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AGENDA — SELECTBOARD

Monday, December 22, 2025 @ 7PM, Brandon Town Hall, 1 Conant Square, Brandon, Vermont

- 1 Call to Order & Agenda Adoption
- 2 Selectboard Members' Remarks
- 3 Introduce and Welcome New Town of Brandon Staff
 - a Lieutenant Paul Samataro, police department
 - b Administrative professional Samantha Sumner, police department
- 4 Otter Creek Watershed Insect Control District Presentation
OCWICD Chair Jeff Schumann & Vice Chair Jeff Whiting
- 5 Possible Consent Agenda for Recurring Matters
 - a Minutes of December 8, 2025 (regular meeting)
 - b Minutes of December 9, 2025 (FY27 budget workshop)
 - c FY26 Check Warrant / Orders on the Treasurer
 - d Approve special event liquor permit issued by Town Clerk
#67893: Old Mill Inn, LCC, Comedy Club at Brandon Town Hall, 1 Conant Square
January 17, 2026 5PM - 8:15PM
- 6 Reports to the Selectboard
 - a Town Manager
 - b Community Development
- 7 Public Comment and Participation
- 8 Adjourn

Next regular selectboard meeting: Monday, January 12, 2026 @ 7PM

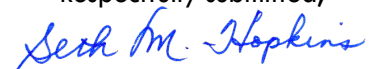
Selectboard Members Present: Doug Bailey, Cecil Reniche-Smith, Ralph Ethier, Brian Coolidge, Jeff Haylon

Others Present: Seth Hopkins, Bill Moore, Jan Coolidge, Barry Varian, Brent Buehler, Gerad Lowell, Steve Bissette, Ray Marcoux, Laura Peterson, Lynn Wilson, John Wilson, Steffanie Bourque, Faith Daya, Joyous! Emerson. By Zoom: June Kelly, Chris Powers, Bruce Jenson, Tom Kilpeck, Jack Schneider, Karen Rhodes, George Wetmore, Tricia Welch, Nita Hansen.

- 1 Chair Doug Bailey called the meeting to order at 7PM. All selectboard members were seated. Motion by Reniche-Smith/Haylon to amend the posted agenda to add as item 4c the reappointment of the emergency management director and fire chief (as emergency services representative) to the Rutland Regional Emergency Management Committee. Amended agenda voted 5-0.
- 2 Bailey and Reniche-Smith offered brief remarks to foster a smooth and courteous meeting.
- 3 Motion by Haylon/Reniche-Smith to approve items 3a through 3c as a consent agenda. Voted 5-0.
- 4a,b Consideration of reports of the Town Management and Community Development were facilitated by Chair Bailey with questions answered by Seth Hopkins and Bill Moore. No votes taken.
- 4c Motion by Coolidge/Reniche-Smith to reappoint Seth Hopkins (emergency management director) and Tom Kilpeck (fire chief) to the Rutland Regional Emergency Management Committee. Voted 5-0.
- 5 After introduction by the town manager, consideration/discussion, limited public questioning, and two rounds of applause from those present, the Nifty Thrifty Fifty Gift was accepted.
- 5a Motion by Haylon/Reniche-Smith to accept the directed gift of \$50,000 from Nifty Thrifty in celebration of their fiftieth anniversary. Voted 5-0.
- 5b Motion by Reniche-Smith/Ethier to authorize the town management team to proceed with the projects funded by the gift (listed in town manager's memo in the meeting packet). Voted 5-0
- 6 Steffanie Bourque of Rutland Regional Planning Commission, the municipal project manager for the Forest Dale Path Shared Use Scoping Study, was introduced by Chair Bailey. She led a presentation of this phase of the scoping study, the review and choice of alternatives. A narrative memo, maps of the four alternatives, and a double matrix evaluating the four alternatives plus a no build option were provided in the meeting packet and formed the basis of Ms Bourque's presentation to the selectboard and public. A few questions and comments from the board and the public followed. Please see the notes below taken by the Minutes AI app.

Motion by Coolidge to choose the no build option. No second. The motion failed.
Motion by Reniche-Smith/Haylon to choose Alternative 2 as the selectboard's preferred option.
Voted 4-1: In favor were Bailey, Ethier, Reniche-Smith, and Haylon. In opposition was Coolidge.
- 7 Public comment on other items was called for; none forthcoming. Chair Bailey invited the public to FY27 budget workshop #5 tomorrow at 7PM at the Town Hall. This is likely the last opportunity to make adjustments and incorporate further recommendations from the public before the proposal is finalized.
- 8 Motion to adjourn by Coolidge/Reniche-Smith. Not debatable. Voted 5-0. 8:02PM.

Respectfully submitted,



Note: The recording is online at the Town's YouTube channel for those who require detail at the level of every word spoken. Below are notes taken by the Minutes AI app.

- 1 - The meeting began with adopting the agenda.
 - An amendment was made to add item 4C: reappointing Mr. Hopkins (as Emergency Management Director) and Tom Kilpeck (as Emergency Services Representative) to the Rutland County Emergency Management Committee.

- 2 - Select board remarks:
 - A reminder was given that anyone wishing to speak should use the microphone for the sake of the minutes and Zoom audience.
 - June Kelly and Chris Powers were identified as attendees on Zoom.

- 3 - Consent agenda:
 - Items 3A, B, and C (sub 1 through 4) were moved to a consent agenda.
 - The motion was seconded and passed.

- 4 - Reports to the Selectboard:
 - 4a - Town Manager, Seth Hopkins, reported on staff additions: Ray Marcoux in wastewater treatment and Paul Samataro as the new police lieutenant.
 - A meeting was held with a candidate to replace the retired police administrative assistant, Linda Graziano.
 - There are 12 properties in the tax sale, with a total of \$157,559.86 owed.
 - On a question from Ralph Ethier, Seth Hopkins responded that the administration position at the police department could be full-time, depending on the candidate's qualifications, to shoulder some tasks that otherwise would have to be done by the sworn officers.
 - On a question from Brent Buehler: Information on the tax sale process is on the town website under "Notices."
 - 4b - Bill Moore, Community Development, reported:
 - Tickets are available for the Brandon Rec bus trip to see the Celtics play the Nuggets on January 7th, but the trip will be canceled if enough tickets are not sold by December 18th.
 - A coach is needed for the third and fourth grade girls basketball team.
 - The Enerjazz concert has been postponed to 2026.
 - Santa Bounce will be held at the Town Hall on December 14th.
 - A holiday karaoke party will be held at the Town Hall on December 20th.
 - A comedy show is being planned with Foley Brothers Brewery for January and March.
 - Registration is open for the winter season of the Brandon Quiz night.
 - On a question from Brian Coolidge, Bill Moore reported that Union Street project negotiations with landowners are ongoing.
 - 4c Reappoint Seth Hopkins and Tom Kilpeck to the regional emergency management committee.
 - The Emergency Management Director and Fire Chief were Brandon's representatives to the Regional Emergency Management Committee.
 - The Select Board is recommended to reappoint them to continue.
 - The committee implements Vermont Emergency Management's priorities on a regional basis.

- 5 Acceptance of Gift from Nifty Thrifty
 - Introduction by town manager Seth Hopkins: The Select Board dedicated the FY22 town report to Nifty Thrifty for their volunteerism, philanthropy, and resilience.
 - Nifty Thrifty is giving the Brandon Energy Committee \$50,000 for solar energy projects.
 - Projects approved for the gift:
 - Rooftop solar array on the police station.
 - Move 28 solar panels to Conant Square park and Ride for E-Car chargers.
 - Rooftop solar on the existing highway garage.
 - E-ink solar-powered displays for posting meeting agendas.
 - Two motions requested:
 - To accept the \$50,000 gift.
 - To authorize town management to proceed with the endorsed projects.

Discussion and Questions

- Bailey: The gift will have a long-term effect on the budgeting process.
- On question from Tricia Welch, Hopkins answered that the \$50,000 will totally fund all four projects.
- The town intends to procure the solar panels and use volunteers for installation, except for electrical work to be done by a licensed electrician.

Electricity Usage Estimates (Question from Haylon; estimates from Brandon Energy Committee relayed by Hopkins)

- Police station system: 64 panels, 25,000 to 30,000 kilowatt hours.
- Highway department: 9,300 kilowatt hours per year.
- Car chargers: \$3,000 range paid each year for power.
- Estimated benefits:
 - Police station: In excess of \$5,000 per year.
 - Car chargers: \$3,000 per year.
 - Town highway: \$1,800 per year.

6 Rutland Regional Planning Presentation

- Stephanie Bourque from Rutland Regional Planning will present.

Scoping Study Overview (Steffanie Bourque)

- A scoping study is being conducted to evaluate options for a shared use path connecting downtown Brandon and Forest Dale.
- The purpose is to provide safe and accessible facilities for pedestrians and bicycles between downtown Brandon and Forest Dale, including the Neshabee School and the Brandon Senior Center.

Need for the Project

- Downtown Brandon and Forest Dale have separate sidewalk networks, but lack dedicated bicycle or pedestrian facilities connecting them.
- Route 73, which connects the areas, is unsafe for pedestrians and bicyclists due to high traffic volume, truck traffic, high speeds, and topography.

Project Goals

- Provide a safe, low-stress connection between the two areas.
- Increase a sense of community by connecting the neighborhoods.
- Improve health and recreation opportunities by increasing walkability.

Public Engagement and Alternatives

- Two public meetings have been held, and a survey was administered to gather public input.
- Four alternatives, plus a "no build" option, were developed and presented by Dubois & King.
- The project landing page is available at tinyurl.com/Forestdaleshareusepath.

Preferred Alternative Selection

- The board is being asked to select a preferred alternative to advance in the study.
- "This is not a commitment to build anything."
- The local steering committee recommends Alternative 2, as it best meets the stated purpose and need.

Questions and Discussion

- A board member (Bailey) inquired about the feasibility of implementing only a portion of Alternative 2, considering the \$7.6 million price tag.
- Phasing of the project is possible, breaking it into smaller, implementable segments that could be funded through VTrans grant programs (around \$2 million).
- A recommended phasing strategy is available for all options, including the preferred one, and will be included in the final report.

Select Board Action

- The select board needs to take action on the recommendation in the form of a motion to accept the committee's recommendation and select Alternative 2 as the preferred alternative.
- This motion is necessary to move forward with completing the report.

Survey Results and Alternative 2 Selection

- A survey showed that 33.3% of respondents said no to any path, while 26% favored Alt 2. (Karen Rhodes)
- The survey was only one piece of information used by the steering committee to make their recommendations. (Bourque)
- Two-thirds of the survey respondents wanted a path, but didn't agree on which version. (Reniche-Smith)
- Choosing the "no build" option would mean that if money became available in the future to build a path, there would be no alternative chosen.

Purpose and Need (Bourque)

- Cost is a factor, but the purpose and need statement developed early on should be considered.
- The study was an outgrowth of a Safe Routes to School project.
- Selecting "no build" would make it difficult to seek VTrans grant funding in the future without revisiting the scoping effort.

Alternative 2 Description

- Alternative 2 is described as having 10ft of asphalt separated by 5ft of green strip. (Barry Varian)
- The town may not own or have right-of-way for 15ft off of the entire route.
- The bullets following the description provide caveats.

Scoping Effort Limitations

- The scoping effort has a tight budget, so there is no topographic survey or extensive right-of-way work done.
- The information is conceptual and an engineer's first step in looking at a project area.
- The recommendations are subject to caveats and future due diligence in a design phase.
- Breaking the project into smaller segments and phasing it is helpful due to the many requirements of VTrans-funded construction projects.

Park Street Extension

- Questions from Brent Buehler about a future design phase are outside the scope of the study.
- The scoping process is to select a preferred alternative to connect destinations.
- The scoping study demonstrates due diligence to potential grant funders such as VTrans.
- The town is not committed to building the entire path and could build just the segment along Park Street.
- You would only design what you are building.
- The scoping would allow them to do a portion.

Several Comments and Questions from Faith Daya (immediately following)

Alternative 2 & Study Commitment

- If the board selects Alternative 2 based on the steering committee's recommendation, circumstances would need to align for future construction.
- The study doesn't commit the town to building anything, as long as they don't have to design everything.
- Grant money comes from tax dollars, so it's not "free money."

Funding of Current Study

- The current study, underway since September 2024, is funded by a VTrans grant.
 - VTrans grants are an 80/20 split.
 - The town's 20% share was funded via local option tax.
- The study's total cost is between \$45,000 and \$50,000, with the town's share being 20%.

VTrans Grant Application Process

- Municipalities applying for VTrans bike/ped or transportation alternative grants must provide a letter of commitment regarding local match.
- These decisions are made before the town applies for the money.

Project Costs & Analysis

- Project costs vary between \$7.6 million and \$12.6 million, depending on the alternative.
- There are construction costs and total project costs.
 - Total project costs range from \$10.4 million to \$12.6 million.

- No demographic analysis is part of the VTrans scoping study.
- A demographic study to determine how many seniors would use a path to get to the senior center was not done.
- The town can conduct its own due diligence efforts beyond the VTrans scoping study.

Environmental Concerns & Public Transportation Access

- The evaluation matrix includes environmental resources as an initial screening criterion.
- Improvements to access to public transportation are not part of this project.
- It wasn't one of the purpose and need elements developed for this study.

Study Payment & Future Action

- The town has already paid 100% for the study and is being reimbursed for 80%.
- Selecting an option finalizes the study, providing information for future use.
 - "Acting on" the study doesn't necessarily mean building something; it could mean using the information to address concerns like safer routes to school.
- The town needs to select a preferred alternative to finish the study.

Motion for Alternative 2

- A motion is made to accept Alternative 2, with the understanding that it doesn't commit the town to any further action but provides a study for future feasibility.

Public Comment (Karen Rhodes)

- A commenter expresses that at the previous meetings, the majority of attendees wanted a "no build" option.
- The commenter is concerned about continuing a study that was initially turned down, especially considering potential future changes and costs.

Concerns about the Study

- Karen Rhodes questions the value of an outdated study for a three-mile path, citing increased costs (from \$12 to \$14 million) and a potential 12% tax increase.
- Rhodes asks the board to consider those who "really don't, won't, and really don't have the time, effort and interest in having this happen."

Clarification on the Vote

- Jeff Haylon clarifies that the current vote is not about building the path but about obtaining finished information from a study already paid for.
- Haylon states, "Nothing we are doing is committing us to any future funding," and emphasizes that they would vote against spending \$10 million on the project right now.

Finishing the Project

- A board member agrees that spending a significant amount of money on the project is not feasible currently, given taxpayer sentiments.
- Bourque says that finishing the study provides valuable information for future use, even if cost projections become outdated.

Potential Impact on Future Grants

- Reniche-Smith raises a concern that rejecting the project ("no build") could negatively impact future grant applications to VTrans.
- She explains that VTrans might view it unfavorably if the town uses a grant to study alternatives and then decides not to proceed with any of them.

Explanation of "No Build" Option (Bourque)

- The "no build" option in the evaluation matrix is a required option in VTrans-funded scoping studies.
- The "no build" option means that none of the alternatives address the purpose and need of the project to the town's satisfaction.
- The consultant clarifies that selecting "no build" implies that none of the developed alternatives meet the project's goals, such as improving pedestrian safety.
- Selecting "no build" means that the town would be starting over with a different set of alternatives in the future.

Vote

- Coolidge member states he will vote no, consistent with his initial vote against the project.
- Reniche-Smith restates the motion to "accept alternative two as the preferred alternative."
- A roll call vote is conducted, and Stephanie will advise the consultant DuBois & King that the town has selected alternative 2.

Sidewalk Route Question

- Question (from Bailey) about the sidewalk route from the school to the senior center.
 - Why not follow Route 73 instead of Town Farm Road?
- The initial idea was to follow Route 73.
 - The local concerns meeting raised concerns about safety.
 - Residents along Route 73, including Ms. Rhodes, felt a sidewalk would be unsafe.
 - Pinch points and ledges along Route 73 near Ms. Rhodes's property and Stone Mill Dam.
 - This route was quickly disqualified.
- The steering committee narrowed down the options to four due to budget constraints.

7 Public Comment and Adjournment

- Moving on to item seven: public comment and participation.
- Reminder about the next budget meeting.
 - Tomorrow evening at 7 p.m. in the same room.
 - Opportunity to speak about the budget before town meeting.

- 8 - Motion to adjourn, seconded, and approved.

TO Selectboard
DATE 3 December 2025
RE Nifty Thrifty Fifty

The Selectboard voted to dedicate the FY22 town report (for the 2023 Town Meeting) to Nifty Thrifty for their volunteerism, philanthropy, and resilience. Founded in 1975 and led from the beginning by a talented team of community-spirited women, Nifty Thrifty celebrates its 50th anniversary this year. And they are choosing to mark the occasion in an amazing way.

Nifty Thrifty's leadership reached out with a suggestion that they would consider making a substantial anniversary gift in support a solar energy project benefitting the community. This led to a series of conversations including the town management team and current and past members of the Downtown Brandon Alliance and Brandon Energy Committee, as well as seeking assurance of compliance through outreach to the Vermont League of Cities and Towns (VLCT) and partners at the State of Vermont (Flood Resilient Communities Fund of Vermont Emergency Management). A proposal with a number of components was offered for consideration of the donor.

Yesterday I received the welcome news that "The Ladies of the Nifty Thrifty Board of Directors have voted to give the Brandon Energy Committee \$50,000".

Below are the four projects approved by Nifty Thrifty for their directed gift. I can offer detail on any of these at the meeting if the selectboard or the public have questions.

- Rooftop solar array on the police station (purchase and install new panels) to credit police station GMP account (Town operating budget benefit)
- Move 28 solar panels from floodplain restoration buyout (scheduled to become property of the Town on Thursday, 11 December) to Town-owned Conant Square Park & Ride to credit e-car charger GMP account (Town operating budget benefit)
- Rooftop solar on the existing highway garage (purchase and install new panels; can be relocated if a new garage is built) to credit highway garage GMP account (Town operating budget benefit)
- E-Ink / E-Paper solar-powered displays for posting of meeting agendas and announcements at locations throughout town (filling gap left by Reporter; outreach by Town to residents)

1 I recommend that the selectboard vote to accept Nifty Thrifty's \$50,000 directed gift on behalf of the Brandon Energy Committee and of the Town.

2 I further recommend that the selectboard vote to authorize the town management to proceed with the projects endorsed by the Nifty Thrifty board of directors, listed above.

Thank you for your consideration.

Respectfully submitted,



**MINUTES OF DECEMBER 9, 2025
FY27 BUDGET WORKSHOP #5**

SELECTBOARD

Selectboard Members Present: Doug Bailey, Cecil Reniche-Smith, Ralph Ethier, Brian Coolidge, Jeff Haylon
Others Present: Seth Hopkins, Bill Moore, Jan Coolidge, Brent Buehler, Barry Varian. By Zoom: Tricia Welch.

1 Chair Doug Bailey called the meeting to order at 7:01 PM. All selectboard members were seated. Motion by Coolidge/Haylon to adopt the posted agenda. Voted 5-0.

2 Selectboard Members' Remarks: Bailey highlighted that budget workshops are intended to be informal and an open communication experience; he invited active public participation by those present.

3 The board, town manager, and the public present engaged in further consideration of the FY27 budget proposal as revised by previous workshops and updated by the town staff as new assessments, etc., have come in.

General discussion of FY27 budget topics (see detailed discussion in notes below from Minutes AI)

The town manager led overview of options A, B, and C as published in the meeting packet and advised that the differences between them were entirely related to how long-term debt would be serviced.

An "Option D" was suggested by Cecil Reniche-Smith and explored, removing both the police station bond payment and the Swift culvert bond payment from the operating budget to the 1% fund. This would drive the increase in the FY27 amount to be raised by taxes down below 2% but obligate \$82,000+ of 1% funds each year going forward for several years.

Consensus was to remove \$12,000 from the draft under "signs and posts" which the town management had inserted towards procuring two more stationary radar speed signs. It was thought that the presence of the sheriff's department for traffic control and our ongoing restaffing of our police department (plus the two existing radar signs on Grove St and Franklin St) may be sufficient to deter speeding.

As noted on the warned agenda, a vote to finalize the FY27 budget proposal was held toward the end of the meeting. At 8:52PM, **Cecil Reniche-Smith moved and Jeff Haylon seconded adoption of Option C LESS \$12,000 from the signs and posts line, for a total amount to be raised by taxes of \$2,942,153. This is a 2.27% increase in the amount to be raised by taxes over what the voters approved for FY26. VOTED 5-0.**

As noted on the warned agenda, this workshop also included consideration of capital spending for FY27. The town management team had recommended asking the voters for a tax-neutral voted capital appropriation in the amount of \$50,000 (same as FY26) to be used toward Wheeler Road resurfacing, which will be costly. At 8:53PM, Cecil Reniche-Smith moved and Jeff Haylon seconded such an article. The vote was 2-2-1: Reniche-Smith and Haylon in favor; Coolidge and Ethier opposed; Bailey abstained. The motion failed; likely to be revisited.

4 As the entire meeting was a cooperative effort among the board and the public, no additional public comment was offered.

No further FY27 budget workshops are scheduled presently. Next regular selectboard Monday 22 December.

The selectboard will host an informational pre Town Meeting at the Town Hall at 11AM on Saturday, January 31st before early voting starts for the March 3rd election at which voters will see this FY27 budget proposal on their ballots. The traditional evening-before Town Meeting will be held at the Town Hall at 7PM on Monday, March 2.

5 Motion by Coolidge/Haylon to adjourn. Not debatable. Voted 5-0.

8:59PM.

Respectfully submitted,

Seth M. Hopkins

Note: The recording is online at the Town's YouTube channel for those who require detail at the level of every word spoken. Below are notes taken by the Minutes AI app.

Notes on Budget Workshop Created on December 9, 2025 at 7:01 PM by Minutes AI

- Meeting called to order at 7:02 PM.
- The meeting is a workshop, encouraging participation.
- This may be the last or next to last budget meeting.

Budget Options presented by Town Manager Seth Hopkins

- Three different budget options (A, B, and C) were presented, differing only in how debt service is handled.
- Option A: Keep paying debt service bond payments out of the budget, resulting in a 4.72% increase.
- Option B: Move the police station bond payment to be paid from the 1% fund, resulting in a 3.95% increase.
- Option C: Put the police station bond back in the budget but remove the bond for the culvert and Bridge 114, resulting in a 2.69% increase. This is the town management team's recommendation.

Changes Since Last Budget Presentation

- Fire district to fund \$15,000 toward the town's work on drinking water billing and collection.
- Removed \$5,000 for the workbook project, suggested funding from fund balance if needed.
- Increased highway department signs and posts by \$12,000 for radar speed signs.
- Made reductions to the amount available in police overtime.

Discussion on 1% Fund

- Option C moves about \$58,000 out of the operating budget to be taken care of by the 1% fund revenue.
- The police station bond pays off in FY33 (7 years), and the bridge bond pays off in FY38 (12 years).
- The unobligated 1% fund balance is \$400,000.

Proposal to Pay Off Police Station Bond by Selectboard Member Brian Coolidge

- Suggestion to use the money saved from the vacant lieutenant and officer positions in the police department to pay off the police building bond.
- This could save about $\frac{3}{4}\%$ a year for the life of the bond.
- The police bond was borrowed at a low interest rate (around 3%).
- The balance of the lease fund on July 1st of this year was \$177,500.
- After a payment for FY26, there would be about \$150,000 left on that bond.

Alternative Budget Scenario (Option D)

- Remove both the police and bridge bond payments from the operating budget and fund them from the 1% fund.
- This would result in a 1.84% increase in taxes.
- It would obligate the 1% fund payment at least for the first year.

Options for Budget Cuts

- Option B or C: Move a bond payment on a permanent, recurring basis, so it doesn't need to be built back into the operating budget.
- Option D: Takes \$82.6k out of the operating budget, and at the end of the fiscal year, the surplus is evaluated to determine if it makes sense to pay off bonds with higher interest rates than the police station bond.
 - Option D would be a one-year plan, reverting to option C if the surplus is used to pay off the police bond.
 - This would eliminate the issue of money returning to the operating budget.

Police Department Likely Surplus

- It's suggested to dedicate a percentage of the police department surplus towards paying down debt.
- Cecil's suggestion is a bridge to a decision about where to allocate this year's payments.
- End of August/Labor Day: FY26 numbers will close, providing an idea of the surplus generated.

Loan Considerations

- Loans are viewed as spending tomorrow's income.
- Jan suggests attacking either the smallest loans or those with the highest interest rates.
- Interest rates on town loans are low, under 4%, with the truck payment potentially being the highest at around 5% [Note: later confirmed to be 4.5%].

Cash Flow and Budget Decisions

- Cash flow, in terms of obligations within the operating budget, drives the amount to be raised by taxes.
- Option C or D allows delaying the decision of where to spend the surplus.
- The immediate decision is the plan for bond payments this year.

New Highway Department Building

- Potential borrowing scenarios: \$750,000 or \$1 million.
 - A million-dollar bond would result in \$93,000 annual payments at 4.5%.
- The goal is to have the highway project ready for a bond request when the segment six bond is paid off.
- The focus is on keeping the building at the current site and avoiding overbuilding.

Police Department Staffing and Expenses

- \$115,000 in obligations to come for police wages, meaning \$175,000 of the \$311,000 line will be spent.
- Approximately \$136,000 would remain unspent in that line.
- The oldest cruiser is a 2020 model, and our newest auction-and-replace resulted in a fleet of three cruisers.
 - The chief believes each officer should have a cruiser as part of their dedicated essential equipment.

Water and Wastewater Fees

- The water fee was reduced from \$30,000 to \$15,000, based on what the prudential committee was willing to incorporate into the fire district budget.
- The wastewater department is charged \$30,000 because the town handles more of its budget management and payables compared to the fire district (employees' HR, budget building and management, vendor payments, etc.).
- The \$15,000 reduction was offset by the HPC workbook funding and adjustments to the police overtime line.

Memorandum of Understanding (MOU)

- There is no existing MOU between the town and the fire district regarding billing and responsibilities.
- The Prudential Committee desires an MOU with an index for inflation to avoid annual debates about the contribution amount.
- A comprehensive MOU is needed to outline responsibilities and cost-sharing and cover several other areas.

Time Tracking

- A previous attempt to implement a time tracking system across all departments was unsuccessful.
- Estimates for time spent on water district matters are currently provided by staff, but a more defensible method is needed.
- Both the town and the fire district agree on the need for an MOU.

Speed Carts and Signs

- There is already one speed cart.
- Stationary signs are cheaper than speed carts.
- The possibility of buying two stationary signs is being considered.
 - Potential locations: North Street, Union Street, Champlain Street, and Pearl Street.
- Concerns about the effectiveness of speed signs were raised.
 - One person stated, "I like seeing the thank you."
 - Another person stated, "I slow down. I like getting a good grade."
- Permanent signs may not be valuable.
 - One person stated, "I think it's more of a placebo effect for the people that complain about speeders than to actually deter the speeders."

Sheriff's Department

- Putting money into the sheriff's department is considered more substantial.
- The sheriff's department has a reputation for writing tickets.
- The sheriff's department will be writing tickets based on violating the Brandon traffic ordinance, which makes it a Brandon revenue.
 - The goal is not to raise money via traffic tickets. Town Manager Hopkins stated, "I don't think law enforcement revenues ought to be considered a budget balancer."
 - The state gets the revenue if the traffic ticket is written on the state road.
- Local police have more discretion about when to issue warnings versus tickets.

Budget Adjustments

- Option C is being considered, which includes leaving the police station payment in.
- Adjustments to Option C:
 - Removing the Swifty overflow culvert and Bridge 114 (\$58,000), which was being paid from 1% money.
 - Taking off \$12,000 for speed signs.
- The adjusted increase in the amount to be raised by taxes is 2.27%.

Town Clerk's Department

- The HRA (Health Reimbursement Arrangement) for the town clerk's department went from \$4,800 to \$7,700.
- This increase is due to the possibility of a new employee (unknown, replacing a retirement) needing a family plan.
- The HRA gets funded once a year.
- Unused HRA funds revert back to the town.

Recreation Department

- The assistant rec director's pay is going from \$23,000 to \$34,400.
- This is to allow the assistant rec director to work 25 hours a week.
 - Currently, she is budgeted for 20 hours but works about 15-20 hours per week.
- The threshold for benefits is 30 hours per week.
- The assistant rec director has a full-time job outside of this position.
- The figure of \$34,400 is based on 25 hours a week, but she may not actually work that many hours.

Recreation Position

- The extra five hours could provide coverage outside of 9 to 5, especially for events and town hall activities.
- An example was given of an event where "she was here until 9 o'clock" and it "saved me from being here till 9 o'clock because she was here working this event."
- She could also manage events like basketball games on Saturdays, which currently requires paying a contractor \$25 an hour.
- One board member stated, "I see it as a ceiling number that, you know, some weeks she may actually work those many hours but some weeks she might not."

Police Department - Staffing Hours

- The current temporary administrative assistant is part-time. She came on board while the previous full-time administrative assistant was out on family medical leave. That permanent employee then retired.
- The union contract states "Police secretaries shall work the number of hours specified and scheduled by the Town, which in any event shall be a minimum of 28 hours per week."
- The police chief stated that officers are currently doing paperwork that is not optional, such as court orders, which is taking priority over other duties outside the station.

Police Department - Full Time Position

- The difference in wage between the candidate with four years of experience and the lowest wage officer out of the police academy is \$9 an hour, which would be a savings of \$18,000 a year.
- The administrative person qualifies for VMERS retirement C, while officers qualify at VMERS retirement D, which is a 3% savings to the town.
- The candidate already has all the job skills and does not need to go to the police academy or take annual training hours.
- The candidate will free up the chief and Officers Kelleher and Cochrane and Lieutenant Samataro to do more impactful police work.

Police Department - Candidate Information

- The candidate is not interested in a 30-hour-a-week job and is looking for a full-time position.
- The candidate was recently working for the Vermont State Police and has comprehensive training in systems specific to policing and Vermont agencies.
- The candidate is expected to do more administrative tasks, freeing up officers to focus on police work.
- The candidate is described as motivated, organized, and high energy.

Police Department - Sheriff Liaison and Coverage

- The town manager is the town liaison that interacts with the sheriffs.

- If the other officer position is filled, the officers could potentially do more of the work currently done by the sheriff's department.
- The goal is to extend police coverage into the evenings and weekends, reducing reliance on the state police.
- There is a potential savings of \$50,000 by not providing benefits for a full-time position.

Police Department - Paperwork

- An example was given of a recent order from the state to expunge every cannabis arrest made by the town's police department.
- The candidate knows the difference between expunging and sealing records.
- The town is held to a high standard of legal forms being submitted on time and in the correct manner.
- The current part-time employee was hired as a temporary person after Linda retired and knew it was for a limited time.
- The chief has raised burnout, which is partly due to a lack of full-time administrative support.
 - The police station is expected by the community to be staffed from 8 to 4, Monday to Friday.
- Ethan is respectful of overtime concerns and mainly incurs it when in the field.
- Officers address the backlog of calls from the weekend on Mondays and spend time on paperwork after clearing those calls.

Value of Full-Time Admin Support

- Freeing up police officers to do police work is valuable.
- If a lower-paid admin person can handle tasks, it's money well spent.
- There's a question from Chair Bailey of whether the Chief is willing to delegate all the admin work.
- The town manager believes the new hire will be eager to take on the work.

Part-Time Police Officer vs. Full-Time Admin

- The town hasn't had many takers for sworn officer positions.
- Selectboard member Ralph Ethier stated he would like to see more police officers, suggesting hiring the admin lady part-time and two part-time officers.
- Town manager Seth Hopkins offered that hiring a qualified full-time admin person will let us all see more police officers by allowing current officers to be out of the station and in the community more.
- Ralph would like to find someone who can be both a receptionist and a police officer, and Seth hoped it would be acknowledged that that person is a unicorn.

Field Training and Budget

- The chief has been doing field training with Officer Cochrane, but she won't have to repeat it after the Academy.
- Paul also needs field training to learn the local conditions of Brandon.
- The Town manager stated he is pleased with the overall budget and the police department's budget.
- Selectboard member Jeff Haylon offered that good admins make offices enjoyable and efficient, and he wants to avoid burnout for the police officers.

Capital Improvements and Paving

- Seth is recommending an appropriation for paving Wheeler Rd and aprons on Rydon Acres and Stone Mill Dam.
- \$50,000 is requested towards the \$250,000-\$270,000 needed for the project.
- The voters can choose whether to approve the appropriation.
- One board member suggests using the fund balance if Wheeler Road goes over budget.

Appropriation vs. Budget Inclusion

- Including the \$50,000 in the budget could lead to the budget failing due to the increased amount to be raised by taxes.
- The town manager believes voters should be able to partially direct spending through appropriations.
- Asking for an appropriation provides tax relief compared to the previous year, but this won't be reflected in the amount to be raised by taxes.
- The previous year's appropriation was for "capital," while this year's is capital specifically for "paving."

Consistency and Communication (Jan Coolidge)

- The changes in terminology and funding sources (appropriations, budget, 1% money) can be confusing for voters.
- The changes are made to stabilize the overall amount to be raised by taxes (Hopkins).

- One board member prefers discreet appropriation requests with clear identification of what they are for.

Paving Project and Voter Input

- Calling it a paving project and naming it is the most consistent way to communicate with voters.
- The Town's estimate for Wheeler Road was \$230,000 a year ago, and it will likely be more now.
- If the voters reject the \$50,000 appropriation, the project's funding will be affected.

Roads and Funding

- If voters reject funding for paved roads, alternative funding sources will be sought.
- Roads in need of repair:
 - Wheeler Road
 - Apron on Stone Mill Dam to the bridge and apron on Rydon Acres
 - Class 2 roads: Union, McConnell, Pearl, and High Pond Road (ditching/shoulders could cover the match)
- Class 2 funding application deadline is in April, with notification around July 1st.

Consistency in Budgeting

- The request for funds is consistent with the previous year, focusing on a specific capital project within the broader capital category.
- Specificity in budget allocation allows for greater accountability to voters.
- Capital plan every year with an explanation could be an option.

Taxpayer Accountability (Barry Varian)

- Appropriations should be handled like the operating budget, with taxpayer funding and accountability.
- The 1% fund is considered "manna from heaven" and doesn't carry the same expectation of taxpayer awareness.
- Appropriations for specific projects, like paving on McConnell Road, ensure that funds are used for that purpose.

Budget Process (Doug Bailey)

- The budget process is an exercise to estimate expenses and determine the amount to be raised by taxes.
- Management has the authority to adjust allocations within the limits of final budget number.
- Distrust in the past led to tighter budgets and specific allocations for projects like paving.

Budget Vote and Appropriations

- A motion was made to approve option C removing \$12,000 for radar speed signs. Passed unanimously.
- An appropriation of \$50,000 was proposed for capital improvements, specifically Wheeler Road.
- The appropriation would be tax-neutral, as a similar amount was requested the previous year.
- A motion was made to continue with a \$50,000 appropriation for capital/Wheeler Road.
- The vote resulted in a tie, with two votes in favor and two against and one abstention.
- The possibility of tabling the motion until the next meeting was discussed.

Pre-Town Meeting

- A pre-town meeting was scheduled for Saturday January 31st at 11:00 AM at the Town Hall.
- The idea of holding the meeting on a Saturday morning is to potentially attract different voters than can attend a weekday/school night evening meeting. The traditional night before voting Town Meeting will still be held as usual on Monday March 2nd at the Town Hall (7PM). Voting at the American Legion Tuesday March 3rd.

All Invoices For Check Acct 01(10 General Fund) 12/22/25 To 12/22/25

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
100015	12/03/25	ALLEN POOLS AND CHEMICAL chlorine 11250674201	20-5-55-50120 Sodium Hypochorite	3835.00	3787	12/22/25
301137	12/12/25	BELDEN CONSTRUCTION LLC vac truck 2025-109	10-5-15-20240 Contractors	3375.00	3788	12/22/25
301528	11/24/25	BLUE SEAL RETAIL LLC jacket for RM 41178547	20-5-55-10320 Clothing Allowance	77.99	3789	12/22/25
300341	12/18/25	BOSTON CELTICS GROUP SALE balance: 1/27/26 ticckets 12/18/25	10-5-18-60010 Bus Trips	4400.00	3790	12/22/25
311248	12/09/25	BRANDON GLC SOLAR LLC Monthly Solar- to 12/4 4227B	10-5-10-42130 Electric Admin	161.17	3791	12/22/25
311248	12/09/25	BRANDON GLC SOLAR LLC Monthly Solar- to 12/4 4227B	10-5-14-42130 PD Electric charges	77.28	3791	12/22/25
311248	12/09/25	BRANDON GLC SOLAR LLC Monthly Solar- to 12/4 4227B	10-5-18-21100 Electric- Town Hall	73.81	3791	12/22/25
311248	12/09/25	BRANDON GLC SOLAR LLC Monthly Solar- to 12/4 4227B	20-5-55-42130 Electric	50.36	3791	12/22/25
311248	12/09/25	BRANDON GLC SOLAR LLC Monthly Solar- to 12/4 4227B	10-5-10-51120 Solar Credits exp-BFD	1235.37	3791	12/22/25
311248	12/09/25	BRANDON GLC SOLAR LLC Monthly Solar- to 12/4 4227B	10-5-15-42125 Electric-Parks/Lights	201.45	3791	12/22/25
311248	12/09/25	BRANDON GLC SOLAR LLC Monthly Solar- to 12/4 4227B	10-5-15-42130 Electric -Highway Garage	53.67	3791	12/22/25
100280	12/09/25	BRANDON LUMBER & MILLWORK filter, clogbuster 127743/3	10-5-15-43190 HW Bldg Maintenance	39.96	3792	12/22/25
100280	12/10/25	BRANDON LUMBER & MILLWORK scoops 127847/3	20-5-55-43160 Maint. Supplies - General	63.98	3792	12/22/25
100280	12/11/25	BRANDON LUMBER & MILLWORK padlock, hasps 128003/3	56-5-06-20200 Newton Rd Flood-Legal	47.97	3792	12/22/25
100280	12/12/25	BRANDON LUMBER & MILLWORK hasp, padlocks 128155/3	10-5-15-43190 HW Bldg Maintenance	44.97	3792	12/22/25
100280	12/12/25	BRANDON LUMBER & MILLWORK ice scraper, snow pusher 128158/3	10-5-18-21050 Bldg Maint- Town Hall	52.98	3792	12/22/25
300967	12/11/25	BRANDON, TOWN OF 191 Newton-Buyout, W/S 12/11/25	56-5-06-20200 Newton Rd Flood-Legal	430.85	3779	12/09/25
300967	12/11/25	BRANDON, TOWN OF 191 Newton-Buyout, reimb 12/11/25-REI	56-5-06-20200 Newton Rd Flood-Legal	705.00	3780	12/09/25
100198	12/02/25	CARGILL INCORPORATED salt 2911764490	10-5-15-47110 Road Salt	2291.00	3793	12/22/25
100198	12/03/25	CARGILL INCORPORATED salt 2911769851	10-5-15-47110 Road Salt	2181.39	3793	12/22/25
100860	12/11/25	CARROLL, BOE & KITE PC 191 Newton-Buyout, ovrnte 12/11-POSTAG	56-5-06-20200 Newton Rd Flood-Legal	50.00	3781	12/09/25
100860	12/11/25	CARROLL, BOE & KITE PC 191 Newton, Buyout, title i 12/11-TITLE	56-5-06-20200 Newton Rd Flood-Legal	1016.25	3782	12/09/25
100860	12/11/25	CARROLL, BOE & KITE PC 191 Newton-Buyout-legal 12/11/25-LEG	56-5-06-20200 Newton Rd Flood-Legal	1700.00	3783	12/09/25
100462	12/01/25	CASELLA WASTE SYSTEMS INC Nov trucking of sludge 3221601	20-5-55-50170 Trucking	2580.00	3794	12/22/25
301503	12/02/25	CHAMPLAIN VALLEY FUELS diesel fuel 589412	10-5-15-41130 Fuel - Vehicles HW	647.87	3795	12/22/25

All Invoices For Check Acct 01(10 General Fund) 12/22/25 To 12/22/25

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
301503	CHAMPLAIN VALLEY FUELS	12/10/25	diesel fuel 589438	10-5-15-42110 Heating Fuel - Bldg	1038.75	3795	12/22/25
301503	CHAMPLAIN VALLEY FUELS	12/12/25	diesel fuel 590871	10-5-15-41130 Fuel - Vehicles HW	2214.24	3795	12/22/25
310703	CITY HALL SYSTEMS INC	12/09/25	CC charges- Nov 21770	10-5-18-40050 Youth Basketball	76.46	3796	12/22/25
310097	COMCAST	12/02/25	Dec 9 to Jan 8 EST 12/02/25	10-5-18-21250 Rec telephone	163.85	3797	12/22/25
310097	COMCAST	11/27/25	Dec 4 to Jan 03 PD 11/27/25	10-5-14-42100 PD Telephone Service	523.60	3798	12/22/25
310097	COMCAST	11/27/25	Dec 4 - Jan 3 TO 11/27/25	10-5-10-42100 Telephone Exp. Admin.	735.45	3799	12/22/25
310037	CONSOLIDATED COMMUNICATIO	12/06/25	Nov 6 to Dec 5 PD 12/06/25	10-5-14-42100 PD Telephone Service	57.15	3800	12/22/25
310841	DAVIS, WADE C	12/15/25	summer & fall aikido 12/15/25	10-5-18-50090 Adult Activities	2055.37	3801	12/22/25
300466	DUNDON PLUMBING & HEATING	12/02/25	portable toilet fees 105191	10-5-18-43130 Estabrook	130.00	3802	12/22/25
300466	DUNDON PLUMBING & HEATING	12/02/25	portable toilet fees 105191	10-5-18-60100 Seminary Hill	130.00	3802	12/22/25
100494	ENDYNE INC	12/15/25	testing 560258	20-5-55-22120 Testing	270.00	3803	12/22/25
311128	GREEN MOUNTAIN GARAGE	12/09/25	deicer, starter fluid 236998	10-5-15-41160 HW Maint. Supplies-Vehicl	46.12	3804	12/22/25
311128	GREEN MOUNTAIN GARAGE	12/10/25	shop towels, fuel filter 237076	10-5-15-41160 HW Maint. Supplies-Vehicl	144.10	3804	12/22/25
311128	GREEN MOUNTAIN GARAGE	12/10/25	hex bit socket 237098	20-5-55-41110 New Equipment-Misc Tools	9.99	3804	12/22/25
311128	GREEN MOUNTAIN GARAGE	12/10/25	hex bit sockets 237106	20-5-55-41110 New Equipment-Misc Tools	7.99	3804	12/22/25
311128	GREEN MOUNTAIN GARAGE	12/11/25	hose, hose end fittings 237148	10-5-15-41160 HW Maint. Supplies-Vehicl	645.80	3804	12/22/25
311128	GREEN MOUNTAIN GARAGE	12/11/25	cable ties 237154	10-5-15-41160 HW Maint. Supplies-Vehicl	14.49	3804	12/22/25
311128	GREEN MOUNTAIN GARAGE	12/11/25	diesel exhaust fluid, oil 237157	10-5-15-41160 HW Maint. Supplies-Vehicl	683.96	3804	12/22/25
311128	GREEN MOUNTAIN GARAGE	12/16/25	misc for truck #3 237332	10-5-15-41160 HW Maint. Supplies-Vehicl	274.52	3804	12/22/25
310233	GREEN MOUNTAIN POWER	12/03/25	7 Conant Sq - lighting 12/25 047828	10-5-21-22500 Electric EV Car Stations	48.92	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/04/25	WWTF 480 volt service 12/25 079168	20-5-55-42130 Electric	3583.55	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/04/25	Newton Rd pump station 12/25 089202	20-5-55-42130 Electric	527.06	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/08/25	Central Pk/traffic lights 12/25 170028	10-5-15-42125 Electric-Parks/Lights	417.59	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/04/25	Estabrook Park 12/25 240302	10-5-18-21110 Electric- Estabrook	60.05	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/04/25	Carver St pump station 12/25 290502	20-5-55-42130 Electric	52.59	3805	12/22/25

All Invoices For Check Acct 01(10 General Fund) 12/22/25 To 12/22/25

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
310233	GREEN MOUNTAIN POWER	12/04/25	Green Park 12/25 317702	10-5-15-42125 Electric-Parks/Lights	28.11	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/08/25	Highway Garage 12/25 337202	10-5-15-42130 Electric -Highway Garage	62.21	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/04/25	Country Club pump station 12/25 338602	20-5-55-42130 Electric	31.98	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/03/25	7 Conant Sq car chargers 12/25 339840	10-5-21-22500 Electric EV Car Stations	387.68	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/08/25	Town Hall 12/25 451302	10-5-18-21100 Electric- Town Hall	835.85	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/04/25	Brookdale pump station 12/25 467702	20-5-55-42130 Electric	41.66	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/03/25	Crescent Park 12/25 737937	10-5-15-42125 Electric-Parks/Lights	143.53	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/08/25	Police Station 12/25 822212	10-5-14-42130 PD Electric charges	254.12	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/04/25	street lights 12/25 851302	10-5-15-42120 Electric-Street Lights	3436.34	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/04/25	WWTF security light 12/25 860302	20-5-55-42130 Electric	30.58	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/08/25	Champlain St pump station 12/25 867202	20-5-55-42130 Electric	382.43	3805	12/22/25
310233	GREEN MOUNTAIN POWER	12/08/25	Town Offices 12/25 941302	10-5-10-42130 Electric Admin	9.84	3805	12/22/25
311062	HEFLEY, CHRISTOPHER & BEI	12/11/25	191 Newton-Buyout 12/11/25	56-5-06-20200 Newton Rd Flood-Legal	148796.00	3784	12/09/25
311062	HEFLEY, CHRISTOPHER & BEI	12/09/25	fema buyout DEC 2025	10-2-00-03000 Tax Posting Variance	185.84	3778	12/09/25
300600	HOLLAND COMPANY INC	11/08/25	sodium aluminate PI-36912	20-5-55-50150 Sodium Aluminate	11045.88	3807	12/22/25
300600	HOLLAND COMPANY INC	12/17/25	sodiun bisulfite solution PI-37042	20-5-55-50140 Sodium Bisulfite	2577.71	3807	12/22/25
200322	HOWARD P FAIRFIELD LLC	12/12/25	skirts for trackless 9780925	10-5-15-41160 HW Maint. Supplies-Vehicl	148.95	3808	12/22/25
310552	INNOVATIVE SURFACE SOLUTI	12/15/25	magic minus zero PS-INV011790	10-5-15-46150 Chloride	8853.25	3809	12/22/25
311299	JP MORGAN CHASE BANK	12/09/25	191 Newton-Buyout 12/11/25	56-5-06-20200 Newton Rd Flood-Legal	118848.15	3785	12/09/25
311176	LILY WHITE CLEANING SERVI	12/10/25	cleaning 121025	10-5-14-20220 PD-Custodian	70.00	3810	12/22/25
311176	LILY WHITE CLEANING SERVI	12/10/25	cleaning 121025	10-5-18-21000 Custodian- Town Hall	131.25	3810	12/22/25
311176	LILY WHITE CLEANING SERVI	12/10/25	cleaning 121025	10-5-10-21000 Custodian- Town Office	113.75	3810	12/22/25
311176	LILY WHITE CLEANING SERVI	12/17/25	cleaning 121725	10-5-10-21000 Custodian- Town Office	87.50	3810	12/22/25
311176	LILY WHITE CLEANING SERVI	12/17/25	cleaning 121725	10-5-14-20220 PD-Custodian	87.50	3810	12/22/25
311176	LILY WHITE CLEANING SERVI	12/17/25	cleaning 121725	10-5-18-21000 Custodian- Town Hall	157.50	3810	12/22/25

All Invoices For Check Acct 01(10 General Fund) 12/22/25 To 12/22/25

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
301083	12/08/25	MVP SELECT CARE INC	FSA / HRA CINV015094	10-5-18-10218 HRA	3.50	3811	12/22/25
301083	12/08/25	MVP SELECT CARE INC	FSA / HRA CINV015094	20-5-55-10218 HRA WW	7.00	3811	12/22/25
301083	12/08/25	MVP SELECT CARE INC	FSA / HRA CINV015094	10-5-13-10218 HRA	7.00	3811	12/22/25
301083	12/08/25	MVP SELECT CARE INC	FSA / HRA CINV015094	10-5-10-10218 HRA Admin	7.00	3811	12/22/25
301083	12/08/25	MVP SELECT CARE INC	FSA / HRA CINV015094	10-5-15-10218 HRA HW	7.00	3811	12/22/25
101092	12/18/25	NEWELL, MICHAELA	Fall 2025 dance lessons 12/18/25	10-5-18-50070 Dance Lessons	4878.01	3812	12/22/25
310736	12/16/25	POCKETTE PEST CONTROL LLC	pest control - storage 47161	10-5-18-20500 Storage Unit Supply/Maint	50.00	3813	12/22/25
310736	12/16/25	POCKETTE PEST CONTROL LLC	pest control @ Police 47163	10-5-14-43150 PD Bldg. Maintenance	65.00	3813	12/22/25
310736	12/16/25	POCKETTE PEST CONTROL LLC	pest control @ Town Hall 47164	10-5-18-21050 Bldg Maint- Town Hall	40.00	3813	12/22/25
310736	12/16/25	POCKETTE PEST CONTROL LLC	pest control/Town Office 47165	10-5-10-42140 Maint. Supplies - Bldgs	70.00	3813	12/22/25
300375	12/15/25	RUTLAND CITY	Nov sludge processing 38947 SLUDG	20-5-55-50160 Sludge Disposal	8400.00	3814	12/22/25
100427	12/15/25	RUTLAND COUNTY SHERIFFS D	Contract-Traffic Enforcem 18101	10-5-14-40430 Community Police	2133.26	3815	12/22/25
101221	12/12/25	SAMATARO, PAUL	mileage reimbursement 12/12/25	10-5-14-10310 Travel & Expenses	334.60	3816	12/22/25
300592	12/05/25	SUBURBAN PROPANE LP	propane - WW lab bldg 576391	20-5-55-42110 LP Gas - Bldgs	73.83	3817	12/22/25
200277	12/12/25	THUNDER TOWING & AUTO REC	flatbed tow 8304	10-5-15-20240 Contractors	190.00	3818	12/22/25
100019	12/11/25	VERMONT DEPT OF TAXES	191 Newton-Buyout 12/11/25	56-5-06-20200 Newton Rd Flood-Legal	6875.00	3786	12/09/25
100776	12/02/25	VERMONT RURAL WATER ASSOC	membership renewal DEC 2025	20-5-55-10330 Dues & Subscriptions	265.00	3819	12/22/25
310046	11/26/25	W.B. MASON CO INC	date stamp ink, folders 258466432	10-5-10-30110 Office Supplies	36.23	3820	12/22/25
310046	12/10/25	W.B. MASON CO INC	paper, calendars 258725352	10-5-10-30110 Office Supplies	250.96	3820	12/22/25

12/18/25
01:57 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63922 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 12/22/25 To 12/22/25

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Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
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		Report Total		359745.92		
				=====		

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 \$ ***359,745.92
Let this be your order for the payments of these amounts.

PUBLIC WORKS MISSION

- Highway Division Chief Jeremy Disorda continues to work with industry professionals to optimize our treatment of roadways to free them of ice and snow at the most efficient use of materials and taxpayer dollars.
- One of the small plow trucks is out of service awaiting repair.

PUBLIC SAFETY MISSION

- We are pleased to have brought on board Samantha Sumner in the administrative position at the police station. Samantha has been in this profession for a number of years, most recently with the Vermont State Police, and is exceedingly familiar with all the systems and protocols used in law enforcement in Vermont. We expect Samantha and our new Lieutenant Paul Samataro will meet the selectboard and community at the December 22nd Selectboard.
- The winning bidder on the 2016 cruiser auction failed to complete the transaction; Municibid assisted us with attempting to remedy the default, with reaching out to the runner-up bidder, and is now assisting us with re-listing the vehicle. They state that the default rate in their auctions is 1%.

ADMINISTRATION & FINANCE MISSION

- Reminder that Town Department Heads and the Chairs of Boards & Commissions are asked to provide their report for the Town book encompassing the year July 1, 2024 - June 30, 2025.

COMMUNITY DEVELOPMENT MISSION

- Congratulations to the Downtown Brandon Alliance and Brandon Chamber and all who made the Winter Village and Moonlight Madness season a success! Residents and visitors alike commented on the vibrant and festive feel of downtown Brandon this year.
- The real estate at 191 Newton Road is now the property of the Town. Bill Moore did an admirable job shepherding this floodplain restoration buyout, which is the largest parcel on the north side of Newton Road. He also has developed a plan to repurpose the structures as part of the clearing of the land to return flood capacity to the Neshobe River there.

FOLLOW-UP

- I provided the board with a summary the Town's long-term debt obligations and have included it in this meeting so it's available to the public.
- I provided a press release to several media outlets celebrating the Nifty Thrifty Fifty. It was picked up by at least the Rutland Herald and the Lakeside News.
- I had meetings with residents, town officials, staff, two journalists, and filled a number of requests for information.

FINANCIAL SNAPSHOT

- Delinquent tax: was \$502,553 now \$502,577 / Wastewater: was \$213,340 now \$212,045
- 12 properties remain on deck for tax sale (February 26, 2026)
- Unrestricted fund balance \$725,066
- Local option tax (1%) unobligated fund balance \$421,930
 - Heads-up: Union Street match next summer; Wheeler Road next summer?
- Capital fund balance \$70,497 (plus \$8,600 [?] when 2016 cruiser is picked up)

Respectfully submitted,



Account	Budget	Actual	% of Budget
10-4-09 Tax Revenues	3,220,325.00	3,328,586.00	103.36%
10-4-10 Town Administration Reven	10,300.00	53,933.00	523.62%
10-4-11 Assessor Revenues	2,000.00	80.00	4.00%
10-4-12 Code Enforcement Revenues	15,500.00	3,881.00	25.04%
10-4-13 Clerk/Treasurer Revenues	176,370.00	122,840.92	69.65%
10-4-14 Police Dept. Revenues	10,550.00	4,296.36	40.72%
10-4-15 Highway Dept Revenues	171,300.00	95,307.86	55.64%
10-4-17 Intergovernmental Revenue	0.00	48,936.82	100.00%
10-4-18 Recreation Revenues	94,500.00	40,770.45	43.14%
10-4-21 ECONOMIC DEV. REV	1,800.00	2,795.88	155.33%
Total Revenues	3,702,645.00	3,701,428.29	99.97%
10-5-09 Tax Expenditures	5,000.00	750.00	15.00%
10-5-10 Town Administration 10	458,450.00	251,805.14	54.93%
10-5-11 Assessor	41,590.00	15,397.33	37.02%
10-5-12 Code Enforcement 12	55,905.00	19,896.02	35.59%
10-5-13 Town Clerk 13	236,670.00	106,386.26	44.95%
10-5-14 Police Dept 14	949,150.00	252,977.85	26.65%
10-5-15 Highway 15	898,340.00	352,167.37	39.20%
10-5-17 Intergovernmental 17	260,365.00	185,081.69	71.09%
10-5-18 Recreation	224,770.00	112,064.30	49.86%
10-5-19 Debt Service 19	222,040.00	205,610.92	92.60%
10-5-21 Economic Develop. 21	51,685.00	16,706.71	32.32%
10-5-22 Bldgs. & Grounds	0.00	13.12	100.00%
10-5-25 Appropriations 25	298,680.00	173,590.04	58.12%
Total Expenditures	3,702,645.00	1,692,446.75	45.71%
Total 10 General Fund	0.00	2,008,981.54	
Total All Funds	0.00	2,008,981.54	



December 22, 2025

The decision has been made to cancel the Celtics Bus Trip due to low pre-registration. We will be selling the purchased game tickets online at StubHub.

Per a notice from the attorney handling the Penny Estabrook estate, the town will be receiving around \$90,000 to be used for Estabrook Park.

Brandon Idol Registration will remain open through December 31st, there are only 3 spots available.

The town received a donation of a more modern refrigerator for the town hall. Thank you very much to Diane Riberdy. It looks great (installed upstairs) and has ice and water in the door!

If you have not already had the opportunity, check out the restored plaque, originally placed in Brandon High School now installed downstairs) that honors local graduates who gave their lives in service to our country during World War II. The Brandon High School alumni committee funded the restoration. We will have an official dedication and presentation by Dr. Kevin Thornton that provides amazing historical context of each person listed on the plaque in June of 2026.

Respectfully Submitted,

Bill Moore