

Brandon Selectboard Meeting Agenda
Monday, May 12, 2025 @ 7PM
Brandon Town Hall, 1 Conant Square, Brandon, Vermont

Zoom Meeting ID	253 279 4161
Zoom Link	https://zoom.us/j/2532794161
Telephone Option	Dial (929) 205-6099. Enter Meeting ID 253 279 4161 # then # again

- 1 Call to Order & Agenda Adoption
- 2 Selectboard Members' Remarks
- 3 Recurring Matters
 - a Selectboard minutes — April 28, 2025
 - b Warrant — May 12, 2025
- 4 Town Manager's Report
- 5 Community Development Report
- 6 Appoint Emergency Management Director (Seth Hopkins) & Coordinator (Jeff Haylon) through next LEMP adoption
- 7 Local Emergency Management Plan (LEMP) Update & Adoption
- 8 Proposed town highway service contract with Town of Goshen
- 9 Approve participation in FY26 grants-in-aid for Municipal Roads General Permit
- 10 Proposed resolution regarding due process and the Constitutional rights of all Brandon residents
- 11 Public Comment and Participation
- 12 Executive session per 1 VSA § 313(a)(3) regarding the evaluation of a public officer [investigation of previous ethics complaint]
- 13 Adjourn

**Brandon Select Board Meeting
April 28, 2025**

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

Board Members In Attendance: Doug Bailey, Brian Coolidge, Ralph Ethier, Cecil Reniche-Smith, Jeff Haylon

Others In Attendance: Seth Hopkins, Bill Moore, Barry Varian, Brent Buehler, Todd Nielson, Jan Coolidge, Barbara White, Mike Bailey, Gerard Lowell, Jack Schneider, David Martin, Steven Jupiter, Mary Cohen, Billy Bullock, Stephanie Jerome, Karen Rhodes

Others by Zoom: Adam Murach, Neil Silins, Cynthia Manning, Bruce Jenson

1. Call to order

The meeting was called to order by Doug Bailey at 7:00PM.

a) Agenda Adoption – Motion by Cecil Reniche-Smith/Brian Coolidge to adopt the agenda, as amended. **The motion passed unanimously.**

Add an executive session in accordance with 1V.S.A.313(a)(3) re: appointment/employment/evaluation of a public officer or employee.

Add Report from Representative Todd Nielson under Public Comment.

2. Select Board Members' Remarks

Doug Bailey requested anyone who wished to speak to come to the podium to speak for part of the recorded meeting and to enable people on Zoom to hear and asked all to be polite. Seth Hopkins requested all who spoke during the meeting to announce their name prior to speaking.

3. Recurring Matters

a) Select Board Minutes – April 14, 2025

Motion by Cecil Reniche-Smith/Jeff Haylon to approve the minutes of April 14, 2025. **The motion passed unanimously.**

b) Warrant – April 28, 2025 - \$147,253.01

Motion by Cecil Reniche-Smith/Brian Coolidge to approve the warrant in the amount of \$147,253.01. **The motion passed unanimously.**

Brent Buehler questioned the invoice for chloride. Mr. Hopkins advised this is used for the unpaved roads to keep the dust down. There was an inquiry concerning \$1,540.00 for lab supplies and Mr. Hopkins reported this was for testing at the wastewater treatment plant. Jan Coolidge noted the same tag line was used for several items. Mr. Hopkins advised the concrete invoices were for the highway department as they had to build concrete weights for under the roadside mower to avoid having it tip over.

c) Unclaimed Property Warrant - \$1,412.49

Motion by Cecil Reniche-Smith/Jeff Haylon to approve the unclaimed property warrant in the amount of \$1,412.49. **The motion passed unanimously.**

Bill Moore advised this warrant is for items such as little league expenses, flag football refunds or people that have not picked up checks. An email was sent to the recipients with no response and the Town Treasurer would like to clean up the books as there is a requirement to return the funds to the Vermont Department of Treasury.

4. Presentation by Cornerstone Housing Partners for 30 Conant Square

Mary Cohen of Cornerstone Housing Partners advised this is a new organization made up of three affordable entities, Housing Trust of Rutland County, Shires Housing and Neighborworks of Western Vermont that provides more resources available with combining the entities. A portfolio analysis was done and part of the portfolio identified properties that need preservation. One identified property was 30 Conant Square, which is a historic building that needs refreshing. There will be funding from the Vermont Housing Board. Ms. Cohen provided information about Conant Square (See Attachment). It was built in 1820 and was used as a tavern with a stop on the underground railroad. There is an underground tunnel to Marble Street and a house on Pearl Street. Another addition was made to the house in 1850. In 1982 it was purchased by Frank Giroux and an addition was built on the back of the building and has been a subsidized property since that time. VHFA was the original financier and the HUD contract was 20 years. When Mr. Giroux decided to sell, VHFA contacted the Housing Trust of Rutland County who purchased it in 2006 and has been in existence ever since. It is time for another remodeling that will include a new heater and sprinkler, roof, cabinetry, painting, light fixtures, and a new sidewalk. It is hoped this project gets funded before the end of the year to start in 2025 and will take a year. Dan Caputo is the real estate developer at Cornerstone. Cecil Reniche-Smith asked if it would affect the current occupants rent and Ms. Cohen advised it would not affect their rent. Ms. Cohen also noted that it is a listed building in the historic registry and renovations will be taken into account to comply. There will also be historic tax credits received.

Vicki Disorda read a letter saying the tenants had to sign it if they want to move back into Conant Square when the repairs are done. It indicated during the months they were not there they would have to pay the rent. Mary Cohen stated they will continue to pay their rent during their relocation but they would not have to pay for their relocation space. Ms. Disorda asked if they are planning to do a similar presentation for the tenants and Ms. Cohen confirmed they were. Brent Buehler asked if there would be a covered area outdoors as he knows many residents like to be outside. Ms. Cohen stated a sloping shelter may be able to be added if funds are available for outdoor community space.

5. 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 provided the following highlights from his report:

With the start of the warm season, there is a reminder for vendors such as food trucks that regardless if one is on public or private property, an itinerant vendor permit will be required.

Thanks to Neil Silins and the group that implemented the Caring for Canopies grant and planted several trees in the downtown. Thanks also to Brian Kilpeck for preparing the sites for planting on a non-workday.

Green Up is May 3rd and thanks to Jim Leary, Brandon's Green Up Coordinator for spearheading this effort for many years. Mr. Hopkins noted a colleague of his at the State Archives provided photos from Vermont's first Green Up Day in 1970 with Governor Deane Davis visiting Brandon. Photos can be found on the Town's website or in his report.

On May 13th at 6PM at the town hall, the Brandon Planning Commission will be hosting a planners forum with RRPC regarding Act 181. Brandon can avail itself of the provisions of Act 181 tiers and the Town's desired designation will be considered by the Select Board at the May 26th meeting.

Thanks to a suggestion from Selectboard Member Ralph Ethier, the Town has connected with the Vermont Department of Labor for posting jobs through them. This was not a previous practice.

There is a change in location for the Trustees of Public Funds meeting that was warned for Thursday at 8:30AM at the Naylor/Breen office. The meeting will now be held in the Town Hall and a new agenda will be posted tomorrow. Mr. Hopkins has also asked the Trustees to post on FPF about the change in location.

6. Community Development Report

Bill Moore provided the following Community Development Report:

"Youth Cheer camp scheduled for kids in grades 3 - 8 July 23rd - 26th. This skill building camp will include some tumbling practice time at Head Over Heels!

Pee Wee Cheer mini-camp for kids in K-2 will be held July 28th -August 1st with a public performance being held at Pittsford Day (August 2nd)

Ex Mortis Entertainment is renting the town hall for a metal music concert on May 31st. This event will be privately ticketed and will run 7 -10pm.

We are partnering with Otter Valley and Pittsford Rec to offer a field hockey camp. July 14th - July 17th. This is a great way for kid in grades 3 - 7 to work with current OV players and coaches.

The Brandon Idol Finale is being held on May16th. This will be an amazing concert featuring the 10 finalists and former Brandon Idol winners. Tickets are \$5. Drink service provided by Mae's, Concession by Dallas Ladd. Doors open at 6:30pm.

Spring Baseball-Softball is in full swing. 155+ kids on 12 teams!"

Bill Moore reported on Saturday that the Randy Adams Youth Baseball League will be having a dedication of the field at the Pittsford Recreation area in honor of Randy Adams. Mr. Moore noted Mr. Adams has been an advocate for recreation and youth activity in Rutland County and encouraged the public to attend to honor him.

7. Update from SolarFest on August Festival

Mike Bailey of SolarFest thanked the Select Board for allowing him to present at the meeting. It has been 4 years that SolarFest has been part of Brandon and they are grateful to Tim Guiles, Bill Moore the Energy Committee, and the Select Board. They have made good progress this year on Steinberg Road. The solar array on their property has produced over 270,000 kilowatt hours in March. Their array has been permitted and GMP has done their portion and volunteers will start doing racks and panels on June 16th. They have also been working with the Agency of Natural Resources for the walkway to connect downtown to Estabrook Park. They did not receive the State-wide grant but did receive another grant and funds from the Trustees of Public Funds. Approval was received from the State and Town for the demolition of the dilapidated barn. For the first time in 10 years, there will be a 3-day Solar Fest held in Brandon on August 8th – 10th. With the assistance of Celebration Tents there will be 50 covered exhibit spaces for vendors. There will be dozens of national performers coming to Brandon that will include Donna the Buffalo and the Herd, Blue Grace, the New England Brass Band, and the Ray Vega Band. They are very excited about all the music performers, exhibitors, and vendors. The Brandon Chamber will be sponsoring a large display of the Best of Brandon. Kids are free and there will be a large Kid's Corner with activities. Sunday will be entirely free and there will be an expo on sustainability. Anyone interested in the latest updates of the event can go to solarfest.org where one can purchase tickets, sign up as a volunteer, sign up for an exhibit space or provide a workshop. SolarFest is also excited to be part of the July parade including the solar-powered golf cart.

Karen Rhodes asked if the funds received from the Trustees of Public Funds would be repaid with the revenues. Mr. Bailey advised the funds received from the Trustees is not for the event, but for the walking/biking path for the Town that SolarFest will maintain for public use.

8. Police Fleet Status & Replacement Plan

Seth Hopkins provide the Select Board with a review of the police cruisers the Town currently has and recommendations. It was recommended to sell the 2014 Taurus that is not inspectable and the 2016 Explorer that is inspected through January 2026 and keep the 2020 F150 and 2022 Explorer and undercoat them. Mr. Hopkins proposed using the FY2025 police budget rather than looking for a capital fund as the Police budget will still be below the authorized amount due to the insufficient

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staffing. When selling on Municibid, it is questioned if a vehicle is inspectable. Brian Coolidge asked why the canine unit was sold. Mr. Hopkins stated it was altered to be a canine vehicle and would have cost a lot to retrofit it back to a regular cruiser, as the back seat had been discarded. Doug Bailey was in favor of selling the two oldest vehicles and replace one from the leftover police budget. The newest vehicle is already three years old and it makes sense to upgrade. There had been discussion of needing to purchase two cars during budget discussions. Mr. Hopkins stated this would be a reasonable size fleet and if there is a staffing increase, a capital lease could be considered. Mr. Coolidge asked if the 2016 Explorer would pass another inspection and it was unknown. Mr. Coolidge was in favor of selling the Taurus and keeping the Explorer. Mr. Hopkins noted that the oldest car in the fleet, if a new one were purchased, would be 5 years old rather than 10 years old. Jeff Haylon stated for the Town to attract police officers; a newer fleet will be more appealing. Mr. Hopkins stated the 2016 Explorer is likely over 100,000 miles.

Brian Coolidge noted Gerard Lowell repairs the Police Department's vehicles and requested his opinion. Mr. Lowell stated mechanically the 2016 Explorer is in decent shape, but it has over 100,000 miles. He noted when cars go out in the salt and then into a heated garage, it accelerates the salt erosion. These vehicles can corrode faster and year by year if they are not undercoated, those areas would get tender. The last cruiser undercoated was in 2015. The Taurus was inspected in 2023 and it has been 16 months and has seen two full winters. It has accelerated rusting and has really been 2 years uninspectable. For the 2016 Explorer, it could be fixed but it has over 100,000 miles and is 10 years old and is probably not a good gamble to put a lot of money into it. He was not sure how it fared over this past winter and perhaps the rocker panels on that are tender, but he has not accessed it. The water pump had been replaced on the 2016 Explorer. Cecil Reniche-Smith asked if a car has not been undercoated and shows tenderness, can undercoating prolong its use. Mr. Lowell stated it can to a certain extent and could slow it down, but if it is already tender, it is probably at the end of its life. Doug Bailey noted the Town is likely not going to get much more use out of the 2016 Explorer. Mr. Lowell stated the rocker panels are the major concern and these are accelerated corrosion conditions and recommended having the vehicles undercoated and keeping them undercoated.

Motion by Cecil Reniche-Smith/Jeff Haylon to retain the 2020 Explorer, 2020 F150 and 2016 Explorer and sell the 2014 Taurus and authorize the Town Manager to go out to bid for a new cruiser using the FY2025 police budget.

Mr. Coolidge asked if the budget will be under enough. Mr. Hopkins stated the pace of spending is pale and it is forecasted the line might have another \$10,000 to grow and another \$70,000 in that line. The cost is about \$70,000 for a new cruiser. Mr. Hopkins reported the equipment being sold is put into a Unified Capital Fund. Currently that fund consists of surplus vehicles and equipment sold that totaled \$33,000. At the last meeting, \$16,000 was drawn for the tractor and leaves \$17,000 in this fund. Ralph Ethier suggested the 2016 Explorer be kept in the event of a new hire.

Motion by Ralph Ethier/Doug Bailey to amend the original motion to keep the 2016 Explorer. **The motion passed unanimously.**

Cecil Reniche-Smith did not have a problem retaining the 2016 Explorer as long as it is inspectable and drivable. At the moment it is not costing anything except for insurance to keep it. Brent Buehler asked how long it takes to get a new car. Mr. Hopkins advised the bid process would take a month and then there could be an extended delivery time.

The original motion, as amended, passed unanimously.

9. Accept No-match Grant for Replacement Town Vehicle

Seth Hopkins advised the Town was invited to apply for a grant with no match as part of the Energy Efficiency & Conservation Block Grants (EECBG). The \$62,000 grant will be for purchasing an all-electric minivan that will help to meet the goals of the Town's Energy Plan and Town Plan. It will replace the minivan the Rec Department previously had. This minivan has seating capacity for 6 passengers and the Rec Department would be its primary use. If there is capacity, after insurance and screening of volunteer drivers, it would then be proposed to be driven by volunteers to assist Brandon residents to connect from their homes to the bus stops and if that is successful, there is the possibility of offering a Run-about Service to help Brandon residents run errands. There is no cost to the Town and it would be a 2025 7-passenger van. The Town would attain a GMP charger and there may be capacity in the grant for the charger. The van will not be used by staff for personal use. Mr. Hopkins recommended the Select Board waive the Purchasing Policy provision and approve the purchase of the van with the grant. Cecil Reniche-Smith thought this is a wonderful idea as it is no cost and replaces a vehicle that

received good use in the past. Doug Bailey also liked the idea and agreed it should be done. Mr. Ethier also suggested it could be used for staff attending conferences to avoid paying mileage.

Motion by Cecil Reniche-Smith/Jeff Haylon to accept the “no-match” grant and waive the Purchasing Policy to purchase a van from a Volkswagen vendor in Vermont for the replacement of a Town vehicle. **The motion passed unanimously.**

Barbara White asked if it would be for all people with mobility issue. Mr. Hopkins advised it would not have a chair riser. Brian Coolidge stated it would not be free but would be a minimal cost. Jeff Haylon stated it is considerably cheaper to fuel. Mr. Hopkins stated he has spoken with both the Highway Department and Wastewater Treatment Plan regarding the location for the charging station.

10. Approve Renewal of Rutland Regional Public Works Mutual Aid Agreement

Seth Hopkins advised this is an annual agreement that the Town has not had the opportunity to use in the past but provides a framework of understanding. Jeff Haylon requested an example of when it would be used. Mr. Hopkins stated if there was a flood the Town could potentially borrow from another highway department that subscribes to the agreement.

Motion by Cecil Reniche-Smith/Ralph Ethier to ratify the renewal of the Rutland Regional Public Works Mutual Aid Agreement. **The motion passed unanimously.**

Seth Hopkins stated for future discussion the Town of Goshen has approached the Highway Department concerning some sharing of services between the two towns. Doug Bailey stated most towns are hesitant to lend equipment but would rather lend their equipment with their driver. Mr. Hopkins noted it would not make sense to go in with Goshen on equipment purchases, but perhaps Brandon could do some tasks for Goshen as they are trying to hire some of their equipment.

11. Appointments to Rutland Regional Boards Through June 30, 2026

a. Regional Planning Commission

Seth Hopkins advised all four individuals have been consulted and agreed to serve on the boards.

Motion by Brian Coolidge/Cecil Reniche-Smith to appoint Jack Schneider to the Planning Commission with Lisa Peluso as the Alternate. **The motion passed unanimously.**

b. Regional Transportation Advisory

Motion by Brian Coolidge/Cecil Reniche-Smith to appoint Jeremy Disorda to the Transportation Advisory Board with Brian Kilpeck as the Alternate. **The motion passed unanimously.**

12. Resolution Retaining Legal Counsel for Tax Sale

Seth Hopkins advised the resolution is from the Town’s attorney of many years standing. They are requesting a resolution saying that Carroll, Boe & Kite, P.C. will conduct the Town’s tax sale and the fees will be against the taxpayers at no more than 15%. The Town Manager can bid at the tax sale. Mr. Hopkins reported the Town has collected \$65,000 in taxes and \$51,000 in penalties and interest and noted that every day someone has been coming into the Town Office to arrange payment of their taxes. Cecil Reniche-Smith noted the rates are very reasonable as she was charging more than this rate 20 years ago.

Motion by Jeff Haylon/Cecil Reniche-Smith to authorize the Town Manager to sign the resolution to retain Carroll, Boe & Kite, P.C. as legal counsel for the tax sale. **The motion passed unanimously.**

13. Close Park Street for Memorial Day Parade, Monday, May 26th from 10AM

Seth Hopkins spoke with the American Legion about the Memorial Day parade and recommended the parade route start on Park Street and step off Park/Marble/High and proceed down Park Street. In the past it has been from the Post Office but

noted that the block from the post office to downtown has very few spectators and it would be preferable not to close Route 7. Cecil Reniche-Smith asked if the residents of Park Street are okay with the closure. Bill Moore advised that the past closures have included Park Street. Mr. Hopkins stated the travel portion will be closed for ½ hour.

Motion by Cecil Reniche-Smith/Ralph Ethier to approve the closure of Park Street on May 26th starting at 10AM for the Memorial Day Parade. **The motion passed unanimously.**

14. Public Comment and Participation

Barbara White read the following:

“On May 1st from 4pm-6pm there will be an event in town at Central Park called National Day of Action. It is part of a National Day of Mobilization for those Americans who are angered by the actions of the President, Congress, and the billionaire Elon Musk.

In disagreement and frustration with the unconstitutional actions taken by this administration, people will be gathering in Central Park on the 1st as a group known as Indivisible Brandon.

This group is one of several hundred groups under the national group Indivisible. Go to Indivisible.org for more information.

A core principle behind all Indivisible events is a commitment to nonviolent action. We expect all participants to seek to de-escalate any potential confrontation with those who disagree with our values.

A de-escalation zoom training is available for all participants at Indivisible.org. At our weekly Brandon meetings we emphasize this opportunity to learn about how to and how not to engage with those people holding different views. Press releases will be appearing in the local papers as well as on Front Porch Forum.

For more information google National Day of Action; you may also email me at: barbara@indivisiblebrandon.org”

Barbara White noted they are not expecting as many people as Castleton, Middlebury and Rutland will also be having a group. This will be held on public grounds only and with past events, she has not heard any negative, only positive comments.

Todd Nielson, Representative for Brandon, and Forest Dale reported he is on the Human Services Committee and advised he and his partners have worked to double the money for Meals on Wheels and raised payment to the nursing homes. Mr. Nielson noted he has never seen so much money in his life and is trying his best, learning a lot, and is doing his best for the community. He also noted that Theresa Wood and Ann Donahue are great.

Brent Buehler thanked Cecil Reniche-Smith for posting on FPF and Seth Hopkins for requesting funding from Trustees for sewer and for adding the signs for public parking. Mr. Hopkins stated there is a meeting of the Trustees that will be in the Town Hall rather than at Naylor/Breen. Mr. Buehler asked when the first request for mosquito spraying was made. Mr. Hopkins noted he will have a conversation with the Trustees about Ms. Farr’s provision as interpreted by Jim Leary. He is more inclined to advocate for additional funding for the sewer rather than mosquito funding. He feels the largest asset is the wastewater treatment and collection and the Town would like the bequest from Ms. Farr to be available to the Town when improvements are needed for that system. Mr. Buehler stated in past meetings mosquito spraying was the only request and he knows they have denied funding sometimes. Charles Powell asked for the working papers on the VCC funding for the feasibility study and Mr. Buehler would like the Town to request that paperwork to include the demographics, sustainability, and demand. He noted the Trustees granted the Town \$15,000 for the dog park. Mr. Hopkins advised the Town asked for a grant to match another grant, and they said they could lend it to us. The Select Board asked to procure the additional land without calling on tax dollars. Mr. Hopkins noted the Town Farm Fund was something he was aware of and asked the Select Board to authorize to match the grant. Mr. Buehler hoped that many come to the Trustees meeting on Thursday and encouraged the Sewer Commissioners to apply to run for Trustees. Mr. Hopkins reported he looked up incompatible officers and advised the Select Board can be a Trustee of Public Funds.

David Martin reported Sunday, May 4th there will be a Repair Fair held at the library on the lawn. He wanted to thank Jeff Haylon, one of the Select Board members who will be present to assist. Repairs will consist of small appliances, lamps, furniture, etc.

Brent Buehler asked if pending business could be added to the Board's agenda. Cecil Reniche-Smith was hesitant to put things on the agenda that do not have comments for and suggested during public comment, the public can inquire. Mr. Hopkins asked if the Select Board would like a tracker for pending items. Jeff Haylon stated that it could be a task list to ensure that something does not get left by the wayside and could be something that is available but not on the agenda. Mr. Hopkins stated the last project-tracker was done after the town meeting and noted the waterfall listed is going out for proposals for solutions that could be offered in the area of water. The roof repair for the Town Hall is still scheduled for May.

The Board recessed the meeting at 8:27PM.

Motion by Cecil Reniche-Smith/Brian Coolidge to enter into executive session in accordance with 1 V.S.A.313(a)(3) re: appointment/employment/evaluation of a public officer or employee. **The motion passed unanimously.**

15. Executive Session

The Board came out of executive session at 9:00PM. There were no actions required.

16. Adjournment

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

Respectfully submitted,

Charlene Bryant
Recording Secretary

05/09/25
12:11 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63859 Current FY Invoices
All Invoices For Check Acct 01(10 General Fund) 05/12/25 To 05/12/25

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Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100015	04/24/25	ALLEN ENGINEERING & CHEMI chlorine 11250609801	20-5-55-50120 Sodium Hypochorite	4180.00	2957	05/12/25
311028	04/28/25	AMERICAN LEGION POST #55 appropriation MAY 2025	10-5-25-70170 American Legion Post #55	6250.00	2958	05/12/25
310590	04/28/25	AMERICAN WINDOW CLEANING windows 4/25/25 8802	10-5-22-43100 Town Office	65.00	2959	05/12/25
300541	04/28/25	ARC RUTLAND AREA appropriation MAY 2025	10-5-25-70330 ARC of Rutland	1000.00	2960	05/12/25
100245	04/28/25	BRANDON AREA CHAMBER OF C appropriation MAY 2025	10-5-25-70140 Chamber of Commerce	250.00	2961	05/12/25
100305	04/28/25	BRANDON AREA RESCUE SQUAD appropriation MAY 2025	10-5-25-70130 Brandon Rescue Squad	20645.00	2962	05/12/25
100255	05/01/25	BRANDON FIRE DISTRICT #1 April water payments 5/1/25	90-5-15-90600 Paid To BFD No 1	19852.18	2963	05/12/25
100275	04/28/25	BRANDON FREE PUBLIC LIBRA appropriation MAY 2025	10-5-25-70470 Brandon Library	7666.67	2964	05/12/25
100625	04/28/25	BRANDON INDEPENDENCE DAY appropriation MAY 2025	10-5-25-70110 BIDCC -4th of July Com.	1750.00	2965	05/12/25
100280	04/26/25	BRANDON LUMBER & MILLWORK knives, gloves 89161/3	56-5-21-10100 Tree Project-Material/Ser	39.12	2966	05/12/25
100280	04/28/25	BRANDON LUMBER & MILLWORK insect repellent 89469/3	20-5-55-41120 Safety Equipment	17.18	2966	05/12/25
100280	04/29/25	BRANDON LUMBER & MILLWORK spray paint 89586/3	10-5-22-43160 Parks Maint.	21.98	2966	05/12/25
100280	04/30/25	BRANDON LUMBER & MILLWORK tent stakes 89884/3	10-5-22-43160 Parks Maint.	25.16	2966	05/12/25
100280	05/01/25	BRANDON LUMBER & MILLWORK coupling 89976/3	10-5-15-41160 HW Maint. Supplies-Vehicl	8.59	2966	05/12/25
100280	05/05/25	BRANDON LUMBER & MILLWORK hinges for trk #4 90658/3	10-5-15-41160 HW Maint. Supplies-Vehicl	31.98	2966	05/12/25
100280	05/05/25	BRANDON LUMBER & MILLWORK hinges for truck #4 90659/3	10-5-15-41160 HW Maint. Supplies-Vehicl	-6.00	2966	05/12/25
100280	05/05/25	BRANDON LUMBER & MILLWORK rope, tape 90676/3	20-5-55-43160 Maint. Supplies - General	33.98	2966	05/12/25
100280	05/07/25	BRANDON LUMBER & MILLWORK nylon twine 90966/3	10-5-18-30070 Little League Expenses	13.99	2966	05/12/25
100280	05/08/25	BRANDON LUMBER & MILLWORK pipe/tee/caps - trackless 91085/3	10-5-15-41160 HW Maint. Supplies-Vehicl	10.09	2966	05/12/25
100310	04/28/25	BRANDON SENIOR CITIZENS C appropriation MAY 2025	10-5-25-70480 Senior Citizen Center	1291.67	2967	05/12/25
100051	05/07/25	CARR, BERNIE annual meeting MARCH 2025	10-5-13-10160 Election Workers	70.00	2968	05/12/25
301503	04/21/25	CHAMPLAIN VALLEY FUELS heating fuel @ HWY 568227	10-5-22-42110 Heating Fuel	644.32	2969	05/12/25
301503	04/30/25	CHAMPLAIN VALLEY FUELS diesel fuel 570271	10-5-15-41130 Fuel - Vehicles HW	1372.82	2969	05/12/25
310097	04/27/25	COMCAST service: May 4 to Jun 03 PD 4/27/25	10-5-14-42100 PD Telephone Service	451.39	2970	05/12/25
310097	04/27/25	COMCAST service: May 4 - Jun 3 TO 04/27/25'	10-5-10-42100 Telephone Exp. Admin.	637.37	2971	05/12/25

05/09/25

12:11 pm

TOWN OF BRANDON Accounts Payable

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Check Warrant Report # 63859 Current FY Invoices

Jacolyn

All Invoices For Check Acct 01(10 General Fund) 05/12/25 To 05/12/25

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
310097	COMCAST	04/21/25 service Apr 28 to May 27	20-5-55-42100	209.35	2972	05/12/25
		WW 04/21/25	Wastewater Telephone			
301165	COTELL BILL	05/08/25 Brandon Idol	10-5-18-50090	100.00	2973	05/12/25
		05/08/25	Adult Activities			
100456	DUBOIS & KING INC	03/31/25 Scoping Study- Inv #5	56-5-18-20120	725.33	2974	05/12/25
		325183	Engineer-TAP Forest Dale			
100456	DUBOIS & KING INC	04/29/25 scoping study Inv#6	56-5-18-20120	1648.45	2975	05/12/25
		425246	Engineer-TAP Forest Dale			
100494	ENDYNE INC	04/25/25 testing	20-5-55-22120	45.00	2976	05/12/25
		528995	Testing			
100494	ENDYNE INC	05/02/25 testing	20-5-55-22120	45.00	2976	05/12/25
		530322	Testing			
100494	ENDYNE INC	05/06/25 annual sludge testing	20-5-55-22120	278.25	2976	05/12/25
		530607	Testing			
100756	F.W. WEBB COMPANY	04/25/25 suction hose	20-5-55-41110	117.66	2977	05/12/25
		90063649	New Equipment-Misc Tools			
310613	FLEETPRIDE INC	04/30/25 filters, fuel element	10-5-15-41160	257.86	2978	05/12/25
		125383650	HW Maint. Supplies-Vehicl			
300974	GRAPH-X INCORPORATED	04/30/25 shirts and hats	10-5-18-30070	3442.50	2979	05/12/25
		5054	Little League Expenses			
311128	GREEN MOUNTAIN GARAGE	03/31/25 mount & balance tires	20-5-55-41150	98.80	2980	05/12/25
		226565	Other Supplies - Vehicles			
311128	GREEN MOUNTAIN GARAGE	04/30/25 oil, socket, de-icer	10-5-15-41140	1441.90	2980	05/12/25
		227839	Oil - Vehicles			
311128	GREEN MOUNTAIN GARAGE	04/30/25 spill recovery mat	20-5-55-41180	109.99	2980	05/12/25
		227862	Maintenance-Vehicles			
311128	GREEN MOUNTAIN GARAGE	05/05/25 fire hose nozzle	20-5-55-43160	15.49	2980	05/12/25
		228079	Maint. Supplies - General			
311128	GREEN MOUNTAIN GARAGE	05/05/25 inspection of truck #5	10-5-15-41160	60.00	2980	05/12/25
		228084	HW Maint. Supplies-Vehicl			
310233	GREEN MOUNTAIN POWER	05/02/25 7 Conant Sq lighting	10-5-22-42130	38.89	2981	05/12/25
		05/25 047828	Bldgs & Grounds Electric			
310233	GREEN MOUNTAIN POWER	05/06/25 WWTF 480 volt service	20-5-55-42130	4671.61	2981	05/12/25
		05/25 079168	Electric			
310233	GREEN MOUNTAIN POWER	05/05/25 Newton Rd pump station	20-5-55-42130	662.77	2981	05/12/25
		05/25 089202	Electric			
310233	GREEN MOUNTAIN POWER	05/05/25 Central Pk/traffic lights	10-5-22-42130	20.90	2981	05/12/25
		05/25 170028	Bldgs & Grounds Electric			
310233	GREEN MOUNTAIN POWER	05/05/25 Estabrook Park	10-5-22-42130	97.17	2981	05/12/25
		05/25 240302	Bldgs & Grounds Electric			
310233	GREEN MOUNTAIN POWER	05/05/25 Carver St pump station	20-5-55-42130	49.11	2981	05/12/25
		05/25 290502	Electric			
310233	GREEN MOUNTAIN POWER	05/05/25 Green Park	10-5-22-42130	26.75	2981	05/12/25
		05/25 317702	Bldgs & Grounds Electric			
310233	GREEN MOUNTAIN POWER	05/05/25 Highway Garage	10-5-22-42130	94.99	2981	05/12/25
		05/25 337202	Bldgs & Grounds Electric			
310233	GREEN MOUNTAIN POWER	05/05/25 Country Club pump station	20-5-55-42130	33.71	2981	05/12/25
		05/25 338602	Electric			
310233	GREEN MOUNTAIN POWER	05/02/25 7 Conant Sq car chargers	10-5-22-42500	323.71	2981	05/12/25
		05/25 339840	Electric EV Car Stations			

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TOWN OF BRANDON Accounts Payable
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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310233	GREEN MOUNTAIN POWER	05/05/25 Town Hall 05/25 451302	10-5-22-42130 Bldgs & Grounds Electric	407.22	2981	05/12/25
310233	GREEN MOUNTAIN POWER	05/05/25 Brookdale pump station 05/25 467702	20-5-55-42130 Electric	37.75	2981	05/12/25
310233	GREEN MOUNTAIN POWER	05/02/25 Crescent Park 05/25 737937	10-5-22-42130 Bldgs & Grounds Electric	111.56	2981	05/12/25
310233	GREEN MOUNTAIN POWER	05/05/25 Police Station 05/25 822212	10-5-22-42130 Bldgs & Grounds Electric	66.15	2981	05/12/25
310233	GREEN MOUNTAIN POWER	05/05/25 street lights 05/25 851302	10-5-22-42130 Bldgs & Grounds Electric	3314.53	2981	05/12/25
310233	GREEN MOUNTAIN POWER	05/05/25 WWTF security light 05/25 860302	20-5-55-42130 Electric	29.50	2981	05/12/25
310233	GREEN MOUNTAIN POWER	05/05/25 Champlain St pump station 05/25 867202	20-5-55-42130 Electric	330.09	2981	05/12/25
310233	GREEN MOUNTAIN POWER	05/05/25 Town Office 05/25 941302	10-5-22-42130 Bldgs & Grounds Electric	4.12	2981	05/12/25
100322	GREEN UP VERMONT	04/28/25 annual appropriation MAY 2025	10-5-17-71440 Green-Up Day	300.00	2983	05/12/25
300600	HOLLAND COMPANY INC	04/29/25 sodium bisulfite FI-32844	20-5-55-50140 Sodium Bisulfite	2552.01	2984	05/12/25
311204	HOPKINS, SETH	04/28/25 mileage reimbursement 4/28/25	10-5-10-10310 Travel & Expenses	430.50	2985	05/12/25
310577	KINGSTON TIMOTHY	05/06/25 Dewalt 20v grease gun/bat 5/6/25	20-5-55-41110 New Equipment-Misc Tools	245.03	2986	05/12/25
310033	KNAPP, ELLEN	05/07/25 annual meeting MARCH 2025	10-5-13-10160 Election Workers	70.00	2987	05/12/25
101156	KONICA MINOLTA PREMIER FI	04/19/25 contract & overage 553953654	10-5-10-30130 Service Contracts	486.89	2956	05/02/25
301164	LAPE MILEY	05/08/25 Brandon Idol 05/08/25	10-5-18-50090 Adult Activities	200.00	2988	05/12/25
311176	LILY WHITE CLEANING SERVI	04/30/25 cleaning 043025	10-5-22-10130 Admin Custodian	175.00	2989	05/12/25
311176	LILY WHITE CLEANING SERVI	04/30/25 cleaning 043025	10-5-22-10120 PD Custodian	70.00	2989	05/12/25
311176	LILY WHITE CLEANING SERVI	05/06/25 cleaning 050625	10-5-22-10130 Admin Custodian	210.00	2989	05/12/25
311176	LILY WHITE CLEANING SERVI	05/06/25 cleaning 050625	10-5-22-10120 PD Custodian	70.00	2989	05/12/25
100201	MONDLAK, JANET	05/07/25 annual meeting MARCH 2025	10-5-13-10160 Election Workers	349.69	2990	05/12/25
310125	OPEN DOOR CLINIC	04/28/25 appropriation MAY 2025	10-5-25-70360 Open Door Clinic-Middlebu	1000.00	2991	05/12/25
311081	OTTER CREEK WATERSHED INS	04/28/25 appropriation MAY 2025	10-5-17-71800 Mosquito Control	12808.00	2992	05/12/25
330423	PATCH, TERRIE	05/07/25 annual meeting MARCH 2025	10-5-13-10160 Election Workers	70.00	2993	05/12/25
301088	PETE'S TIRE BARNS, INC	04/28/25 ballast 045120	10-5-15-44120 Roadside Mower- Maint	267.90	2994	05/12/25
310794	PIONEER ATHLETICS	05/07/25 field paint INV-249554	10-5-18-30070 Little League Expenses	586.35	2995	05/12/25

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Jacolyn

All Invoices For Check Acct 01(10 General Fund) 05/12/25 To 05/12/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310842	RHR SMITH & COMPANY	05/05/25 FY25 Audit- retainer 2025-1489	10-5-10-22110 Auditors	16250.00	2996	05/12/25
100566	RUTLAND COUNTY HUMANE SOC	04/28/25 appropriation MAY 2025	10-5-25-70550 Rutland Co Humane Soc	1500.00	2997	05/12/25
100493	RUTLAND REGIONAL PLANNING	04/30/25 RAMP grant 4793	56-5-13-01000 Rut Asset Mapping Grant	13200.00	2998	05/12/25
100493	RUTLAND REGIONAL PLANNING	04/24/25 Brandon TAP TA23(2) 4915	56-5-18-20100 MPM-TAP Forest Dale Path	1119.65	2999	05/12/25
100493	RUTLAND REGIONAL PLANNING	03/31/25 BMG-Land Use Ord. Grant 4926	56-5-15-01000 BMG-Land Use Ordinance Gra	5360.00	3000	05/12/25
310418	SILLOWAY NETWORKS INC	05/01/25 backup drive 29754567	10-5-14-30120 Professional Supplies	175.00	3001	05/12/25
310418	SILLOWAY NETWORKS INC	05/01/25 remote support 29754644	10-5-10-30134 Technical Support	37.50	3001	05/12/25
310418	SILLOWAY NETWORKS INC	05/01/25 software 29754814	10-5-10-30134 Technical Support	809.21	3001	05/12/25
100006	SOUTHWESTERN VT COUNCIL O	04/28/25 appropriation MAY 2025	10-5-25-70190 SW VT Council on Aging	725.00	3002	05/12/25
310099	STEPHEN A DOUGLAS BIRTHPL	04/28/25 appropriation MAY 2025	10-5-25-70430 Stephen A. Douglas Inc.	1250.00	3003	05/12/25
300592	SUBURBAN PROPANE LP	04/17/25 propane @ Town Hall 549631	10-5-22-42100 Heating - Propane	312.37	3004	05/12/25
300592	SUBURBAN PROPANE LP	04/23/25 propane @ WW Lab bldg 549693	20-5-55-42110 LP Gas - Bldgs	386.82	3004	05/12/25
300592	SUBURBAN PROPANE LP	04/23/25 propane @ WW chem bldg 549694	20-5-55-42110 LP Gas - Bldgs	68.15	3004	05/12/25
300592	SUBURBAN PROPANE LP	04/23/25 propane @ WW gen bldg 549695	20-5-55-42110 LP Gas - Bldgs	272.92	3004	05/12/25
301160	THE REPORTER	04/30/25 Help wanted ad - HW 158211	10-5-10-30310 Legal Advertising	48.75	3005	05/12/25
200277	THUNDER TOWING AND AUTO R	04/16/25 shop time 7986	10-5-14-41180 PD Vehicle Maintenance	255.00	3006	05/12/25
200277	THUNDER TOWING AND AUTO R	04/17/25 inspection 7992	10-5-14-41180 PD Vehicle Maintenance	65.00	3006	05/12/25
330348	VERIZON WIRELESS	04/23/25 service Mar 24 - Apr 23 6111726991	10-5-14-20233 MDT/Aircards	320.20	3007	05/12/25
100317	VERMONT STATE TREASURER-D	05/01/25 Jan-Apr dog licenses MAY 2025	10-2-00-02112 Dog Lic. Fees to State	1848.00	3008	05/12/25
100485	VNA & HOSPICE OF THE SOUT	04/28/25 appropriation MAY 2025	10-5-25-70200 RAVNA	2550.00	3009	05/12/25
310046	W B MASON CO INC	04/24/25 tissue and towels 253847709	10-5-22-43180 Maint. Supplies Bldgs.	412.52	3010	05/12/25
311070	WEX BANK	04/30/25 Fuel cards - Apr 2025 104519874	10-5-14-41130 Fuel - Vehicles	140.10	3011	05/12/25
311070	WEX BANK	04/30/25 Fuel cards - Apr 2025 104519874	10-5-22-43120 Municipal Mowing-maint	42.61	3011	05/12/25
311070	WEX BANK	04/30/25 Fuel cards - Apr 2025 104519874	20-5-55-41130 Fuel - Vehicles	69.93	3011	05/12/25
301166	WHITE BETHANY	05/08/25 Brandon Idol 05/08/25	10-5-18-50090 Adult Activities	100.00	3012	05/12/25

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TOWN OF BRANDON Accounts Payable

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Jacelyn

All Invoices For Check Acct 01(10 General Fund) 05/12/25 To 05/12/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
330427	05/01/25	election sign stickers 22048A	10-5-13-20010 Elections	60.00	3013	05/12/25
330427	04/16/25	street sign 22096	10-5-15-45120 Signs & Posts	165.00	3013	05/12/25
310186	05/02/25	dumpster @ WWTF INV1050	20-5-55-42140 Maint. Supplies - Bldgs	270.19	3014	05/12/25

Report Total

152943.89

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 \$ ***152,943.89
Let this be your order for the payments of these amounts.

FOR AWARENESS OF THE COMMUNITY

1 **The Sanderson Covered Bridge on Pearl Street will be closed weekdays from 7:30AM to 2:30PM** as the contractor repairs damage from the several allisions there over recent months. Consider Pearl Street to be a dead end from both directions during those hours. Seek alternate routes. Closing the bridge is the only way to ensure the safety of the workers and public. This notice has been published on the Town's website and Front Porch Forum. The end date is unknown.

2 All community groups, vendors, and event-based organizations: **No signs of any type, even temporary sandwich board type signs, are allowed in Central Park.** This is in support of pedestrian and motorist safety at our busiest and most complex intersection. Other public spaces may be made available for temporary signs upon application to the code officer, Larry Stevens

3 We still seek members of the public for revising the 2002 Brandon Workbook which has a focus on streetscape design in the Downtown. Of particular help would be an architect and a graphics/layout/design professional, but there are also positions for two individuals who are simply interested members of the general public and Brandon residents. Please see the notice on the Town's website.

PUBLIC WORKS

Related to the Sanderson Covered Bridge: I worked with the District Wetland Ecologist regarding Police Chief David Kachajian's suggestion of constructing a turnaround within the Town's right of way on the Town side of the covered bridge. Our Highway Division Chief Jeremy Disorda and I will evaluate the potential and the expense, and then I'll work within the state permit process if this seems promising.

KAS Engineers were scheduled to conduct the Spring groundwater sampling at the closed landfill late this week.

Applications for Class 2 paving funds greatly exceeded the amount provided to the program this year. To ensure equitable distribution across VTrans District 3, Towns that had not recently received funding were awarded this year. Brandon will be in a better position next year.

I created an RFP for the restoration of the waterfall to try to get recommendations and estimates.

Sbardella expects to start work preparatory to reslating the Town Hall roof this week.

TOWN FINANCES

Delinquent tax collection update: Since July 1, 2024, the Town has collected delinquent taxes (including penalties and interest) amounting to \$163,123.90. Receipts since the attorney's letter of April 3rd constitute the largest single month of the ten FY25 months, at \$33,843.23.

I've implemented a new policy regarding purchases on the Town's accounts at Brandon Lumber, Blue Seal, and Green Mountain Garage. This should help with efficiency of bookkeeping and with accountability for control of spending.

Our Town Clerk and Treasurer Sue Gage was included as an honoree for the 2025 Municipal Clerks Honor Roll in recognition of her expertise in finance and the benefits Brandon has realized as a result of her clear thinking. Sue was the earliest Brandon proponent of the 1% local option tax, which has been so essential in putting Brandon on a solid footing without further upward pressure on the property tax.

The Town received \$66,720.54 as a quarterly payment for the 1% local option tax. This is classically the weakest quarter of the year, but this amount is the highest amount collected for that quarter of any year since inception of the tax in 2017. Our next quarterly payment will put the aggregate total benefit to the Town at over \$2 million.

STAFFING

Chief Kachajian has hired Emily Taylor, who grew up in Brandon and is currently working in this same role in another police department, for the temporary part-time position at the police station. Welcome, Emily! The chief has two prospects for Level 2 certified officers who may be interested in part-time positions on our police force. We have not received any interest in our highway position, but it was highlighted in the Vermont Department of Labor newsletter this week.

FOLLOW-UP

I posted the 2014 cruiser on Municibid and put out a bid request for a replacement cruiser.

THANKS

I was happy to join Doug Bailey and many other Brandonians on Saturday morning to beautify our community through participating in Green Up Day. Thanks to Brandon's Green Up Coordinator Jim Leary for spearheading the effort in our community for many years.

I had many meetings with residents, town officials, staff, a journalist, and filled a number of requests for information.

Respectfully submitted,

Seth M. Hopkins

FINANCIAL SNAPSHOT	
Unrestricted / Unassigned Fund Balance	\$482,043
1% (Local Option) Tax Fund Available / Undesignated	\$487,734
Known Grant Matches Not Yet Designated	UNION STREET
Delinquent property taxes (prior years)	\$440,065 (was \$441,220)
Delinquent wastewater (prior years ['over 120 days'])	\$205,465 (was \$190,017)

Account	Budget	Actual	% of Budget
10-4-09 Tax Revenues	3,185,442.00	3,284,969.58	103.12%
10-4-10 Town Administration Reven	1,750.00	1,750.76	100.04%
10-4-11 Assessor Revenues	2,000.00	2,013.00	100.65%
10-4-12 Code Enforcement Revenues	15,500.00	7,871.00	50.78%
10-4-13 Clerk/Treasurer Revenues	181,170.00	170,744.82	94.25%
10-4-14 Police Dept. Revenues	9,500.00	30,750.07	323.68%
10-4-15 Highway Dept Revenues	181,450.00	350,995.22	193.44%
10-4-17 Intergovernmental Revenue	0.00	7,718.00	100.00%
10-4-18 Recreation Revenues	76,500.00	94,192.40	123.13%
10-4-22 Bldg. & Grounds	11,800.00	37,559.27	318.30%
Total Revenues	3,665,112.00	3,988,564.12	108.83%
10-5-09 Tax Expenditures	5,000.00	0.00	0.00%
10-5-10 Town Administration 10	415,005.00	389,375.74	93.82%
10-5-11 Assessor	41,190.00	23,406.68	56.83%
10-5-12 Code Enforcement 12	52,565.00	41,584.23	79.11%
10-5-13 Town Clerk 13	226,580.00	194,022.66	85.63%
10-5-14 Police Dept 14	856,400.00	745,842.55	87.09%
10-5-15 Highway 15	755,155.00	771,836.00	102.21%
10-5-17 Intergovernmental 17	255,235.00	228,439.30	89.50%
10-5-18 Recreation	186,088.20	183,846.24	98.80%
10-5-19 Debt Service 19	231,350.00	221,494.71	95.74%
10-5-21 Economic Develop. 21	50,341.00	35,467.92	70.46%
10-5-22 Bldgs. & Grounds	253,972.00	195,351.48	76.92%
10-5-25 Appropriations 25	336,230.00	324,271.74	96.44%
Total Expenditures	3,665,111.20	3,354,939.25	91.54%
Total 10 General Fund	0.80	633,624.87	
Total All Funds	0.80	633,624.87	

21/24 = 87.5%



May 12, 2025

The summer programming is heating up with some new and not-new offerings

- **Summer Softball** will be offered again this year. With a **7 week** season that starts in June, girls enter grades 7 – 9 will play home games at **Otter Valley**. This is a partnership with **Pittsford Rec**
- Thanks to another partnership a weekly summer wrestling clinic feature instructors from the nationally ranked Vermont State University – Castleton program will be tap at Otter Valley. This is a partnership with the **Parents of Wrestling** booster club. Starts **June 3rd**
- An **outdoor camp with adventure photographer, Josh Hummel**, is a first-year offering being held at **Estabrook Park July 28 – August 1**.

Still to be announced (**Lego Robotics, Branbury Arts Camps, Basketball Camp, Football Camp**)

The **Brandon Vermont Coed Softball League** started their league schedule on **May 11th**. 8 teams of adults will be playing at **Estabrook Park** on **Sundays through August 24th**.

On **May 25th**, in partnership with **The Brandon Museum at the Stephen A. Douglas Birthplace**, we will host a free showing of “**Death in the Wilderness: A Love Story**” with a Q&A session to with filmmaker/historian/professor Dr. Kevin Thornton. Brandon's beautiful flower girl ceremony began at least as early as 1902 and has been an unbroken annual tradition since. The history of the flower girl tradition is told in this award-winning documentary.

The folks at Ex Mortis Management had to cancel their **May 31st** metal concert BUT **Red Clover Ale Co.** will be sponsoring Central NY outfit **Randy Miritello and the Hop City Hellcats** are an Americana, bluegrass, honkytonk, cosmic country act with excellent songwriting, killer instrumentation, and an energetic drive. **Suggested donation of \$10** at the door to benefit the Town Hall. **Doors open at 6:30pm**

Respectfully Submitted,

Bill Moore

Local Emergency Management Plan Municipal Adoption Form

The Local Emergency Management Plan (LEMP) must be (re)adopted annually, after town meeting day, and submitted to the appropriate Vermont Emergency Management (VEM) Regional Coordinator by June 1st.

If VEM needs to contact municipal leaders to determine status and support requirements during an emergency, the Emergency Management Director (EMD) and two other local points of contact who should have authoritative local information and authority to request resources are listed at right.

VEM will share the town's contact information with emergency partners who have a life safety need during an emergency.

☐ Mark this box to request Vermont Emergency Management not share the town's contact information with emergency partners (Dam owners, utility providers, elected officials, neighboring EMDs, American Red Cross, FEMA) outside of an emergency.

REMC Representatives	
REMC Emergency Services Appointee	Tom Kilpeck, Fire Chief
Email	chief@dunmorehose.org
EMD REMC Representative	Seth M Hopkins
Email	manager@brandonvermont.gov

Municipality	BRANDON
LEMP Adoption Date	May 12, 2025
NIMS Adoption Date	April 17, 2023
EMD Name	Seth M Hopkins
Position	EMD
Primary Phone	(802) 247-3300
Alternate Phone	(802) 247-3635 x210
Email	manager@brandonvermont.gov
Public contact information	(802) 247-3300
POC 2 Name	David Kachajian
Position	Chief of Police
Primary Phone	(802) 247-0222
Alternate Phone	(802) 752-5872
Email	david.kachajian@vermont.gov
POC 3 Name	Jeremy Disorda
Position	Chief of Hwy Division
Primary Phone	(802) 247-3600
Alternate Phone	(802) 558-7094
Email	highway@brandonvermont.gov

I hereby certify that the LEMP meets Vermont National Incident Management System (NIMS) requirements and current LEMP Implementation Guidance as on page 2:

Signed* Seth M. Hopkins Printed Name: Seth M Hopkins, EMD & Town Manager
 Certifying individual must have taken, at a minimum, ICS402 or ICS100/IS-100 training

I hereby attest that the municipality has adopted NIMS and the LEMP at a **warned public meeting**, as stated above:

Signed* _____ Printed Name: Doug Bailey, Chair of Selectboard
 Attesting individual must be a selectboard member, town manager, council member, city manager, mayor

Once completed, send adoption form (2 pages) and copy of Local Emergency Management Plan to VEM Regional Coordinator.

*A typed name is acceptable as an electronic signature if it represents an act of that person in accordance with 9 V.S.A. § 278.



Local Emergency Management Plan (LEMP)

Required Elements

Municipal Adoption		
<input checked="" type="checkbox"/>	Completed Municipal Adoption Form	
<input checked="" type="checkbox"/>	Required Elements form (this page). If not using a VEM template, this form must include the page numbers where the LEMP Required Elements are listed in your plan.	
LEMP Required Elements		Page # (if not using a template)
<input checked="" type="checkbox"/>	Emergency Management planners	
	List of people who wrote or maintain the LEMP. Must include EMD.	
<input checked="" type="checkbox"/>	Municipal Emergency Operations Center (EOC)	
	EOC activation authority (minimum 1)	
	EOC staff positions and corresponding duties (minimum 1)	
	Potential EOC staff members (minimum 1)	
	Facility information for potential EOC locations (minimum 1), including address, phone number, and available equipment	
<input checked="" type="checkbox"/>	Resources	
	Emergency purchasing agent and spending limits	
	List of town or city owned resources, municipal contracts, or other local resources that can be used during an emergency (if any)	
	National Incident Management System (NIMS) Typed Resource List (if applicable)	
<input checked="" type="checkbox"/>	Public Information and Warning	
	Local VT-Alert managers (if applicable)	
	Local website or social media information (if applicable)	
	List of local media outlets (if applicable)	
	Public notice sites (minimum 3 – 2 in town, 1 near town clerk's office)	
	Note that the public can call Vermont 2-1-1 for resources.	
<input checked="" type="checkbox"/>	Organizations and communities requiring additional coordination	
	List of organizations or communities and contact method	
<input checked="" type="checkbox"/>	Shelters	
	Local Shelter address, facility contact, shelter manager, staff requirements, services, daytime capacity, overnight capacity (if applicable) (minimum 1)	
<input checked="" type="checkbox"/>	Contact Information	
	Local contacts for emergency management team, response organizations, public works, municipal government, and others including neighboring EMDs	
	Note that municipalities can call 1-800-347-0488 if they need assistance with a shelter, VTAlert, or resources, but they will usually have to pay for supplies, equipment, or personnel.	

Vermont Emergency Management (VEM) encourages municipalities to create and maintain optional LEMP annexes as required. See the VEM website for models and samples: <http://vem.vermont.gov>



INTERLOCAL CONTRACT
TOWN HIGHWAY SERVICES



This interlocal contract regarding Town Highway Services is made and is effective as of the date of ratification by the separate Selectboards of the **TOWN OF GOSHEN**, Addison County, Vermont, a Vermont municipal corporation, and the **TOWN OF BRANDON**, Rutland County, Vermont, a Vermont municipal corporation.

I Resolution

Whereas 24 VSA Chapter 121 Subchapter 4 at §4901 and §4902 authorizes properly formed Interlocal Contracts as a form of Intermunicipal Cooperation, and

Whereas the Town of Goshen desires to contract certain Town Highway Services to be performed by the Town of Brandon, and

Whereas the Town of Brandon desires to perform certain Town Highway Services for and within the Town of Goshen, and

Whereas the Town of Brandon, in its Highway Department, possesses sufficient equipment and employs sufficient staff to perform these services for the Town of Goshen efficiently and without injury to the mission of the Town of Brandon Highway Department, and

Whereas 24 VSA §4902 (b) (4) specifically authorizes "transfer of a local service function or activity or a portion thereof, previously authorized or exercised by a municipality, to another municipality," and

Whereas the Town of Goshen and the Town of Brandon undertake this agreement for the benefit of the taxpayers of their respective Towns, **now, therefore be it**

Resolved that the Town of Goshen and the Town of Brandon agree to contract Town highway services in Goshen as follows:

II Agreement

A In consideration of fees set forth below, the Town of Brandon agrees to perform with its own employee(s) and using its own equipment the following services for and within the Town of Goshen at the intervals specified unless those intervals be otherwise modified by agreement of the Selectboard of the Town of Goshen and the Town Manager of the Town of Brandon:

- 1 Sweeping of paved roads in Goshen once per year in the Spring
- 2 Roadside mowing of designated roads in Goshen once per year in the Summer
- 3 Grading of unpaved roads in Goshen thrice per year on a schedule agreed by the Goshen Highway Foreman and the Brandon Highway Division Chief

B The Town of Goshen agrees to pay for use of Town of Brandon equipment on an hourly basis as billed by the Town of Brandon, using as guidance the Federal Emergency Management

Agency (FEMA) Schedule of Equipment Rates (current edition [2023] at link provided on last page) at the lowest published rate for the closest-matching comparable equipment scheduled:

1	Articulated grader with 12-foot blade	\$110.00 / hour
2	Street sweeper < 100 HP	\$75.00 / hour
3	Tractor < 85 HP with towed flail mower	\$55.00 / hour

C The Town of Goshen agrees to pay for labor by a Town of Brandon Highway Department employee on an hourly basis as billed by the Town of Brandon, using the employee's straight-time hourly rate plus a multiplier of 54% calculated to cover non-wage benefits:

		Hourly Wage	Benefits	Total per Hour
1	Jeremy Disorda	\$34.32	\$18.53	\$52.85
2	Brian Kilpeck	\$28.35	\$15.31	\$43.66

D The Town of Brandon warrants that it carries the following insurances relevant to this contract, all policies by the Vermont League of Cities and Towns (PACIF). The Town of Brandon agrees to maintain these insurances through the duration of this contract:

- a employees are covered under workers' compensation insurance
- b equipment is covered under liability insurance
- c The Town is covered under a general liability policy of \$10 Million.

E The **addendum "Contracted Services Goshen-Brandon"** following the signature page and containing tables reflective of the above rates and setting forth authorized amounts and projected schedule is incorporated into this contract and made part of it.

III Procedure

A All work under this contract will be arranged as mutually agreeable to the Town of Goshen Highway Foreman Jeff Cathcart and the Town of Brandon Highway Division Chief Jeremy Disorda. In the event no satisfactory agreement as to scheduling can be reached, the work in question will not be done.

B All work under this contract will be accounted for to the nearest ten minutes by the Town of Brandon employee performing the work. At regular biweekly intervals (during processing of payroll), the Town of Brandon bookkeeper will send a bill to the Town of Goshen detailing the amount due for equipment and labor for highway services provided, the same to be presented for consideration of the Goshen Selectboard as part of their warrant. Upon approval, the Town of Goshen Treasurer will pay the Town of Brandon in the usual manner. The Town of Brandon will account for the payment on a dedicated line in Highway Revenue of the General Fund.

IV Roles and Responsibilities

A The Town of Goshen will clearly designate locations for service and will forewarn the Town of Brandon of any known hazards or risks in a particular location so that the work may be completed safely and without injury or damage.

B The Town of Brandon employee operating in Goshen will exercise all due care to perform the work in a safe and courteous manner, respecting Goshen infrastructure, property owners, and other users of the roads such as motorists and pedestrians.

V Term

A This initial interlocal contract is valid through June 30, 2026, unless sooner revoked by either party (the Town of Goshen by its Selectboard or the Town of Brandon by its Town Manager), notice being given in writing to the other party.

B This interlocal contract may be renewed for one (1) and successive one (1) year terms, adjustments mutually agreed incorporated, by both parties (the Town of Goshen by its Selectboard and the Town of Brandon by its Town Manager).

VI Indemnification

To the extent allowable by law, the Town of Goshen, its officers, board members, employees, and agents, and the Town of Brandon, its officers, board members, employees, and agents, agree to mutually indemnify, save, defend, and hold harmless the other Town, its officers, board members, employees, and agents, for any liability for personal injury, property damage, or death arising in any manner whatsoever in connection with this contract arising out of the Town of Brandon's provision of services under this contract within the Town of Goshen, except for claims arising out of gross negligence or willful acts.

VII Other Provisions

The Town of Brandon shall not undertake any additional services except those set out herein above, unless stated in writing and adopted as an amendment to this contract. An amendment to this contract must be approved by the Town of Goshen Selectboard and the Town of Brandon Selectboard.

A No oral agreement modifying this contract shall be valid. This contract and its amendments along shall constitute and represent the basis of the relationship between the parties to this contract. All attachments to this contract are incorporated by reference herein as if fully stated.

B The Towns of Goshen and Brandon agree that this contract is a result of a fair and good faith negotiation between the parties, that each party has had an opportunity to review the contract with its legal counsel, and that any ambiguities shall not be interpreted against the party responsible for drafting this contract.

C This contract may be executed in one or more counterparts and, if executed in more than one counterpart, the executed counterparts shall be deemed to be an original, but all such counterparts shall together constitute one and the same instrument. Electronic and digital signatures shall be treated as originals.

D The provisions of this contract are severable. If a court of competent jurisdiction deems any provision of this contract invalid or unenforceable, that provision shall be stricken, and the

parties shall thereafter work cooperatively and in good faith to reform the contract to reflect the original intent of the stricken provision.

VIII Execution

This contract shall not take effect nor be binding on either party unless this contract is approved by the respective Selectboards of the Town of Goshen and the Town of Brandon.

IN WITNESS WHEREOF, the Town of Goshen and the Town of Brandon have executed contract on the day and year below written.

DATED: _____

DATED: _____

TOWN OF GOSHEN by its Selectboard
or a majority thereof

TOWN OF BRANDON by its Selectboard
or a majority thereof

Current [2023] FEMA equipment rates sourced from:

<https://www.fema.gov/assistance/public/tools-resources/schedule-equipment-rates>

CONTRACTED SERVICES GOSHEN-BRANDON

Contracted Service	Contract Hour(s) Total			Contract Rate(s)		TOTAL
	Spring	Summer	Fall	Labor	Equipment	
Sweeping	5			\$52.85	\$75.00	\$639.25
Roadside Mowing		25		\$52.85	\$55.00	\$2,696.25
Grading	25	25	25	\$52.85	\$110.00	\$12,213.75

Total Annual Budget Contracted Services	\$15,549.25
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Cost Allocation	Expense	Contract Service for Fiscal Year Budget
2024-2025 Budget	\$7,500.00	Sweeping, (1) Round of Grading – Spring, Roadside Mowing – ALL invoiced before 7/1/2025
2025-2026 Budget	\$8,200.00	(2) Two Rounds of Grading – Summer & Fall – INVOICED after 7/1/2025
2025-2026 Budget	\$7,500.00	Sweeping, (1) Round of Grading – Spring, Roadside Mowing – ALL invoiced before 7/1/2026



A RESOLUTION CONDEMNING ATTACKS ON DUE PROCESS AND AFFIRMING THE CONSTITUTIONAL RIGHTS OF ALL PEOPLE IN BRANDON

WHEREAS, the United States Constitution guarantees due process, equal protection, and fundamental rights to all persons-regardless of citizenship, immigration status, race, religion, or political belief; and

WHEREAS, recent actions by federal authorities, including the detention of legal residents in Vermont without clear justification or timely access to legal counsel, represent a dangerous escalation of government overreach and a violation of these constitutional protections; and

WHEREAS, history has shown that when the rights of any group are violated, it opens the door for similar abuses to be carried out against others-first against immigrants, then against dissenters, and eventually against anyone who does not conform to the views of those in power; and

WHEREAS, the silence of public officials in the face of such abuses amounts to complicity, and failure to act now will only embolden those who seek to dismantle the rule of law and divide our communities through fear;

NOW, THEREFORE, BE IT RESOLVED that the Select Board of the Town of Brandon unequivocally condemns all violations of due process and the weaponization of government power over any individuals;

BE IT FURTHER RESOLVED that the Town of Brandon affirms its unwavering commitment to protecting the constitutional rights of all people in our city, regardless of citizenship status, national origin, political belief, or any other identity;

BE IT FURTHER RESOLVED that the Brandon Select Board pledges to oppose any policy or action-local, state, or federal-that targets individuals based on who they are, where they come from, or what they believe, and to defend Brandon as a community rooted in justice, accountability, and the equal dignity of all;