

**Brandon Select Board Meeting  
November 13, 2023  
7:00 p.m.**

The Brandon Select Board will meet Monday, November 13, 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 – October 23, 2023
- 3) Town Manager's Report
- 4) Rec Director's Report
- 5) Public Comment and Participation
- 6) Respond to Vermont 250<sup>th</sup> Anniversary Commission Invitation to Participate
- 7) Resolution for Designated Downtown Board
- 8) Approve Grand List Errors and Omissions Report from Assessors
- 9) Authorization to Apply for Public Shade Tree 50/50 Grant
- 10) Approve Blanket Payroll Authorization Update
- 11) Fiscal
  - a) Warrant – November 13, 2023 - \$1,305,354.38
- 12) Executive Session

The appointment or employment or evaluation of a public officer or employee, to include the Town Manager per 1 V.S.A. § 313(3)(a)(3).
- 13) Adjournment

**Brandon Select Board Meeting  
October 23, 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, Cecil Reniche-Smith

**Others In Attendance:** Seth Hopkins, Doug Bailey, Neil Silins, Steve Bissette, Ray Marcoux, Chief Kachajian, Sandy Mayo, Doug Bailey, Bill Moore, Steven Jupiter, Dorothea Langevin, Jim Emerson, Jackie Savela, Tom Kilpeck, Arlen Bloodworth

**Others in Attendance via Zoom:** Marielle Blais, Bruce Jenson, Keith Whitcomb

## **1. Call to Order**

The meeting was called to order at 7:02PM by Tracy Wyman – Board Chair.

### ***a. Agenda Adoption***

**Motion** by Cecil Reniche-Smith/Heather Nelson to approve the agenda as posted. **The motion passed unanimously.**

## **2. Approval of Minutes**

### ***a) Select Board Meeting Minutes – October 9, 2023***

**Motion** by Heather Nelson/Cecil Reniche-Smith to approve the minutes of the October 9, 2023, Select Board meeting. **The motion passed with one no vote – Tim Guiles.**

## **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 reported he met today with personnel from Green Mountain Power about resilience. They have some ideas about battery-backup for the town office as this is the emergency center for the Town. They also have information about federal assistance for electric charging stations and a possible Level 3 fast charger for Brandon as they are trying to locate them in strategic locations around the State.

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

Bill Moore provided a review of the Recreation Report submitted to the Board.

Fall sports end this week. Big thank you to the following folks: Soccer: U6 Coach: Jonathan Fries U8 Coach: Justin Martelle, U10 Girls Coach: Nate Reitman, U10 Boys Coaches: Ron and Cassandra Coble, U12 Girls Coaches: Lily Bixby and Laura Miner, U12 Boys Coaches: Brent Wilbur and Miles Krans Sponsors: Pockette Pest Control and McGee CDJR; Football: 1<sup>st</sup>/2<sup>nd</sup> grade NFL Flag: Meghan and Bill Rose, 3<sup>rd</sup>/4<sup>th</sup> grade Flag: Joe Desabrais and Matt Mallory, 5<sup>th</sup>/6<sup>th</sup> grade Flag: Duke Whitney and Scott Quenneville, 7<sup>th</sup>/8<sup>th</sup> Grade Flag: Duke Whitney and Daniel Whitney

Basketball Season is coming. We have opened up a FREE skills and drills clinic for 5<sup>th</sup>/6<sup>th</sup> grade at Neshobe School starting this week as a filler for the November doldrums. Regular Season basketball registration is open as of 9am today. This is for grades 3 – 6 as their season starts at the end of November (5/6) and 2<sup>nd</sup> week of December (3/4). The PreK - 2<sup>nd</sup> grade will start at the beginning of January.

Pre-season meetings with the new (due to the retirement of Coach Greg Babcock) wrestling coaching team are happening this week.

The Brandon & Pittsford Rec are going back to see the Boston Celtics. Tickets for the December 29<sup>th</sup> game versus the Toronto Raptors are on sale starting this week.

Spooksville is back on Friday, October 27<sup>th</sup> @ Estabrook Park.

Bootified Brandon has seen 10 households register for the contest. Winners to be announced at Spooksville!

Brian Coolidge requested an update regarding Rec commissioners. Bill Moore reported he had a meeting with the Town Manager and will be meeting with someone tomorrow about a commissioner position for activities like dance and martial arts. If this works out this could be a good path forward for other sports. Mr. Moore stated it is hopeful it will be a nominal expense, noting it can be difficult to find volunteers and having an employer/employee relationship is easier.

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

Brian Coolidge reported he heard from some members of the primary/kindergarten classes at Neshobe School regarding the Police Department declining to visit the school to provide information to the students. He noted the Burlington Police Department visited with their canine unit.

Jim Emerson reported there is a Button-Up event scheduled for November 8<sup>th</sup> from 5:30PM to 7PM. The event will provide information on incentives. Food will be served. Mr. Emerson advised Goshen volunteered to participate in the BEC and the event has been opened up to residents of Goshen.

Chief Kachajian stated he had not received a request to visit Neshobe School as he and his officers are willing to visit schools. Chief Kachajian works Monday through Friday and did not speak with anyone from the school and will follow-up with the school regarding this subject.

## **6. Confirm Dates of FY 25 Budget Workshop Series (Brandon Town Hall Basement):**

- . Wednesday, November 8, 2023: 7:00PM – 9:00PM*
- . Monday, November 20, 2023: 6:00PM – 8:00PM*
- . Tuesday, December 5, 2023: 6:00PM – 8:00PM*
- . Monday, December 18, 2023: 6:00PM – 8:00PM*

The Board agreed with the meeting schedule. Seth Hopkins stated the meetings will be warned as special meetings and they will be open meetings for the public, but there will not be zoom available.

## **7. Consider Naming Proposed Private Road Off Steinberg Road as Jupiter Lane**

Seth Hopkins provided the Board with a memorandum, the Street Naming ordinance and a map showing the location. Since the packet was sent out there is a modification to the request that was cleared with the E911 Coordinator and Mr. Hopkins was advised there is no need to restart the process. The suggested name is Juniper Lane. The request is from an affordable housing group. Mr. Guiles noted he is part of the group and will recuse himself from this topic.

**Motion** by Cecil Reniche-Smith/Heather Nelson to approve the name of the private road off Steinberg Road as Juniper Lane.  
**The motion passed with one abstention – Tim Guiles.**

## **8. Discuss Out-of-Town Police Response and Possible Sub-regional Policing Models**

Seth Hopkins noted there was a request from the last meeting to warn this as an agenda item. A draft of what an outreach letter might look like, information regarding service that has been provided to Goshen, and a draft of an actual agreement was included for discussion.

Chief Kachajian stated law enforcement is expensive and the dispatching issue where the state police have been covering without charging will be changing in the near future. When consolidating resources, it is less expensive and there might be better chances for grants in applying for a district. The Town of Goshen is currently handled by the State police from New Haven and Rutland and this year there was a large increase in their need for service. The Goshen Select Board would be interested in considering additional policing services due to response times. Chief Kachajian suggested the Brandon PD could provide the services for a flat administrative fee of \$4,200, plus \$150 per emergency call. They are not looking for patrol or traffic enforcement. Going forward, when the dispatch issue comes up again, it would be less expensive to join communities around Brandon to combine resources to lower dispatch costs. For police, fire, and EMS, all will have to pay in the State. The Department can provide the emergency services, as Goshen is not looking for pro-active policing. If they wanted to do ordinance violation or patrol, there would need to be additional charges. Tom Kilpeck stated as soon as the legislation gets passed, there will likely be a charge for dispatching. Chief Kachajian would like to get ahead of the problem before this happens and suggested Brandon could possibly be the anchor department for Goshen, Leicester, and Sudbury. If other communities paid for services, it would help with Brandon PD's budget, but at the present time he would like to approach only Goshen regarding limited services for emergency calls. Heather Nelson stated at the last meeting, there was the comment that the Police Code of Conduct makes it the responsibility of the police to respond to calls. Chief Kachajian stated most of the time, the Department is responding to communities for life-or-death instances and are not doing calls for undue services. They deal with emergencies in Brandon first, and many times it is an agency assist. There have been 4 calls from Goshen this year. Sudbury is where one of the officers lives and most calls are requests for assistance from the State Police. He noted Pittsford and Brandon have a good working relationship and will call on each other for assistance, which is more of a mutual-aid type call, with 9 calls this year. Leicester has had several calls including a shooting and suicide that were assistance to the State Police. Chief Kachajian stated similar to the Fire Department and EMT, the Police Department assists one another as there is a moral obligation to serve and protect. Other agencies will also assist Brandon when there are additional services needed. The Department puts the Town as a priority and understands the cost when going into other communities. Tracy Wyman stated there was discussion about Sudbury and Leicester, but he wanted to clarify that it is just Goshen at this point. Tim Guiles stated the document indicates 25 incidents for Goshen. Chief Kachajian stated that is the total number of calls for Goshen for the State Police, not for Brandon. Chief Kachajian suggested there are different models that could be considered in charging per capita or per call. Mr. Guiles stated it implies that Brandon has a surplus capacity. Chief Kachajian advised the Department has the ability with Goshen's call volume to handle only emergency calls as it is not large, but if Leicester and Sudbury were to approach the Town for services, which would have to be done with a per capita expense as it would require an increase in officers. Moving forward with Goshen would provide a good test to determine if this program would be feasible. Heather Nelson asked if the Department has always covered the minimum calls in Goshen and Chief Kachajian advised they have assisted the State Police, but this would be a new program. Tracy Wyman asked if there were two officers in Goshen and a call came on from Brandon, what would be the procedure. Chief Kachajian stated it would depend on the nature of the call and noted this could also be a mutual aid situation.

Seth Hopkins asked whether the Board authorized pursuing this subject with the Goshen Select Board as they generally meet the same time as the Brandon Select Board. He cannot say they are interested, but there is interest in a discussion and he needs assurance this Board is in agreement.

**Motion** by Tim Guiles/Brian Coolidge to not pursue this program at this time.

Cecil Reniche-Smith suggested it would be worth investigating. Heather Nelson agreed that she would like to start the discussion. Tim Guiles noted concern with the Police Department getting larger and Brian Coolidge was also not in favor of this move at this time. Sandy Mayo asked what would be added to the police department by doing this. Chief Kachajian stated the \$4,200 would be charged annually, even if there were no emergency calls made. These funds could go towards lowering the budget or put towards other things that taxpayers would not need to pay for. There could be years when there would be no calls and other years when there could be several. Mr. Guiles clarified the Department has a canine unit, drone capability and a motorcycle unit, questioning how much the motorcycle was used. Chief Kachajian stated with Goshen being mountainous, it would likely not be a good use for the current motorcycle. This is used mainly for traffic enforcement, but

due to the weather it has not been used frequently this summer. Tracy Wyman noted he would need more information before considering this.

**The motion passed – 2 no votes – Heather Nelson and Cecil Reniche-Smith.**

Seth Hopkins provided per capita information to the Board noting the Police Department is \$850,000 and with 4,000 people in Brandon this would equate to \$209/per person. With a contract of \$4,200 and 172 people in Goshen, it would equate to \$24/per person. Mr. Hopkins noted two things that have not been discussed are that the Town has been talking for years about its role as the subregional hub for this area and is the market town for this area. The Brandon Library has agreements with other towns, and the Fire District provides mutual aid, and this appears to be a natural conversation to have with Goshen. In talking about Brandon's PD budget, the figure would be \$2,000 every day, and Goshen would be contributing 2 days out of the year. Mr. Hopkins attended a VLCT seminar on subregional approach to services and noted that dispatch is going to happen and his takeaway about policing is that it is something that is going to happen and the Town is positioned with resources that adjunct communities do not have. Chief Kachajian has indicated there will always be a desire to extend a helping hand. Cecil Reniche-Smith asked Chief Kilpeck if Brandon is charging other towns that Brandon has offered fire protection for. Fire Chief Kilpeck advised the Fire District has a contract with Leicester for services provided and he is currently working with Goshen on a contract. Traditionally, Brandon has provided fire protection to Goshen on a per call basis, but the new contract will be a flat rate contract versus a hybrid flat fee plus billing. Chief Kilpeck noted volunteer or career services are continually losing people and regionalization is happening country-wide and mutual aid agreements are strong in Vermont. For EMT services, Middlebury and Rutland Regional ambulance services also assist with calls, with Brandon Rescue a volunteer service. Doug Bailey stated providing services on a contract basis does not assist with the cost for equipment that is in the budget and suggested a contract with Goshen is a losing proposition as a contract service. Tracy Wyman did not think \$150/call was sufficient. Cecil Reniche-Smith stated to charge per capita, it would be \$36,000. Heather Nelson is interested in doing this, but they would have to pay more. Chief Kachajian stated in regard to the contract, it is flexible and there are multiple models. For regional and county agencies around the country, they do it differently and the Town could look at a different financial model.

**Motion** by Heather Nelson/Cecil Reniche-Smith to allow the Town Manager to pursue a formal contract with Goshen that would be per capita, taking into consideration what Brandon residents are paying per capita.

Tim Guiles opposed increasing the police department and was not in support of the police covering more areas. Cecil Reniche-Smith stated the Department was not being enlarged, but suggested taking into account the realities of policing in a rural state and noted she supported the idea of exploring this. Heather Nelson stated with being a moral obligation to do this, it is happening anyway due to mutual aid and this would allow the Town to be compensated for what the police officers have been doing. It has been made clear that Brandon takes priority. Ms. Reniche-Smith stated it is important to keep in mind that Brandon serves a role as a subregional hub that draws and gives back to the region. For smaller towns, it is important to offer them to be as safe as we are.

**The motion failed with 3 no votes – Brian Coolidge, Tracy Wyman, and Tim Guiles.**

## **9. Vermont Community Development Program MP1 Form Approval**

Bill Moore advised the approval of this item is to enable the Town to obtain VCDP grants, similar to the current one for the Brandon Public Library. This is the newest version of the document that had previously been approved in April. If the Town wants to remain eligible for grants and assure the Library gets its funds, the Board will need to sign off on this document.

**Motion** by Cecil Reniche-Smith/Heather Nelson to adopt the new version of the Vermont Community Development Program MP1 form as presented. **The motion passed unanimously.**

Tim Guiles questioned if this would supersede the Town's personnel policy as it is quite involved. Cecil Reniche-Smith noted the Town would need to make sure its personnel policy is consistent with this policy to assure that it is at least as robust. This version is not significantly different from what was approved in April, and if not approved, the Town will not be eligible for grants from this particular resource.

## **10. Consider Financial Projections Received for Proposed Town-Owned Solar Array**

Seth Hopkins provided information with two scenarios pursuant to the Select Board allocating ARPA funds to the BEC. There are two sites for the Select Board's consideration, with one site requiring a lease payment and the other site would not disturb any prime soils. Mr. Hopkins recommended the Board move in the direction of the Industrial Park site model. There are efforts by the BEC to have a couple of developers provide projections for the Board's consideration.

**Motion** by Tim Guiles/Cecil Reniche-Smith, to pursue the Industrial Park site model per the Town Manager's recommendation and bring information back to the Select Board for consideration.

Tracy Wyman stated it appears this has turned into a Town project and asked about the collaboration with the other groups. Tim Guiles advised the final composition of the deal is not finished but the ARPA funds are to pay for research of a site and for the exploratory fees. Once a finished project is created, there will be discussion of whether it is going to be just the Town or in cooperation with the school. Mr. Wyman was concerned with the decommissioning cost as nothing has been explored and no one can give a good figure for that. The environmental people he has talked with can't give a good figure but have provided him with several web sites for research. Mr. Wyman will share the information he received on decommissioning with Mr. Guiles. Mr. Guiles noted when decommissioning is done, there is something of value in the equipment. Mr. Wyman also noted concern with a large percentage of the solar array ending up in a landfill, and questioned how this is considered green energy when only a percentage is recyclable. He has also read about the possibility of having to replace the panels halfway through their life expectancy. Cecil Reniche-Smith advised there is a secondary market for used solar panels, but there are things that can be recycled and there is not a creation of brown fields with the land immediately reusable. Mr. Wyman agreed the land can be reused but is concerned with the material to be removed if 50% ends up in landfill. Tim Guiles suggested he provide information to the Board members on this subject. Sandy Mayo stated panels are being developed that are greener and will possibly be able to be recycled and suggested waiting until those are available to create a better system of recycling and repurposing. She has information that she can provide to the Board. Jim Emerson stated solar panels are changing dramatically with costs coming down and becoming more recyclable. The industry standard is that they degrade ½ percent each year that is a very generous allowance for panel productivity and there is not the level of degradation seen. There is a longer timeframe the panels are lasting that would go beyond 40 years. Mr. Emerson stated the Town has a chance to save \$1 million over the life of the panels and this is a huge opportunity. There are 18 other towns that did this type of project and they are saving taxpayers money. He encouraged the Board to consider this request. Brian Coolidge asked why companies are not pursuing this type of project. Seth Hopkins advised the Town can borrow money at half the cost that a private company can borrow at market rate. If the Town borrows at 2% or 3.8% and a private company borrows at a range above, they are not going to make \$1 million over the life of the project.

**The motion passed with 2 no votes – Tracy Wyman and Brian Coolidge.**

## **11. Planning for Electric Car Charging**

Seth Hopkins stated the information was brought forward by a Select Board member. Cecil Reniche-Smith asked about the information provided for federal funding as it appears these funds are available now and are only for ones that are not working. Mr. Hopkins stated there was discussion of what happens when the warranty expires and this was provided only as information for the Board. Mr. Hopkins spoke with Green Mountain Power and was advised there is awareness at the State and Federal levels that stations will have a life cycle and there will be interest in creating programs for repair or replacement. Heather Nelson was comfortable with an increase in the rate but not charge more than neighboring communities. She stated a middle ground would make sense and would provide funds to replace or repair them if needed. Brian Coolidge stated whether there is a warranty cost or the Town assumes the cost of repairs, there will need to be funds paid out. Tim Guiles did not think continuing the warranty made fiscal sense.

**Motion** by Cecil Reniche-Smith/Tim Guiles that when the warranty ends, it will not be renewed. **The motion passed unanimously.**

Sandy Mayo stated there was no discussion of maintenance, lighting or plowing previously. The Town has two charging stations and only 1% of Vermont has electric cars and noted concern with what the Town will be paying 10 years from now. Ms. Mayo suggested changing the price as there should be funds in place for the future. Tim Guiles stated the plowing and lighting happens in all areas of town and for maintenance, he would like to see the demonstrated costs, noting there are no moving parts to the equipment and if it is damaged by someone backing into it, insurance would cover that. He does not think it should be increased since it has not incurred costs. Ms. Mayo asked if the Town owns the parking lot and who plows the lot. Mr. Hopkins advised the Town owns the parking lot behind Dunkins and had installed lighting for that lot through a grant. The charging stations were also obtained by the Town through another grant and this lot was to serve events at the town hall and general parking for the downtown and the lot will be maintained whether the charging stations are there or not.

Dorothea Langevin stated she travels a lot and depends on charging stations, noting charging takes longer than filling up a car. In doing that, she goes into towns and spends time in the towns, which is possibly done by others as well. Neil Silins asked if there are charging stations at every highway rest stop as there must be statistics regarding how long they last. This would be a more typical cost for public use, rather than comparing information from private use and it would be worthwhile obtaining that information. Tracy Wyman noted he does not expect the Town to buy his gas and as a taxpayer, he does not expect to fund charging other's batteries. Everyone needs to pay their share and the Board needs to come up with a fair, reasonable rate that will work. Ms. Langevin stated many stations are not in great locations where one would like to stay and she appreciates where the Town's station is. It was noted the Town is not losing anything and the rate was set by ChargePoint to break even or make a small amount, which was \$120 last year. Cecil Reniche-Smith asked if the rate from Chargepoint would change if the Town was to charge more. Mr. Hopkins stated the user pays Chargepoint and they hold back 10% and it is not thought the percentage for Chargepoint would increase. Heather Nelson was agreeable to increase the fee as a middle ground to have more income so that when there is a need for replacement, the Town is covered.

**Motion** by Brian Coolidge/Heather Nelson to increase the rate to 25 cents per kilowatt hour and \$1.25 for plug in.

Tim Guiles did not expect people to have to pay more just because they are in Brandon. The program is breaking even and the current rate being charged is an equitable rate. It was noted that the money from the charging stations would go into the General Fund. Mr. Hopkins stated this is not a capitalizable expense and did not think that a sinking fund should be created for it. It was noted the proposed increase would be \$5.80 for a 2-hour charge and Mr. Guiles stated that is twice the current cost.

**The motion passed with one no vote – Tim Guiles.**

## **12. Fiscal**

### ***a) Purchase Order 45158 for Grant-Funded Police Motorcycle - \$18,318.00***

**Motion** by Tim Guiles/Brian Coolidge to not accept the grant, with a friendly amendment by Cecil Reniche-Smith/Heather Nelson to not accept the purchase order and hold off on the grant until receipt of information from Senator Sanders office.

**The motion passed unanimously.**

Tim Guiles stated the Town does not need another motorcycle and in talking with Senator Sanders office they want the funds to be used responsibly and for the best of the community. An electric motorcycle will not replace a police car and the Town is in need for an electric police car. He noted there are many times that a motorcycle is not good and it would be a mistake to purchase one. Cecil Reniche-Smith asked if Senator Sanders office had indicated there is the ability to use the money for other items. It was noted they thought there is a possibility of doing this and will get back to Mr. Guiles to advise if the grant funds could be used more appropriately. Chief Kachajian talked with the Department of Justice and the original grant was for updating the current police fleet. He was awaiting a response as the funds may be able to be put towards an electric cruiser, but the budget currently does not allow for the purchase of one. Cecil Reniche-Smith suggested tabling this item until further information is received from Senator Sanders. Tim Guiles noted concern as he had not previously had a conversation about a police motorcycle and what was spent on the recent purchase of a gas-powered cruiser could have purchased an electric car. Chief Kachajian stated though Teslas are used as police vehicles, they are not considered good uses as police vehicles. Chief Kachajian noted he would not mind going to an electric police vehicle but when obtaining prices, an electric vehicle was

\$72,000. He also noted concern that this would not be a police-certified vehicle that could be a liability for the Town. Major dealerships have advised against purchasing a vehicle that is not police certified. Chief Kachajian thought it a good idea going forward but wants to be sure that the vehicle is appropriate for the police officers and not a liability for the Town. Mr. Guiles will provide Chief Kachajian with information on this subject. Chief Kachajian also noted some police departments are going to hybrid models that are certified police vehicles.

***b) Warrant – October 23, 2023 - \$103,170.89***

**Motion** by Brian Coolidge/Cecil Reniche-Smith to approve the warrant of October 23, 2023, in the amount of \$103,170.89. **The motion passed unanimously.**

**13. Adjournment**

**Motion** by Brian Coolidge/Tracy Wyman to adjourn the Select Board meeting at 9:00PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary



FOR PUBLIC AWARENESS:

The Brandon Historic Preservation Commission and the professional preservationists they are working with seek any information community residents may have regarding:

- a the former Town Farm
- b Brandon cemeteries
- c the observatory on Mt Pleasant

Any residents with insights or suggestions for sources for research are invited to share those with town manager Seth Hopkins and BHPC chair Dennis Reisenweaver.

FOLLOW-UP ITEMS FROM PREVIOUS BOARD MEETING(S)

I've spoken with the Morton Buildings representative who is happy to work with us. In our general area, they have recently built Morton highway barns for Rupert, Shaftsbury, and Tinmouth. He advises that actionable architectural drawings are necessary for quotes. I have brought this matter to the selectboard as part of the budget workshop process.

Proposals for replacing the Town Hall roof are under development; one is in-hand and additional time has been requested by one firm; we now expect these to be available for initial evaluation and presentation to the next selectboard meeting.

Vermont Division of Historic Preservation has cleared the stormwater work proposed for Seminary Hill Park / West Seminary Street.

FOCUS AREAS DURING REPORTING PERIOD

I prepared proposed budget materials for consideration of the selectboard and budget committee ahead of the initial workshop on 8 November. One element of this (regarding ARPA) was the direct result of a VLCT training I completed online on 25 October.

I worked again with the Goshen zoning officer and a Brandon landowner to ensure safety and compliance regarding the "primitive camp" in Goshen proposed for Fay Road access in Brandon.

I had many meetings, scheduled and unscheduled, with town officers, staff, and townspeople.

With the highway foreman and one of the wastewater operators, I made a site visit to the Carver Street pump station; outreach is being made to the railroad to assist in remedying poor drainage of surface water. Likewise, we made a site visit to Mt Pleasant regarding drainage of the retention pond on upper Prospect Street. These were both at landowner requests.

I met with Tom Whittaker regarding the Brandon Industrial Corporation, of which the town manager is a member. I made further progress on the status of the BIC over following days.

I met with the reBHS principals regarding the permitting process and their initial steps.

Tim Guiles (emergency management coordinator) and I (emergency management director) each successfully completed 75 hours of emergency management curriculum and are both now State of Vermont Certified Emergency Management Directors.

Related: Brandon is set for designation as a one-day-per week “hub satellite” by Vermont Emergency Management in terms of long-term provision of essential services (example: in an extended broad-impact power outage).

With Bill Moore, I attended the quarterly meeting of the police department at the station and a meeting of the Trustees of Public Funds at Alta Woods.

The Town administrative team met on Friday 27 October with the Fire District administrative team in an ongoing effort to address procedure regarding our respective responsibilities for utilities (District drinking water and Town wastewater), now that the Town is billing for the District.

I facilitated a site visit from a company interested in providing quotes for the Town Hall roof.

#### FOR AWARENESS OF THE SELECTBOARD

Steve Cijka and Tim Kingston have received one responsive quote for replacement of the control panel at the Industrial Park wastewater pump station and are continuing to solicit two others. This will come to the board per purchasing policy.

There was an excess chlorine violation at Wastewater on 28 October which was corrected and reported by Brandon’s Chief Operator to the State on the same day.

#### RESIDENTS’ CONCERNS

Primarily these were public works related and addressed by referrals to appropriate staff.

#### STAFFING

Nothing to report

#### FINANCIAL SNAPSHOT

FINANCIAL SNAPSHOT	
Operating Expenses (includes tonight’s warrant)	41 % of funds / 38 % of year
Unrestricted / Unassigned Fund Balance	\$696,096
Local Option Tax Available / Undesignated	\$110,488
Unobligated ARPA (will report only until fully obligated)	\$249,254
Known Grant Matches Not Yet Designated (excluding Union Street)	\$0
Delinquent property taxes (prior years)	\$401,682
Delinquent wastewater (prior years; will no longer be tracking drinking water as water accounts are purview of the Fire District)	\$234,397
Number of payment plans for delinquent accounts	21 active; 4 await taxpayer signature

#### TOWN MANAGER’S RECOMMENDATIONS FOR ITEMS ON THIS AGENDA:

Items #6 - 11

Recommend approval as presented.

Respectfully submitted,

*Scott M. Hopkins*



State of Vermont  
Department of Public Safety  
Vermont Emergency Management  
**Certificate of Completion**



**Seth Hopkins**

has completed the 75 Hours 0 Minutes

**Vermont Emergency Management Director Certification Program**

course in the State of Vermont on

**Monday, October 30, 2023**

A small, irregular red ink smudge or mark on the page.

A handwritten signature in black ink, appearing to read "E. Forand".

Eric J. Forand  
Director, VEM

# Long-Term Essential Services

- **Key Private Enclaves**
  - Facilities or areas where essential non-government services operate (hospitals, food warehouses, fuel distribution centers, etc.)
- **State Service Enclaves**
  - Facilities or areas where Continuity Of Government (COG), essential state-level activities, operate
  - State Service Enclaves will NOT necessarily provide direct service and support to residents
- **Service and Support Hubs**
  - One stop shop areas of sustained power (e.g., micro-grid or generators) that provide support for residents staying within a roughly 30-minute drive
  - Hubs provide minimal levels of support including supplies, food/water/hygiene; medical services/medication; public safety; shelters/centers; fuel; and finance/banking
- **Hub Satellites (1 day/week)**
  - Sites where a Hub team provides a subset of services to residents in more isolated areas; Satellites will not provide full services and would only operate for short periods
  - Services may include supplies, food/water; first aid/limited medications; fuel; mechanics; and transportation to a Hub for shelter or evacuation

*Service Support Hub and Satellite model is transitioning to Distribution Management support annex as it could be used for other incidents.*





**BRANDON POLICE DEPARTMENT**  
301 Forest Dale Road, Brandon, VT 05733  
(802) 247-0222  
*David Kachajian, Chief of Police*



October 26, 2023

During the most recent Brandon Town Selectboard meeting held on Monday, October 23, 2023, it was mentioned in the open public meeting by Selectboard Member Brian Coolidge, during the Public Comment segment of the meeting, that he wanted to convey his dismay that the Brandon Police Department (BPD) had declined to send a representative to the Neshobe Elementary School to discuss the role of the police department in the community. Instead, Neshobe had reached out to the Burlington PD, which sent a K-9 unit. Mr. Coolidge saw this as "a wasted opportunity" for BPD.

After hearing this comment, and not being aware as to what request had been made by the Neshobe Elementary School that Mr. Coolidge was referencing, I conducted my own inquiry into the allegation that the Brandon Police Department refused to engage with the school and/or the children that attend classes there. I subsequently spoke with the Principal of the Neshobe Elementary School, Vicki Wells, and asked her about the allegation that was made towards the police department. Principal Wells advised me that they had not reached out to the Burlington Police Department to have an officer come to the school, nor did they send any of the kids to the Burlington Police Department for a tour of their police station or in any other capacity. She also told me that the Brandon Police Department has a strong relationship with the school and that she has never felt that we were not there for any of the staff or children when they called us.

The only time that the Brandon Police Department was contacted by anyone from the Neshobe Elementary School, which was quite some time ago, was when a request was made for a tour of the police station. Due to a staffing shortage at the time, and due to the fact that we only had one officer working the day shift and could not guarantee that someone would be present to run a tour of the police department for a group of kindergarten children, the school was advised that at that time we could not accommodate them, but perhaps would be able to in the future.

This aforementioned fact pattern is in stark contrast to the allegation that was made towards the police department that we, as a police department/police officers and as members of this community, have no interest in engaging with the children and students at our schools. This couldn't be further from the truth and as the representative of both the police department and the officers and civilian employee(s) who work here, I want to assure our elected officials, town management, residents, and especially all of the children in our community that your police department is and will always be here for you and looks forward to engaging with everyone who lives in and visits the Town of Brandon. There are times, as was mentioned earlier in this letter, that our resources can be limited and we must pick and choose what to prioritize during the course of our daily duties. But that being said, we always remain in a position and have a will to want to engage and be a part of the community that we serve and protect.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David Kachajian".

Chief David Kachajian



TOWN of  
BRANDON  
EST. 1781 VERMONT

# RECREATION

November 13, 2023

The town has opened registration for winter cheerleading. New coaches Robing Douglas and Lexi Duby will be working with youth in grades 3-6 starting on November 29<sup>th</sup>.

Basketball Registration has opened for youth in grades PK – 6. The start dates range from November 27<sup>th</sup> - January 6<sup>th</sup>.

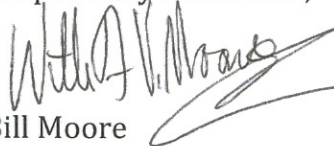
Only 18 Celtics trip tickets remain available for purchase. All of the “Anthem Buddy” spots have been filled for the December 29<sup>th</sup> game versus the Toronto Raptors

Little Otters Wrestling will feature new head coaches (Taylor Mason & Joe Desabrais) for this Brandon Rec/OV Parents of Wrestling collaboration that starts with a January 16<sup>th</sup> informational meeting.

Met with Dennis Marden and Scott Quenneville regarding the upcoming floor project that is slated to start December 11<sup>th</sup>. The rec winter town hall schedule is being crafted with this reality in mind; February – April will be busy leading into the FOTH 2024 schedule which is already filling up!

Commissioner, Marty Fjeld, met with a wetland specialist at the proposed site for the TOB Disc Golf course on the land behind the American Legion. We are looking to secure the delineation before the end of the month in time to apply for the 2023 VOREC grant that is due on December 15<sup>th</sup>. Once we have the grant supporting documentation together and we have determined whether it will be a planning grant or implementation grant, we will be approaching the select board for official permission to apply for the 100% (no match) outdoor recreation funding.

Respectfully Submitted,



Bill Moore



**State of Vermont**  
**Division for Historic Preservation**  
Deane C. Davis Building, 6<sup>th</sup> Floor  
One National Life Drive, Montpelier, VT 05620-0501  
[www.accd.vermont.gov/historic-preservation](http://www.accd.vermont.gov/historic-preservation)

*Agency of Commerce and  
Community Development*

## Vermont 250th Anniversary Commission

October 25, 2023

Dear Vermont Community:

The 250th anniversary of the Declaration of Independence is coming. In 2020, Governor Scott established the Vermont 250th Anniversary Commission (VT250th) to plan, encourage, develop, coordinate, and promote observances and activities to be held in Vermont in commemoration of the historic events associated with the American Revolution.

To this end, the VT250th Commission will begin commemorations in 2025 with the capture of Fort Ticonderoga and Crown Point, and finish in 2027 with Vermont's signature anniversary year marking the founding of Vermont and the campaign of 1777, which included the battles of Hubbardton and Bennington. This commemorative milestone is an important time that provides the perfect platform to take stock of where we have been and to enable planning for our future.

This three-year anniversary period will allow all Vermont communities to share their histories, which include stories more diverse than are commonly known and can serve to unify all Vermonters. The VT250th Commission encourages every community to take part, no matter how big or small the event(s) or activities. How each town and city commemorate its history will be decided by your community.

We invite you to join us as we commemorate the American Revolution and come together to mark the 250 years since the founding of our state and nation and our continuing march toward a more perfect Union by adopting a resolution to be part of the 250th anniversary. A template has been provided for your consideration. The resolution declares that your town or city officially establishes a VT250th liaison or local committee made up of a diverse group of citizens to work with VT250th Commission on any events and activities related to the 250th anniversary.

This will ensure your town or city to be directly involved in the work of the VT250th Commission, as well as bring attention to the upcoming anniversaries for your community and help build awareness of the important role that Vermont and your town or city has contributed to our shared histories.

We look forward to working with your town or city as you envision and implement a meaningful commemoration for your community for these upcoming anniversary years!

Laura V. Trieschmann, Chair, VT250th Anniversary Commission  
Jim Brangan, Vice Chair, VT250th Anniversary Commission

DocuSigned by:

*Laura V Trieschmann*  
E88B1289163F42E...

DocuSigned by:

*Jim Brangan*  
C72DE9ADE2FE4ED...

Attachment





# DRAFT

SELECTBOARD

## Vermont 250th ANNIVERSARY RESOLUTION

A resolution of the Town of Brandon, State of Vermont, supporting the Vermont 250th Anniversary Commission;

WHEREAS, Vermont Governor Phil Scott signed an executive order to create the Vermont 250th Anniversary Commission on December 15, 2020, to plan, encourage, develop, coordinate, and promote observances and activities to be held in Vermont in commemoration of the historic events associated with the 250th anniversary of the 1776 signing of the Declaration of Independence, the Revolutionary War between 1775 and 1777, the founding of Vermont in 1777, and the creation of the political foundations of the United States of America;

WHEREAS, the Vermont 250th Anniversary Commission hopes to engage all 252 cities and towns through their many programs, projects, and events over the next several years, thereby inspiring future leaders and celebrating Vermonters' contributions to the nation over the last 250 years;

WHEREAS, by adoption of the Vermont 250th Anniversary Commission, we hope to inspire Vermonters to learn from the history, legacy, and context of the past to build stronger communities for the future.

RESOLVED, the Town of Brandon officially establishes a liaison or local committee made up of a diverse group of citizens or individuals to work with the Vermont 250th Anniversary Commission on any or all activities. The participant(s) of the Town of Brandon are voluntary roles and there will be no compensation for participation.

(OPTIONAL) RESOLVED, the Town of Brandon may provide funding for planning or implementation of 250th related commemorations in their community or region as available.

RESOLVED, that a copy of this resolution be sent to the Vermont 250th Anniversary Commission.

ADOPTED by the Selectboard of the Town of Brandon, State of Vermont, this 27th day of November 2023.

Town Manager & Selectboard

\_\_\_\_\_

Need to choose (a) single liaison or (b) group of citizens or individuals.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**BRANDON ERRORS AND OMISSIONS**

**GRAND LIST 2023**

**411 VALUE AS LODGED** 3,477,563.00 **AS LODGED 06/27/2023**  
**ENDING 411 VALUE** 3,479,376.00 **ENDING 10/20/2023**  
+1,813.00 **INCREASE IN TAXABLE VALUE**

**CURRENT USE EXEMPTION:** 4,722,800 **AS LODGED 6/27/2023**  
4,722,800 **ENDING 10/20/2023**  
**NO CHANGES IN CU EXEMPTIONS**

**VETERANS EXEMPTIONS** 1,120,000 **UNCHANGED**

**EXEMPTIONS/**

**OWNER PAYS ED TAX** 1,725,400 **AS LODGED 6/27/2023**  
1,702,600 **ENDING 10/20/2023**  
**INCREASE IN TAXABLE VALUE 22,800**

PID	EXEMPT WAS	EXEMPT NOW	CHANGE
0089-0038	302,800	0	-302,800
C&D REALTY EXEMPTION EXPIRED			
0042-0009	0	280,000	+280,000
MOUNTAIN ASSOCIATES ADDED EXEMPTION AFTER RENOVATION			

**REAL VALUE CHANGES** 356,430,600 **6/27/2023**  
356,589,100 **10/20/2023**  
**INCREASE IN TAXABLE VALUE 158,500**

0089-0646	GREEN	30,800	179,500	
MISSING DWELLING BUILT				ADDED 148,700 TO GL
0007-0162	ATWOOD	123,200	133,00	
MISSING GARAGE UNDER CONSTRUCTION				ADDED 9,800 TO GL

RESPECTFULLY,  
LISA TRUCHON. VMPPA  
ASSESSOR/NEMRC

TO: Selectboard  
RE: Authorization to Apply for Grant: Public Shade Trees  
DATE: 7 November 2023

Brandon Tree Warden Neil Silins has referred to the town management team the 2024 series of Vermont Urban & Community Forestry Program grants, the most relevant being the “Communities Caring for Canopy” grant.

These grants require a 1:1 cost share (50% match provided by the Town).

The program overview is available at this page:  
[https://vtcommunityforestry.org/sites/default/files/2023-09/communities-caring-for-canopy-overview\\_2024\\_final.pdf](https://vtcommunityforestry.org/sites/default/files/2023-09/communities-caring-for-canopy-overview_2024_final.pdf)

At this time, I request selectboard authorization to apply for this grant with the understanding that it will require a Town match if awarded. Depending on the scope of the grant we seek, funding that match could come from a couple of different places: if a small grant, the operating budget line for tree removal/planting (HWY #10515-44130) or public shade tree maintenance (B&G #10522-44130); if a large grant, trees are certainly a long-lived asset and a capital match from the 1% Fund may be appropriate.

Respectfully submitted,

*Seid M. Hopkins.*



Revision 13 Nov 2023: Reflects merit increase for Dan Snow (HWY).

SELECTBOARD

BLANKET PAYROLL AUTHORIZATION
FOR FISCAL YEAR ENDING 30 JUNE 2024

Pursuant to 24 VSA §1623 (a) (2), the Selectboard of the Town of Brandon authorizes the Treasurer of the Town of Brandon to make payroll payments to the following individuals at the rates approved and set forth below.

SALARIED STAFF: Annual amounts to be paid in 26 installments

Table with 4 columns: Name, Amount, Name, Amount. Rows include Gage, Susan M (\$80,000), Hopkins, Seth M (\$75,000), Kachajian, David W (\$92,820), Moore, William III (\$70,000).

HOURLY STAFF: Regular hourly wage for permanent full- and part-time employees

Table with 6 columns: Name, Rate, Name, Rate, Name, Rate. Lists various staff members and their hourly wages, including Alnwick, Aidan C (\$26.79) and others.

OCCASIONAL STAFF: Non-contracted; elected/appointed/seasonal

Table with 4 columns: Role, Rate, Role, Rate. Includes Board of Civil Authority (\$13.18 per hour), Knapp, Hillary (\$110 per hearing), and Summer camp staff (\$15 per hour).

The Town of Brandon Personnel Policy and the Collective Bargaining Agreements with the New England Police Benevolent Association and the American Federation of State, County and Municipal Employees terms apply.

ADOPTED this 13th day of November 2023.

SIGNATURES of SELECTBOARD:

Five horizontal lines for signatures.

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63712 Current Prior Next FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 11/13/23 To 11/13/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
200263	11/01/23	ALDRICH & ELLIOTT, PC WWTF Upgrade Step III 81675	40-5-20-20120 Engineering	26062.98	53074	11/13/23
100015	10/30/23	ALLEN ENGINEERING & CHEMI chlorine 11250451501	20-5-55-50120 Sodium Hypochorite	1675.00	53075	11/13/23
311028	10/26/23	AMERICAN LEGION POST #55 APPROPRIATION NOV 2023	10-5-25-70170 American Legion Post #55	6250.00	53076	11/13/23
310590	10/26/23	AMERICAN WINDOW CLEANING windows 10-25-23 7729	10-5-22-43100 Town Office	60.00	53077	11/13/23
101093	10/20/23	ARROWHEAD SCIENTIFIC, INC sterile water 163683	10-5-14-30120 Professional Supplies	58.71	53078	11/13/23
100245	10/26/23	BRANDON AREA CHAMBER OF C APPROPRIATION NOV 2023	10-5-25-70140 Chamber of Commerce	250.00	53079	11/13/23
100305	10/26/23	BRANDON AREA RESCUE SQUAD APPROPRIATION NOV 2023	10-5-25-70130 Brandon Rescue Squad	20645.00	53080	11/13/23
100255	10/31/23	BRANDON FIRE DISTRICT #1 Oct portion of payments 10/31/23	90-5-15-90600 Paid To BFD No 1	34958.51	53081	11/13/23
100255	10/26/23	BRANDON FIRE DISTRICT #1 APPROPRIATION NOV 2023	10-2-00-02136 Fire District Payable	82312.50	53082	11/13/23
100275	10/26/23	BRANDON FREE PUBLIC LIBRA APPROPRIATION NOV 2023	10-5-25-70470 Brandon Library	7666.67	53083	11/13/23
100625	10/26/23	BRANDON INDEPENDENCE DAY APPROPRIATION NOV 2023	10-5-25-70110 BIDCC -4th of July Com.	1750.00	53084	11/13/23
100280	11/06/23	BRANDON LUMBER & MILLWORK plugs (for fountains) 10597/3	10-5-22-43160 Parks Maint.	4.79	53085	11/13/23
100280	11/06/23	BRANDON LUMBER & MILLWORK spruce, tape (fountains) 10610/3	10-5-22-43160 Parks Maint.	41.21	53085	11/13/23
100280	11/06/23	BRANDON LUMBER & MILLWORK tubes (for fountains) 10647/3	10-5-22-43160 Parks Maint.	1.56	53085	11/13/23
100280	11/08/23	BRANDON LUMBER & MILLWORK bolt snaps 10903/3	10-5-22-43160 Parks Maint.	19.98	53085	11/13/23
100280	10/18/23	BRANDON LUMBER & MILLWORK shovel 7789/3	20-5-55-43160 Maint. Supplies - General	29.99	53085	11/13/23
100280	10/23/23	BRANDON LUMBER & MILLWORK for Davenport signs 8432/3	10-5-22-43160 Parks Maint.	86.44	53085	11/13/23
100280	10/23/23	BRANDON LUMBER & MILLWORK materials for leaf box 8543/3	10-5-22-43160 Parks Maint.	59.94	53085	11/13/23
100280	10/23/23	BRANDON LUMBER & MILLWORK materials for leaf box 8544/3	10-5-22-43160 Parks Maint.	319.66	53085	11/13/23
100280	10/24/23	BRANDON LUMBER & MILLWORK materials for leaf box 8605/3	10-5-22-43160 Parks Maint.	7.60	53085	11/13/23
100280	10/24/23	BRANDON LUMBER & MILLWORK materials for leaf box 8620/3	10-5-22-43160 Parks Maint.	50.57	53085	11/13/23
100280	10/26/23	BRANDON LUMBER & MILLWORK spruce 9016/3	10-5-15-41160 HW Maint. Supplies-Vehicl	18.17	53085	11/13/23
100280	10/30/23	BRANDON LUMBER & MILLWORK LED bulbs 9535/3	10-5-22-43080 Highway Bldg Maint	21.99	53085	11/13/23
100280	11/01/23	BRANDON LUMBER & MILLWORK steel stove pipe 9848/3	10-5-22-43080 Highway Bldg Maint	13.99	53085	11/13/23
100280	11/02/23	BRANDON LUMBER & MILLWORK hex keys (fountains) 9957/3	10-5-22-43160 Parks Maint.	9.98	53085	11/13/23

11/08/23  
04:37 pm

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63712 Current Prior Next FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 11/13/23 To 11/13/23

Page 2 of 6  
Jacolyn

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
100310	10/26/23	BRANDON SENIOR CITIZENS C APPROPRIATION NOV 2023	10-5-25-70480 Senior Citizen Center	1125.00	53087	11/13/23
310049	10/10/23	BROOK FIELD SERVICES generator maint agreement 2024	10-5-22-43180 Maint. Supplies Bldgs.	623.00	53070	10/31/23
310049	10/10/23	BROOK FIELD SERVICES generator maint agreement 2024	20-5-55-20240 Contractors	1246.00	53070	10/31/23
301071	10/01/23	CHAMBER AND ECONOMIC DEVE membership renewal 2326	10-5-17-71600 REDC	500.00	53088	11/13/23
300604	10/31/23	CHAMPLAIN CONSTRUCTION CO sand BRANOCT2023	10-5-15-47120 Winter Sand	4916.53	53089	11/13/23
301503	10/16/23	CHAMPLAIN VALLEY FUELS heating fuel 503339	10-5-22-42110 Heating Fuel	37.40	53090	11/13/23
301503	10/18/23	CHAMPLAIN VALLEY FUELS diesel fuel 504247	10-5-15-41130 Fuel - Vehicles HW	1028.07	53090	11/13/23
301503	10/25/23	CHAMPLAIN VALLEY FUELS diesel fuel 505123	10-5-15-41130 Fuel - Vehicles HW	611.22	53090	11/13/23
301503	11/01/23	CHAMPLAIN VALLEY FUELS diesel fuel 505516	10-5-15-41130 Fuel - Vehicles HW	828.22	53090	11/13/23
310703	11/07/23	CITY HALL SYSTEMS, INC. Oct credit card charges 19816	10-5-18-40010 Middle School Football	85.93	53091	11/13/23
310097	10/27/23	COMCAST service: 11/04 - 12/03 PD 10/27/23	10-5-14-42100 PD Telephone Service	437.32	53092	11/13/23
310097	10/27/23	COMCAST service: 11/04 - 12/03 TO 10/27/23	10-5-10-42100 Telephone Exp. Admin.	627.33	53093	11/13/23
310097	10/21/23	COMCAST service: 10/28 - 11/27 WW 10/21/23	20-5-55-42100 Wastewater Telephone	205.71	53094	11/13/23
310037	10/18/23	CONSOLIDATED COMMUNICATIO service: Sep 18 to Oct 17 TH 10/18/23	10-5-22-43150 Town Hall Repair/Maint.	88.40	53095	11/13/23
301148	09/27/23	CORPORATE BILLING LLC diesel fuel exhaust fluid X12202311701	10-5-15-41160 HW Maint. Supplies-Vehicl	233.75	53096	11/13/23
301148	08/30/23	CORPORATE BILLING LLC oil pan, flange X40102832302	10-5-15-41160 HW Maint. Supplies-Vehicl	980.86	53096	11/13/23
301148	09/26/23	CORPORATE BILLING LLC alternator, gasket X40102896101	10-5-15-41160 HW Maint. Supplies-Vehicl	-212.73	53096	11/13/23
310177	10/26/23	COTT SYSTEMS, INC. nov host fee 155862	10-5-13-30123 Records Preservation	295.00	53097	11/13/23
101094	10/20/23	DAPPER DOGS SPA LLC tick removal & groom 000002	10-5-14-40440 Police Dog Expenses	58.50	53071	10/31/23
310733	11/01/23	DENTON & SON dumpster OCT2023	20-5-55-50160 Sludge Disposal	450.00	53098	11/13/23
101097	11/08/23	DOUGLAS, ROBIN reimb - cheer training 11/08/23	10-5-18-40090 Cheerleading	226.00	53099	11/13/23
300466	10/18/23	DUNDON PLUMBING & HEATING portable toilet fees 84575	10-5-18-43130 Estabrook	130.00	53100	11/13/23
300466	10/18/23	DUNDON PLUMBING & HEATING portable toilet fees 84575	10-5-18-60100 Seminary Hill	130.00	53100	11/13/23
300466	10/31/23	DUNDON PLUMBING & HEATING portable toilet fee 84949	10-5-18-40000 Youth Soccer	135.00	53100	11/13/23
310194	09/28/23	ECONO SIGNS LLC signs 10-985551	10-5-15-45120 Signs & Posts	5570.28	53101	11/13/23

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100494	10/20/23	testing 467126	20-5-55-22120 Testing	45.00	53102	11/13/23
100494	11/25/23	testing 467602	20-5-55-22120 Testing	270.00	53102	11/13/23
100494	10/27/23	testing 467817	20-5-55-22120 Testing	45.00	53102	11/13/23
100494	10/31/23	testing 468048	20-5-55-22120 Testing	155.00	53102	11/13/23
100756	10/16/23	culvert for Wagner Road 82471910	56-5-60-20510 FEMA-July 23 Flood-Wagner	4646.40	53103	11/13/23
301990	11/08/23	BERGERON 0083-2251 NOV 2023	10-2-00-03000 Tax Posting Variance	1031.54	53104	11/13/23
100615	10/11/23	buffers 6883465	20-5-55-30120 Professional Supplies	199.02	53105	11/13/23
300187	10/22/23	3/4 minus-plant mix-stone 233989	56-5-10-50100 Arnold Dist Rd - paving	2632.78	53106	11/13/23
300187	10/22/23	3/4 minus-plant mix-stone 233989	56-5-60-20510 FEMA-July 23 Flood-Wagner	386.67	53106	11/13/23
300187	10/22/23	3/4 minus-plant mix-stone 233989	10-5-15-46140 Gravel	527.18	53106	11/13/23
300187	10/31/23	3/4 minus 234048	56-5-10-50100 Arnold Dist Rd - paving	989.11	53106	11/13/23
311128	10/19/23	hydraulic oil 205225	10-5-15-41160 HW Maint. Supplies-Vehicl	478.99	53107	11/13/23
311128	10/23/23	capsules, cut-off wheels 205368	10-5-15-41160 HW Maint. Supplies-Vehicl	36.02	53107	11/13/23
311128	10/25/23	tire repair kit 205468	10-5-15-41160 HW Maint. Supplies-Vehicl	11.99	53107	11/13/23
311128	10/26/23	clamps, tips, wire 205532	10-5-15-41160 HW Maint. Supplies-Vehicl	61.24	53107	11/13/23
311128	10/31/23	fitting 205750	10-5-15-41160 HW Maint. Supplies-Vehicl	7.49	53107	11/13/23
311128	11/01/23	clamps 205824	10-5-15-41160 HW Maint. Supplies-Vehicl	4.28	53107	11/13/23
311128	11/02/23	antifreeze 205877	10-5-15-41160 HW Maint. Supplies-Vehicl	7.98	53107	11/13/23
311128	11/02/23	electrode, welding rod 205889	10-5-15-41160 HW Maint. Supplies-Vehicl	61.98	53107	11/13/23
311128	11/02/23	heavy duty grease 205891	10-5-15-41160 HW Maint. Supplies-Vehicl	69.90	53107	11/13/23
311128	11/06/23	antifreeze 205984	10-5-15-41160 HW Maint. Supplies-Vehicl	11.97	53107	11/13/23
101095	10/23/23	steel 0321	10-5-15-41160 HW Maint. Supplies-Vehicl	381.00	53108	11/13/23
300600	11/02/23	sodium bisulfite PI-24387	20-5-55-50140 Sodium Bisulfite	2572.57	53109	11/13/23
100792	11/06/23	plugs (for fountains) X020501	10-5-22-43160 Parks Maint.	10.08	53110	11/13/23
310751	10/31/23	removal of concrete 2360	20-5-55-20240 Contractors	1155.00	53111	11/13/23

TOWN OF BRANDON Accounts Payable  
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All Invoices For Check Acct 01(10 General Fund) 11/13/23 To 11/13/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
311176	11/08/23	LILY WHITE CLEANING SERVI cleaning 110823	10-5-22-10130 Admin Custodian	577.50	53112	11/13/23
311176	11/08/23	LILY WHITE CLEANING SERVI cleaning 110823	10-5-22-10120 PD Custodian	280.00	53112	11/13/23
311059	11/08/23	MADISON NATIONAL LIFE INS FICA withholding 23-3Q 2023-3Q	10-5-15-10211 Fica	504.90	53113	11/13/23
310906	10/06/23	MODERN CLEANERS & TAILORS uniform maintenance 11A967	10-5-14-10320 Clothing Allowance	18.00	53114	11/13/23
301083	11/07/23	MVP SELECT CARE INC Oct 2023 - HRA 2023-10	20-5-55-10218 HRA WW	5.00	53115	11/13/23
301083	11/07/23	MVP SELECT CARE INC Oct 2023 - HRA 2023-10	10-5-18-10218 HRA	2.50	53115	11/13/23
301083	11/07/23	MVP SELECT CARE INC Oct 2023 - HRA 2023-10	10-5-22-10218 HRA	2.50	53115	11/13/23
301083	11/07/23	MVP SELECT CARE INC Oct 2023 - HRA 2023-10	10-5-15-10218 HRA HW	5.00	53115	11/13/23
301083	11/07/23	MVP SELECT CARE INC Oct 2023 - HRA 2023-10	10-5-14-10218 HRA PD	10.00	53115	11/13/23
301083	11/07/23	MVP SELECT CARE INC Oct 2023 - HRA 2023-10	10-5-10-10218 HRA Admin	5.00	53115	11/13/23
301083	11/07/23	MVP SELECT CARE INC Oct 2023 - HRA 2023-10	10-5-13-10218 HRA	5.00	53115	11/13/23
310795	10/20/23	NATIONAL BUSINESS TECHNOL service contract printers IN574576	10-5-10-30130 Service Contracts	73.98	53116	11/13/23
310795	10/20/23	NATIONAL BUSINESS TECHNOL service contract copiers IN574577	10-5-10-30130 Service Contracts	160.00	53116	11/13/23
100156	10/17/23	NAYLOR & BREEN BUILDERS, WWTF PR #12 WWTF PR #12	40-5-20-50500 Contractor	240784.53	53117	11/13/23
100156	09/18/23	NAYLOR & BREEN BUILDERS, WWTF PR # 11 WWTF PR#11	40-5-20-50500 Contractor	607762.50	53118	11/13/23
311081	10/26/23	OTTER CREEK WATERSHED INS APPROPRIATION NOV 2023	10-5-17-71800 Mosquito Control	10427.50	53119	11/13/23
310530	09/29/23	PATCH ELECTRIC INC electrical repairs 2457	10-5-22-43090 PD Bldg Maint.	197.89	53120	11/13/23
310530	09/29/23	PATCH ELECTRIC INC electrical repairs 2457	10-5-15-45120 Signs & Posts	398.99	53120	11/13/23
301088	11/04/23	PETE'S TIRE BARNS, INC wheels, tires 040912	10-5-15-41170 HW Tires - Vehicles	4797.50	53121	11/13/23
100283	10/19/23	PIKE INDUSTRIES, INC paving of Arnold District 46012	56-5-10-50100 Arnold Dist Rd - paving	183911.17	53122	11/13/23
100219	10/17/23	PORTLAND GLASS replaced glass 366-1090072	10-5-15-41180 HW Outside Maint. - Vehic	770.00	53123	11/13/23
100219	10/25/23	PORTLAND GLASS replace rear window 366-1097006	10-5-15-41180 HW Outside Maint. - Vehic	519.53	53123	11/13/23
310105	10/18/23	R.R. CHARLEBOIS, INC repairs to F550 BC03030	10-5-15-41180 HW Outside Maint. - Vehic	1058.31	53124	11/13/23
310842	10/20/23	RHR SMITH & COMPANY field work for audit 2023-2541	10-5-10-22110 Auditors	3200.00	53125	11/13/23
300375	10/26/23	RUTLAND CITY Sept sludge processing 34668 SLUDG	20-5-55-50160 Sludge Disposal	6300.00	53126	11/13/23

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63712 Current Prior Next FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 11/13/23 To 11/13/23

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
100006	10/26/23	SOUTHWESTERN VT COUNCIL O APPROPRIATION NOV 2023	10-5-25-70190 SW VT Council on Aging	725.00	53127	11/13/23
310397	10/16/23	SOUTHWORTH-MILTON, INC. hydraulic oil INV3052913	10-5-15-41160 HW Maint. Supplies-Vehicl	381.90	53128	11/13/23
311205	11/03/23	STARK BROTHER'S AUCTIONS Electronic message boards 11-3-23	10-5-15-90100 New Equip. Purchase	2500.00	53072	11/03/23
310921	10/25/23	STEARNS SERVICES LLC consulting fee 1212	10-5-10-30130 Service Contracts	360.00	53129	11/13/23
310099	10/26/23	STEPHEN A DOUGLAS BIRTHPL APPROPRIATION NOV 2023	10-5-25-70430 Stephen A. Douglas Inc.	625.00	53130	11/13/23
300592	10/23/23	SUBURBAN PROPANE, L.P. propane @ WW lab bldg 541022	20-5-55-42110 LP Gas - Bldgs	44.09	53131	11/13/23
100571	11/02/23	TAYLOR RENTAL SALES & SER hose for leaf vac 01-267102-01	10-5-15-44110 Ditching	145.89	53132	11/13/23
100487	10/26/23	TREASURER, COUNTY OF RUTL COUNTY TAX NOV 2023	10-5-17-71100 County Tax	14180.26	53133	11/13/23
100630	10/20/23	U.S. POSTAL SERVICE renewal of permit #9 10/20/23	10-5-10-30132 Postage Expenses	310.00	53134	11/13/23
330348	10/13/23	VERIZON WIRELESS service Sep 14 - Oct 13 9946847027	10-5-21-10310 Travel & Expenses	20.19	53135	11/13/23
330348	10/13/23	VERIZON WIRELESS service Sep 14 - Oct 13 9946847027	10-5-18-42100 Recreation Telephone	20.20	53135	11/13/23
330348	10/13/23	VERIZON WIRELESS service Sep 14 - Oct 13 9946847027	10-5-15-42100 HW Telephone	40.39	53135	11/13/23
330348	10/13/23	VERIZON WIRELESS service Sep 14 - Oct 13 9946847027	20-5-55-42100 Wastewater Telephone	40.39	53135	11/13/23
330348	10/13/23	VERIZON WIRELESS service Sep 14 - Oct 13 9946847027	10-5-14-42100 PD Telephone Service	40.39	53135	11/13/23
330348	10/23/23	VERIZON WIRELESS service: Sep 24 - Oct 23 9947558682	10-5-14-20233 MDT/Aircards	320.25	53135	11/13/23
310988	10/03/23	VERMEER ALL ROADS hose for chipper A20793	10-5-15-44130 Tree Removal/Planting	60.95	53136	11/13/23
310988	10/10/23	VERMEER ALL ROADS credit freight-hose clamp A20917	10-5-15-44130 Tree Removal/Planting	-23.00	53136	11/13/23
100485	10/26/23	VNA & HOSPICE OF THE SOUT APPROPRIATION NOV 2023	10-5-25-70200 RAVNA	2550.00	53137	11/13/23
101096	11/07/23	VON SCHELUSINGEN, MICHAEL candy for Trunk or Treat 11/07/23	10-5-14-40430 Community Police	62.13	53138	11/13/23
310046	10/13/23	W.B. MASON CO INC paper, envelopes, binders 241825530	10-5-10-30110 Office Supplies	239.06	53139	11/13/23
310046	10/27/23	W.B. MASON CO INC calendars, steno pads 242170002	10-5-10-30110 Office Supplies	50.51	53139	11/13/23
311070	10/31/23	WEX BANK fuel cards - Oct 2023 92991118	10-5-15-41130 Fuel - Vehicles HW	178.77	53140	11/13/23
311070	10/31/23	WEX BANK fuel cards - Oct 2023 92991118	10-5-14-41130 Fuel - Vehicles	2099.15	53140	11/13/23
311070	10/31/23	WEX BANK fuel cards - Oct 2023 92991118	20-5-55-41130 Fuel - Vehicles	75.34	53140	11/13/23



11/08/23  
04:37 pm

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63712 Current Prior Next FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 11/13/23 To 11/13/23

Page 6 of 6  
Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
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		Report Total		1305354.38		
				=====		

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 \$ \*1,305,354.38  
Let this be your order for the payments of these amounts.

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