

**Brandon Selectboard Meeting Agenda**  
**Monday, June 23, 2025 @ 7PM**  
**Brandon Town Hall, 1 Conant Square, Brandon, Vermont**

Zoom Meeting ID	253 279 4161
Zoom Link	<a href="https://zoom.us/j/2532794161">https://zoom.us/j/2532794161</a>
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 — June 9, 2025
  - b Warrant — June 23, 2025
- 4 Town Manager's Report
- 5 Community Development Report
- 6 Public Comment and Participation
- 7 Appointments
  - a Development Review Board — 2 seats (3-year terms ending June 30, 2028)
  - b Planning Commission — 1 seat (3-year term ending June 30, 2026)
  - c Planning Commission — 2 seats (3-year terms ending June 30, 2028)
  - d Revolving Loan Fund Committee — 2 seats (3-year terms ending June 30, 2028)
  - e Revolving Loan Fund Committee Alt. — 1 seat (3-year term ending June 30, 2026)
- 8 Award paving bid for Town Farm Road resurfacing
- 9 Select FY26 Fuel Suppliers & Pricing Plans
- 10 Executive session per 1 VSA § 313 (3)(a)(3): Evaluation of a public officer or employee:  
town manager annual review
- 11 Adjourn

**Brandon Select Board Meeting  
June 9, 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:** Brent Buehler, Karen Rhodes, Barry Varian, Patricia Welch, Ray Marcoux, Steven Jupiter, Steve Bissette

**Others by Zoom:** Bruce Jenson, Jack Schneider, Elana Sadlon, Vicki Disorda

**1. Call to order**

The meeting was called to order by Doug Bailey at 6:00PM.

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

**Motion** by Cecil Reniche-Smith/Jeff Haylon to enter into executive session at 6:01PM per 1V.S.A. 313(3)(a)(3): Appoint of a public officer for interviewing applicants for vacancies on the Trustees of Public Funds. **The motion passed unanimously.**

**2. Executive Session**

The Board came out of executive session at 7:11PM.

There was no action taken.

The Board reconvened at 7:16PM.

**3. Select Board Members' Remarks**

Doug Bailey reported Seth Hopkins was on vacation and Bill Moore was unavailable for this meeting due to a personal matter. Mr. Bailey asked any of the public who wished to speak to come to the podium and indicate their name.

**Motion** by Cecil Reniche-Smith/Jeff Haylon to appoint Faith Daya, Devon Fuller and Tracy Wyman as Trustees of Public Funds until town meeting in March. **The motion passed unanimously.**

Doug Bailey advised these are short-term appointments until the next town meeting and the individuals appointed would need to run for reelection if they wished to continue.

Cecil Reniche-Smith stated there would be a one-year, two-year and three-year term, after which those running for election in March would be applying for a three-year term.

**4. Recurring Matters**

**a) Select Board Minutes – May 26, 2025**

**Motion** by Brian Coolidge/Jeff Haylon to approve the meeting minutes of May 26, 2025. **The motion passed unanimously.**

**b) Warrant – June 9, 2025 - \$104,106.30**

**Motion** by Cecil Reniche-Smith/Brian Coolidge to approve the warrant in the amount of \$104,146.30. **The motion passed unanimously.**

Doug Bailey noted there is one large item in the warrant that is the loan payment for the new truck that will be purchased from the 1% Local Options Tax fund.

## **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. Doug Bailey noted a highlight from Mr. Hopkins' report with regards to staffing. The Town has hired a new Brandon police officer, Mikayla Fontana, who is a Level 2 officer and has already been through the academy training. Officer Fontana will be on board starting next Monday. The new police cruiser has also been ordered and will be arriving in September.

## **6. Community Development Report**

Bill Moore provided a Community Development Report that is available for viewing in the Board packet on the Town's website.

Cecil Reniche-Smith stated there has been discussion about the fireworks for the July 4<sup>th</sup> celebration and Bill Moore has advised that all decisions have been made for this year's celebration and the vendors have been paid. Mr. Moore recommended anyone interested in working on or having input on the July 4<sup>th</sup> celebration could join the volunteer group who organizes it. If a change in the fireworks is something to be considered, having new people will be helpful for public outreach.

Doug Bailey noted moves could possibly be considered and implemented in the future. Mr. Moore has been the Chair of the Independence Day Commission for several years and is giving up the position and will be looking for volunteers. Mr. Bailey noted there has been a lot of conversation about silent fireworks.

## **7. Financial Management Questionnaire**

Doug Bailey stated this questionnaire has to be completed every year and the Select Board has to approve it each year. Cecil Reniche-Smith noted she reviewed it and it is accurate.

**Motion by Brian Coolidge/Cecil Reniche-Smith to approve the Financial Management questionnaire. The motion passed unanimously.**

## **8. Late Homestead Penalty**

Doug Bailey stated when people do not file the homestead paperwork, the Town can assess a fee up to 3%, but the Select Board can take action to waive the penalty. If the Select Board does not waive the penalty, people have to go through an Abatement Board and it is more work for the Town's staff.

**Motion by Cecil Reniche-Smith/Jeff Haylon to waive the option of a penalty for late Homestead submissions, as in the past. The motion passed unanimously.**

Cecil Reniche-Smith noted the State requires all homeowners file this homestead declaration and for many people it alleviates all education taxes and some municipal taxes. Some people do not file this because they do not file taxes, but they are required to file the homestead declaration. The Town has the option to waive the penalty for late filings and have done so in the past but in the future the Town may not waive it. The homestead declaration is a benefit for people and may become a detriment if people do not file on time in the future.

Doug Bailey stated when participating on the Board of Abatement, many people had not filed for the tax rebate because they did not have enough income to file for taxes and were not aware of the process. When someone does not have enough income to file, they can file a 1040 short form for the rebate and get all of their education tax paid. Mr. Bailey encouraged people to file the 1040 and noted that Ms. Gage can help people with the homestead declaration. If an income is low enough, both the education and some of the municipal taxes are eliminated. Mr. Bailey stated the Select Board does not want people to feel that they have to move out of their homes due to taxes.

## **9. Official Response to Reappraisal Order**

Doug Bailey advised when the CLA (Common Level of Appraisal) falls out of line the State advises the Town needs to do a new reappraisal and the process needs to begin. This is a requirement of the State however the appraisal companies are booked out for years, but Mr. Bailey noted that the Town will advise the State that it has started the process.

**Motion** by Cecil Reniche-Smith/Ralph Ethier to approve the Select Board send a response to the State of Vermont that it acknowledges receipt of the reappraisal order and will submit the Reappraisal Compliance form. **The motion passed unanimously.**

Mr. Bailey noted if appraisals increase the grand list increases but the actual tax rate decreases. There could be both increases and decreases with the reappraisal and this is done to level the playing field and is why the State requires a reappraisal. Mr. Bailey advised the Town puts away funds each year for the reappraisal process. Cecil Reniche-Smith stated if anyone is interested in seeing the State's letter, it is in the Select Board packet on the Town's website.

## **10. Name Town Manager as Select Board's Designee for all Reappraisal-related Matters (Communications with Division of Property Valuation & Review, etc.)**

**Motion** by Brian Coolidge/Cecil Reniche-Smith to appoint Seth Hopkins as the Select Board's designee for all reappraisal-related matters. **The motion passed unanimously.**

## **11. Public Comment and Participation**

Brent Buehler stated in reference to the Town Manager's review, Mr. Hopkins does a great job and is very respectful of the Select Board. Mr. Buehler reiterated he does a fabulous job, is very transparent and is very knowledgeable about the Town.

The Board recessed at 7:36PM.

The Board reconvened at 7:43PM.

**Motion** by Cecil Reniche-Smith/Brian Coolidge to enter into executive session at 7:43PM per 1 V.S.A. 313(3)(a)(3): Evaluation of a Public Officer for the Town Manager's annual review. **The motion passed unanimously.**

## **12. Executive Session**

The Board came out of executive session at 8:05PM.

There was no action required.

## **13. Adjournment**

**Motion** by Brian Coolidge/Ralph Ethier to adjourn the Select Board meeting at 8:06PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary

06/20/25

01:37 pm

## TOWN OF BRANDON Accounts Payable

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Check Warrant Report # 63869 Current Prior Next FY Invoices

Jacolyn

All Invoices For Check Acct 01(10 General Fund) 06/23/25 To 06/23/25

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
101088	06/12/25	BENTON REAL ESTATE APPRAI	191 Newton-Appraisal	56-5-06-20200	600.00	3108	06/23/25
			BRAN0625	Newton Rd Flood-Legal			
311248	06/09/25	BRANDON GLC SOLAR LLC	monthly solar:5/5- 6/3/25	10-5-22-42130	1233.54	3109	06/23/25
			4221 B	Bldgs & Grounds Electric			
311248	06/09/25	BRANDON GLC SOLAR LLC	monthly solar:5/5- 6/3/25	20-5-55-42130	109.42	3109	06/23/25
			4221 B	Electric			
311248	06/09/25	BRANDON GLC SOLAR LLC	monthly solar:5/5- 6/3/25	10-5-22-42200	2685.58	3109	06/23/25
			4221 B	Solar Credit Exp-BFD			
100280	06/11/25	BRANDON LUMBER & MILLWORK	piping materials	10-5-22-43210	67.70	3110	06/23/25
			97452/3	Estabrook Bldg Maint			
100280	06/11/25	BRANDON LUMBER & MILLWORK	returned pipe	10-5-22-43210	-4.15	3110	06/23/25
			97453/3	Estabrook Bldg Maint			
310390	06/04/25	BTS INC	set voicemail passwords	10-5-10-30130	95.00	3111	06/23/25
			15970	Service Contracts			
101163	06/20/25	BUCKLEY, IAN	ww op license renewal fee	20-5-55-20530	275.00	3112	06/23/25
			6/20/25	Licenses & Fees			
100462	06/01/25	CASELLA WASTE MANAGEMENT	trucking of sludge	20-5-55-50170	2902.50	3113	06/23/25
			3151783	Trucking			
301503	06/11/25	CHAMPLAIN VALLEY FUELS	diesel fuel	10-5-15-41130	780.69	3114	06/23/25
			573975	Fuel - Vehicles HW			
310703	06/11/25	CITY HALL SYSTEMS INC	May credit card charges	10-5-18-30070	92.72	3115	06/23/25
			21255	Little League Expenses			
310801	06/18/25	COLOMB MARK	officiating	10-5-18-30070	150.00	3116	06/23/25
			061825	Little League Expenses			
310097	06/02/25	COMCAST	service: Jun 9 to Jul 8	10-5-18-42100	160.64	3117	06/23/25
			EST. 06/02/25	Recreation Telephone			
310097	05/27/25	COMCAST	service: Jun 4 to Jul 3	10-5-14-42100	451.39	3118	06/23/25
			PD 05/27/25	PD Telephone Service			
310097	06/09/25	COMCAST	service: Jun 16 to Jul 15	10-5-10-42100	100.05	3119	06/23/25
			TH 06/09/25	Telephone Exp. Admin.			
310097	05/27/25	COMCAST	service Jun 4 to Jul 3	10-5-10-42100	637.37	3120	06/23/25
			TO 05/27/25	Telephone Exp. Admin.			
310037	06/06/25	CONSOLIDATED COMMUNICATIO	service: May 06 to Jun 05	10-5-14-42100	57.58	3121	06/23/25
			PD 06/06/25	PD Telephone Service			
100470	06/12/25	CROSBYS SALES & SERVICE	V-belt	10-5-22-43120	167.98	3122	06/23/25
			0072296	Municipal Mowing-maint			
200241	05/31/25	D & F EXCAVATING & PAVING	type IV - 3/8" stone mix	10-5-15-46110	357.78	3123	06/23/25
			7205	Paving Roads			
310841	06/20/25	DAVIS WADE	2025 - Spring / Winter	10-5-18-50090	2385.71	3124	06/23/25
			062025	Adult Activities			
101097	06/18/25	DOUGLAS ROBIN	reimbursement	10-5-18-40090	354.98	3125	06/23/25
			06/18/25	Cheerleading			
100456	06/17/25	DUBOIS & KING INC	FD path scoping study #7	56-5-18-20120	296.71	3126	06/23/25
			625061	Engineer-TAP Forest Dale			
300466	06/11/25	DUNDON PLUMBING & HEATING	portable toilet fees	10-5-18-43130	130.00	3127	06/23/25
			99732	Estabrook			
300466	06/11/25	DUNDON PLUMBING & HEATING	portable toilet fees	10-5-18-60100	130.00	3127	06/23/25
			99732	Seminary Hill			
100494	06/17/25	ENDYNE INC	testing	20-5-55-22120	65.00	3128	06/23/25
			535674	Testing			

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## TOWN OF BRANDON Accounts Payable

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Check Warrant Report # 63869 Current Prior Next FY Invoices

Jacolyn

All Invoices For Check Acct 01(10 General Fund) 06/23/25 To 06/23/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100332	06/03/25	bark mulch 74008	10-5-22-43160 Parks Maint.	462.00	3129	06/23/25
311128	06/11/25	multi-purpose grease 229674	10-5-15-41160 HW Maint. Supplies-Vehicl	79.90	3130	06/23/25
311128	06/12/25	bulbs 229710	10-5-15-41160 HW Maint. Supplies-Vehicl	3.20	3130	06/23/25
311128	06/16/25	gearbox grease 229861	20-5-55-41180 Maintenance-Vehicles	24.99	3130	06/23/25
311128	06/17/25	grease, oil, filter 229898	20-5-55-41180 Maintenance-Vehicles	108.99	3130	06/23/25
310233	06/03/25	7 Conant Sq lighting 06/25 047828	10-5-22-42130 Bldgs & Grounds Electric	43.21	3131	06/23/25
310233	06/06/25	WWTF 480 volt service 06/25 079168	20-5-55-42130 Electric	5950.45	3131	06/23/25
310233	06/05/25	Newton Rd pump station 06/25 089202	20-5-55-42130 Electric	916.86	3131	06/23/25
310233	06/03/25	Central Pk/traffic lights 06/25 170028	10-5-22-42130 Bldgs & Grounds Electric	166.26	3131	06/23/25
310233	06/05/25	Estabrook Park 06/25 240302	10-5-22-42130 Bldgs & Grounds Electric	78.34	3131	06/23/25
310233	06/05/25	Carver St pump station 06/25 290502	20-5-55-42130 Electric	54.05	3131	06/23/25
310233	06/05/25	Green Park 06/25 317702	10-5-22-42130 Bldgs & Grounds Electric	26.75	3131	06/23/25
310233	06/05/25	Country Club pump station 06/25 338602	20-5-55-42130 Electric	35.94	3131	06/23/25
310233	06/03/25	7 Conant Sq car chargers 06/25 339840	10-5-22-42500 Electric EV Car Stations	273.98	3131	06/23/25
310233	06/03/25	Town Hall 06/25 451302	10-5-22-42130 Bldgs & Grounds Electric	218.62	3131	06/23/25
310233	06/05/25	Brookdale pump station 06/25 467702	20-5-55-42130 Electric	37.29	3131	06/23/25
310233	06/03/25	Crescent Park 06/25 737937	10-5-22-42130 Bldgs & Grounds Electric	263.89	3131	06/23/25
310233	06/03/25	Police Station 06/25 822212	10-5-22-42130 Bldgs & Grounds Electric	89.47	3131	06/23/25
310233	06/05/25	street lights 06/25 851302	10-5-22-42130 Bldgs & Grounds Electric	3314.53	3131	06/23/25
310233	06/05/25	WWTF security light 06/25 860302	20-5-55-42130 Electric	29.50	3131	06/23/25
310233	06/03/25	Champlain St pump station 06/25 867202	20-5-55-42130 Electric	348.02	3131	06/23/25
300600	06/09/25	sodium bisulfite PI-33539	20-5-55-50140 Sodium Bisulfite	2605.98	3133	06/23/25
311204	06/19/25	mileage reimbursement 06/19/25	10-5-10-10310 Travel & Expenses	344.40	3134	06/23/25
100792	06/11/25	tubing X026535	10-5-22-43210 Estabrook Bldg Maint	16.00	3135	06/23/25
310287	06/12/25	refund of overpayment 1607006	10-4-18-40070 Youth Wrestling	20.00	3136	06/23/25

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310583	KV SBARDELLA SLATE, INC.	06/12/25 TH-roof, progress pymt	56-5-87-30500	125865.00	3137	06/23/25
		5321	ARPA-TH Roof exp			
310583	KV SBARDELLA SLATE, INC.	06/12/25 TH-wood deck repair-roof	56-5-87-30500	3360.00	3137	06/23/25
		5322	ARPA-TH Roof exp			
		Additional repair to Town hall roof wood deck.				
301086	LABEN HARDT MELINDA	06/09/25 archery class	10-5-18-40040	640.00	3138	06/23/25
		INV-882	After School Activity			
301172	LEE KEN	06/13/25 refund	10-4-18-30070	80.00	3139	06/23/25
		1607012	Little League Revenues			
311258	LI DEREK	06/18/25 field prep	10-5-18-30070	220.00	3140	06/23/25
		06/18/25	Little League Expenses			
311176	LILY WHITE CLEANING SERVI	06/11/25 cleaning	10-5-22-10130	596.75	3141	06/23/25
		061125	Admin Custodian			
311176	LILY WHITE CLEANING SERVI	06/11/25 cleaning	10-5-22-10120	70.00	3141	06/23/25
		061125	PD Custodian			
311176	LILY WHITE CLEANING SERVI	06/18/25 cleaning	10-5-22-10120	70.00	3141	06/23/25
		061825	PD Custodian			
311176	LILY WHITE CLEANING SERVI	06/18/25 cleaning	10-5-22-10130	341.25	3141	06/23/25
		061825	Admin Custodian			
310630	MASTERCARD	05/19/25 pressure washer	20-5-55-41110	599.99	3142	06/23/25
		12372	New Equipment-Misc Tools			
310630	MASTERCARD	04/21/25 grease, pens	20-5-55-41110	29.73	3142	06/23/25
		12373	New Equipment-Misc Tools			
310630	MASTERCARD	05/01/25 sign,BB,rake,nuts/bolts,	10-5-15-41110	71.99	3142	06/23/25
		12411	New Equipment-Misc. Tools			
		service manual,paper,candy machine cover,chair mat				
310630	MASTERCARD	05/01/25 sign,BB,rake,nuts/bolts,	10-5-22-43160	109.98	3142	06/23/25
		12411	Parks Maint.			
		service manual,paper,candy machine cover,chair mat				
310630	MASTERCARD	05/01/25 sign,BB,rake,nuts/bolts,	10-5-15-41160	10.99	3142	06/23/25
		12411	HW Maint. Supplies-Vehicl			
		service manual,paper,candy machine cover,chair mat				
310630	MASTERCARD	05/01/25 sign,BB,rake,nuts/bolts,	10-5-12-10310	31.30	3142	06/23/25
		12411	Travel & Expenses			
		service manual,paper,candy machine cover,chair mat				
310630	MASTERCARD	05/01/25 sign,BB,rake,nuts/bolts,	10-5-15-10310	72.19	3142	06/23/25
		12411	Travel & Expenses			
		service manual,paper,candy machine cover,chair mat				
310630	MASTERCARD	05/01/25 sign,BB,rake,nuts/bolts,	10-5-18-30070	140.97	3142	06/23/25
		12411	Little League Expenses			
		service manual,paper,candy machine cover,chair mat				
310630	MASTERCARD	05/01/25 sign,BB,rake,nuts/bolts,	10-5-22-43100	108.96	3142	06/23/25
		12411	Town Office			
		service manual,paper,candy machine cover,chair mat				
310630	MASTERCARD	05/01/25 sign,BB,rake,nuts/bolts,	10-5-13-30110	18.50	3142	06/23/25
		12411	Office Supplies			
		service manual,paper,candy machine cover,chair mat				
310630	MASTERCARD	05/01/25 sign,BB,rake,nuts/bolts,	10-5-15-41110	141.38	3142	06/23/25
		12411	New Equipment-Misc. Tools			
		service manual,paper,candy machine cover,chair mat				

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## Check Warrant Report # 63869 Current Prior Next FY Invoices

Jacolyn

All Invoices For Check Acct 01(10 General Fund) 06/23/25 To 06/23/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310630	05/01/25	MASTERCARD sign,BB,rake,nuts/bolts,. 12411	10-5-18-43140 Town Hall	69.99	3142	06/23/25
		service manual,paper,candy machine cover,chair mat				
310630	05/16/25	MASTERCARD deposit-2025 VW ID Buzz 12412	56-5-05-11000 EECBG- 25 VW Buzz	1000.00	3142	06/23/25
310630	05/01/25	MASTERCARD .com Domain renew-lyr 12413	10-5-10-10330 Dues & Subscriptions	22.17	3142	06/23/25
310630	05/08/25	MASTERCARD first aid kits 12414	10-5-18-30070 Little League Expenses	83.76	3142	06/23/25
310630	05/13/25	MASTERCARD disc golf 12415	10-5-18-40040 After School Activity	90.92	3142	06/23/25
310630	05/27/25	MASTERCARD popcorn machine 12416	10-5-18-43140 Town Hall	673.03	3142	06/23/25
311024	06/11/25	MILLER HILL FARM assort trees-Canopy Grant 0611253	56-5-21-10100 Tree Project-Material/Ser	2606.00	3143	06/23/25
101144	06/17/25	MOORE SERVICES replace cond pump 06/17/25	10-5-22-43100 Town Office	494.49	3144	06/23/25
310721	06/18/25	MORRISSETTE JOE officiating 06/18/25	10-5-18-30070 Little League Expenses	60.00	3145	06/23/25
301083	05/07/25	MVP SELECT CARE INC April '25 -FSA / HRA CINV010121	10-5-18-10218 HRA	3.50	3146	06/23/25
301083	05/07/25	MVP SELECT CARE INC April '25 -FSA / HRA CINV010121	20-5-55-10218 HRA WW	7.00	3146	06/23/25
301083	05/07/25	MVP SELECT CARE INC April '25 -FSA / HRA CINV010121	10-5-15-10218 HRA HW	3.50	3146	06/23/25
301083	05/07/25	MVP SELECT CARE INC April '25 -FSA / HRA CINV010121	10-5-13-10218 HRA	7.00	3146	06/23/25
301083	05/07/25	MVP SELECT CARE INC April '25 -FSA / HRA CINV010121	10-5-10-10218 HRA Admin	7.00	3146	06/23/25
301083	06/06/25	MVP SELECT CARE INC May '25 -FSA / HRA CINV011053	10-5-18-10218 HRA	3.50	3146	06/23/25
301083	06/06/25	MVP SELECT CARE INC May '25 -FSA / HRA CINV011053	20-5-55-10218 HRA WW	10.50	3146	06/23/25
301083	06/06/25	MVP SELECT CARE INC May '25 -FSA / HRA CINV011053	10-5-15-10218 HRA HW	3.50	3146	06/23/25
301083	06/06/25	MVP SELECT CARE INC May '25 -FSA / HRA CINV011053	10-5-10-10218 HRA Admin	7.00	3146	06/23/25
301083	06/06/25	MVP SELECT CARE INC May '25 -FSA / HRA CINV011053	10-5-13-10218 HRA	7.00	3146	06/23/25
100788	06/09/25	NEW ENGLAND MUNICIPAL RES Lisa 1/9/25 - 5/27/25 57342	10-5-11-22140 Property Assessor	11210.05	3147	06/23/25
310736	06/17/25	POCKETTE PEST CONTROL LLC pest control/Police Dept 43508	10-5-22-43090 PD Bldg Maint.	65.00	3148	06/23/25
310736	06/17/25	POCKETTE PEST CONTROL LLC pest control/storage area 43517	10-5-18-20500 Storage Unit Supply/Maint	50.00	3148	06/23/25
310736	06/17/25	POCKETTE PEST CONTROL LLC pest control/Town Hall 43518	10-5-22-43150 Town Hall Repair/Maint.	40.00	3148	06/23/25
310736	06/17/25	POCKETTE PEST CONTROL LLC pest control/Town Office 43519	10-5-22-43100 Town Office	70.00	3148	06/23/25
311125	05/19/25	POULTNEY POOLS INC chlorine S-INVO52233	20-5-55-50120 Sodium Hypochorite	411.48	3149	06/23/25



06/20/25

## TOWN OF BRANDON Accounts Payable

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01:37 pm

Check Warrant Report # 63869 Current Prior Next FY Invoices

Jacolyn

All Invoices For Check Acct 01(10 General Fund) 06/23/25 To 06/23/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
311257	06/18/25	QUENNEVILLE NOLAN officiating	10-5-18-30070	60.00	3150	06/23/25
		06/18/25 Little League Expenses				
310334	06/18/25	RAMAGE ALEX officiating	10-5-18-30070	720.00	3151	06/23/25
		06/18/25 Little League Expenses				
311229	06/04/25	REBHS CORP repair station project	10-5-12-40100	820.00	3152	06/23/25
		1016 Energy Cm Public Outreach				
301171	06/12/25	RHEAUME STACEY refund (camp canceled)	10-4-18-40040	84.00	3153	06/23/25
		824948 After School Activity				
301171	06/12/25	RHEAUME STACEY refund (camp canceled)	10-4-18-40040	84.00	3153	06/23/25
		824949 After School Activity				
100478	05/31/25	ROYAL GROUP INC fire sys monitoring @ TO	10-5-22-43100	74.76	3154	06/23/25
		722914 Town Office				
300375	06/12/25	RUTLAND CITY May sludge processing	20-5-55-50160	8100.00	3155	06/23/25
		37846 SLUDG Sludge Disposal				
100668	06/10/25	RUTLAND REGIONAL MEDICAL refund of carnival donati	10-4-18-61050	2500.00	3156	06/23/25
		JUNE 2025 Brandon Carnival				
301173	06/05/25	SOLARFEST INC 2025 sponsorship	10-5-12-40100	175.00	3157	06/23/25
		SP-2505 Energy Cm Public Outreach				
311103	06/18/25	STANLEY KEN officiating	10-5-18-30070	60.00	3158	06/23/25
		06/18/25 Little League Expenses				
310921	06/17/25	STEARNS SERVICES LLC payroll consulting	10-5-10-30130	360.00	3159	06/23/25
		1294 Service Contracts				
311256	06/18/25	THORNTON BRIAN officiating	10-5-18-30070	240.00	3160	06/23/25
		06/18/25 Little League Expenses				
310534	06/18/25	TRAYNOR NATHAN J officiating	10-5-18-30070	210.00	3161	06/23/25
		06/18/25 Little League Expenses				
311217	06/10/25	VALSOFT CORP INC DBA COTT June host fee	10-5-13-30123	295.00	3162	06/23/25
		419552 Records Preservation				
100776	06/09/25	VERMONT RURAL WATER ASSOC Basic Wastewater course	20-5-55-10340	800.00	3163	06/23/25
		20588 Continuing Education				
310046	06/06/25	W B MASON CO INC folders	10-5-10-30110	92.45	3164	06/23/25
		254763095 Office Supplies				
310046	06/09/25	W B MASON CO INC folders	10-5-10-30110	18.49	3164	06/23/25
		254788251 Office Supplies				
310186	06/18/25	WYMANS TIMBER HARVESTING dumpster	20-5-55-50160	759.41	3165	06/23/25
		INV1045 Sludge Disposal				
310186	06/10/25	WYMANS TIMBER HARVESTING dumpster	20-5-55-50160	1207.01	3165	06/23/25
		INV1062 Sludge Disposal				

06/20/25

01:37 pm

TOWN OF BRANDON Accounts Payable

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Check Warrant Report # 63869 Current Prior Next FY Invoices

Jacelyn

All Invoices For Check Acct 01(10 General Fund) 06/23/25 To 06/23/25

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

196041.30

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 \$ \*\*\*196,041.30  
Let this be your order for the payments of these amounts.

#### FOR AWARENESS OF THE COMMUNITY

- Due to the resignation of Eve Beglarian, whom we thank for serving, a vacancy exists on the energy committee. The usual meeting is the first Monday at 4:30PM. Please send a letter of interest and the cover sheet to the town manager if you would like the selectboard to consider you for appointment.
- There is also a longstanding vacancy for an alternate on the Development Review Board. The usual meeting is the fourth Thursday at 7PM.

#### PUBLIC WORKS

- Work to repair the Sanderson Covered Bridge will begin as the contractor's schedule allows.
- Work on the replacement of the slate roof on the Town Hall is ongoing. The east side has been done and they moved to the west side this week.
- Work to repair the sidewalk on West Seminary St from Neshobe House down to the concrete section was done by Vermont Roadworks this week. This was the "bonus" work that resulted from last year's sidewalk work coming in under budget. All of the sidewalk work was authorized by the Selectboard through its allocation of a portion of the Town's ARPA award (none of this used operating budget / property tax dollars).
- Our Town crews (HWY and WW) did work near the Carver Street wastewater pump station to alleviate a chronic drainage issue impacting an adjacent property. The elevations are challenging as the railroad infrastructure is involved and must also be protected.

#### TOWN FINANCES

- The list for tax sale is down to 21 property owners. Many taxpayers have availed themselves of payment plans, making their first payments to stay out of the tax sale by becoming current.
- This is the end of the fiscal year meeting, but do expect FY25 bills to continue to come in for approval during July, so it will be another month or more before we see the final sugaring off of the FY25 budget. We believe we are in good shape to end with a modest surplus.

#### STAFFING

- We are pleased to welcome to the Brandon Highway Department Mr Bob LaPorte. Mr LaPorte is a lifelong resident of the immediate area, and started his career doing this type of work with his father before a career as a commercial fuel driver. We welcome his skill and experience to the Town team. With this hire, the Highway Department is at full authorized strength (Jeremy as chief, with Brian, Kyle, and now Bob staffing the department).
- Jackie, assisted by Elaine, Sue, and me, is working diligently to get the FY26 budget set up without a buildings & grounds department, allocating all of those expenses to the departments that directly benefit. This will present the voters with a more transparent picture of the actual cost of operating each department.

#### FOLLOW-UP

- Even with a week out-of-office on vacation — thank you — I had many meetings with residents, town officials, staff, and filled a number of requests for information.

#### FINANCIAL SNAPSHOT

- As of Tuesday, June 17:

FINANCIAL SNAPSHOT	
Unrestricted / Unassigned Fund Balance	\$482,043
1% (Local Option) Tax Fund Undesignated	\$327,734
Known Grant Matches Not Yet Designated	UNION STREET (~\$200,000)
Delinquent property taxes	\$660,298 (was \$664,152)
Delinquent wastewater ([ 'over 120 days' ])	\$194,750 (was \$198,938)

Respectfully submitted,

*Seth M. Hopkins*



**LEFT:** West Seminary “bonus” sidewalk rebuild (summer '24 work funded by ARPA in under budget)

**BELOW:** West side of Town Hall roof finished; copper snowbelt; chimneys repointed; work continues East side



06/20/25  
01:47 pm

TOWN OF BRANDON General Ledger  
Current Yr Pd: 12 - Budget Status Report  
10 General Fund

Page 1 of 1  
Jacolyn

Account	Budget	Actual	% of Budget
10-4-09 Tax Revenues	3,185,442.00	2,975,416.39	93.41%
10-4-10 Town Administration Reven	1,750.00	1,850.76	105.76%
10-4-11 Assessor Revenues	2,000.00	2,013.00	100.65%
10-4-12 Code Enforcement Revenues	15,500.00	8,673.00	55.95%
10-4-13 Clerk/Treasurer Revenues	181,170.00	187,290.19	103.38%
10-4-14 Police Dept. Revenues	9,500.00	31,828.07	335.03%
10-4-15 Highway Dept Revenues	181,450.00	354,648.48	195.45%
10-4-17 Intergovernmental Revenue	0.00	7,718.00	100.00%
10-4-18 Recreation Revenues	76,500.00	101,713.40	132.96%
10-4-22 Bldg. & Grounds	11,800.00	43,722.70	370.53%
<b>Total Revenues</b>	<b>3,665,112.00</b>	<b>3,714,873.99</b>	<b>101.36%</b>
10-5-09 Tax Expenditures	5,000.00	0.00	0.00%
10-5-10 Town Administration 10	415,005.00	435,210.10	104.87%
10-5-11 Assessor	41,190.00	36,469.23	88.54%
10-5-12 Code Enforcement 12	52,565.00	46,897.48	89.22%
10-5-13 Town Clerk 13	226,580.00	219,994.18	97.09%
10-5-14 Police Dept 14	856,400.00	829,776.22	96.89%
10-5-15 Highway 15	755,155.00	804,840.34	106.58%
10-5-17 Intergovernmental 17	255,235.00	228,823.23	89.65%
10-5-18 Recreation	186,088.20	225,135.46	120.98%
10-5-19 Debt Service 19	231,350.00	221,494.71	95.74%
10-5-21 Economic Develop. 21	50,341.00	39,903.77	79.27%
10-5-22 Bldgs. & Grounds	253,972.00	223,440.67	87.98%
10-5-25 Appropriations 25	336,230.00	333,230.00	99.11%
<b>Total Expenditures</b>	<b>3,665,111.20</b>	<b>3,645,215.39</b>	<b>99.46%</b>
<b>Total 10 General Fund</b>	<b>0.80</b>	<b>69,658.60</b>	
<b>Total All Funds</b>	<b>0.80</b>	<b>69,658.60</b>	




June 23, 2025

2025 is the year of the swimming lesson. **Nifty Thrifty** reached out offering to help underwrite the cost  $\frac{1}{2}$  of the costs of resident swimming lessons registration fee. Upon announcing this community gift, Bob Foley of **Foley Brothers Brewery** has offered to match the sponsorship, making all ***swim lessons for free for Brandon children***. Both felt that the safety and confidence that being able to swim provides to people is so very important. So many, many thanks to them. There are still some openings in the July and August lessons. **Jake Jacobs & Sue Danforth** look forward to seeing you at the **Brandon Inn Pool!**

Working with **Pickleball Ambassador, Bernie Carr**, we have instituted a new fee-based experience. Starting **July 1<sup>st</sup>**, **6 month paid registrations** will be required to play during at the **OV North Campus Gym** space during the 20+ hours of weekly times we make it available. The **\$50 resident/\$79 non-resident** fees collected will be used to support pickleball activities in our community.

**Coach Tammy** will be providing an accessible- to-all **Unified Cheer** experience. Starting **August 5<sup>th</sup>** and running through the fall, athletes entering **grades 3 – 8** will meet every **Tuesday from 5:30 – 6:30** through mid-October to work on Cheering basics such as motions, jumps, and cheers as well as the social/emotional skills needed to compete on a team.

Respectfully Submitted,



Bill Moore

**To: Seth Hopkins, Town Manager  
Select Board Members**

**Re: Appointments**

**Date: June 9, 2025**

The following positions have terms ending June 30<sup>th</sup>. All incumbents are interested in reappointment. There is a vacancy for an alternate to the DRB.

Development Review Board – 2 seats (3-year terms ending June 30, 2028)

- John Peterson
- Jack Schneider

Planning Commission – 1 seat (1-year term ending June 30, 2026)

- Neil Silins

Planning Commission – 2 seats (3-year terms ending June 30, 2028)

- Jack Schneider
- Natalie Steen

Revolving Loan Fund Committee - 2 seats (3-year terms ending June 30, 2028)

- Stephanie Jerome
- Karen Lynch

Revolving Loan Fund Committee Alternate (1-year term ending June 30, 2026)

- Judy Bunde

Elaine S. Smith  
Town of Brandon  
49 Center Street  
Brandon, VT 05733  
(802) 247-3635 ext. 201  
[esmith@brandonvermont.gov](mailto:esmith@brandonvermont.gov)

**Sealed Bid Opening Results**  
**ROAD PAVING**  
**Monday 16 June 2025 @ 2PM**

Paver	Per Ton	Town Farm Road Bid @ 1,675 T
PIKE 15% RAP Mix	\$88.48	\$148,204.00
WILK 15% RAP Mix	\$88.42	\$148,103.50
WILK No RAP Mix	\$96.50	\$161,637.50



TO Selectboard  
FROM Town Manager  
DATE 16 June 2025  
RE Fuel Bids

Our current suppliers have offered the Town the lowest price for the past two years and have offered the following updates to their fuel bids, which are lower than the FY24 and FY25 bids:

On-Road Diesel:

Champlain Valley Fuels, Middlebury

FY24 quote: 15¢ over Valero Rutland Rack (2 June net = \$2.7785)

FY25 quote: 15¢ over Valero Rutland Rack (1 June net = \$2.7312)

FY26 quote: 35¢ over Valero Rutland Rack (9 June net = \$2.596)

#2 Fuel Oil:

Champlain Valley Fuels, Middlebury

FY24 quote: 15¢ over Valero Montreal Rack (2 June net = \$2.572) OR

Fixed price of \$2.75/gal + 02¢ tax = \$2.77/gal

FY25 quote: 10¢ over Valero Montreal Rack (1 June net = \$2.608) OR

Fixed price of \$2.85/gal + 02¢ tax = \$2.87/gal

(In FY24 & FY25, the Selectboard chose the fixed-price option)

FY26 quote: 35¢ over Valero Montreal Rack (9 June net = \$2.4495) OR

Same but capped at \$2.55/gal

Propane:

Suburban Propane, Rutland

FY24 quote: \$1.46 per gallon

FY25 quote: \$1.535 per gallon

FY26 quote: \$1.699 per gallon OR

State of Vermont contract price (Rack plus 45¢)

FY24 average = \$1.5024

FY25 average = \$1.5824

Price 17 June 2025 = \$1.489

As our current suppliers provided the lowest price, and because changing suppliers has implications regarding transfer of equipment, account credits, and so forth, I recommend the selectboard accept the quotes provided by Suburban Propane for the propane, and by Champlain Valley Fuels for the on-road diesel and #2 fuel oil. The selectboard will need to advise whether it prefers fixed-pricing as last year or the floating-over-rack pricing (including the option of State contract pricing for propane). Thank you for your consideration.

Respectfully submitted,

*Seeth M. Hopkins*