

**Brandon Select Board Meeting
March 13, 2023**

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

Board Members In Attendance: Seth Hopkins, Brian Coolidge, Cecil Reniche-Smith, Tim Guiles, Tracy Wyman

Others In Attendance: Bill Moore, Neil Silins, Bernie Carr, Doug Bailey, Ralph Ethier, Jim Leary, Nancy Leary, Wyatt Waterman, Sandy Mayo, Gail Cordner, Brent Buehler, Tricia Welch, Nick Curcio, Lisa Curcio, George Fjeld, Marielle Blais, Tom Kilpeck

Others by Zoom: Keith Whitcomb, Sara Stevens, Larry Stevens, Jack Schneider, Stephanie Jerome, Carol Hubbard

1. Call to order

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

a) Agenda Adoption – Motion by Seth Hopkins/Tim Guiles to adopt the agenda. **The motion passed unanimously.**

Seth Hopkins thanked all candidates who ran.

2. Election of Select Board Officers

a) Election of Chair

Motion by Tim Guiles/Brian Coolidge to appoint Seth Hopkins as the Chairperson of the Brandon Select Board. **The motion passed with one abstention – Seth Hopkins.**

b) Election of Vice-Chair

Motion by Brian Coolidge/Tim Guiles to appoint Tracy Wyman as the Vice-Chair of the Brandon Select Board. **The motion passed with one abstention – Tracy Wyman.**

c) Election of Clerk

Motion by Tracy Wyman/Cecil Reniche-Smith to appoint Brian Coolidge as the Clerk of the Brandon Select Board. **The motion passed with one abstention – Brian Coolidge.**

3. Consent Agenda

Seth Hopkins noted several items are a matter of routine following the town meeting and suggested doing Items 3, 4, 5, 6, and 7 as a consent agenda with some additional information.

The following remain appointment vacancies: Fence Viewer, Alternate for Otter Creek Watershed Insect Control District, Alternate for Rutland County Solid Waste District, Constable, two Alternates for the DRB, Alternate for the Revolving Loan Fund Committee and Alternate for the Rutland Region Planning Commission.

Mr. Hopkins noted that Cecil Reniche-Smith is willing to continue as a member of the Planning Commission. The Select Board has a policy regarding the avoidance of real or apparent conflicts of interest with the policy indicating the Board would not appoint its own members to boards and commissions. There is a provision that the Select Board can waive this when it is in the best interest of the Town. Mr. Hopkins noted that Ms. Reniche-Smith has been the Chair of the Planning Commission. The Committee has been understaffed and will be embarking on significant activities with a BLUO update and a Town Plan readoption. Ms. Reniche-Smith advised she is willing to continue on this Committee.

Motion by Seth Hopkins/Tracy Wyman to waive the policy and allow Cecil Reniche-Smith to continue as a member of Brandon Planning Commission. **The motion passed with one abstention – Cecil Reniche-Smith.**

Motion by Seth Hopkins/Tracy Wyman to approve a consent agenda for items 3, 4, 5, 6, and 7. **The motion passed unanimously.**

a) Designation of Select Board as Other Statutory Bodies

- 1) Board of Liquor Control (Title 7, Section 166)***
- 2) Board of Health, (Title 18, Section 604)***
- 3) Board of Sewer Commissioners***
 - (aka) Board of Sewage System Commissioners (Title 24, Section 3506)***
 - (aka) Board of Sewage Disposal Commissioners (Title 24, Section 3614)***
- 4) Housing Board of Review (Title 24, Section 5005)***

b) Establish Meeting Schedule, Time and Location

- 1) Second and Fourth Mondays***
- 2) 7:00PM***
- 3) Brandon Town Hall or Zoom meeting ID #253 279 4161***

c) Adopt Meeting Rules and Procedures

- 1) Rules of Procedure for Select Board of the Town of Brandon, Vermont***
- 2) Reports of Appointed Boards, Commission and Officials to the Select Board***

d) Designate Official Newspaper(s) of Record

- 1) Official – The Reporter***
- 2) Alternate – The Rutland Daily Herald***

e) Appointments

- March Appointments (Term ends at first Select Board meeting after the 2024 Town Meeting)

