

**Brandon Select Board Meeting
August 28, 2023
7:00 p.m.**

The Brandon Select Board will meet Monday, August 28, 2023 at 7:00 p.m. at the Brandon Town Hall located at 1 Conant Square expecting to consider the items on this agenda.

ZOOM: Meeting ID (253 279 4161)

- 1) Call to Order**
 - a) Adopt Agenda (posted or as amended)**
- 2) Approval of Minutes**
 - a) Select Board Meeting Minutes – August 14, 2023**
- 3) Town Manager’s Report**
- 4) Rec Director’s Report**
- 5) Public Comment and Participation**
- 6) Consider Request for Relay for Life Coin Drop on October 14th**
- 7) Select Brandon Voting Delegate to VLCT Annual Meeting**
- 8) Green Fleet Annual Presentation**
- 9) Award Bid for Demolition – FRCF Buyouts**
- 10) Trustees of Public Funds Update to Select Board
and Discussion of Annual Mosquito Control Funding Requests**
- 11) Fiscal**
 - a) Warrant - August 28, 2023 - \$1,191,951.48**
- 12) Adjournment**

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.

Brandon Select Board Meeting
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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.**

Brandon Select Board Meeting
August 14, 2023

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

FOR AWARENESS OF THE COMMUNITY

The Brandon Highway Department has completed the full closure portion of the Arnold District Road work. The Town crew has removed asphalt, excavated and rebuilt the road bed, and ditched in preparation for paving later this season. Ongoing ditch work and intermittent one-lane closures will continue in coming weeks, but the road will no longer require full closure.

For worker and motorist safety, **Newton Road remains closed except to Newton Road residents.**

FOLLOW-UP ITEM FROM PREVIOUS BOARD MEETING(S)

Delinquent tax notices were sent earlier this summer and have been followed up with "30-day notice of tax sale" warning letters advising property owners whose delinquency is greater than \$250 that their property will be sent to tax sale if the obligation is not cleared in 30 days. 245 30-day notices were sent. Total outstanding taxes are \$425,065 and w/ww \$346,344.

FOCUS AREAS DURING REPORTING PERIOD

We held the pre-bid meeting (9 contractors present) at Newton Road on 14 August for demolition of three houses the Town now owns through the Flood Resilient Communities Fund voluntary buyout process. Bids were due 21 August, with three responsive bids received; the bid award is before the selectboard for action at this meeting.

We conducted the pre-bid meeting (8 contractors present) at Newton Road on 21 August for reconstruction of the roadway and restoration of the flood bench mitigation structure initially built in 2017. The State river management engineer has authorized an additional "flood chute" to be excavated to provide the Neshobe River with more capacity in high-flow events. An above-grade berm is not authorized. The flood chute construction and flood bench restoration have been folded into the overall Newton Road rebuild for efficiency, as the excavation equipment would already be mobilized. As the scope of work has now expanded, the invitation to bid was revised, and bids will be due on 5 September for board action at the meeting of 11 September.

The State of Vermont has reached out to assist the Town with removal of woody debris from Newton Road properties. On 22 August Bill Moore and I met with several Newton Road residents in person and left notices on the doors of the other homes advising that a State crew may be expected either later that week or next week (week of August 28). In the event, this occurred on Friday 25 August. Woody debris will be staged at a Town-owned lot suitable for the purpose pending final disposition. At this time, the State is still considering options for removal of gravel/rock/boulders deposited by the flood events.

I completed a draft FEMA public assistance inventory and had a successful exploratory call with FEMA representatives. I provided FEMA our purchasing policy, insurance policy, river management work permits and invitation to bid the Newton Road reconstruction. Representative Stephanie Jerome hosted Deputy Secretary of the Vermont Agency of Commerce and Community Development Tayt Brooks and facilitated the Town management team leading Secretary Brooks

on a survey of damage at Newton Road with us on 18 August. Each time our State and Federal partners (or journalists) visits Brandon, we are sure to highlight the effectiveness of the overflow relief mitigation structure ("the culvert") that has time and again spared our vibrant Brandon downtown from flooding since its construction in 2017.

The FEMA Recovery Scoping Meeting was held at the town office on 24 August and was successful. They are pleased with our progress and our submissions of information. In an unusual evolution, we inquired about also completing the actual Site Inspection while they were in Brandon, and they were amenable, so we brought the six-person-strong FEMA team up to Newton Road and spent quite some time taking measurements of lost material, examining culverts and the pump station, considering the river management strategies detailed for us by our state river management engineer, and particularly exploring the long-term strategy here as regards our wastewater pump station and the location in general. This was a highly productive and positive interaction with our Federal partners.

A third Forest Dale homeowner has begun the voluntary buyout exploratory process.

Jackie Savela has been working with the Town crew to account for various work done in response to flooding for our determination as to FEMA reimbursement eligibility. We did find out at our Recovery Scoping Meeting that Class 4 roads are ineligible, so lower Carver Street work is on-us.

I met with Ed Lowell of Lowell Landscaping who has replaced several downtown trees that were not thriving. Ed also advised regarding the work he completed on the Conant Square parking lot.

No update at this time (no quotes yet) on Town Hall chimney rebuild.

Chief of Police David Kachajian advised of pretty startling damage to the police station resulting from unruly behavior by a person being booked. We will repair and file an insurance claim.

The Local Option Tax payment to the Town in August is \$67,038.

I have continued working with several ongoing projects including an active role in these meetings:

- about Green Fleet with Tim Guiles
- an online training regarding a back-office technology platform we are looking into
- a multi-stakeholder session with the Fire District about ongoing collaboration
- meeting with and Mary Cohen of the Rutland Housing Trust regarding potential for further participation in Brandon (including possible collaboration on a spot that could really benefit both lower-income folks and the community as a whole from a transformation facilitated by proper investment and stewardship),
- a concept meeting with a landowner and developer about potential infill site in the Designated Downtown.

In Emergency Management, Tim Guiles and I participated in an in-person Rutland County flooding debrief and best practices (re: FEMA) session offered by RRPC the evening of 23 August.

RESIDENTS' CONCERNS

Quite a few: addressed with site visits, policy consultations, and town staff response as needed. One required outreach to the Rutland Regional Planning Commission which was able to research and provide the information the Brandon citizen needed.

I took part in a productive meeting with the Chief of Police and two Brandon citizens about a concern they had raised. The Chief and the Police Department are committed to providing not just the level of policing but the type of policing the community values.

STAFFING

Following a meeting with Town Highway Foreman Shawn Erickson and discussion at the previous board meeting, we have made an in-house posting of the Highway Foreman-in-Training position. Applications are due on Friday 1 September. Tracy Wyman and Brian Coolidge were selected by the board to participate in the hiring process; we would be looking to interview following Labor Day.

TOWN MANAGER'S RECOMMENDATIONS FOR ITEMS ON THIS AGENDA:

Items #1 - 5 Routine items occurring every meeting:

Town manager's recommendation: No recommendation warranted

Item #6 Coin Drop

Information furnished for consideration of the board from Town and State policies:

Town manager's recommendation:

Recommend disapproval; the Town prefers to offer alternatives to the organizer

Item #7 Voting Delegate to VLCT Annual Meeting

Town manager's recommendation:

Recommend appointing a selectboard member who will be in attendance

Item #8 Green Fleet

Informational; no action anticipated

Item #9 Award FRCF Buyouts Demolition Bid

Town manager's recommendation:

Recommend awarding bid to low apparent bidder, Richard Reed & Sons

Item #10 Trustees of Public Funds Update & Discussion of Annual Mosquito Control Funding

Informational; no action anticipated

Item #11 Warrant

Town manager's recommendation: Recommend approval as presented.

Respectfully submitted,

Scott M. Hopkins.

Regarding the various potential uses of the remaining ARPA monies allocated for Brandon, we'd like to request the following also be added to your compiled list of suggestions for consideration:

The formation of a CDC to serve the town as a structure from which to launch community economic and social development programs especially needed to recover and adjust to a changed landscape in the wake of the pandemic. We believe the Town's partnering with or support of such an organization would also serve to provide a place to delegate these sorts of concerns that find their way to the SB in the absence of such a structure. We believe this would offer the SB increased capacity to be able to focus on its full plate of larger scale town administration.

Therefore we'd like the Town to consider any, or a combination of the following:

- Support of funds necessary to secure the acquisition of the building and property at 25 Rossiter Street as a promising location to house such a Community Development Corporation (CDC).
- Legal service fees associated with setting up the CDC. (\$3-5K).
- Funds to hire a consultant for community economic development (est. \$5K)
- Funds for operational expenses for a period of time.
- Further conversation—ongoing input and involvement from town leaders and community will assure the greatest success in helping to strengthen our community and its residents.

Selectboard:

This is from Barbara White and the Rev. Sara Rossigg as follow-up to their presentation to the Selectboard on 24 July regarding request for ARPA foundation funding of their initiative.

Please include this as part of the compiled ARPA requests as you consider allocation. Thank you.

Very respectfully,
Seth Hopkins, town manager



TOWN of
BRANDON
EST. 1763 VERMONT
RECREATION

August 28, 2023

The “For the Luv of Dogs Car Show (And Cats too)” event was held and despite the chilly overcast day, we had 54 entrants! \$1200 was raised for the Rutland County Humane society. The Second Annual (2024) edition is already being planned as a larger event!

The December 5th NYC Bus Trip sold out; 2 buses! Next bus trip being planned is the annual Boston Celtics Game trip. The NBA schedule and pricing has been sent and the registration should open by September 1st.

Youth Sports registration is open for Youth Soccer and Football. Disc Golf and Kick-ball to be released after school starts.


Miss Micheala Dance starts on September 19th with the final show on December 6th. Class for youth ages 3-12 and adult classes can all be found at Brandonrec.com

The Town of Brandon will once again sponsor fall baseball. A U18 team will start games on Sundays at Otter Valley starting August 27th.

Indoor Adult Basketball is back after the summer hiatus (floor refinishing). Tuesdays 7-9 PM @ Neshobe, Thursdays 7-9 PM @ Otter Valley and Sundays 7-9 AM at Otter Valley. This partnership with the RNEU provides adults with plenty of opportunities to recreate for FREE!

More Pickleball times are being made available on evenings and weekend days at Otter Valley North Campus

Respectfully submitted,



Bill Moore

From: Eileen Dolan mrsd030359@gmail.com
Subject: ACS Rutland Relay of lifecoin drop
Date: August 14, 2023 at 8:12 PM
To: Seth Michael Hopkins shopkins@townofbrandon.com

ED



IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender mrsd030359@gmail.com

Hi Mr. Hopkins, and Brandon Select board members,
I am a 32 year survivor of cancer. I started with the Rutland relay for life in 1992 after my 1st breast cancer.

I think that having a coin drop on October 14th, the 2nd saturday of October would help our cause. October is breast cancer awareness month. I have had breast cancer 2x, skin cancer 2x, and most recently tongue cancer.

I think in front of the Dunkin' Donuts would be a good spot for the coin drop.
I think 9 a.m. until 1 p.m. would be a good choice of times for the coin drop.

If possible I would like to have the 2nd sat in October as a coin drop for the American Cancer Society Rutland Relay for life every year. I believe it is a good cause.

Thank you for your consideration. I'll be at the select board meeting next monday if you have any questions for me. Sincerely-
Eileen Dolan
724 Union st
Brandon, Vt
802-247-4936

RESOLUTION PROHIBITING COIN DROPS IN BRANDON

WHEREAS, the Vermont Statutes Title 23 Section 1056 describe the potential for "highway solicitations" to "create a safety hazard or cause traffic congestion," and

WHEREAS, the Town of Brandon desires to minimize safety hazards and traffic congestion on all of its roads, and

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF BRANDON THAT:

1. "Coin Drops" and any other manner of highway solicitation are hereby prohibited from all highways within the Town of Brandon
2. That this resolution shall be in full force and effect this 8th day of August, 1994.

Passed by the Brandon Selectboard this 8th day of August, 1994.

Bill Heath, Chair

Bill Heath

David Gibson, Vice Chair

David Gibson

Mamie Humiston

Mamie W. Humiston

Mary Kennedy

Mary Kennedy

Wayne Hunt

Wayne Hunt

A true record made this 9th day of Aug., A.D. 1994 at 2:25 PM

Attest:

William A. Dick
Town Clerk

Re: COIN DROP REQUEST

VTrans "Orange Book" Handbook for Local Officials, rev 03/29/2022

page 15-2

Coin Drops. The authority to approve coin drops on State highways has been delegated to the DTA (23 V.S.A. §1056 and 19 V.S.A. §1111). The application can be obtained from the district. The district will inspect and approve sites prior to issuing a permit to municipalities and/or non-profit organizations for coin drops on state highways to ensure no unsafe conditions are created by the event. A completed permit application containing any required local municipal and law enforcement endorsements must be on file with the district at least two weeks before the date of the event. Also, the sponsor must agree in writing to comply with any and all participant safety and traffic safety requirements and provide proof of insurance. No one under the age of 16 may participate within the highway. No solicitation will be conducted during nighttime hours, or during rain and snowstorms, or within a posted speed limit above 35 mph, nor within 1500 feet of a speed zone in excess of 35 mph. The Drop will not take place within 750 feet of a signalized intersection, nor within 1500 feet of a jurisdictional change (Stateline or State Highway Limit). All participants involved shall wear retro-reflective safety vests (ANSI 107-2004 standard performance for Class 2 risk exposure) and all signs and traffic control device shall be in accordance with the current Manual on Uniform Traffic Control Device. Sign stands shall be crashworthy meeting the National Cooperative Highway Research Program 350 Report requirements. If vehicles become unreasonably backed up, then all cars shall be waived through and solicitation shall cease until congestion is cleared.

(DTA = District Transportation Administrator. For Brandon this is District 3 Administrator Christopher Taft.)



Vermont League
of Cities & Towns

August 9, 2023

To all Vermont League of Cities and Towns, PACIF, and VERB members:

As part of Town Fair, the Vermont League of Cities and Towns (VLCT), VLCT Property and Casualty Intermunicipal Fund, Inc. (PACIF), and VLCT Employment Resource and Benefits Trust, Inc. (VERB, dba "Unemployment Insurance Program") will hold their **annual business meetings on Tuesday, September 26, at 1 PM**. The meetings will be held in person at the **DoubleTree by Hilton at 870 Williston Road in South Burlington, Vermont**. The three annual meetings will be held consecutively: VERB will begin the meeting at 1:00 PM, the PACIF meeting will follow, and VLCT's meeting is expected to convene around 2:00 PM. To access the meeting agenda as well as the draft minutes from last year's meetings, the VLCT Annual Meeting Governing Rules, and more materials as they become available, visit vlct.org/2023AnnualMeeting.

Every VLCT, PACIF, and VERB member that wants to vote at the annual meetings must **designate voting delegate(s) by Friday, September 8**. To ensure that all three organizations' members are properly represented and able to participate in the election of officers and any other item that may properly come before the membership, we are asking that **your legislative body designate one official** as the Voting Delegate **for each VLCT organization** that your municipal entity is a member of. You may delegate different people for each VLCT organization or a single person as the delegate for two or all three of the meetings. Keep in mind that only cities and towns are voting members of VLCT, while other municipal entities may participate in the PACIF and VERB meetings.

Voting delegates need to register separately from Town Fair. Visit vlct.org/vote to sign up. There you'll specify whether the person is the delegate for VLCT, PACIF, VERB, or a combination. There's no cost to attend only the annual meeting, and pre-registration is preferred, but delegates may register in person on September 26.

Also, if you are interested in either serving on or nominating a qualified person to serve on one of VLCT's three boards, we welcome having lists of appropriate candidates on hand. You will find links to the nomination forms at vlct.org/2023AnnualMeeting. August 25 is the deadline for a nominee to be considered for this meeting.

This year's Town Fair takes place over two full days. Before the Annual Meetings, Tuesday's schedule includes breakfast with topic-specific roundtables, training sessions, and lunch. Immediately following the annual meetings, we've scheduled a special general session

focused on disaster recovery. Be sure to also attend the festivities on Tuesday evening, when dinner and awards will be capped off with a casino night to benefit the VLCT Municipal Service Scholarship Fund. Wednesday features our keynote speaker, Dan Senning of the Emily Post Institute, who will share tips for "functionally disagreeing" in an environment of increased incivility.

Thank you for your membership in VLCT and its two risk-sharing trusts. We look forward to seeing you at the annual meetings!



Jessie Baker
President
VLCT Board of Directors



Jackie Higgins
President
Property and Casualty
Intermunicipal Fund, Inc.



Charles Safford
President
VLCT Employment Resource
and Benefits Trust, Inc.

Green Fleet 2022-2023 Presentation

August 24, 2023

The Brandon Green Fleet Policy exists to "help the town meet its energy goals while reducing short/long-term costs of purchasing, maintaining, and operating town vehicles." The Vermont Energy Guidelines call for a:

- 26% reduction by 2025
- 40% reduction by 2030
- 80% reduction by 2050

Each year we gather easily obtainable data on fuel usage for: Gas, Diesel, #2 Heating Oil, Propane, and electricity. From these numbers we can calculate the municipal carbon footprint for Brandon which is a measure of CO2 emissions in units of CO2 equivalent metric tons. Our electricity provider (GMP) currently has an "annual energy mix" that is 100% carbon free.

Here is the Green Fleet Data Set which covers 6 years of usage.

Vehicle / Equipment / Fuel Type	FY 2022-2023					FY 2021-2022					FY 2020-2021					FY 2019-2020					FY 2018				
	Starting Mileage	Ending Mileage	Gallons	CO2-eq	Cost	Starting Mileage	Ending Mileage	Gallons	CO2-eq	Cost	Starting Mileage	Ending Mileage	Gallons	CO2-eq	Cost	Starting Mileage	Ending Mileage	Gallons	CO2-eq	Cost	Starting Mileage	Ending Mileage	Gallons	CO2-eq	Cost
2015-2016	17023	21015	307.18	123.1	13,203.00	17023	21015	307.18	123.1	13,203.00	17023	21015	307.18	123.1	13,203.00	17023	21015	307.18	123.1	13,203.00	17023	21015	307.18	123.1	13,203.00
2016-2017	21015	25007	388.93	147.8	16,522.00	21015	25007	388.93	147.8	16,522.00	21015	25007	388.93	147.8	16,522.00	21015	25007	388.93	147.8	16,522.00	21015	25007	388.93	147.8	16,522.00
2017-2018	25007	29000	388.93	147.8	16,522.00	25007	29000	388.93	147.8	16,522.00	25007	29000	388.93	147.8	16,522.00	25007	29000	388.93	147.8	16,522.00	25007	29000	388.93	147.8	16,522.00
2018-2019	29000	33000	388.93	147.8	16,522.00	29000	33000	388.93	147.8	16,522.00	29000	33000	388.93	147.8	16,522.00	29000	33000	388.93	147.8	16,522.00	29000	33000	388.93	147.8	16,522.00
2019-2020	33000	37000	388.93	147.8	16,522.00	33000	37000	388.93	147.8	16,522.00	33000	37000	388.93	147.8	16,522.00	33000	37000	388.93	147.8	16,522.00	33000	37000	388.93	147.8	16,522.00
2020-2021	37000	41000	388.93	147.8	16,522.00	37000	41000	388.93	147.8	16,522.00	37000	41000	388.93	147.8	16,522.00	37000	41000	388.93	147.8	16,522.00	37000	41000	388.93	147.8	16,522.00
2021-2022	41000	45000	388.93	147.8	16,522.00	41000	45000	388.93	147.8	16,522.00	41000	45000	388.93	147.8	16,522.00	41000	45000	388.93	147.8	16,522.00	41000	45000	388.93	147.8	16,522.00
2022-2023	45000	49000	388.93	147.8	16,522.00	45000	49000	388.93	147.8	16,522.00	45000	49000	388.93	147.8	16,522.00	45000	49000	388.93	147.8	16,522.00	45000	49000	388.93	147.8	16,522.00

There are 4 contributors to the town of Brandon's Carbon Footprint.

Gas – for Police cars and Groundskeeping/Highway equipment

Diesel – Large highway trucks and Heavy Equipment (Grader, Loader, etc)

#2 Heating Oil – for the Highway Garage and the Town Hall

Propane – for the Police, Town Office, Town Hall, and Wastewater bldgs

BRANDON CO2 emissions (CO2 equivalent, in metric tons)

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
GAS - Police	42.6	45.9	41.9	39.3	45.3	56.3
GAS - other	20.1	22.0	12.4	11.6	10.3	8.9
DIESEL	142.4	124.2	142.1	130.3	148.5	164.0
#2 Heating Oil - Highway Garage	39.0	44.7	50.2	25.7	33.4	29.1
#2 Heating Oil - Town Hall	18.3	20.5	15.6	14.7	20.0	12.6
Propane - Police	6.9	7.2	7.2	7.3	6.4	7.1
Propane - Town Office	9.1	11.3	6.8	8.2	7.9	9.1
Propane - Town Hall	13.9	13.0	14.9	4.2	17.4	7.3
Propane - Waste Water	21.9	35.2	37.5	36.6	41.4	34.4
Total CO2 emissions	314.1	324.0	328.6	277.9	337.7	328.7

5 years.
heating to
1 days.
received heat
primarily on
usage

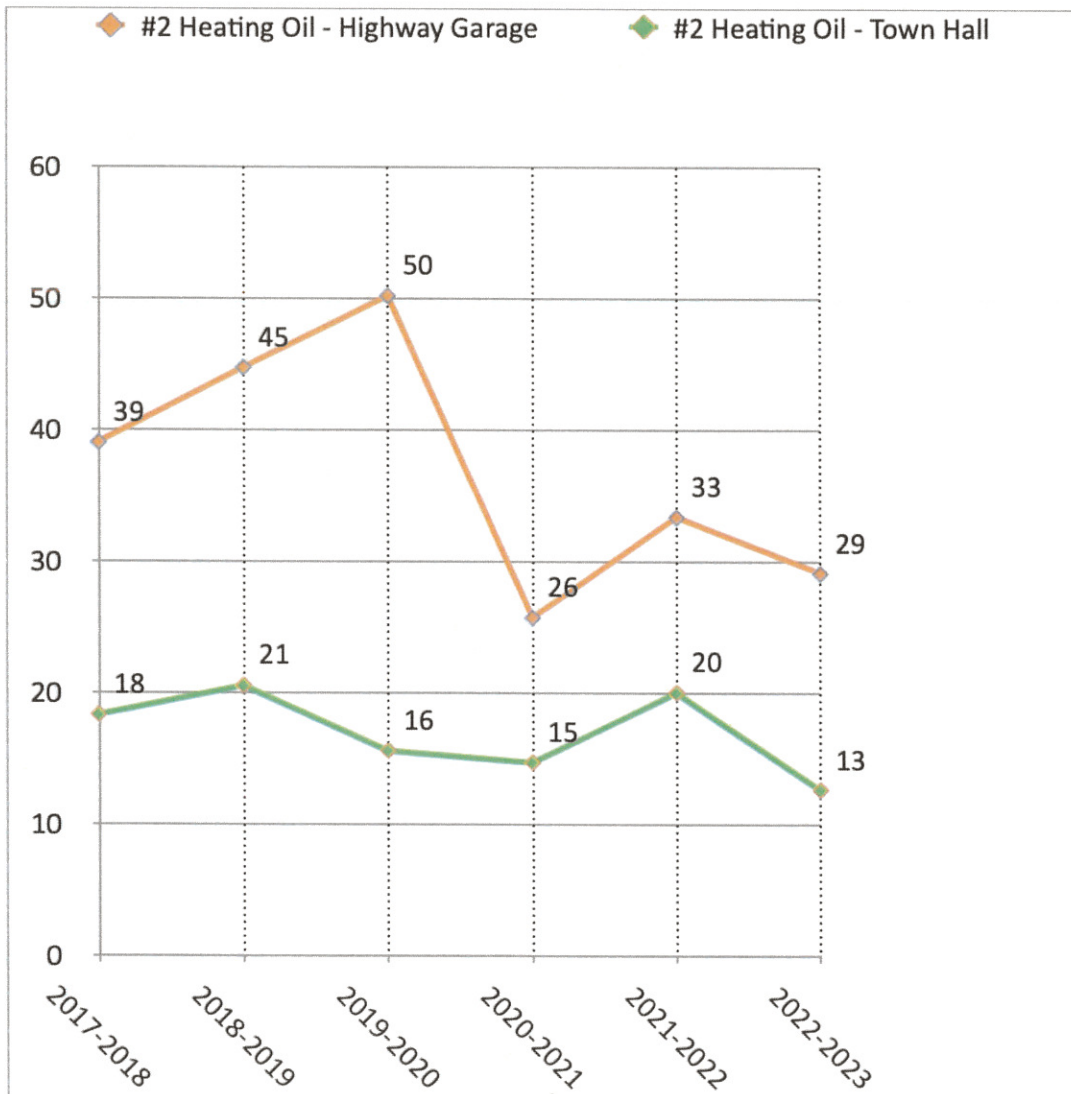
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The next fuel type to look at is #2 Heating Oil Usage.

The Highway Garage buildings are old and hard to heat. The most obvious and likely solution is for us to start planning on building a new town highway garage. In the meantime, we currently have smart thermostats that can allow for temperatures to stay SAFELY above freezing, while allowing the temperatures to be reduced when there is not a threat of freezing. It's possible that we can get more benefit from these.

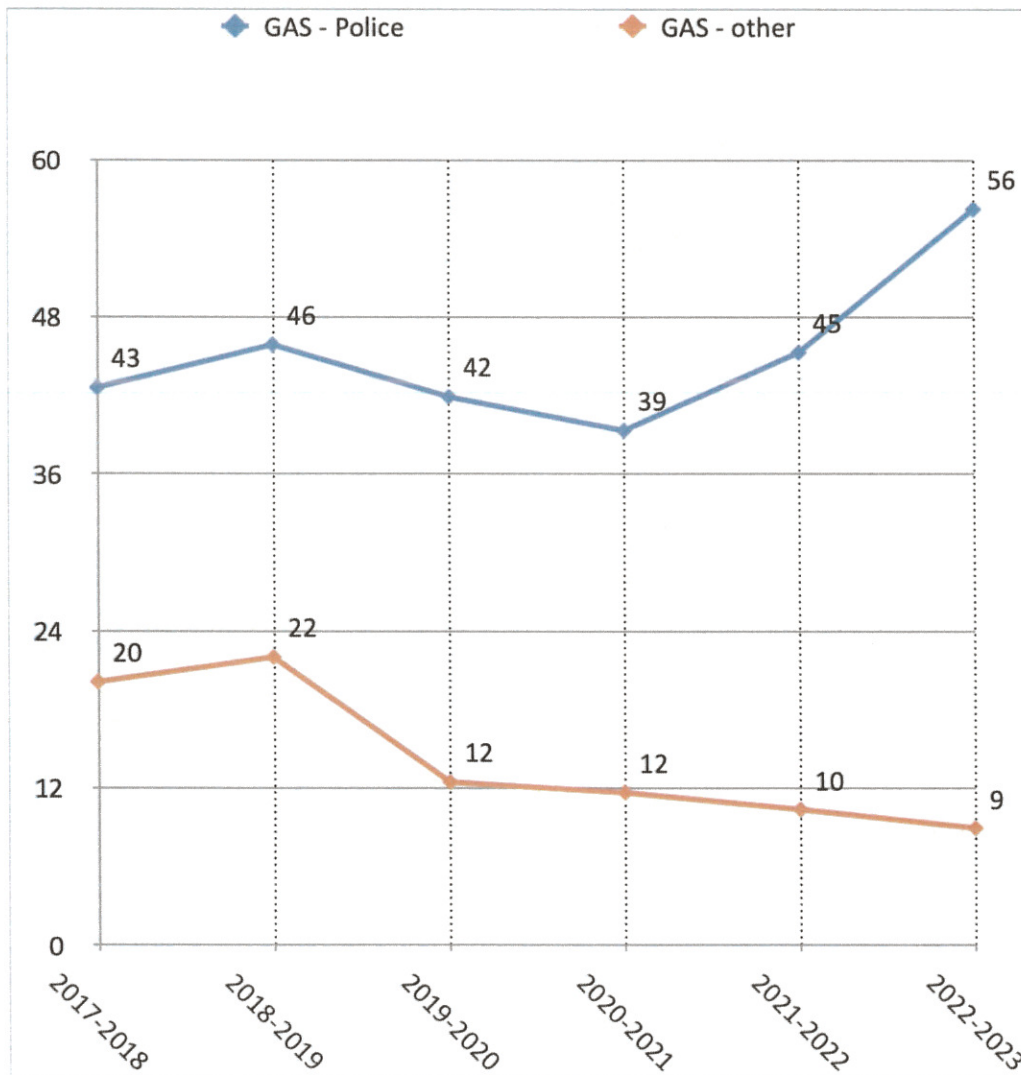
The Town Hall building was recently improved with heat pumps. As I mentioned before, there is an opportunity to shift away from #2 heating oil usage by relying MOSTLY on the heat pumps.

#2 Heating Oil

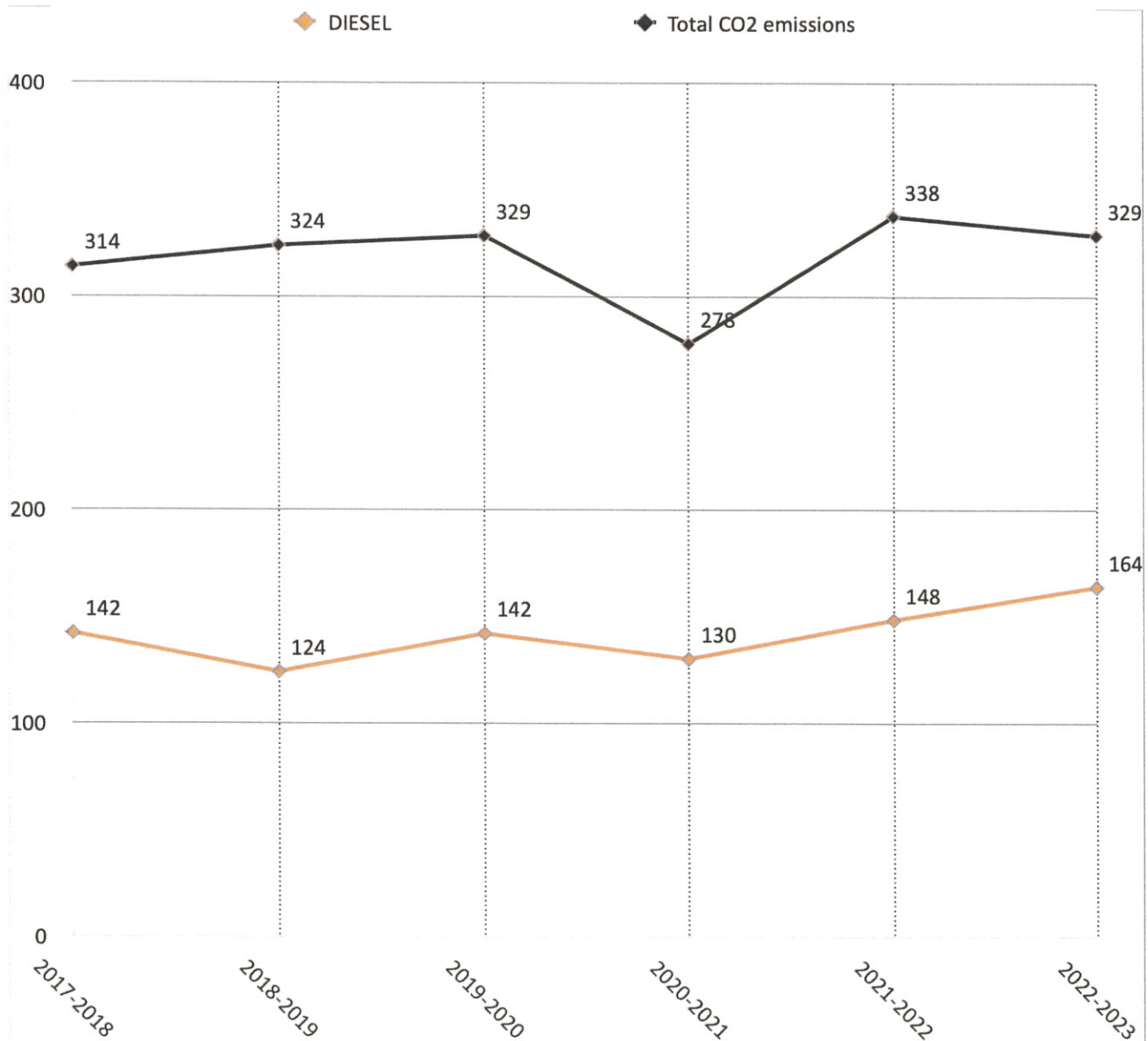


The next fuel type to look at is Gas Usage. The Brandon fleet of police cars create a significant portion of Brandon's carbon footprint. The most obvious solution is to make the move to electric vehicles. There are police departments all over the country that are making the transition ENTIRELY replacing their fleets of gas powered vehicles with electric ones. There are huge savings in this approach because electric cars require much less maintenance.

The other gas usage (mostly grounds keeping equipment) in Brandon is slowly but steadily declining. To continue this trend, we need to continue the shift away from gas powered equipment and to electric equipment of all sizes.



The last fuel type to look at is Diesel usage. It is very clear that the largest part of our carbon footprint is due to our use of heavy equipment to maintain our roads. There are no ready alternatives for the needs that we face as a community. However, every month(!) I read about new electric options for heavy equipment that are starting to become available. It is very important that we stay vigilant so that we can make the transition away from diesel to an electric alternative as soon as possible. This is most obvious when we retire old equipment to replace it with a new one.



Conclusion

Even while we are doing good things to reduce our energy usage, the 6 year trend shows that Brandon's Carbon Footprint is essentially flat. The Vermont Energy goal calls for a 26% reduction by 2025. Thus, in 2 years our target is for our overall carbon footprint to be about 244 - - - down from our current 329. This is a reduction of ~75 metric tons of CO2 emissions. Here is one way that we might achieve that result:

Propane usage - It's possible to cut our propane usage by shifting to heat pump as the primary heating source - - - and by better insulating our waste water buildings. A 20% reduction in propane usage could produce a savings of 11 metric tons of CO2 emissions.

#2 Heating Oil - It's possible to cut our usage by shifting towards heat pumps. A 20% reduction could produce a savings of 8 metric tons of CO2 emissions.

Gas Usage - Almost all of our gas usage is replaceable with electric alternatives. This could be the remaining reduction of 56 metric tons of CO2 emissions.

Diesel Usage - It's possible that we will be unable to replace any of our large diesel equipment by 2025 so our Diesel carbon footprint is likely to remain high. However, if we are going to reach the 2030 and 2050 Vermont energy goals, we must keep finding ways to improve in every way that we use fuel. Our diesel usage is the most important part of our energy mix which we need to find a way to address.

City of Burlington now has Vermont's 1st all-electric bucket truck

Katharine Huntley Published: Aug. 24, 2023 at 2:32 PM EDT

BURLINGTON, Vt. (WCAX) - The city of Burlington on Thursday unveiled Vermont's first all-electric bucket truck.

The truck cost about double what a gas-powered bucket truck would, but it was funded largely by the Volkswagen settlement awarded to the state.

It has a range of around 110 miles on a six-hour charge, which city officials are confident will be more than enough.

Not only will it reduce the gallons of fuel burned by the city by 1,600 gallons, but it also will reduce engine idling by around 1,500 hours per year.

"When people see that it is possible to electrify something even as large as one of the city's largest pieces of equipment, it really makes all Burlington residents, business owners think that we are... in a new era. We're in a new time when it is possible to electrify and power production as 100% renewable electricity just about any piece of equipment," said Mayor Miro Weinberger, D-Burlington.

The city hopes these trucks will be cheaper and more accessible as we move into the future and help push others to electrify their vehicle fleets, as well.

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August 28, 2023

The Town is currently in various stages of hazard mitigation buyouts. The 2022 buyouts of properties located at

- 17 Burke Park
- 301 Newton Road
- 337 Newton Road

Have been acquired by the town, had asbestos inspections and remediation and are ready for demolition. A request for proposal to bid were prepared and a mandatory pre-bid meeting held on August 14th, at the 3 sites. Present at the meeting were the following contractors:

- All Terrain Excavating
- Bowen Excavating
- Casella Construction
- Complete Demolition Service
- Gecha Bros Excavating
- Giancola Construction Corp
- Markowski Excavating
- Richard Reed & Sons
- Taconic Excavating

Bids were due in-house by 2:00 pm on Monday, August 21st. 3 bids were received and opened. The results are as follows:

All Terrain Excavating
\$128,173


Jack Bowen Excavating
\$201,200

Richard Reed and Son, Inc
\$120,000

Each of the bids met the bid specifications. References were called and confirmed as positive for the apparent low bidder, Richard Reed and Son, Inc.

It is the recommendation of the management team that the select board award the work to Richard Reed and Sons, Inc.

Respectfully Submitted,



Bill Moore

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
310707	07/26/23	ADVANCED ANALYTICAL SOLUT quality assurance testing	20-5-55-30120	294.72	52806	08/28/23
		34406	Professional Supplies			
100015	08/17/23	ALLEN ENGINEERING & CHEMI chlorine	20-5-55-50120	1171.50	52807	08/28/23
		11250424801	Sodium Hypochorite			
100605	08/15/23	BAR HARBOR BANK & TRUST WWTF BAN int pymt	20-5-55-60100	4926.02	52808	08/28/23
		5929-8/30	Interest Exp - Short Term			
100605	08/15/23	BAR HARBOR BANK & TRUST WWTF BAN int. pymt	20-5-55-60100	13060.70	52808	08/28/23
		5934-8/30	Interest Exp - Short Term			
311015	08/15/23	BEN'S UNIFORMS pants	10-5-14-10320	144.00	52809	08/28/23
		110489	Clothing Allowance			
100190	08/18/23	BLUE SEAL FEEDS pants - JD	10-5-15-10320	244.96	52810	08/28/23
		70989	Clothing Allowance			
310699	09/01/23	BRANDON GLC SOLAR, LLC monthly solar electric	20-5-55-42130	1935.00	52811	08/28/23
		200 B	Electric			
310699	09/01/23	BRANDON GLC SOLAR, LLC monthly solar electric	10-5-22-42130	2365.00	52811	08/28/23
		200 B	Bldgs & Grounds Electric			
100280	08/08/23	BRANDON LUMBER & MILLWORK silicone, paint brushes	10-5-22-43090	9.99	52812	08/28/23
		997253/3	PD Bldg Maint.			
100280	08/08/23	BRANDON LUMBER & MILLWORK silicone, paint brushes	10-5-22-43160	7.57	52812	08/28/23
		997253/3	Parks Maint.			
100280	08/17/23	BRANDON LUMBER & MILLWORK epoxy, screws	10-5-22-43150	22.58	52812	08/28/23
		998611/3	Town Hall Repair/Maint.			
100280	08/23/23	BRANDON LUMBER & MILLWORK padlock for dog park	10-5-22-43160	13.99	52812	08/28/23
		999520/3	Parks Maint.			
200218	07/31/23	BRANDON REPORTER Davenport Fest, Carnival	10-5-18-10330	570.00	52813	08/28/23
		7/31/23	Advertising/Recruitment			
301503	08/09/23	CHAMPLAIN VALLEY FUELS diesel fuel	10-5-15-41130	533.48	52814	08/28/23
		627343	Fuel - Vehicles HW			
301503	08/16/23	CHAMPLAIN VALLEY FUELS diesel fuel	10-5-15-41130	1117.45	52814	08/28/23
		627605	Fuel - Vehicles HW			
310097	08/09/23	COMCAST service: 08/16 - 09/15	10-5-10-42100	95.60	52815	08/28/23
		TH 08/09/23	Telephone Exp. Admin..			
310037	08/06/23	CONSOLIDATED COMMUNICATIO service: Jul 06 to Aug 05	10-5-14-42100	52.79	52816	08/28/23
		PD 08/06/23	PD Telephone Service			
310037	08/18/23	CONSOLIDATED COMMUNICATIO service: Aug 18 to Sep 17	10-5-22-43150	83.45	52816	08/28/23
		TH 081823	Town Hall Repair/Maint.			
100456	08/23/23	DUBOIS & KING INC North St Bridge Engineer	56-5-17-20100	4985.40	52817	08/28/23
		823154	North St Bridge-Engineeri			
300466	08/16/23	DUNDON PLUMBING & HEATING portable toilet fees	10-5-18-43130	130.00	52818	08/28/23
		82667	Estabrook			
300466	08/16/23	DUNDON PLUMBING & HEATING portable toilet fees	10-5-18-60100	130.00	52818	08/28/23
		82667	Seminary Hill			
100494	08/11/23	ENDYNE INC testing	20-5-55-22120	25.00	52819	08/28/23
		457955	Testing			
100494	08/16/23	ENDYNE INC testing	20-5-55-22120	270.00	52819	08/28/23
		458357	Testing			
300187	08/12/23	FLORENCE CRUSHED STONE dolomite	56-5-10-50100	2655.74	52820	08/28/23
		233608	Arnold Dist Rd - paving			
300187	08/19/23	FLORENCE CRUSHED STONE dolomite	56-5-10-50100	5297.70	52821	08/28/23
		233649	Arnold Dist Rd - paving			

08/25/23
11:05 am

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63683 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 08/28/23 To 08/28/23

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Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
311201	08/01/23	Website hosting, backup 50242	10-5-21-75000 Economic Development	300.00	52822	08/28/23
311128	08/08/23	parts for roadside mower 202100	10-5-15-41160 HW Maint. Supplies-Vehicl	43.08	52823	08/28/23
311128	08/11/23	diesel exhaust fluid 202262	20-5-55-41180 Maintenance-Vehicles	21.99	52823	08/28/23
311200	08/18/23	mouthpiece for BAC tester 104305	10-5-14-30120 Professional Supplies	40.00	52824	08/28/23
301065	07/10/23	150 bales of mulch hay 732101	10-5-15-46130 Culverts	600.00	52825	08/28/23
300600	08/16/23	sodium bisulfite PI-22993	20-5-55-50140 Sodium Bisulfite	2559.72	52826	08/28/23
100811	06/27/23	medals 55797	10-5-18-30070 Little League Expenses	155.00	52827	08/28/23
100679	08/10/23	pump charge 290315	56-5-60-20500 FEMA- July 2023 Flood	1000.00	52828	08/28/23
301151	07/28/23	brushes, flail blade 0392147-IN	10-5-15-41160 HW Maint. Supplies-Vehicl	569.04	52829	08/28/23
311176	08/23/23	cleaning 082323	10-5-22-10130 Admin Custodian	437.50	52830	08/28/23
311176	08/23/23	cleaning 082323	10-5-22-10120 PD Custodian	157.50	52830	08/28/23
301033	08/09/23	C-cide emulsifiable PSI514016	20-5-55-51230 Outside Equip. - Pump St.	4118.13	52831	08/28/23
310796	08/17/23	lease: 9/1/23 - 9/30/23 80681873	10-5-10-30130 Service Contracts	102.00	52832	08/28/23
310795	08/22/23	service contract printers IN564288	10-5-10-30130 Service Contracts	57.17	52833	08/28/23
310795	08/22/23	service contract copiers IN564289	10-5-10-30130 Service Contracts	130.00	52833	08/28/23
100374	08/14/23	liquid powder tracing dye 87749	20-5-55-51310 Collection Systems	278.00	52834	08/28/23
310617	08/22/23	quarterly ed tax AUG 2023	10-2-00-02137 Education Tax Payable	1128576.17	52835	08/28/23
310736	08/15/23	pest control @ Town Hall 28326	10-5-22-43150 Town Hall Repair/Maint.	40.00	52836	08/28/23
310736	08/15/23	pest control/Town Office 28327	10-5-22-43100 Town Office	70.00	52836	08/28/23
310736	08/15/23	pest control - storage 28331	10-5-18-20500 Storage Unit Supply/Maint	50.00	52836	08/28/23
310736	08/15/23	pest control/Police Dept 28333	10-5-22-43090 PD Bldg Maint.	65.00	52836	08/28/23
200179	07/26/23	root killer 79153	20-5-55-50130 Root-X	11314.00	52837	08/28/23
100571	08/12/23	post hole auger rental 01-265108-02	10-5-12-40100 Energy Cm Public Outreach	63.60	52838	08/28/23
301109	05/20/23	reimburse for flower pots MAY 2023	10-5-21-75000 Economic Development	181.80	52839	08/28/23
311173	08/01/23	chlorine swiftest INV00091547	20-5-55-30120 Professional Supplies	299.44	52840	08/28/23

08/25/23
11:05 am

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63683 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 08/28/23 To 08/28/23

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Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
330348	08/13/23	service: Jul 14 - Aug 13 9942019317	10-5-21-10310 Travel & Expenses	20.14	52841	08/28/23
330348	08/13/23	service: Jul 14 - Aug 13 9942019317	10-5-18-42100 Recreation Telephone	20.14	52841	08/28/23
330348	08/13/23	service: Jul 14 - Aug 13 9942019317	20-5-55-42100 Wastewater Telephone	40.28	52841	08/28/23
330348	08/13/23	service: Jul 14 - Aug 13 9942019317	10-5-15-42100 HW Telephone	40.28	52841	08/28/23
330348	08/13/23	service: Jul 14 - Aug 13 9942019317	10-5-14-42100 PD Telephone Service	40.28	52841	08/28/23
101082	06/13/23	Davenport plaque 87649	10-5-21-75000 Economic Development	62.58	52842	08/28/23
101066	07/31/23	radio advertising 193273	10-5-18-10330 Advertising/Recruitment	356.00	52843	08/28/23
Report Total				1191951.48		

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 \$ *1,191,951.48
Let this be your order for the payments of these amounts.



The Campaign for
Brandon Free Public Library
4 Franklin Street
Brandon, Vermont 05733



08/16/2023

Town of Brandon
49 Center St.
Brandon, VT 05733

Dear Town of Brandon,

On behalf of the Brandon Free Public Library, thank you very much for your recent gift to our Campaign. Your generous gift will support necessary renovations to our beloved space enabling us to better serve our growing and changing community. This letter will serve as an official acknowledgement of your gift for your records.

We are pleased to receive your gift of \$100,000.00 made on 8/14/2023. Payment of this gift was made using check #052733.

Unless you indicate something different or wish to remain anonymous, we will be recognizing you among other donors in a final public report as: *Town of Brandon*

The renovation project is on track and we look forward to keeping you informed of our progress. If you have any questions or concerns, please feel free to contact the campaign office at molly@brandonpubliclibrary.org.

Again, thank you for your generous commitment to the Brandon Free Public Library.

Sincerely,

Molly Kennedy
Library Director

David Roberts
Campaign Chair
Board of Trustees, Chair