

**Brandon Select Board Meeting**  
**August 14, 2023**  
**7:00 p.m.**

The Brandon Select Board will meet Monday, August 14, 2023 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) Select Board Meeting Minutes – July 24, 2023
- 3) Town Manager’s Report
- 4) Rec Director’s Report
- 5) Public Comment and Participation
- 6) Union Street Scope Discussion
- 7) Fiscal
  - a) Warrant FY 2022/2023 – August 13, 2023 - \$975.00
  - b) Warrant FY 2023/2024 – August 14, 2023 - \$663,801.82
- 8) Discussion of Constable Position
- 9) Executive Session

The appointment or employment or evaluation of a public officer or employee, to consider appointment of Constable per 1 V.S.A. § 313(3)(a)(3).
- 10) Adjournment

**Brandon Select Board Meeting**  
**July 24, 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, Cecil Reniche-Smith, Heather Nelson

**Others In Attendance:** Seth Hopkins, Bill Moore, Bernie Carr, Ralph Ethier, Janet Coolidge, Barb White, Tom White, Mike Frankiewicz, Molly Kennedy, Sara Rossigg, Brent Buehler, Dorothea Langevin, Steve Cijka, Stephanie Jerome, Sandy Mayo, Claire Astone, Steven Jupiter, Oscar Gardner, Ben Hsiung

**Others in Attendance via Zoom:** Marielle Blais, Sue Gage, Neil Silins, Jack Schneider

**1. Call to order**

The meeting was called to order by Tracy Wyman - Board Chair at 7:33PM.

**a) Agenda Adoption – Motion** by Cecil Reniche-Smith/Heather Nelson to adopt the agenda. **The motion passed unanimously.**

**2. Approval of Minutes**

**a) Select Board Meeting Minutes – July 10, 2023**

**Motion** by Brian Coolidge/Tim Guiles to approve the minutes of the July 10, 2023 Select Board meeting, as amended. **The motion passed unanimously.**

A correction on Page 4, second full paragraph – sentence regarding budget shortfall - ...there are adjustments that need to be made with some items that will be added to the revenue side to reduce the shortfall.

**3. Town Manager's Report**

Seth Hopkins provided the following report and submitted the report in advance.

***FOCUS AREAS DURING REPORTING PERIOD:***

*"Certainly flood response has occupied the lion's share of staff time across most departments (public works and public safety in particular) since the previous selectboard meeting. I have been updating the selectboard, generally daily, as conditions have warranted. While many, many Brandon residents are breathing a sigh of relief that in general our community was spared the worst impacts of the rainfall, tornado, and resulting wind and flood damage that have prevailed through much of Vermont, a small number of residents have been very seriously impacted. The Town has endeavored to be responsive and helpful. There are three main damage categories:*

*Steep roads in the eastern third of the Town of Brandon: Wagner Road was heavily damaged and repaired; a resident sent a very nice thank you note to the town crew for their hard work. Regrading was required on Birch Hill and North Birch Hill.*

*Flat roads south and west of the village: Lower Carver Street, Union Street, Pearl Street, Short Swamp Road, Long Swamp Road, and Champlain Street were all flooded for several days as the main flow of the Otter Creek reached Brandon. These roads are all surrounded by waterways, swamps, etc., and do not generally suffer structural damage but are unusable while water is high enough to overtop them.*

*Roads in direct alluvial fan path of Neshobe River: One home on North Street has lost land to erosive action of the Neshobe River. A tree large enough to span the full breadth of the river just above the North Street bridge was removed by Tracy and Jonathan Wyman.*

*Newton Road was washed out ... amazingly, TWICE in three days. Extremely heavy flow caused the river to exceed its banks on Friday night. Saturday morning, the Town obtained authorization from state river management official Josh Carvajal to work in the river to remove alluvia (boulders, stones) deposited in this event. The goal was to increase the capacity of the river for water and to protect Town infrastructure (water, wastewater, and roadway) as well as homes and families all along Newton Road. With more heavy rain in the forecast, this was done on Saturday though the emergency efforts of the Town of Brandon crew using Town equipment as well as Mr. Howard Stickney with a huge excavator much better-suited to the requirements of the job. The Town and residents of Newton Road began repairing driveway access to homes. In a stinging rebuke from Mother Nature, a Sunday night downpour washed away basically all the work that the Town and Mr. Stickney had just done on Saturday. Monday the work began again. The residents are all safe and have access to their homes. Power, water, and wastewater are all functional.*

*Our regional partners at Rutland Regional Planning (Maggie O'Brien) and Vermont Emergency Management (Stephanie Smith), as well as our State partners at VTrans (Brian Sanderson) and the Vermont National Guard, have all been exemplary to work with and supportive of our recovery efforts. They have reached out many times and also responded to our outreach to them.*

*Our wastewater treatment facility was accepting ten times its normal flow and more than three times its designed and licensed flow during these heavy rain events. The system was overwhelmed and resulted in three discharges of partially treated effluent in excess of 1M gallons. The wastewater commissioners have this on the agenda for long-range planning but in the immediate and short range, what can be done is being done by our experienced system operators. This situation is occurring in towns and cities all over Vermont, some with far worse long-term prognosis (catastrophic flooding of entire treatment facilities, etc.).*

*The internationally-read Christian Science Monitor had two journalists in Brandon on the 13th and Brandon's successful flood mitigation efforts to protect the downtown were highlighted in a story in the Monitor the following day.*

*<https://www.csmonitor.com/Environment/2023/0714/When-the-floods-surged-a-focus-on-readiness-helped-Vermont>*

*We have filed an insurance claim as the stone chimney cap on the NW chimney of the Town Hall was dislodged in the high wind event (tornado warning) of 13 July. The chimney topper stove in through the slate and roof deck and allowed infiltration of water into the building during accompanying and subsequent rain. The chimney itself has also lost bricks.*

*The National Guard were in Brandon on Wednesday to assess damage and connect Towns to resources.*

*We have met face-to-face and onsite with most Newton Road residents and provided them information about recovering from the damage to their property. Most of them report limited damage to their homes, with outdoor debris, scouring, and so forth being the prevalent impact to their properties. A few property owners have expressed initial interest in the buyout program."*

#### **NON-FLOOD MATTERS:**

*"The wastewater jetter has been paid for and picked up by the successful bidder (\$1,550). The fuel tank has been paid for and picked up by the successful bidder (\$1,250). Both of these amounts will be credited to FY23 revenues (jetter to wastewater revenue in the enterprise budget and fuel tank to police revenue in the operating budget).*

Brandon Select Board Meeting  
July 24, 2023

*The 14 July meeting with the Fire District was cancelled due to flood response; reschedule date to be determined.*

*The Trustees of Public Funds have voted to provide \$10,000 to the Town for mosquito abatement efforts. This will be a FY24 contribution (we had budgeted \$14,000 in FY23 but were not successful in our application at that time; accordingly we budgeted \$0 for FY24 but will now receive \$10,000 in FY24).*

*I have requested an additional extension to our again-current grant for the Conant Square Park & Ride, as the paving contractor who will complete the commercial property redevelopment and our project has suffered flood damage at their headquarters and also redeployed staff to work on restoring roads in harder-hit flooded communities throughout Vermont.*

*A conference call with DuBois & King Engineers on 12 July recommended retaining sidewalks on both sides of Union Street as best practice and not going backward by eliminating an existing sidewalk. Incorporating water and wastewater into the project may be possible; the following is an "order of magnitude" very rough estimate of cost:*

<i>sidewalk and stormwater (current project):</i>	<i>\$709,000 (\$300,000 grant)</i>
<i>add engineering for water &amp; wastewater:</i>	<i>\$60,000</i>
<i>add drinking water (900 feet):</i>	<i>\$400,000</i>
<i>add wastewater (900 feet):</i>	<i>\$400,000</i>
<i>total for reconstruction of infrastructure:</i>	<i>\$1.569M</i>

*Right-of-way needs to clear before requesting funding for any water or wastewater funding. Town attorney is still to advise on right-of-way recommendation from engineers and Town.*

*Two of the four monitoring wells at the closed landfill did test at PFAS levels that exceed the Vermont standard; the recommended course is to conduct two more rounds of PFAS testing before determining whether any remediation is required. Potential downstream receptors are reported to be at a distance and the next monitoring of the landfill wells will indicate whether monitoring off-site will be recommended or required. The full report from the testing will arrive at the town office this week and be provided to the board or any interested member of the public.*

*Police Chief Kachajian is actively pursuing grants for training and equipment purposes.*

#### *RESIDENTS' CONCERNS:*

*Tom Markowski's site visit to the waterfall scheduled for July 10 was rescheduled for July 17 and then cancelled due to flood condition at the falls; reschedule date to be determined.*

*Two glass companies have made site visits to quote replacement of the three oversized plate glass windows on the town office ground level; one other has a site visit planned.*

*Ed Lowell has ordered and will plant replacements for five downtown trees that have failed to thrive.*

#### *STAFFING:*

*Officer Aiden Alnwick has successfully brought K-9 Guinness through training and our police dog is now certified for missing persons searches and narcotics.*

#### *FOR AWARENESS OF THE SELECTBOARD (FUTURE/ LONG-TERM):*

*The Chief of Police advises that two of the cruisers are experiencing age-related problems and are not in service at this time, and a third is ready for warranty work. He has sourced a lease-to-purchase possibility for the Town's next cruiser."*

*ADDITIONAL UPDATES AS OF JULY 24, 2023:*

*"Arnold District Road will be closed (for roadwork to prepare for paving later this season) during the workday Monday, Tuesday, and Wednesday of this week. The road is reopened by 4PM daily.*

*Newton Road remains closed except to residents.*

*Carver Street south of Nickerson Road remains closed until debris can be removed, material brought in and portions of the road graded to address muddy conditions, and the edges of the road stabilized where necessary.*

*FEMA has opened Requests for Public Assistance for declared disaster #DR4720 and I have submitted Brandon's initial request, contemplating Wagner Road, Birch Hill, and North Birch Hill, Neshobe River work, Newton Road, and wastewater treatment impacts.*

*Additional ARPA suggestions from the community received over the weekend are provided separately.*

*Union Street project: Municipal project manager Bill Moore and I met with Brian Bresland and David Conger from DuBois & King regarding inquiries about changing the scope of work there (removal of one sidewalk from the project; incorporation of water and wastewater into the project). Their verbal assessment is mentioned in my regular report but we have received their written recommendation today and are providing that separately.*

*178 people have signed up for the Town's opt-in emergency alert text message system."*

Mr. Hopkins noted people can sign up on a rolling basis for the Opt-in Emergency Alert text message system.

Brian Coolidge requested an update on the property tax delinquencies. Mr. Hopkins reported letters went out and the goal is for taxpayers with payment plans to meet their obligations within one year. The tax sale information is with the Town's attorney and will likely be in September.

Tracy Wyman asked what the next steps are for Newton Road. Mr. Hopkins reported the Town has reached out to the contractors. The National Guard was here and their goal was to connect towns with the State to develop a statewide report. They met with Shawn Erickson and reported back to the state. The State connected the Town with a contractor from Rhode Island, however, it is preferable to work with someone more local, as the houses are still accessible and there can be a detour around the road. Casella, Markowski and Harvey's in Rochester have been contacted, however, all are currently booked.

Claire Astone asked when the last water report was provided noting concern about the drinking water with all the flooding and sewer leakage. Seth Hopkins advised Ray Counter would be the contact person for this question but noted the Town's drinking water well is in a well-protected aquifer zone off Newton Road. Mr. Hopkins will reach out to Ray Counter. Tim Guiles stated there are also Prudential Board meetings that are open to the public on the first Thursday of the month at 6:30PM at the Fire Station. Mr. Moore also noted the Water Reports are

available through the State. Mr. Hopkins advised if Mr. Counter needs to get a boil water notice to people, the text outreach system could be used and a sign would be posted at the Fire Station.

Oscar Gardner thanked Seth Hopkins and Steve Cijka for their expeditious response and decision making as he could only imagine what the damage could have been on Newton Road due to the amount of water. Seth Hopkins noted there was a heavy downpour and the Town contacted River Management and had some boulders removed and a small berm was built. Sunday night more rain did wash away the work that had been done. Mr. Hopkins advised the Newton Road pump station had a pump that failed due to its constant running but is under warranty and will be replaced. This will be addressed as part of the FEMA claim.

Stephane Jerome noted there was a good discussion with the people from the Christian Science Monitor and a good article was published on how Brandon survived. Mr. Hopkins noted the Christian Science Monitor visited Town to discuss the results of the rain. They reviewed pictures of Irene and the culvert and Todd Cooley allowed them in their home. Good information was shared on what the Town has done. The following day was when there was a big impact on Brandon other than the usual flooded roads. It was a good talk; the article was good and they were charmed with Brandon. Representative Jerome stated it was good to recount Hurricane Irene with the Town supporting the bond for the culvert, the community working together for the greater good of the community, and the expertise of the Select Board at that time. It was a good experience on how to account what had been done.

Tim Guiles noted there was information about the Police Chief making plans for a cruiser and he would like to address this prior to making plans to purchase one as there are two levels of discussion in continuing to provide a cruiser to every police officer and to assuring the Chief understands the Green Fleet policy. Seth Hopkins stated the Chief provides the fleet condition when he meets with him. Cecil Reniche-Smith noted EVs are something to look into when researching a cruiser. Brent Buehler asked if this is budgeted and it was noted that a cruiser is not in the current budget.

#### **4. Rec Director's Report**

*"The Brandon Carnival starts on Thursday, July 27<sup>th</sup> @ 5:00 PM. Thanks to sponsors: Rutland Regional Medical Center, The Carter Insurance Agency, Nifty Thrifty, Olivia's CROUTONS, SolarFest, Graph-X, Celebration Rentals, Pockette Pest Control, Wyman's Timber Harvesting & Services, Dundon's.*

*Free Entertainment includes: Wrestling, Brandon Idol Singers, Vermont Trivia Championship, Rock and Roll Art Show, the Aaron Audet Band, Beyond the Barn Petting Zoo, Circus Camp Demo and Performance Arts 4H Show. Miller amusements will provide the rides and midway. Always free to enter and park!*

*We are in the middle of fall planning for the following youth activities:*

*Football (1<sup>st</sup> – 8<sup>th</sup> grades), Soccer (PreK- 6<sup>th</sup>), Cheer (4<sup>th</sup> – 8<sup>th</sup>), First Lego League (6<sup>th</sup> – 8<sup>th</sup>), Disc Golf (1<sup>st</sup> – 6<sup>th</sup>) and Kickball (4<sup>th</sup> – 6<sup>th</sup>). VOLUNTEERS NEEDED! Please reach out with your interest.*

*Table Tennis has moved to Tuesday nights at North Campus gym and is set to resume from a summer break in Mid-August.*

*Pickleball is looking to add another day of the week (stay tuned).*

*Dance Classes for adults will be offered this fall. Includes a West Coast Swing class as well as some traditional dance styles with Miss Michaela.*

*Met with Nic Stark from Rutland Regional Planning Commission regarding the RAMP (regional asset mapping project) grant work that will ultimately see Brandon have a comprehensive events calendar. Brandon's specific site will serve as the template for the other 26 towns that will feed into the master site that highlights the regions recreational assets and events.*

*The pavilion restrooms at Estabrook received a paint job thanks to a youth volunteer.*

*Nate from buildings in grounds, with the help of a Hirability work force training person, has spruced up the red storage building at Estabrook including repairing 2 vandalized windows.*

*Our second week of summer camp at Branbury started today. The "Into the Wild" camp is following the wildly popular "Under The Circus Tent" camp.*

*There are only 5 spots left in our free (Grant funded by FIRStinVT) Robotics camp that starts on July 31<sup>st</sup>. All program information can be accessed at [brandonrec.com](http://brandonrec.com).*

Mr. Moore reported there had been damage to the Town Hall from the storm activity due to a hole in the roof. Mr. Moore noted Dennis Marden did tremendous work to keep it cleaned up and he deserves everyone's praise to assure the building stayed alive.

Mr. Moore was questioned about the establishment of Rec Commissioners. Mr. Moore is looking to establish commissioners with a stipend to be the head person for scheduling certain sports, with the Rec Director still involved. The stipends would be funded through the addition of \$10.00 to the registration fees. Cecil Reniche-Smith asked if there are not enough parents to volunteer for these positions. Mr. Moore advised the Rec Department has many volunteer coaches, but there is an organizational piece that needs to be done. Ms. Reniche-Smith suggested there may be parents who may prefer to volunteer for administrative duties. Mr. Moore noted he leans heavily on volunteers and there are other rec departments that have provided stipends and he would like to consider this type of a program. Brent Buehler stated there was also discussion of surrounding communities assisting and Mr. Moore noted those participants do pay an additional fee. Claire Astone asked how much the Rec Department focuses on older teens and Mr. Moore reported E-sports have been offered but it is difficult to capture the attention of teens without having a space. Ms. Astone suggested a space should be found for this age group and would like to have a discussion with Mr. Moore about this subject. Mr. Moore stated OV is working to have after-school clubs for the students. Tracy Wyman stated at the high school level, sports are taken care of through the school. Bernie Carr noted there had been discussion about whether to have a Rec program and the Town came very close to not having a program. It had been decided to have a 50% rec director and an assistant. Mr. Carr stated he had never seen the scope of recreation available in the past as is now available in this village. Heather Nelson agreed with Mr. Carr noting that there are many activities available for children now and is so different from her generation of parents who grew up in Vermont.

## **5. Public Comment and Participation**

Stephanie Jerome reported she had a conversation with the Governor and Emergency Management. Anyone who has had damage to their property is encouraged to call 211 to report the damage to the State to enable the State to provide this information to FEMA. This week Representative Jerome will be in Montpelier working on the Health Commerce Committee. Currently there are only SBA loans available. There is an extra \$20 million to help businesses recover from this disaster. The Treasurer and Attorney General and all involved with business will come up with a plan to help businesses. Ms. Jerome was also appointed to a committee for rural economic development to bring more ARPA funds to our towns.

Sandy Mayo congratulated the people that got the culvert project completed in Town and noted she has been watching the power of the water. With regard to recreation, Ms. Mayo suggested some kind of bike track. Ms. Mayo expressed concern with the cost of the Library renovation. She is an advocate for libraries and believes in education but with the overbudget of the renovation suggested trying to redo the plan and make it more practical. She stated this is a small town and we need to have our financial belts tightened. Tracy Wyman noted the Select Board does not have control over the Library and turned the floor over to David Roberts. Mr. Roberts encouraged Ms. Mayo to attend a Library Board meeting to discuss the challenges they have faced and overcame.

Sue Gage reported she is participating with other town clerks in the Dragon Boat Festival on August 6<sup>th</sup>. Dragon Heart Vermont is a good cause and donates thousands of dollars annually to cancer survivors.

## 6. Appoint Moderator of the Town of Brandon

Seth Hopkins noted he had submitted reasons why the Select Board may want a moderator for the Town and asked the Board to consider Bill Moore. Brent Buehler noted Mr. Moore has done a great job as moderator but asked if the position had been advertised and Mr. Hopkins noted there had been an election and Mr. Moore received the most votes.

**Motion** by Brian Coolidge/Cecil Reniche-Smith to appoint Bill Moore as Town Moderator for a term ending after Town Meeting 2024. **The motion passed unanimously.**

## 7. MPM Resolution – Forest Dale – Brandon Scoping Study

Seth Hopkins reported this study is for the Forest Dale connector path. Bill Moore advised the RRPC is willing to do the Forest Dale/Brandon scoping study and the funds are built into the budget of the scoping study. Mr. Moore thinks it would help with the process and is someone who does these studies for a living. Mr. Hopkins noted the RRPC has a regional multi-town approach as all towns do not have attorneys, engineers, and planners. They are a not-for-profit enterprise and provide good advice and are a good model for Brandon.

**Motion** by Cecil Reniche-Smith/Tim Guiles to appoint Steffanie Bourque of the Rutland Regional Planning Commission as the MPM for the project. **The motion passed unanimously.**

## 8. Library Grant Resolution

Seth Hopkins reported the grant resolution is the next step in the \$100,000 ARPA funds the Board approved for the Library. The Select Board had awarded \$100,000 of the ARAP funds to the Library that will be used as a match for a Community Development Block Grant.

David Roberts reported Naylor and Breen began construction today. There was a delay due to the asbestos removal and the change in the sprinkler layout. Historic Preservation did not like the layout and a change has been made and they have now given the go-ahead. The Certificate of Occupancy is scheduled for 2/28/24, which is a good target date. All of the old shelving is going to be repurposed and it will take a couple of months to move in. Senator Welch spoke with Molly Kennedy and reported the Senate has approved a million-dollar grant; however, the House will still need to vote on the federal budget during the November-February timeframe. If approved, it would fund Phase 3 of the project that would include the attic, restoration of the front and some random items. Mr. Roberts noted the Town has invested heavily in this community, starting with the culvert, the Segment 6 project and the Library is part of this. There are teen groups and senior outreach that the Library does. The door count is about 50,000 people per year and the staff is busy working hard for this community. It is anticipated the Library will be in the new space in May 2024. Claire Astone noted she has been there many times and watched them care of children and adults and she thinks they do a phenomenal job of being the heart of this Town. Heather stated a lot of the friends that her children have are people that she meets at the Library and agreed with Ms. Astone that it is a safe space for some and for young families it is a place to make connections.

**Motion** by Tim Guiles/Cecil Reniche-Smith to sign the Library grant resolution. **The motion passed unanimously.**

## 9. Consider Working Group for Personnel Policy Revisions

Seth Hopkins stated there is a potential personnel policy revision and the Select Board should be drafting the policies. Mr. Hopkins recommended the Board consider appointing a two-person working group with his assistance.

Cecil Reniche-Smith and Tim Guiles volunteered to be on the working group. Ms. Reniche-Smith noted she has experience with explaining personnel policies. Mr. Hopkins advised the Town's practice is to take a VLCT model policy that would not require involvement by the Town's attorney. The existing policy is a 2019 VLCT policy that had been tweaked. There was nothing in the policy that was discarded and he anticipates it would be the same process the working group would start from.



**Motion** by Brian Coolidge/Heather Nelson to appoint Cecil Reniche-Smith and Tim Guiles to a Personnel Policy Working Group to work on revisions with assistance from the Town Manager. **The motion passed unanimously.**

## **10. Discuss ARPA Suggestions from Community**

### ***a) Presentation by Brandon Essential Cares***

Reverend Sarah Rossigg of the Brandon Congregational Church and Barb White were present to discuss the Brandon Essential Cares network. The Rutland County Free Clinic started the clinic two years ago to offer essential care to Brandon area residents. This is not a certified organization but an informal network that seeks to support the health and welfare of those underserved or isolated in the Brandon area. The goals are to increase awareness of community resources available, to help to connect families to existing resources, to connect those who want to help, and to use the awareness of where there are gaps to seek partners to fill those gaps. This group's meetings are once a month and there are opportunities for strengthening residents both economically and socially. For possible usage of ARPA funds, there is the idea of the formation of a community development corporation (CDC), a 501C3 corporation, for economic, social, and educational opportunities. Reverend Rossigg was not aware if there is a structure in Town that functions the way CDCs function. If this idea is one to be considered, it was suggested the building at 25 Rossiter Street would be a good location. Their group visited the site and there are possibilities that exist with this building. Barb White reported their group has talked with the Senior Center, the Parent Child Center and most recently with the owner of the Brandon Motor Lodge and noted there are questions whether people are able to access the help that is needed. She views 25 Rossiter Street as a place for a parent's day out and as there are good spaces for children and there could possibly be tutoring, a drop-in day care, and parenting classes. Ms. White stated there are some children and parents that could use the Town's support. Another item discussed was the loss of the laundromat and this building could support a couple of washers and dryers as well. The kitchen could be used to cook meals for an extended community and there could also be an exercise space. The 3-bay garage could potentially be used to allow people in the community to use the space for repairs or to teach. They are still networking and it would be good to have a place to connect on a low-key level and a CDC would be their request for ARPA funds. Reverend Rossigg stated a CDC would be their ask for some of the ARPA funds and thanked the Board for their willingness to allow them to provide a presentation.

### ***b) Collated Suggestions***

Tracy Wyman advised the Town Manager has provided the Select Board with suggestions that the Board will be reviewing and discussing at a subsequent meeting.

Sandy Mayo asked if Brandon Essential Cares operates as a non-profit organization. Sarah Rossigg reported it is a 501C3 and is non-profit but their church does not have the capacity to do a number of the suggestions. This would offer structure that the Town might welcome to develop some of these endeavors and also serve as a structure for available grant funding that would not be available as a church. Ms. Mayo asked if it would be like a crisis center and Ms. Rossigg noted it would be more of a community center. It would be for social, economic, wellness and a lot of different programs. Ms. White would like to determine need gaps in the community and noted that 25 Rossiter Street is a great property. Cecil Reniche-Smith stated a CDC should definitely be done to enable applying for grants and loans, but these are separate from municipalities and she is not sure what type of assistance the Town could offer.

## **11. Fiscal**

***a) Warrant – July 23, 2023 – FY 2022/2023 - \$182,355.87***

***b) Warrant – July 24, 2023 – FY 2023/2024 - \$125,393.31***

**Motion** by Tim Guiles/Cecil Reniche-Smith to approve the warrant of July 23, 2023, in the amount of \$182,355.87. **The motion passed with one no – Brian Coolidge.**

Brian Coolidge questioned the warrant for a cross pen. Seth Hopkins reported it has been customary to provide this to newly hired officers to the Police Department. Mr. Coolidge thought the Town needs to reduce its spending and suggested eliminating this custom. Mr. Hopkins will advise the Police Chief. Brent Buehler asked when the sewer project is starting up

again as there are interest payments relating to this project. Mr. Hopkins advised this warrant is for a large piece of equipment that is to be installed. The project is supposed to start mid-August as the project was suspended due to a supply chain issue and the Town is taking delivery of equipment that will be used.

**Motion** by Cecil Reniche-Smith/Heather Nelson to approve the warrant of July 24, 2023, in the amount of \$125,393.31. **The motion passed unanimously.**

Tim Guiles questioned the warrant for the 4 Pittsford officers for the July 4<sup>th</sup> event. It was noted the officers assisted with crowd control. Bill Moore stated last year the Town hired flaggers and this is a decrease from last year. The personnel were needed for safety.

**The Board recessed the meeting at 9:05PM.**

**Motion** by Brian Coolidge/Cecil Reniche-Smith to enter into executive session at 9:11PM regarding the appointment or employment or evaluation of a public officer or employee, to include the Town Manager, per 1V.S.A. 313(3)(a)(3). **The motion passed unanimously.**

## **12. Executive Session**

The Board came out of executive session at 10:01PM. There were no actions required.

## **13. Adjournment**

**Motion** by Brian Coolidge/Tim Guiles to adjourn the Select Board meeting at 10:01PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary



FOR AWARENESS OF THE COMMUNITY

The Brandon Highway Department may **close** the portion of **Arnold District Road** from Hollow Rd and Adams Rd north to the Leicester town line for all or a portion of the following workdays:

- Monday through Thursday, 14 - 17 August

in preparation for paving later this season. Access to Park Village will remain unrestricted. This has been announced on the Town website and Front Porch Forum (10 August), and the School District, Fire, Police, and Rescue have been re-notified. Signage will be posted.

**Newton Road** remains closed except to Newton Road residents.

FOLLOW-UP ITEM FROM PREVIOUS BOARD MEETING(S)

1 Delinquent taxes & tax sale:

PROPERTY TAX	May 2023 (Town's warning letter):	139 properties	\$532,729
	Aug 2023 (this report):	72 properties	\$427,801
WATER & WW	May 2023 (Town's warning letter):	108 properties	\$345,372
	Aug 2023 (this report):	142 properties	\$434,844

New/revised information: Jackie Savela will provide the list to the town attorney following August interest posting and issuance of 30-day notices to taxpayers; the paralegal at the town attorney's office will conduct deed research following that, which puts the tax sale in the Winter.

FOCUS AREAS DURING REPORTING PERIOD

I had an in-person meeting on 25 July with Josh Kerlin from FEMA regarding the Town's flood impacts and potential resources to address them. I have received separate confirmation from Kim Canarecci and the FEMA Public Assistance Recovery Team that our application for public assistance funding is preliminarily eligible and pending assignment by FEMA of a public assistance program delivery manager ("PDMG").

A request for proposals informed by knowledgeable professionals for the Newton Road flood repair has been posted on the town website, the State of Vermont bids site, VLCT, and sent to area contractors who have bid Town jobs in recent years. Bids are due immediately prior to the next (28 Aug) selectboard meeting in anticipation that the selectboard may be in a position to award the bid at that meeting.

Bill Moore and I met at the flood bench with Josh Carvajal, the State of Vermont river management engineer, on Thursday 10 August. The key takeaway is that while a constructed-above-grade berm is not authorized to protect Newton Road and related infrastructure, an excavated-below-grade swale would be. The river management engineer will assist us with design and the work made part of the overall Newton Road rehabilitation.

The Town crew has been attentive to threats to Town infrastructure posed by large natural debris (tree trunks, etc.) at various points in the Neshobe River. Where large natural debris is not a threat to Town infrastructure, it is being left in place in accord with State of Vermont directives.

We have reached out to three chimney companies and a masonry company regarding rebuilding-above-roofline of the NW chimney on the Town Hall. Two have declined based on scope of work required and two will inspect and desire to quote the work. This is an insurance claim resulting from a high wind event.

JPCarrara was very responsive to the Town's request for concrete to fill a significant void that developed under the sidewalk in Kennedy Park during the prolonged rain events and related high flows in the river. The void was filled from the north using a boom arching across the Neshobe.

Two Forest Dale homeowners have begun the exploratory phase of the buyout process with the Town. We are working with the State of Vermont's Flood Resilient Communities Fund, which is unsurprisingly overwhelmed with interest up and down Vermont right now but still finds the time to be helpful and responsive to our applications.

#### NON-FLOOD MATTERS

Our Conant Square park & ride grant has been extended through 30 September by our State partners at the Agency of Commerce and Community Development. The new timeline for the combined paving job with the privately redeveloping parcel (Dunkin') is by 1 September.

The executive summary of the landfill monitoring report is attached for the consideration of the selectboard. Continued monitoring for PFAS is recommended. I have posted the full 59-page report to the Reports page of the Town website for the awareness of the public.

I met with two selectboard members and Claire Astone regarding BRAVO matters; the board will be looking at revising the BRAVO by-laws and appointments process among other aspects.

I met with the Brandon energy committee chair more than once and met with him and a landowner who may be a prospect for hosting a solar array in which the Town could participate in some manner determined by the selectboard (ownership, partial ownership with the fire district and/or school district, off-taking, etc.). This is in early stages.

I attended the Rutland County town managers' meeting on 27 July which was exceedingly worthwhile.

I met with several Brandon property owners regarding economic development possibilities.

#### RESIDENTS' CONCERNS

Quite a few: addressed with site visits, policy consultations, and town staff response as needed.

#### STAFFING

Nothing of note to report.

Respectfully submitted,

*Seth M. Hopkins.*

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**Brandon Landfill  
31 Corona Street  
Brandon, Vermont**

VT DEC Project# RU97-0128  
Solid Waste Facility ID# RU080  
KAS Job# 609210052

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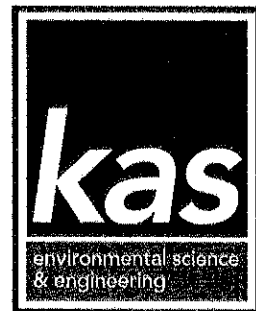
**SPRING 2023 SEMI-ANNUAL WATER QUALITY MONITORING  
REPORT**

July 25, 2023

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Prepared for:

Town of Brandon  
49 Center Street  
Brandon, VT 05733



589 Avenue D, Suite 10  
PO Box 787  
Williston, VT 05495

[www.kas-consulting.com](http://www.kas-consulting.com)

802 383.0486 p  
802 383.0490 f



## **Introduction**

KAS, Inc. (KAS) conducted a semi-annual water quality monitoring event on May 22, 2023 at the Brandon Landfill (Site Location Map and Site Map in Appendix A). The spring 2023 groundwater monitoring was conducted in accordance with the current landfill post-closure certification. In addition, as requested by the Vermont Department of Environmental Conservation (VT DEC), the monitoring wells were tested for per-and polyfluoroalkyl substances (PFAS), an emerging group of contaminants, that have been frequently found in landfill leachate.

## **Background**

The 5-acre facility operated as a landfill from 1940 until its closure in 1992, and currently operates as a transfer station. Post-closure groundwater monitoring has been conducted consistently since 2016, although select wells have not been sampled for various reasons (i.e., dry, inaccessible, etc.). Manganese, arsenic, and lead remain at levels above Vermont Groundwater Enforceable Standard (VGES). Other metals that have infrequently exceeded VGES in the past include cadmium and nickel. Volatile organic compounds (VOCs) have generally remained below VGES, with the exception of naphthalene, which was found to be slightly above VGES in June 2022. May 2023 was the first time groundwater was tested for PFAS.

PFAS compounds subject to regulation in Vermont include perfluorooctanoic acid (PFOA), perfluorooctanesulfonic acid (PFOS), perfluorohexanesulfonic acid (PFHxS), perfluoroheptanoic acid (PFHpA), and perfluorononanoic acid (PFNA). The VGES for PFAS is 20 nanograms per liter (ng/L) for the sum of the five regulated PFAS. There are numerous other PFAS compounds that are not regulated in Vermont, some of which are considered replacements for PFAS that have been historically phased out of production and use.

Groundwater is presumed to flow in a south-southwesterly direction, towards Otter Creek, based on the topography of the area and based on the data collected to date. The current monitoring well network consists of four (4) wells: MW-1 (upgradient), MW-3 (cross-gradient), and MW-2C and MW-5 (both of which are downgradient).

## **Groundwater Sampling & Results**

### *Field measurements*

At the time of sample collection, groundwater was field analyzed for temperature, pH, and specific conductance using a properly calibrated YSI® meter. The depth to water was gauged using a Geotech™ water level indicator. Field measurement data is tabulated in Appendix B.

### *Laboratory Results*

A groundwater sample was collected from all monitoring wells (MW-1, MW-2C, MW-3, and MW-5). Low-flow groundwater purging and sampling techniques were used at MW-2C and MW-5; however, at MW-2C purging until stabilization was not conducted due to a low water column. At MW-3 and MW-5, the sample was collected via bailer due to the depth of water exceeding the capacity of the peristaltic pump (e.g., >30 feet below top of casing). The groundwater samples were analyzed for:

- Total metals (e.g., arsenic, cadmium, chromium, copper, lead, iron, manganese, mercury, nickel, sodium, and zinc) via EPA Method 6010/6020;
- Chemical oxygen demand (COD) via Method 410.4;



- Chloride via Method 300.0;
- VOCs via EPA Method 8260C; and,
- PFAS via isotope dilution.

At MW-2C, MW-3 and MW-5, manganese concentrations were above VGES (0.3 mg/L), with the highest level being at MW-5 (2.1 mg/L). At MW-3, the lead concentration of 0.0151 mg/L was slightly above VGES (0.015 mg/L). No VOCs were detected above laboratory method detection limits in the samples collected, except for diethyl ether at MW-2C, for which there is no groundwater quality standard. Total regulated PFAS exceeded VGES (20 ng/L) at MW-2C and MW-5, with the highest level being at MW-2C (305.7 ng/L). Current and historical analytical data are provided in tables and graphs in Appendix B. A copy of the laboratory reports is provided in Appendix C.

#### *Quality Assurance/Quality Control*

Quality assurance and quality control (QA/QC) samples included a duplicate sample that was analyzed for VOCs, metals, chloride, and COD. The results of the laboratory analysis of the duplicate sample were analyzed using a relative percent difference (RPD) analysis. The RPD is defined as 100 times the difference in reported concentration between sample and duplicate, divided by the mean of the two samples. A small RPD indicates good correlation between sample and duplicate. The absolute RPD values ranged between 1.9 and 15.8%, which good correlation/precision based on an EPA Region 1 guideline value of 30%.

A QA/QC sample also included a trip blank for VOC analysis. No VOC were detected in the trip blank, which indicates that potential contamination from transit, sample bottles, or laboratory conditions was not a concern.

For PFAS analysis, a QA/QC sample included an equipment rinsate blank (ERB) sample. No PFAS was detected in the ERB sample, which indicates that there was no cross contamination of PFAS from the sampler, equipment, field conditions, and/or laboratory conditions.

#### **Trends**

Additional field measurement data is needed to establish long-term trends.

Overall, metal concentrations appear to have decreased from their respective historical peaks. The exception is manganese, the levels of which continue to widely fluctuate. In general, sodium, chloride, and COD also continue to fluctuate. Trends/graphs are provided in Appendix B.

#### **Recommendation**

KAS recommends that groundwater monitoring continue in accordance with Brandon Solid Waste Facility Certification – Monitoring Requirements (7), with the next monitoring event to occur in October 2023. PFAS sampling and analysis should also continue at all monitoring wells.

At this time, it is unknown if PFAS has impacted the deeper aquifer. In general, the surrounding residential area is served by municipal water. As shown on the Site Map (Appendix A), there are no private water supply wells downgradient from the landfill in the nearby vicinity. The nearest cross-gradient supply well is approximately 0.16 miles to the west. Therefore, based on the distances and locations, the risk of PFAS contamination in the supply wells is considered low at this time; however, sampling and analysis would be required to fully rule out the risk.



TOWN of  
**BRANDON**  
VERMONT  
**RECREATION**

August 14, 2023

2 Events at Estabrook as a part of our “at least one big event a month” push for activities in Brandon. – August 19<sup>th</sup> “For the Luv of Dogs Car Show (And Cats too) – 12 – 5 pm at Estabrook. A Car show to benefit the Rutland County Humane Society. Free admission, trophies to the judge winners.

August 20<sup>th</sup> – Slide Out of Summer – A collaboration with the Brandon Area Toy Project – this fun and free event is the last hurrah for kids before school starts with bounce castle, slip and slide, kids karaoke and more. Starts at high noon.

The NYC Bus trip is BACK. At 5:00am on December 9<sup>th</sup>, the B-rec Big-Apple annual pilgrimage with assistant to the rec director Colleen Wright as tour bus wrangler departs Otter Valley’s parking lot. Tickets for this supremely popular event go on sale at 9:00 am on Monday, August 14<sup>th</sup>. This bus always fills fast.

Thank you to OV varsity coaches and players for running the Pre-season Football camp. 12 campers registered and, despite the rain, had a blast!

Regarding the Carnival: Despite the rain virtually eliminating our Saturday (rides shut down at 3:30, food vending at 7:30) Miller Amusements was happy with our turnout and plans on returning for next year. Sunday was so busy, we had to provide an alternative parking solution. Colleen and I would like to send special thanks (outside of the vendors) to Patty Moore, Dallas Ladd, Jeff Ladd, Renee Ladd, Sue Danforth, Brittany Danforth for their dedication throughout the 4 day event.

Archery with Melinda Hardt is back on Mondays at Estabrook. Ages 8 and up will practice their skills from 4-5 pm starting on September 11<sup>th</sup>.

Our winter planning for the Town Hall Space has started. We are planning around the floor work scheduled for December early January. Stay tuned!

Respectfully submitted,

Bill Moore



From the 24 July town manager's report to the selectboard:

"A conference call with DuBois & King Engineers on 12 July recommended retaining sidewalks on both sides of Union Street as best practice and not going backward by eliminating an existing sidewalk. Incorporating water and wastewater into the project may be possible; the following is an "order of magnitude" very rough estimate of cost:

sidewalk and stormwater (current project):	\$709,000 (\$300,000 grant)
add engineering for water & wastewater:	\$60,000
add drinking water (900 feet):	\$400,000
add wastewater (900 feet):	\$400,000
total for reconstruction of infrastructure:	\$1.569M

Right-of-way needs to clear before requesting funding for any water or wastewater funding.

Town attorney is still to advise on right-of-way recommendation from engineers and Town."

Update 11 Aug: None of the above information has changed since the 24 July report. The town management team would be interested in direction from the board as to the scope of the work. If drinking water were added into the project, Brandon Fire District No. 1 would participate and Drinking Water State Revolving Fund (DWSRF) money would be pursued. If wastewater were added into the project, Clean Water State Revolving Loan Fund (CWSRF) money would be pursued. USDA grants may be possible. All of these would involve a Town match (ranging from 20% to 50%) and/or issuance of Town indebtedness.

The engineers have further advised:

-Upgrading of the two sidewalks segments along this section of Union Street is recommended to maintain walkability to the downtown from the primary residential neighborhood of Union Street. The loss of one side would leave pedestrians crossing mid-block to use the new sidewalk or walking along the roadway.

-The Town can apply for additional grant funding at a later date to fill the gap in remaining construction costs.

-The current project has volume discounts with unit pricing. Separation of the projects into two likely would have increased construction mobilization costs.

Bill Moore is the municipal project manager for the Union Street project.

08/11/23  
11:49 am

TOWN OF BRANDON Accounts Payable  
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All Invoices For Check Acct 01(10 General Fund) 08/13/23 To 08/13/23

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Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100451	07/25/23	industrial bacteria 5RR1127	20-5-55-50150 Sodium Aluminate	975.00	52713	07/26/23
Report Total				975.00		

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 \$ \*\*\*\*\*975.00  
Let this be your order for the payments of these amounts.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FY 22 / 23

08/11/23  
11:48 am

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63680 Current FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 08/14/23 To 08/14/23

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Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
301024	07/12/23	shirts 28876	10-5-14-30120 Professional Supplies	711.95	52716	08/14/23
301024	07/28/23	vest 29453	10-5-14-10320 Clothing Allowance	151.99	52716	08/14/23
301024	07/31/23	credit for returned item CREDIT 92661	10-5-14-30120 Professional Supplies	-139.99	52716	08/14/23
100406	07/31/23	ads- Davenport Fest 7/31/23	10-5-18-10330 Advertising/Recruitment	150.00	52717	08/14/23
200263	08/01/23	WWTF Step III 81471	40-5-20-20120 Engineering	4335.96	52718	08/14/23
100015	07/31/23	chlorine 11250420001	20-5-55-50120 Sodium Hypochorite	1395.00	52719	08/14/23
100015	07/27/23	chlorine 11450141201	20-5-55-50120 Sodium Hypochorite	2475.00	52719	08/14/23
311089	08/07/23	reimb K-9 membership 08/07/23	10-5-14-10330 Dues & Subscriptions	40.00	52720	08/14/23
311028	07/26/23	appropriation AUG 2023	10-5-25-70170 American Legion Post #55	6250.00	52721	08/14/23
310590	07/31/23	july windows 7536	10-5-22-43100 Town Office	60.00	52722	08/14/23
310075	07/18/23	nightsticks SI-80808307	10-5-14-30120 Professional Supplies	789.84	52723	08/14/23
310075	07/18/23	guns SI-80808333	10-5-14-30120 Professional Supplies	959.31	52723	08/14/23
310833	08/04/23	cartridge battery pack INUS176836	10-5-14-30120 Professional Supplies	288.00	52724	08/14/23
101075	08/10/23	refund - swimming lessons 822515	10-5-18-30000 Swim Lesson Expense	52.00	52725	08/14/23
101072	07/08/23	bounce house/slide combo 07/08/23	10-5-18-60170 EV Festival Expenses	370.00	52726	08/14/23
310768	08/02/23	roof repair @ Town Hall 3582	10-5-22-43150 Town Hall Repair/Maint.	4980.99	52727	08/14/23
100190	07/18/23	shirt 329-1328	20-5-55-10320 Clothing Allowance	24.99	52728	08/14/23
100190	07/28/23	shorts 329-2272	10-5-15-10320 Clothing Allowance	39.99	52728	08/14/23
100245	07/26/23	appropriation AUG 2023	10-5-25-70140 Chamber of Commerce	250.00	52729	08/14/23
100305	07/26/23	appropriation AUG 2023	10-5-25-70130 Brandon Rescue Squad	7000.00	52730	08/14/23
100255	08/01/23	July portion of payments 7/31/23	90-5-15-90600 Paid To BFD No 1	117945.59	52731	08/14/23
100255	07/26/23	appropriation AUG 2023	10-2-00-02136 Fire District Payable	82312.50	52732	08/14/23
100275	08/07/23	ARPA funds 44967	25-5-50-01000 Brandon Free Public Libra	100000.00	52733	08/14/23
100275	07/26/23	appropriation AUG 2023	10-5-25-70470 Brandon Library	7666.67	52734	08/14/23
100625	07/26/23	appropriation AUG 2023	10-5-25-70110 BIDCC -4th of July Com.	1750.00	52735	08/14/23

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63680 Current FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 08/14/23 To 08/14/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100280	BRANDON LUMBER & MILLWORK	07/18/23 sakrete concrete 993899/3	10-5-22-43160 Parks Maint.	31.96	52736	08/14/23
100280	BRANDON LUMBER & MILLWORK	07/20/23 paint/painting supplies 994191/3	10-5-22-43160 Parks Maint.	88.35	52736	08/14/23
100280	BRANDON LUMBER & MILLWORK	07/22/23 hose and parts 994546/3	20-5-55-51230 Outside Equip. - Pump St.	19.60	52736	08/14/23
100280	BRANDON LUMBER & MILLWORK	07/25/23 paint, paint brushes 994998/3	10-5-22-43160 Parks Maint.	77.16	52736	08/14/23
100280	BRANDON LUMBER & MILLWORK	07/27/23 fasteners, cable ties 995406/3	10-5-18-20600 Equipment /Supplies	27.68	52736	08/14/23
100280	BRANDON LUMBER & MILLWORK	07/28/23 insect spray, anchors 995526/3	10-5-18-30070 Little League Expenses	41.52	52736	08/14/23
100280	BRANDON LUMBER & MILLWORK	07/28/23 shim shingles 995581/3	10-5-18-61050 Brandon Carnival	19.95	52736	08/14/23
100280	BRANDON LUMBER & MILLWORK	07/29/23 twine, trash bags 995697/3	10-5-18-61050 Brandon Carnival	68.96	52736	08/14/23
100280	BRANDON LUMBER & MILLWORK	07/31/23 stainless steel clamp 996099/3	10-5-22-43080 Highway Bldg Maint	8.59	52736	08/14/23
100280	BRANDON LUMBER & MILLWORK	08/01/23 vinegar 996159/3	10-5-22-43160 Parks Maint.	63.98	52736	08/14/23
100280	BRANDON LUMBER & MILLWORK	08/01/23 vinegar 996184/3	10-5-22-43160 Parks Maint.	63.98	52736	08/14/23
100280	BRANDON LUMBER & MILLWORK	08/07/23 concrete screws 997030/3	10-5-22-43160 Parks Maint.	51.98	52736	08/14/23
100310	BRANDON SENIOR CITIZENS C	07/26/23 appropriation AUG 2023	10-5-25-70480 Senior Citizen Center	1125.00	52738	08/14/23
101076	BRESETTE, CATHERINE	08/10/23 refund - swimming lessons 822488	10-5-18-30000 Swim Lesson Expense	45.00	52739	08/14/23
100462	CASELLA WASTE MANAGEMENT	08/01/23 July trucking of sludge 2892865	20-5-55-50170 Trucking	1980.00	52740	08/14/23
301503	CHAMPLAIN VALLEY FUELS	07/24/23 diesel fuel 618405	10-5-15-41130 Fuel - Vehicles HW	1375.31	52741	08/14/23
301503	CHAMPLAIN VALLEY FUELS	07/25/23 diesel fuel 626065	10-5-15-41130 Fuel - Vehicles HW	630.29	52741	08/14/23
301503	CHAMPLAIN VALLEY FUELS	08/03/23 DIESEL FUEL 626862	10-5-15-41130 Fuel - Vehicles HW	1021.74	52741	08/14/23
100411	CIJKA, STEPHEN J	07/22/23 reimburse for log roller 07/22/23	20-5-55-41110 New Equipment-Misc Tools	135.37	52742	08/14/23
101077	CLARK, KRISTEN	08/10/23 refund - swimming lessons 822517	10-5-18-30000 Swim Lesson Expense	45.00	52743	08/14/23
101077	CLARK, KRISTEN	08/10/23 refund - swimming lessons 822518	10-5-18-30000 Swim Lesson Expense	90.00	52743	08/14/23
310097	COMCAST	08/02/23 service: 08/09 - 09/08 EST 08/02/23	10-5-18-42100 Recreation Telephone	141.34	52744	08/14/23
310097	COMCAST	07/27/23 service: 08/04 - 09/03 PD 07/27/23	10-5-14-42100 PD Telephone Service	434.48	52745	08/14/23
310097	COMCAST	07/27/23 service: 08/04 - 09/03 WO 07/27/23	10-5-10-42100 Telephone Exp. Admin.	623.95	52746	08/14/23
310097	COMCAST	07/21/23 service: 07/28 - 08/27 WW07/21/23	20-5-55-42100 Wastewater Telephone	204.35	52747	08/14/23

08/11/23  
11:48 am

TOWN OF BRANDON Accounts Payable  
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Jacolyn

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
310037	08/06/23	service: Jul 06 to Aug 05 HWY 08/06/23	10-5-15-42100 HW Telephone	130.77	52748	08/14/23
310037	07/18/23	service: Jul 18 to Aug 17 TH 07/18/23	10-5-22-43150 Town Hall Repair/Maint.	83.45	52748	08/14/23
301148	07/10/23	diesel exhaust fluid X12202052801	10-5-15-41160 HW Maint. Supplies-Vehicl	233.75	52749	08/14/23
310177	07/26/23	aug host fee 154261	10-5-13-30123 Records Preservation	295.00	52750	08/14/23
100470	07/28/23	mower deck belt 0069558	10-5-22-43120 Municipal Mowing-maint	150.99	52751	08/14/23
310927	08/07/23	heat pump maintenance 275288	10-5-22-43100 Town Office	1306.62	52752	08/14/23
310733	08/01/23	July dumpster service JULY 2023	20-5-55-50160 Sludge Disposal	450.00	52753	08/14/23
101078	08/10/23	refund - swimming lessons 822519	10-5-18-30000 Swim Lesson Expense	45.00	52754	08/14/23
100456	08/08/23	Union St Design PR #12 823015	46-5-21-20120 Union Sidewalk Engineer	1280.64	52755	08/14/23
300466	07/19/23	portable toilet fees 81806	10-5-18-60100 Seminary Hill	130.00	52756	08/14/23
300466	07/19/23	portable toilet fees 81806	10-5-18-43130 Estabrook	130.00	52756	08/14/23
300466	08/01/23	portable toilet fee 82192	10-5-18-30070 Little League Expenses	135.00	52756	08/14/23
300466	08/01/23	portable toilet fees 82193	10-5-18-61050 Brandon Carnival	1550.00	52756	08/14/23
100494	07/21/23	testing 454727	20-5-55-22120 Testing	25.00	52757	08/14/23
100494	07/26/23	testing 455145	20-5-55-22120 Testing	155.00	52757	08/14/23
100494	07/28/23	testing 455487	20-5-55-22120 Testing	45.00	52757	08/14/23
300187	07/15/23	gravel & crushed stone 233428	56-5-10-50100 Arnold Dist Rd - paving	21767.89	52758	08/14/23
300187	07/22/23	plant mix, dolomite 233473	56-5-10-50100 Arnold Dist Rd - paving	5209.88	52758	08/14/23
310212	07/31/23	clerks annual meeting AUG 2023	10-5-13-10310 Travel & Expenses	70.49	52759	08/14/23
100650	07/07/23	baton 025003419	10-5-14-30120 Professional Supplies	207.69	52760	08/14/23
100650	07/18/23	duty belts 025098200	10-5-14-30120 Professional Supplies	190.19	52760	08/14/23
100650	07/31/23	baton holder 025228779	10-5-14-30120 Professional Supplies	51.94	52760	08/14/23
311156	08/04/23	changed bottom seal 08/04/23	10-5-22-43090 PD Bldg Maint.	185.00	52761	08/14/23
311128	07/17/23	diesel fuel additive 201103	10-5-15-41160 HW Maint. Supplies-Vehicl	42.60	52762	08/14/23
311128	07/19/23	battery, starter lug 201244	10-5-15-41160 HW Maint. Supplies-Vehicl	398.97	52762	08/14/23

TOWN OF BRANDON Accounts Payable  
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All Invoices For Check Acct 01(10 General Fund) 08/14/23 To 08/14/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
311128	07/19/23	core deposit 201245	10-5-15-41160 HW Maint. Supplies-Vehicl	-54.00	52762	08/14/23
311128	07/19/23	cables, circuit breaker 201250	10-5-15-41160 HW Maint. Supplies-Vehicl	13.48	52762	08/14/23
311128	08/02/23	battery for jetter 201840	20-5-55-41180 Maintenance-Vehicles	166.99	52762	08/14/23
311128	08/03/23	cleaner, connectors, box 201935	10-5-15-41160 HW Maint. Supplies-Vehicl	36.46	52762	08/14/23
311128	08/03/23	welding wire 201947	10-5-15-41160 HW Maint. Supplies-Vehicl	41.98	52762	08/14/23
310233	08/03/23	7 Conant Sq lighting 08/23 047828	10-5-22-42130 Bldgs & Grounds Electric	38.40	52763	08/14/23
310233	08/03/23	Newton Rd pump station 08/23 089202	20-5-55-42130 Electric	595.06	52763	08/14/23
310233	08/04/23	Central Park lights 08/23 170028	10-5-22-42130 Bldgs & Grounds Electric	586.81	52763	08/14/23
310233	08/04/23	Estabrook Park 08/23 240302	10-5-22-42130 Bldgs & Grounds Electric	89.97	52763	08/14/23
310233	08/04/23	WWTP 08/23 260302	20-5-55-42130 Electric	430.89	52763	08/14/23
310233	08/04/23	Carver St pump station 08/23 290502	20-5-55-42130 Electric	54.19	52763	08/14/23
310233	08/04/23	Green Park 08/23 317702	10-5-22-42130 Bldgs & Grounds Electric	23.20	52763	08/14/23
310233	08/04/23	Country Club pump station 08/23 338602	20-5-55-42130 Electric	32.43	52763	08/14/23
310233	08/03/23	7 Conant Sq car chargers 08/23 339840	10-5-22-42500 Electric EV Car Stations	161.14	52763	08/14/23
310233	08/04/23	Town Hall 08/23 451302	10-5-22-42130 Bldgs & Grounds Electric	327.61	52763	08/14/23
310233	08/04/23	Brookdale pump station 08/23 467702	20-5-55-42130 Electric	30.47	52763	08/14/23
310233	08/03/23	Crescent Park 08/23 737937	10-5-22-42130 Bldgs & Grounds Electric	212.21	52763	08/14/23
310233	08/03/23	Police Station 08/23 822212	10-5-22-42130 Bldgs & Grounds Electric	217.67	52763	08/14/23
310233	08/04/23	street lights 08/23 851302	10-5-22-42130 Bldgs & Grounds Electric	2903.49	52763	08/14/23
310233	08/04/23	WWTP security light 08/23 860302	20-5-55-42130 Electric	25.84	52763	08/14/23
310233	08/03/23	Champlain pump station 08/23 867202	20-5-55-42130 Electric	189.19	52763	08/14/23
101079	08/10/23	refund - swimming lessons 822522	10-5-18-30000 Swim Lesson Expense	52.00	52765	08/14/23
310552	07/27/23	Proguard Mag chloride PS-INV001252	10-5-15-46150 Chloride	5456.54	52766	08/14/23
100679	08/08/23	concrete @ Kennedy Park 290260	56-5-60-20500 FEMA- July 2023 Flood	1038.00	52767	08/14/23
310335	08/09/23	landfill monitoring 609210052-3	10-5-22-22130 Testing/Monitor Fee	4730.90	52768	08/14/23

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63680 Current FY Invoices  
All Invoices For Check Acct 01 (1.0 General Fund) 08/14/23 To 08/14/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
300645	LAMOTTE COMPANY	07/19/23 phosphate rgt 769322	20-5-55-30120 Professional Supplies	71.35	52769	08/14/23
300645	LAMOTTE COMPANY	07/21/23 phosphate reagent 769701	20-5-55-30120 Professional Supplies	26.40	52769	08/14/23
100070	LILAC INN	07/09/23 Dave Hammond, 7/7 - 7/9 2246-8967188	10-5-18-60170 EV Festival Expenses	525.80	52770	08/14/23
311176	LILLY WHITE CLEANING SERVI	08/09/23 CLEANING 080923	10-5-22-10130 Admin Custodian	481.25	52771	08/14/23
311176	LILLY WHITE CLEANING SERVI	08/09/23 CLEANING 080923	10-5-22-10120 PD Custodian	210.00	52771	08/14/23
311123	M&M LAWN CARE & TRUCKING	07/26/23 trucking - Arnold Dist 0724-072623	56-5-10-50100 Arnold Dist Rd - paving	2850.00	52772	08/14/23
311123	M&M LAWN CARE & TRUCKING	07/17/23 trucking 7628	56-5-10-50100 Arnold Dist Rd - paving	1000.00	52772	08/14/23
311123	M&M LAWN CARE & TRUCKING	07/18/23 trucking 7629	56-5-10-50100 Arnold Dist Rd - paving	975.00	52772	08/14/23
300880	MARBLE VALLEY REGIONAL TR	07/31/23 bus shuttle for July 4th 236	10-5-18-60900 July 4th Celebration	490.00	52773	08/14/23
310630	MASTERCARD	07/03/23 certified mail 44974	10-5-10-30132 Postage Expenses	8.13	52774	08/14/23
310630	MASTERCARD	07/19/23 Emerg.Alert Msg Credits 44975	10-5-10-30150 Emergency Management	32.00	52774	08/14/23
310630	MASTERCARD	07/06/23 Kennedy PK stairs railing 44976	10-5-22-43160 Parks Maint.	67.26	52774	08/14/23
310630	MASTERCARD	07/06/23 Bitmap to Vector convers. 44977	10-5-18-60170 EV Festival Expenses	9.95	52774	08/14/23
310630	MASTERCARD	07/18/23 ignition switch 44978	20-5-55-51310 Collection Systems	181.13	52774	08/14/23
310630	MASTERCARD	07/24/23 Boston Celtics trip-dep 44979	10-5-18-60010 Bus Trips	200.00	52774	08/14/23
310630	MASTERCARD	07/10/23 first-aid,headphn,fan,mic 44980	10-5-18-43140 Town Hall	349.00	52774	08/14/23
310630	MASTERCARD	07/10/23 first-aid,headphn,fan,mic 44980	10-5-18-43140 Town Hall	99.00	52774	08/14/23
310630	MASTERCARD	07/10/23 first-aid,headphn,fan,mic 44980	20-5-55-43160 Maint. Supplies - General	64.98	52774	08/14/23
310630	MASTERCARD	07/10/23 first-aid,headphn,fan,mic 44980	10-5-18-20600 Equipment /Supplies	64.00	52774	08/14/23
310630	MASTERCARD	07/10/23 first-aid,headphn,fan,mic 44980	10-5-18-40010 Middle School Football	48.82	52774	08/14/23
310630	MASTERCARD	07/10/23 first-aid,headphn,fan,mic 44980	10-5-22-43120 Municipal Mowing-maint	39.99	52774	08/14/23
310630	MASTERCARD	07/01/23 pistol & radio pouches 45129	10-5-14-30120 Professional Supplies	237.15	52774	08/14/23
310630	MASTERCARD	07/11/23 training / staff mtg supp 45130	10-5-14-10340 Professional Development	50.00	52774	08/14/23
310630	MASTERCARD	07/12/23 Ipad, keyboard 45131	10-5-14-30210 Office Equipment	933.46	52774	08/14/23
310630	MASTERCARD	07/11/23 business cards 45132	10-5-14-30110 Office Supplies	62.05	52774	08/14/23

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63680 Current FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 08/14/23 To 08/14/23

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
310630	07/11/23	MASTERCARD business cards	10-5-14-30110	34.23	52774	08/14/23
		45133 Office Supplies				
310630	07/26/23	MASTERCARD antennas	10-5-14-30120	18.94	52774	08/14/23
		45140 Professional Supplies				
310630	07/01/23	MASTERCARD dog food	10-5-14-40440	71.88	52774	08/14/23
		45143-1 Police Dog Expenses				
310843	08/02/23	MISSION COMMUNICATIONS, L serv package - Champlain	20-5-55-20240	407.40	52776	08/14/23
		1078852 Contractors				
310795	07/21/23	NATIONAL BUSINESS TECHNOL service contract printers	10-5-10-30130	125.56	52777	08/14/23
		IN559635 Service Contracts				
310795	07/21/23	NATIONAL BUSINESS TECHNOL service contract: copiers	10-5-10-30130	309.61	52777	08/14/23
		IN559636 Service Contracts				
100156	07/10/23	NAYLOR & BREEN BUILDERS, WWTF PR # 10	40-5-20-50500	206487.72	52715	08/07/23
		WWTF PR#10 Contractor				
100788	07/18/23	NEW ENGLAND MUNICIPAL RES Marshal Swift tables	10-5-11-22140	763.85	52778	08/14/23
		53015 Property Assessor				
100788	08/08/23	NEW ENGLAND MUNICIPAL RES Annual Support Agreement	10-5-10-30134	5425.00	52778	08/14/23
		53278 Technical Support				
311081	07/26/23	OTTER CREEK WATERSHED INS appropriation	10-5-17-71800	10427.50	52779	08/14/23
		AUG 2023 Mosquito Control				
101080	08/10/23	PEGUES, CHOLENA refund - swimming lessons	10-5-18-30000	45.00	52780	08/14/23
		822520 Swim Lesson Expense				
101063	08/10/23	PERKINS, KATELYN refund - swimming lessons	10-5-18-30000	45.00	52781	08/14/23
		822471 Swim Lesson Expense				
101063	08/10/23	PERKINS, KATELYN refund - swimming lessons	10-5-18-30000	45.00	52781	08/14/23
		822472 Swim Lesson Expense				
301088	07/17/23	PETE'S TIRE BARNS, INC tires	10-5-14-41110	1060.00	52782	08/14/23
		039800 New Equipment - Vehicles				
310105	07/24/23	R.R. CHARLEBOIS, INC '15 F550 trk repair-ins	10-5-15-41180	13792.40	52714	08/01/23
		AC00482 HW Outside Maint. - Vehic				
		Insurance claim- frame cracked by plow mount.				
310105	06/06/23	R.R. CHARLEBOIS, INC doc fees / DMV fees	10-5-15-41110	222.00	52783	08/14/23
		UH0331 New Equipment-Misc. Tools				
310842	07/28/23	RHR SMITH & COMPANY field work	10-5-10-22110	2200.00	52784	08/14/23
		2023-1863 Auditors				
100478	07/07/23	ROYAL GROUP, INC. keyscan issue	10-5-14-30130	37.25	52785	08/14/23
		701701 Service Contracts				
300440	07/25/23	RUTLAND COUNTY GIRLS SOFT Majors softball team	10-5-18-30070	500.00	52786	08/14/23
		07/25/23 Little League Expenses				
310418	08/01/23	SILLOWAY NETWORKS INC tech support, monitoring	10-5-10-30134	1010.03	52787	08/14/23
		42219012 Technical Support				
100006	07/26/23	SOUTHWESTERN VT COUNCIL O appropriation	10-5-25-70190	725.00	52788	08/14/23
		AUG 2023 SW VT Council on Aging				
310099	07/26/23	STEPHEN A DOUGLAS BIRTHPL appropriation	10-5-25-70430	625.00	52789	08/14/23
		AUG 2023 Stephen A. Douglas Inc.				
101074	07/31/23	THE POINT radio ads	10-5-18-10330	384.00	52790	08/14/23
		1230753456 Advertising/Recruitment				
200277	06/25/23	THUNDER TOWING & AUTO REC oil change/tire change	10-5-14-41180	109.71	52791	08/14/23
		70721 PD Vehicle Maintenance				
200277	07/03/23	THUNDER TOWING & AUTO REC inspection	10-5-14-41180	65.00	52791	08/14/23
		70722 PD Vehicle Maintenance				



TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63680 Current FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 08/14/23 To 08/14/23

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
200277	THUNDER TOWING & AUTO REC	07/09/23 oil, filter	10-5-14-41180	49.90	52791	08/14/23
		70729	PD Vehicle Maintenance			
200277	THUNDER TOWING & AUTO REC	07/10/23 sway bar links	10-5-14-41180	162.16	52791	08/14/23
		70730	PD Vehicle Maintenance			
200277	THUNDER TOWING & AUTO REC	07/14/23 brake repair	10-5-14-41180	654.94	52791	08/14/23
		70743	PD Vehicle Maintenance			
200277	THUNDER TOWING & AUTO REC	07/15/23 parts, repairs	10-5-14-41180	224.64	52791	08/14/23
		70745	PD Vehicle Maintenance			
200277	THUNDER TOWING & AUTO REC	07/18/23 shop time	10-5-14-41180	90.00	52791	08/14/23
		70747	PD Vehicle Maintenance			
200277	THUNDER TOWING & AUTO REC	07/21/23 tire change	10-5-14-41180	60.00	52791	08/14/23
		70753	PD Vehicle Maintenance			
100729	TREASURY OPERATIONS DIVIS	07/26/23 marriages Jan - Mar 2023	10-2-00-02113	200.00	52792	08/14/23
		AUG 2023	Marriage Lic. Fees to Sta			
311173	USABLUBOOK	07/25/23 wipes, filters	20-5-55-30120	279.63	52793	08/14/23
		INV00083755	Professional Supplies			
330348	VERIZON WIRELESS	07/23/23 service: Jun 24 - Jul 23	10-5-14-20233	280.22	52794	08/14/23
		9940322513	MDT/Aircards			
100146	VLCT PACIF	07/05/23 Add Tandum, Jetter	10-5-17-61110	581.00	52795	08/14/23
		INT068070523	VLCT Insurance			
100485	VNA & HOSPICE OF THE SOUT	07/31/23 appropriation	10-5-25-70200	2550.00	52796	08/14/23
		AUGUST 2023	RAVNA			
101073	VOX AM/FM, LLC	07/31/23 radio ads	10-5-18-60170	449.00	52797	08/14/23
		4338-02-01	FV Festival Expenses			
310046	W.B. MASON CO INC	07/10/23 markers, paper	10-5-14-30110	46.95	52798	08/14/23
		239600071	Office Supplies			
310046	W.B. MASON CO INC	07/17/23 paper	10-5-10-30110	151.96	52798	08/14/23
		239744580	Office Supplies			
310046	W.B. MASON CO INC	07/19/23 toner	10-5-10-30110	210.74	52798	08/14/23
		239824215	Office Supplies			
310046	W.B. MASON CO INC	07/27/23 flash drive	10-5-14-30110	26.39	52798	08/14/23
		240016376	Office Supplies			
310046	W.B. MASON CO INC	07/28/23 Pine-Sol	10-5-22-43180	45.18	52798	08/14/23
		240053184	Maint. Supplies Bldgs.			
310046	W.B. MASON CO INC	07/28/23 trash bags	10-5-22-43180	255.92	52798	08/14/23
		240056159	Maint. Supplies Bldgs.			
311070	WEX BANK	07/31/23 Fuel cards - July 2023	10-5-14-41130	2261.75	52799	08/14/23
		90855734	Fuel - Vehicles			
311070	WEX BANK	07/31/23 Fuel cards - July 2023	10-5-15-41130	367.24	52799	08/14/23
		90855734	Fuel - Vehicles HW			
311070	WEX BANK	07/31/23 Fuel cards - July 2023	10-5-22-43120	128.28	52799	08/14/23
		90855734	Municipal Mowing-maint			
330427	WINNING IMAGE GRAPHIX	08/01/23 Bike signs-MERP grant	56-5-86-20500	329.00	52800	08/14/23
		20721 A	Energy Comm-MERP			
101081	WISNOWSKI, FRANKIE	08/10/23 refund - swimming lessons	10-5-18-30000	45.00	52801	08/14/23
		822523	Swim Lesson Expense			
301515	WULFUHLE, ELYSE	08/10/23 refund swimming lessons	10-5-18-30000	40.00	52802	08/14/23
		822524	Swim Lesson Expense			
310186	WYMAN'S TIMBER HARVESTING	08/02/23 CONTAINER RENTAL	10-5-18-61050	351.00	52803	08/14/23
		0803001-CON	Brandon Carnival			

08/11/23  
11:48 am

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63680 Current FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 08/14/23 To 08/14/23

Page 8 of 8  
Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				663801.82		

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 \$ \*\*\*663,801.82  
Let this be your order for the payments of these amounts.

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Cover Sheet for Brandon Residents Applying  
for Appointment to Town Boards, Commissions,  
Committees, and Public Offices



Position Applying for	CONSIDERABLE		
Your name	Oscar Gardner		
Physical address	477 NEWTON RD	Mailing if different	
Best telephone	802-417-1445	Alternate telephone	802-465-8228
Email address	osg@vtsvs.com		
You understand that your application for this position will be made public:	<input checked="" type="checkbox"/>	YES	initials <i>OG</i>
You are a legal resident of the Town of Brandon, Vermont	<input checked="" type="checkbox"/>	YES	initials <i>OG</i>

Thank you for your willingness to serve the Town of Brandon. Applicants interested in serving on a board, commission, or committee of the Town are asked to:

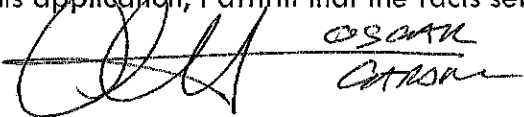
- Attend at least one meeting of that board before applying to be seated on it
- Provide the information requested on this cover sheet to the town manager ([manager@townofbrandon.com](mailto:manager@townofbrandon.com))

Appointees are asked to:

- Attend all regular and special meetings of the board
- Comply with Vermont Open Meeting Law (a handbook will be provided to you by the Town)
- Follow the Town of Brandon Conflict of Interest and Ethical Conduct Policy
  - (published at [www.townofbrandon.com](http://www.townofbrandon.com) under "Resources")
- Contribute to efficient work by reviewing all appropriate material before each meeting
- Advise the town manager immediately should you resign before your term ends

In a brief letter submitted with this cover sheet, please summarize the reasons you are requesting appointment, any skills or qualifications you may bring to the position, and any other information you feel would be relevant and helpful to the selectboard as it makes its selection.

By submitting this application, I affirm that the facts set forth in it are true and complete.

Signature:  Date: 7/20/23

The Town of Brandon is committed to providing equal employment and volunteer opportunities without regard to race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, disability, or any other protected characteristic as outlined by federal, state, or local laws.

**Cover Sheet for Brandon Residents Applying  
for Appointment to Town Boards, Commissions,  
Committees, and Public Offices**



Position Applying for	Constable		
Your name	Joseph Mannino		
Physical address	41 Conant Sq Apt 4	Mailing if different	
Best telephone	(631) 747-2396	Alternate telephone	(802) 247-0222 (ex: 24)
Email address	Joseph.Mannino@vermont.gov		
You understand that your application for this position will be made public:	<input checked="" type="checkbox"/>	YES	initials <i>JM</i>
You are a legal resident of the Town of Brandon, Vermont	<input checked="" type="checkbox"/>	YES	initials <i>JM</i>

Thank you for your willingness to serve the Town of Brandon. Applicants interested in serving on a board, commission, or committee of the Town are asked to:

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By submitting this application, I affirm that the facts set forth in it are true and complete.

Signature: *Joseph Mannino*

Date: 8/1/2023

The Town of Brandon is committed to providing equal employment and volunteer opportunities without regard to race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, disability, or any other protected characteristic as outlined by federal, state, or local laws.

Joseph Mannino

08/01/23

41 Conant Square, Brandon

(631)747-2396

Application Letter

To the esteemed members of the Select Board,

I write this letter to express my interest in appointment to the position Constable for the Town of Brandon. Currently, I am certified as a Level III police officer by the Vermont Criminal Justice Training Council, and I am employed full time as a police officer for the Town of Brandon. I am currently in good standing with my department. I have lived in this community since May, 2021 and I began my career in Brandon as a law enforcement officer in June, 2021. During my time here I have seen this community at its best, with a bustling downtown, people celebrating, and having the best of times. I have also seen it at its worst, which is the nature of the profession of law enforcement. I can honestly say that I would not change a moment of my time here and I look forward to a long career with the Town of Brandon. I have very much become a part of this community, so much so, that simple trips to the store often result in long conversations with acquaintances, friends, and other members of the public that recognize me as a law enforcement officer.

Being a Level III certified police officer, my knowledge, skills, and training significantly overlaps with the duties of the town constable. A constable operates much like a law enforcement officer with the addition of certain civil processes and the requirement to attend town meetings to maintain order. I would be available to take on these added responsibilities. As a Brandon police officer, I already carry out the other duties associated with the position. Additionally, I still fall under the Brandon Police Department's chain of command which ensures there is appropriate oversight and review of my actions as a law enforcement officer within our community. Lastly, I have full access to the Brandon Police Departments resources and facilities.

In regards to training and experience, I am highly qualified for the position. As I previously mentioned, I am a level III certified police officer, which is the highest certification attainable by the Vermont Criminal Justice Training Council. Additional certifications and skills related to the position that I hold include but are not limited to:

- FAA certified pilot for Unmanned Aerial Vehicles
- Taser Certified
- RADAR and LIDAR Speed Measurement Devices
- Computer Assisted Dispatch Program Manager
- DUI/ARIDE Certified

Thank you for your time and consideration.

Respectfully,