- 1) Fence Viewers (3 members) – John Reynolds*
- 2) Green-up Day Coordinator – James Leary*
- 3) Inspector of Lumber, Shingles and Wood – Bob Kilpeck*
- 4) Otter Creek Watershed Insect Control District (2 representatives and 1 alternate) – Tim Kingston and Sharon Stearns*
- 5) Rutland County Solid Waste District (1 representative and 1 alternate) - Gabe McGuigan*
- 6) Tree Warden – Neil Silins*
- 7) Weigher of Coal – Lou Faivre and Olya Hopkins*

- Other Appointments

- 1) Constable*
- 2) Development Review Board (2 alternates) terms end June 30, 2023*
- 3) Deputy Health Officer – Larry Stevens*
- 4) Otter Creek Communications Union District (1 rep and 1 alternate) Term: April 1st to May 31, 2024 – Peter Werner – Representative and Bill Moore - Alternate*
- 5) Planning Commission (1 member) remainder of 3-year term ending June 30, 2025 – Natalie Steen*
- 6) Revolving Loan Fund Committee – (1 alternate) term ends June 30, 2023*
- 7) Rutland Regional Planning Commission - (1 alternate) term ends June 30, 2023*

4. Approval of Minutes

a) Select Board Minutes – February 27, 2023

Motion by Brian Coolidge/Tracy Wyman to approve the minutes of February 27, 2023 as submitted. **The motion passed with one abstention – Cecil Reniche-Smith.**

4. Town Manager’s Report

Bill Moore provided the following report:

A closing was held for the hazard mitigation buyout of a property on Newton Road at 17 Burke Park. This was a project initiated by former Town Manager, Dave Atherton. This buyout is being funded by the Flood Resilient Communities Fund, which is a state program (as opposed to some of our other buyouts funded directly through FEMA). One adjacent property, (301 Newton} has already closed and we will be closing another (337 Newton Road) in April. Directly following that closing, an RFP for demolition of all 3 sites will be issued. We are in the beginning stages of the FEMA applications for buyouts of 32 Marble Street and a portion of property located at 110 Newton Road. Small Mammals Biologists at VT ANR visited both sites last week to do a bat survey.

Mr. Moore has met with Highway Forman Shawn Erickson to discuss the need for a salt shed. The current shed is at least 50 years old and too small. A larger shed will allow for more storage; which will allow us to have more supply security and negotiate better pricing, have the necessary room to mix the salt and the proposed foundation will allow for more moisture control. An asphalt floor and sealed cement footers using a similar metal/plastic structure as the storage "shed" that was built in 2020. This alternative approach to construction of spaces that have no need for temperature control has proven to be a more financial prudent way to go. I will be bringing a proposal to the board with pricing from multiple contractors at the next meeting.

The Brandon Historic Preservation Committee working with Dave Atherton, were able to secure a Certified Local Government grant through the division of historic preservation. This \$7,200 grant along with a \$4,800 match from the town will be used to fund a Preservation Survey for the town conducted over the next 18 months. A report will be issued that will identify significant and minor historical properties and activities associated with Brandon. Recommendations will be made for future evaluations and actions to include a listing of new historic facilities for consider for inclusion in the National Register of Historic Places. The state is excited that the new Brandon HPC has demonstrated a commitment to the volunteer hours to perform this task. Current members are: Frank Bump, Bob Clark, Roy Murdoch, John Peterson, Jeff Stewart and Chair Dennis Reisenweaver.

Rec Department News:

Brandon Idol's 50's/60's concert was held on Saturday. Your next chance to see the 11 contestants perform will be on April 8th with an 80's concert.

Colleen Wright has fostered a partnership with Brandon Area Rescue Squad to offer CPR classes. A max of 10 slots are available for the April 19th class that is being held at the BARS building. First Come First Served.

Colleen Wright attended a meeting of the Newly Formed Disc Golf Committee. They are investigating the possibility of creating a disc gold course on town owned property, with a focus on the land the town owns adjacent to the American Legion. More news to come.

Cecil Reniche-Smith asked if the preservation survey was to identify structures that have not already been identified and Mr. Moore confirmed that was correct.

Jim Leary asked about the amount of time for the CPR course. Mr. Moore reported the course will take place one evening, April 19th.

Bernie Carr questioned what property is at 32 Marble Street. Bill Moore reported this property is up for hazard mitigation buyout and is located at the end of Marble Street and is the property of Heather Norton. Mr. Moore encouraged anyone interested in obtaining information as to whether a property qualifies for this program, to reach out to him.

Bernie Carr requested more information about the disc golf. Mr. Moore advised the Town has an easement behind the American Legion to the proposed location. Ideally the Town would work

with the Legion on a cooperative agreement for this new opportunity. George Fjeld stated it would be an 18-hole course and there is discussion with Kurt Thomas to possibly establish hiking and biking trails to provide more recreation. It was noted that Mr. Thomas is a good neighbor and is interested in adding recreational opportunities for the Town.

5. Public Comments and Participation

Neil Silins reported as the Tree Warden, he has inquired with VTrans and GMP regarding shade tree preservation and GMP is happy to cooperate with the Town when they do tree trimming in 2025. He noted it is difficult to get in touch with VTrans. Bill Moore volunteered to reach out to VTrans.

Berne Carr asked the timing of the car wash and Dunkin Donuts project. Bill Moore reported when he last spoke with the owner, it is the intent the car wash will be opening by the end of this month and the completion of the project will be this summer.

Stephanie Jerome thanked all who attended the Town Meeting and noted at the meeting she presented a Certificate of Public Service to Dave Atherton for his public service as Brandon's Town Manager. Her focus for this legislative session is workforce development and housing. There is also a bill that is being worked on to assist teachers and health care workers on loan repayment. They are also working on incentivizing business coaching for small businesses, scholarships for critical occupations, trade scholarships and certifications, and rural infrastructure money. She hopes this work will help the rural communities grow. This week is cross over for policies to make sure that the bills go from the House to the Senate. Representative Jerome has developed a Town Meeting report that she has distributed to the Town Office and will place it on Facebook and FPF regarding major work that is being done in the House.

Wyatt Waterman asked what the impact will be from the car wash on water usage and whether it will be discharged into the Neshobe River or treated. Bill Moore reported a car wash is highly regulated. Seth Hopkin advised the business purchased wastewater capacity. Bernie Carr advised that the area was extensively changed and nothing will be going into the river.

6. Fiscal

1) General Fund Warrant – March 13, 2023 - \$1,127,223.34

Motion by Brian Coolidge/Tracy Wyman to approve the warrant in the amount of \$1,127,223.34. **The motion passed unanimously.**

Seth Hopkins noted the big-ticket warrant was for construction for the wastewater treatment plant and \$100,000 for a FEMA buyout. Bill Moore suggested the Select Board plan to visit the wastewater treatment plant prior to their April 10th meeting at 6:00PM, followed by the Select Board meeting at 7:00PM. The Board agreed to a site visit.

The Select Board recessed at 7:24PM.

Bernie Carr reported this Friday the American Legion, Brandon Inn and Neshobe Golf Course will be having St. Patrick's Day celebrations. Mr. Carr asked if anyone could attend the Select Board's site visit of the wastewater treatment plant. Mr. Moore did not see that would be an issue.

Keith Whitcomb asked if the Select Board would be announcing the end of the executive session. Tim Guiles advised that Mr. Whitcomb could stay in the Zoom waiting room and would be allowed back into the meeting once the executive session ended.

Motion by Tim Guiles/Brian Coolidge to enter into executive session at 7:36PM for the appointment or employment or evaluation of a public officer or employee per 1 V.S.A.(313)(3)(a)(3) without Seth Hopkins in attendance. **The motion passed unanimously.**

6. Executive Session

The Board came out of executive session at 7:50PM.

There were no actions required.

7. Adjournment

Motion by Cecil Reniche-Smith/Tracy Wyman to adjourn the Select Board meeting at 7:51PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary