first year that Brandon did not apply. These assisted in rebuilding the baseball field, the fencing for the park, the Methodist Church roof, and repairing windows and other types of outside maintenance. Mr. Shaw wished to thank Brandon for allowing him to represent the Town in Montpelier. Seth Hopkins thanked Mr. Shaw and noted that Town staff has known they could count on him, along with the other representatives and it has been a good effective team.

Carol Fjeld reported there has been discussion with the select boards from Goshen, Sudbury, and Whiting with regard to funding for the Brandon Library renovation and have asked for about 8% of the ARPA funds received. Goshen has voted to donate \$4,000 or 8% of its ARPA funding. A request has been made of Leicester for \$28,000 or 8% of their ARPA funding and 8% of Sudbury's funding, but the Library has not received a response from those towns yet. The request from Brandon is \$100,000. David Roberts reported the Library has received a \$100,000 Economic Development Block grant that requires a match. Seth Hopkins advised some of the Town's ARPA funds have been allocated to some urgent infrastructure needs and once the budget workshop season concludes, ARPA and the 1% pool of money for infrastructure and other needs will begin again. The Select Board will invite comments and will reexamine the prior suggestions. They will be looking towards late spring/summer to line up the ARPA commitments. Mr. Roberts advised the block grant match does have a deadline and if the Town's ARPA funds are not available in time, they will use other funds as the Library is glad to accommodate the Town's timing. It was questioned what the balance is in the 1% Option Tax fund. Mr. Hopkins advised the Town receives around \$240,000 per year and the account is currently about \$400,000. Initially, the fund was used for Segment 6.

The Select Board meeting recessed at 7:22PM.

5. Consider Vermont Community Development Program Planning Grant

See Select Board VCDP Program Planning Grant hearing minutes of November 28th.

The Select Board meeting reconvened at 7:27PM.

6. Consider Errors and Omissions

Seth Hopkins advised this process happens after the grand list is lodged to accept items that could be missing from property transfers, decisions made by the Board of Civil Authority or Tax Assessors. Board action is required to accept the document. There is a \$322,200 increase in value, with the grand list 1% of the real value.

Motion by Tracy Wyman/Ralph Ethier to accept the errors and omissions as presented. **The motion passed unanimously.**

9. Fiscal

a) Warrant- November 28, 2022 - \$1,145,020.35

Motion Brian Coolidge/Tracy Wyman to approve the November 28, 2022, warrant in the amount of \$1,145,020.35. **The motion passed unanimously.**

Tim Guiles required additional information on the \$10,000 warrant for the Conant Square shelter and parking and the warrant of \$5,000 for signs. It was noted a shelter hut will be installed with a standing seam roof, bench, and backrest as a waiting area for the Park and Ride. The sign

warrant is for road safety signs for the Highway Department. It was also noted the Library pass-through funds were on a separate warrant.

Seth Hopkins reported the next Select Board/Budget Committee meeting will be scheduled for Tuesday, December 6th at the Town Office.

10. Adjournment

Motion by Brian Coolidge/Tim Guiles to adjourn the Select Board meeting at 7:34PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary