

**Brandon Select Board Meeting
August 14, 2023**

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

Board Members In Attendance: Tracy Wyman, Brian Coolidge, Tim Guiles, Heather Nelson

Board Members via Zoom: Cecil Reniche-Smith

Others In Attendance: Seth Hopkins, Ralph Ethier, Mike Frankiewicz, Jack Schneider, Janet Coolidge, Steven Jupiter, Joseph Mannino, Morgan Currier, Elieen Dolan

Others in Attendance via Zoom: Bruce Jenson, Neil Silins

1. Call to order

The meeting was called to order by Tracy Wyman - Board Chair at 7:03PM.

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

2. Approval of Minutes

a) Select Board Meeting Minutes – July 24, 2023

Motion by Brian Coolidge/Tim Guiles to approve the minutes of the July 24, 2023 Select Board meeting. **The motion passed unanimously.**

Tim Guiles suggested having more condensed meeting notes that could include the results of motions and a brief description of the discussion. Cecil Reniche-Smith agreed that minutes do not need to be as comprehensive but could include verbiage on where important information is discussed or differences of opinions for background on decisions.

3. Town Manager's Report

A Town Manager's report was provided by Seth Hopkins and is available for viewing in the Board packet on the Town's website.

Mr. Hopkins wished to highlight the following:

- . Arnold District Road will be closed most of the workday as they are doing roadwork to redo the base.
- . Newton Road remains closed except to residents and should not be traveled by through traffic.
- . There is progress on the number of delinquent properties, but not on the utility bills side. Jackie Savela has clarified there needs to be August interest posted. The tax sale process will begin and due to the timeframe will be scheduled to take place in January 2024.
- . There was an on-site meeting on Newton Road for the three houses to be demolished with 9 contractors in attendance.
- . Mr. Hopkins met with the Police Chief on community policing matters.
- . Mr. Hopkins met with the Highway Foreman and it is recommended with his completion of service to the Town in January to begin the hiring process. Mr. Hopkins requested the Select Board consider appointing two members of the Board to assist in selecting the new highway foreman. Tracy Wyman and Brian Coolidge volunteered to be a part of the working group. A posting will be prepared and the working group will do the interviews.
- . The Town has a new FEMA contact and a new contact at the State Emergency Operations Department for Newton Road.
- . Mr. Hopkins had a conversation with the Energy Committee Chair regarding solar and noted the Committee has prospects for siting.
- . Mr. Hopkins had a conversation with the school district concerning their interest in purchasing an electric school bus with Brandon as the town for the pilot program for this new bus.

4. Rec Director's Report

A Rec Directors report was provided by Bill Moore and is available for viewing in the Board packet on the Town's website.

Cecil Renche-Smith asked if the car show to benefit the Humane Society was a Town-sponsored event. Mr. Hopkins did not have the specifics but suggested the Town is likely sponsoring it because it is being held at Estabrook Park. Tracy Wyman noted there is likely an entry fee for participants. Mr. Moore will be asked to provide clarification to the Board.

Brian Coolidge requested the financials from the Brandon Carnival and Mr. Hopkins will provide them at the next meeting.

5. Public Comment and Participation

Tracy Wyman requested the Board start to determine what is to be done with the ARPA funds, noting he would like a determination completed before the budget season. A list has been compiled and it was suggested to include figures on the proposed uses and narrow the suggestions down to three or four at the next meeting.

Ralph Ethier asked about the sewer plant budget as there are some fairly large interest charges. Seth Hopkins reported the equipment is coming in at the expected price. There has been a hiatus of the project this summer, but they will get back on schedule.

6. Union Street Scope Discussion

Seth Hopkins requested direction from the Board for the Union Street project in doing just the sidewalks or folding in the drinking water and/or the wastewater projects. The Town's match ranges from 20% to 50%, depending on which programs the project qualifies for. It was suggested to include the drinking water and wastewater and go forward with the total project of \$1.569 million.

Motion by Tim Guiles/Tracy Wyman to move forward with the Union Street project to include the drinking water and wastewater. **The motion passed unanimously.**

It was noted that the drinking water and wastewater projects done at the same time would avoid tearing up the road again to do those items in the future.

Tim Guiles requested clarification regarding the Brandon landfill water quality monitoring report in the Board packet that talks about the standards to be met with manganese, arsenic and lead remaining above standard. Seth Hopkins advised some remediation may be required at some point. In speaking with the engineers, it is about keeping drinking water safe and they believe the landfill situation is such that the Town does not have a drinking source from that location and the Town's drinking sources are far enough away. Mr. Guiles stated it would be helpful to have a conversation with the engineers. Mr. Hopkins noted they can be invited to a Select Board meeting to discuss this item. Their task is to assure the Town is doing what it required to do. The Town needs to do two more cycles of monitoring before any plan rises to the point of action. Mr. Guiles noted overall metal concentrations are lower.

7. Fiscal

a) Warrant – FY2022/2023 - August 13, 2023 - \$975.00

b) Warrant – FY2023/2024 - August 14, 2023 - \$663,801.82

Motion by Tim Guiles/Brian Coolidge to approve the warrant of August 13, 2023, in the amount of \$975.00. **The motion passed unanimously.**

Motion by Brian Coolidge/Tim Guiles to approve the warrant of August 14, 2023, in the amount of \$663,801.82. **The motion passed with one abstention - Tracy Wyman.**

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Janet Coolidge questioned the charge for heat pump maintenance. Mr. Hopkins advised the heat pumps in the town office are serviced annually to assure that refrigerant is not leaking.

8. Discussion of Constable Position

Cecil Reniche-Smith asked if the Town needs a constable. Seth Hopkins reported according to Statute, towns are required to have a first constable position by either election or appointment. An elected constable is not beholding to the Police Chief or Select Board whereas an appointed constable would be under the oversight of the Select Board. A constable with limited training is limited to certain duties, but a constable that has certified training can do the same as duties as a law enforcement officer. If appointed, the constable would report to the Select Board, not the Chief of Police. In 2012, there was a change in Statute and at that time the Town voted for the Select Board to appoint a constable. Chief Brickell had offered to be the constable in the past concurrent with his duties. The concept is to augment the services of the Police Department. An elected constable has to live in the Town whereas an appointed constable does not. The duties of the constable would be to serve civil or criminal process, destroy animals, kill injured deer, assist the Health officer in the discharge of duties, serve as a district court officer, remove disorderly people from town meeting, collect taxes, and do law enforcement if they are certified. There is the option that the Select Board can choose not to appoint a constable. Ms. Reniche-Smith stated it was not clear the Select Board must appoint a constable and she does not see the need for a constable at this point unless the constable could assist with the zoning laws. Mr. Hopkins noted the Select Board can designate the constable to assist other departments. Tim Guiles did not see the need to augment the Police Department. Steven Jupiter asked if there would be a stipend and Mr. Hopkins advised that would be the decision of the Board. Joseph Mannino advised he was one of the people interested in the position and noted he is a certified officer and would not seek additional funding, and as an officer he would have access to the resources of the Brandon Police Department. He noted the difference between a police position and the constable is that the constable can do civil actions. Mr. Jupiter also asked how the constable would differ in terms of liability. Mr. Hopkins advised the constable would operate under the Town's liability. Cecil Reniche-Smith noted any public official who can be sued would have explicit immunity. Mr. Hopkins stated it would be the decision of the Select Board whether a constable is armed or have a uniform with the constable's roles defined. There was no further discussion.

9. Executive Session

An executive session was not required.

10. Adjournment

Motion by Brian Coolidge/Tracy Wyman to adjourn the Select Board meeting at 7:55PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary