

## ***Town Meeting Procedures 2026***

The rules that govern Town Meeting are designed to transact the public business efficiently while giving everyone the opportunity to speak his or her mind. Robert's Rules are the foundation, but even they are modified by State Statute, tradition, and the standing rules adopted by previous Town Meetings. Perhaps even more important is the informal rule that through it all we retain our sense of humor and civility, for the person you attack tonight you will inevitably meet in the grocery store tomorrow!

Like the Australian Ballot, you must be a registered voter of Brandon to fully participate in Town Meeting. While everyone who is interested is invited to observe the meeting, only registered voters may speak without special permission; only voters may actually vote on any question. The job of the Moderator is to keep the discussion focused and to help the people operate within the rules. If you are not quite sure how to make a motion, just ask and the Moderator will guide you through the process. From time to time, the Moderator may have to rule on other issues—most of which relate to the question of germaneness.

Remember the acid test for any motion: Could someone not here have expected that the motion would be offered? If the answer is clearly “yes” it's probably germane, and if not, you may have a problem. If you make sure that your remarks or motions do not unreasonably stray from the subject, purpose, or funding method of the original warning, you should be well within the rules.

### **Three final points to remember:**

1. To maintain order, all comments, questions, and rebuttals must be addressed to the chair – even when the urge to respond directly to the previous speaker is close to overwhelming.
2. Our standing practice is to allow a follow-up to every question, to give the original questioner a chance to clarify or comment on the response.
3. Even moderators can be overruled. If you think that a bad ruling has been made, make a point of order and the full assembly will decide the question.

### **NOTICE OF AVAILABILITY**

In accordance with 24 V.S.A. §1682(a)(2) and the affirmative vote at the Brandon Annual town Meeting on March 6, 2006, the Town hereby gives notice that the independent audit for fiscal year ending 6/30/2025 conducted by RHR Smith & Company, CPA's is available in the Town Offices located at 49 Center Street. A complete copy may be requested by contacting the Town Office at 802-247-3635 or may be accessed on the website [www.BrandonVermont.gov](http://www.BrandonVermont.gov)

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# Town Officers

## SELECTBOARD (5)

### Doug Bailey, Chair

dbailey@brandonvermont.gov  
736 Basin Rd; Call (802) 247-8386

### Brian Coolidge

bcoolidge@brandonvermont.gov  
1227 McConnell Rd; Call or text (802) 345-8961

### Ralph Either

reither@brandonvermont.gov  
56 Pearl St; Call or text (802) 247-6957

### Jeff Haylon

jhaylon@brandonvermont.gov  
5 Briggs Ln; Call or text (203) 233-7056

### Cecil Reniche-Smith

cecil@brandonvermont.gov  
28 Pearl St; Call or text (802) 234-1863

## JUSTICES OF THE PEACE (12)

*The following JPs officiate at weddings*

### BERTRAM COOLIDGE (R)

(802) 247-6512; bjscool3@comcast.net

### LAURA PETERSON (D)

(802) 247-3280; laura@redmudboots.com

### JOHN PETERSON (D)

(802) 247-3280; John.peterson@ottertin.com

### KATHY CLARK (D)

(802) 247-3935; Kdclark23@yahoo.com

### HILLARY KNAPP (I)

(802) 558-2345; Hillary.knappy@gmail.com

### BILL MOORE (D)

(802) 774-8135; wfvmooreiii@gmail.com

### PATRICIA WELCH (R)

(413) 320-8918; pwelchfl@gmail.com

*The following JPs do not officiate at weddings*

### TODD NIELSEN (R)

(802) 247-4373; toddnielsenforvthouse@gmail.com

### DOUG BAILEY (R)

(802) 247-8386; baileysdbldranch@yahoo.com

### DEL COOK (R)

(802) 353-2220; Delcook43@gmail.com

### SALLY COOK (R)

(802) 236-3913; Sallycook4@comcast.net

### WENDY ROWE-FELDMAN (I)

(802) 236-9112; wendy@rowerealestate.com

## VT STATE REPRESENTATIVE (1)

### Rep. Todd Nielsen (R)

15 Corona St, Brandon 05733  
tnielsen@leg.state.vt.us  
(802) 247-4373

## VERMONT STATE SENATORS (3)

### Sen. Brian Collamore (R)

124 Patricia Ln, Rutland 05701  
bcallamore@leg.state.vt.us  
(802) 773-1365

### Sen. David Weeks (R)

35 Warner Ave, Proctor 05765  
dweeks@leg.state.vt.us  
(802) 417-9013

### Sen. Terry Williams (R)

319 Ruby Rd, Poultney 05746  
twilliams@leg.state.vt.us  
(802) 828-2228

## GOVERNOR OF VERMONT

### Governor Phil Scott (R)

109 State Street Pavilion, Montpelier 05609  
(802) 828-3333

To contact the Governor:

go to <https://governor.vermont.gov/contact>

## REPRESENTATIVE TO U.S. CONGRESS (1)

### Congresswoman Rebecca Balint (D)

1408 Longworth House Office Building,  
Washington, DC 20515  
(202) 225-4115

To contact Rep. Balint:

go to <https://balint.house.gov/contact>

## U.S. SENATORS (2)

### U.S.Sen. Bernie Sanders (I)

1 Church St 3rd Floor, Burlington 05401  
(802) 862-0697

To contact Sen. Sanders:

go to <https://www.sanders.senate.gov/contact/>

### U.S. Sen. Peter Welch (D)

128 Lakeside Ave, Suite 235, Burlington 05401  
(802) 652-2450

To contact Sen. Welch:

go to <https://www.welch.senate.gov/contact>

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# Notice to Voters

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For **TOWN MEETING, MARCH 3rd, 2026**

## **BEFORE ELECTION DAY:**

**CHECKLIST POSTED** at Clerks Office by **February 1, 2026**. If your name is not on the checklist, then you must register to vote. **SAMPLE BALLOTS** will be posted by **February 21, 2026**.

**HOW TO REGISTER TO VOTE:** There is no deadline to register to vote. You will be able to register to vote on the day of the election. You can register prior by visiting the town clerk's office or going online to **mvp.vermont.gov**.

**REQUEST EARLY or ABSENTEE BALLOTS:** You or a family member can request early or absentee ballots at any time during the year of the election in person, in writing, by telephone, email, or online at **mvp.vermont.gov**. The latest you can request ballots for the Town Meeting Election is the close of the Town Clerk's office on **Monday, March 2, 2026**. (Any other person authorized by you who is not a family member must apply in writing or in person for a ballot for you.)

## **WAYS TO VOTE YOUR EARLY BALLOT:**

- You may vote in the town clerk's office before the deadline.
- Voter may request ballot(s) at the clerk's office and return in same manner as if the ballots were received by mail.
- Have ballot mailed to you, and mail or deliver it back to the clerk's office before Election Day or to the polling place before 7:00 p.m. on Election Day.
- If you are sick or disabled before Election Day, ask the town clerk to have two justices of the peace bring a ballot to you at your home. (Ballots can be delivered on any of the eight days preceding the day of the election or on the day of election.)

## **ON ELECTION DAY:**

**If your name was dropped from the checklist in error** or has not been added even though you submitted a timely application for addition to the checklist, you can fill out a new registration form.

- If the clerk or Board of Civil Authority does not add your name, you can appeal the decision to a superior court judge, who will settle the matter on Election Day. Call the Secretary of State's Office at 1-800-439-VOTE (439-8683) for more information.

**If you are a first time voter who submitted your application to the checklist individually by mail and did not submit the required document**, you must provide a current and valid photo identification, or a bank statement, utility bill, or government document that contains your name/current address.

**If you have physical disabilities**, are visually impaired or can't read, you may have assistance from any person of your choice. If any voters you know have disabilities let them know they can have assistance from any person of their choice.

**If you know voters who cannot get from the car into the polling place** let them know that ballot(s) may be brought to their car by two election officials.

## **If you have any questions or need assistance while voting, ask your town clerk or any election official for help.**

### **NO PERSON SHALL:**

- Vote more than once per election, either in the same town or in different towns.
- Mislead the board of civil authority about your own or another person's true residency or other eligibility to vote.
- Hinder or impede a voter going into or from the polling place.
- Socialize in a manner that could disturb other voters in the polling place.
- Offer bribe, threaten or exercise undue influence to dictate or control the vote of another person.

**FOR HELP OR INFORMATION: Call the Secretary of State's Office at 1-800-439-VOTE (439-8683). (Accessible by TDD)**

**If you believe that any of your voting rights have been violated**, you may file an Administrative Complaint with the Secretary of State's Office, 128 State Street, Montpelier, VT 05633.

**If you believe you have witnessed efforts to commit any kind of fraud or corruption** in the voting process, you may report this to your local United States Attorney's Office.

**If you have witnessed actual or attempted acts of discrimination or intimidation** in the voting process, you may report this to the Civil Rights Division of the United States Department of Justice at (800) 253-3931.

### **INSTRUCTIONS FOR VOTERS using Vote Tabulator Ballots at the Polling Place**

#### **CHECK-IN:**

- Go to the entrance checklist table.
- Give name and street address to the election official in a loud voice.
- Wait until your name is repeated and checked off by the official.
- If you do not bring your mailed ballot, an election official will give you a ballot.
- Enter within the guardrail and go to a vacant voting booth.

**MARK YOUR BALLOT:** For each office listed on the ballot, you will see instructions to "Vote for not more than one, or Vote for not more than two, etc."

- To vote for a candidate, fill in the oval next to the name of the candidate you want to vote for.
- WRITE-IN candidate(s). To vote for someone whose name is not printed on the ballot, use the blank "write-in" lines on the ballot and either write-in the name or paste on sticker, then fill in the oval.

#### **CHECK OUT:**

- Go to the exit checklist table and state your name and address in an audible voice.
- Wait until your name is repeated and checked off by the official.

**CAST YOUR VOTE** by depositing your voted ballot into the vote tabulating machine.

**LEAVE** the voting area immediately after casting your ballot.

# Town of Brandon

## WARNING for Evening Meeting

### March 2, 2026

The legal voters of the Town of Brandon, Vermont are hereby notified and warned to convene at the **Brandon Town Hall, 1 Conant Square**, Brandon, VT on **Monday, March 2, 2026 at 7:00 P.M.** to transact the following business:

1. To hear a presentation by the Select Board of its recommended budget for fiscal year 2026-2027. This budget and appropriations will be voted by Australian Ballot on March 3, 2026, at the Brandon American Legion Post #55, 550 Franklin Street, Brandon, VT, between the hours of 7 am and 7 pm.
2. Shall the voters of the Town of Brandon establish an Advisory Budget Committee per **17 V.S.A. § 2646 (18)**?
3. Shall the members of the Advisory Budget Committee be appointed by the Select Board? (if not appointed, the positions will be elected)
4. To transact any other business proper to be done when met.
5. Adjourn.

#### TOWN OF BRANDON AUSTRALIAN BALLOT FOR MARCH 3, 2026

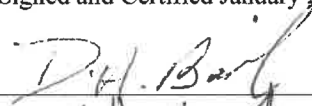
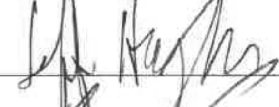

The legal voters of the Town of Brandon, Vermont are further notified and warned to meet at the **Brandon American Legion, 550 Franklin St.**, Brandon, VT on **Tuesday, March 3, 2026** between the hours of **7:00 A.M. and 7:00 P.M.** to vote by Australian Ballot on the following matters:

1. To elect Town Officers for the ensuing year:
 

Moderator .....	One for one-year term
Select Board.....	One for three-year term
Select Board.....	Two for one-year term
Town Clerk.....	One for three-year term
Town Treasurer.....	One for three-year term
Trustee of Public Funds.....	One for three-year term
Trustee of Public Funds.....	One for two years remaining of three-year term
Trustee of Public Funds.....	One for one year remaining of three-year term
2. Shall the voters of the Town of Brandon authorize total general fund expenditures of Three Million, Five Hundred and Four Thousand One Hundred and Sixty-five Dollars (\$3,504,165) for the FY 2026-2027 budget year, of which the sum of Five Hundred Sixty-two Thousand and Twelve Dollars (\$562,012) is to be raised by non-tax revenues and Two Million Nine Hundred Forty-two Thousand One Hundred and Fifty-three dollars (\$2,942,153) is to be raised by property taxes?
3. Shall the voters of the Town of Brandon appropriate \$4,000 for ARC-Rutland to support community and social opportunities for local citizens with developmental and intellectual disabilities, to be raised by property taxes?
4. Shall the voters of the Town of Brandon appropriate \$7,000 for the Brandon Independence Day Celebration Committee to support activities offered at the Independence Day celebration, to be raised by property taxes?
5. Shall the voters of the Town of Brandon appropriate \$25,000 for the Brandon American Legion Post #55, to be raised by property taxes?
6. Shall the voters of the Town of Brandon appropriate \$82,580 for the Brandon Area Rescue Squad Inc., to support volunteer emergency medical services, to be raised by property taxes?

7. Shall the voters of the Town of Brandon appropriate \$92,000 for the Brandon Free Public Library, to support the programs, resources, and community activities of the library, to be raised by property taxes?
8. Shall the voters of the Town of Brandon appropriate \$5,000 for the Brandon Museum at the Stephen A. Douglas Birthplace Community Center, Inc, to protect and maintain the building and historical artifacts, to be raised by property taxes?
9. Shall the voters of the Town of Brandon appropriate \$15,500 for Brandon Senior Citizens Center, Inc, to support free community lunches, and activities and programs at the center, to be raised by property taxes?
10. Shall the voters of the Town of Brandon appropriate \$1,000 for the Open Door Clinic, Community Health Services of Addison County, to support access to free dental and healthcare to those who are uninsured or under-insured, to be raised by property taxes?
11. Shall the voters of the Town of Brandon appropriate \$1,500 for Rutland County Humane Society, to support shelter and care of companion animals, to be raised by property taxes?
12. Shall the voters of the Town of Brandon appropriate \$2,900 for the Southwestern Vermont Council on Aging, to support meals on wheels, case management and other elderly services, to be raised by property taxes?
13. Shall the voters of the Town of Brandon appropriate \$1,000 for Vermont Adult Learning (VAL), to support learning opportunities for adults, to be raised by property taxes?
14. Shall the voters of the Town of Brandon appropriate \$10,200 for the VNA & Hospice of the Southwest Region (VNAHSR), to support home care, hospice, and community health services, to be raised by property taxes?

Select Board Signed and Certified January 26, 2026

Doug Bailey   
 Jeff Haylon   
 Brian Coolidge 

Cecil Reniche-Smith   
 Ralph Ethier 

Adopted and approved at a duly warned meeting of the Select Board of the Town of Brandon called, noticed and held on January 26, 2026. Received for record and recorded in the records of the Town of Brandon on January 27, 2026.

# Brandon 2025 Annual Town Meeting Minutes

MONDAY, MARCH 3, 2025, 7 PM

Present at the meeting were select board members Chair Doug Bailey, Heather Nelson, Tim Guiles, Ralph Ethier and Brian Coolidge. Also budget committee members Jan Coolidge, Gabe McGuigan, Karen Rhodes, Barry Varian, and Tricia Welch, Moderator Bill Moore, Town Manager Seth Hopkins, Clerk Susan Gage and 69 attendants. A number of attendees watched the proceedings via zoom.

Moderator Bill Moore called the meeting to order at 7:01 pm. Scouts Lucia and Jon Carrara of Troop 110 led the assembly in the pledge of allegiance. Mr. Moore then read the annual report dedication. The annual report was dedicated to all the volunteers in town who contribute to committees, care for the gardens and dedicate themselves to various town activities. Mr. Moore then explained the procedures for tonight's meeting and stated that the meeting is in person with a virtual option to watch only.

1. To hear a presentation by the Select Board of its recommended budget for fiscal year 2025-2026. This budget and appropriations will be voted by Australian Ballot on March 4, 2025 at the Brandon American Legion Post #55, 550 Franklin Street, Brandon, VT, between the hours of 7 am and 7 pm.

Motion to address Article I by George Fjeld, seconded by Carol Fjeld.

Select board Chair, Doug Bailey recognized the volunteers on the budget advisory committee and departing select board members Heather Nelson and Tim Guiles. Mr. Bailey and Ms. Nelson then presented the budget for 2026.

They began with an explanation of the budget development process. The goal was to find the area of common ground, places where everyone felt we needed to spend our time and money with input from the management team, Select board, Budget committee and general public.

The 5-member budget advisory committee was selected from a pool of 11 interested people. Bi-weekly meetings beginning in September were held to discuss needs, goals, and perspectives on various departments within the budget. Department heads worked with the town manager to develop budgets. The committee then reviewed the draft budget line by line, discussing whether each line item was necessary and if the allocated amount was sufficient.

A proposed budget was developed

using input from the select board and budget committee. Compromises were made to find common ground.

In addition to the operating budget the select board and management with a nod from the budget committee are asking voters to consider a capital fund appropriation which would put away funds for larger expenses, such as roads, bridges or vehicles.

The "Town Ask" is up 1.4% this year and the total budget is up 2.5%. The town portion of the tax bill is about 31%, with the school accounting for about 62%. The fire district is 4% and appropriations are 3%. The impact of the proposed town budget on property taxpayers is approximately \$22 a year on an average home in Brandon (house assessed at \$186,000).

In addition to taxes, the town has received additional funds from ARPA and the Local Options Tax for larger projects and activities. A major ARPA project is a \$340,000 roof for the town hall. ARPA also contributed to the new floor in the town hall, sewer pump station, sidewalks, fire district merger, and library project.

Local Options Tax revenue must be used for capital expenses. It has been used to buy a backhoe, police cars, and snow plows. The local options tax has also funded several infrastructure projects.

Moderator Moore then opened the floor for questions from attendees. Devon Fuller asked about the increase in health insurance costs and the effect on the budget. Town manager Seth Hopkins stated that Health insurance costs increased roughly 11%. The town switched insurance companies to MVP to maximize savings. Blue Cross was looking at greater than 20% increase.

Mr. Fuller stated that an 11% increase is unsustainable for small towns and school boards and suggested asking our representatives to find a solution.

Cecil Reniche-Smith clarified that most appropriations on the ballot were also on the ballot in previous years, so voting yes is voting for the status quo, not an increase in taxes.

2. Shall the voters of the Town of Brandon exempt the buildings and property belonging to Brandon Senior Center located at 1591 Forest Dale Rd (parcel ID 0083-1591) from municipal property tax and education property tax for a period of five (5) years in accordance with the exemption clause for

charitable and fraternal organizations as set forth in 32 V.S.A § 3840?

A motion to act on Article 2 by Wyatt Waterman, seconded by Jan Coolidge. Article 2 concerns exempting the buildings and property of the Brandon Senior Center from municipal and education property tax for five years.

George Fjeld asked if the senior center has been tax exempt in the past. Clerk Susan Gage answered that the last time it was voted exempt was in 2020 and that it has been exempt for some years. Carol Fjeld asked how much they would be paying in taxes if they were taxed. Pam Douglas stated that the assessment is 257,800. The town tax would be \$2,167.84, and the school tax would be about twice that, so around \$6,000.

Ms. Gage explained that exempting properties like the Brandon Area Rescue Squad, the Senior Center, and the Masonic Association result in a "local agreement rate" on tax bills, where the rest of the community picks up a portion of the education tax that they are exempt from. Sharon Steams, a local CPA, explained that nonprofits commonly apply for tax-exempt status to support their community service without adding to their operational costs.

Taking it away would mean they would have to raise more funds.

The article was approved.

3. To transact any other business proper to be done when met.

A motion to accept Article 3 Jeff Haylon and seconded by Tom Kilpeck. Sharon Steams thanked the select board, town manager, and town clerk for their transparency and hard work on the budget. She appreciated that taxes have been kept low so that people in the community can continue to stay in their homes.

Representative Todd Nielsen provided an update. He thanked everyone for their trust and support and noted that he is serving on the House Committee on Human Services. He mentioned several bills that he is following: H91, H46, H218, and H13. He is also listening to various agencies and discussing the FY 2026 state budget. He also asked attendees to pick up a survey on their way home.

4. Adjourn.

Motion to adjourn by Cecil Reniche-Smith and seconded by Wyatt Waterman. The meeting adjourned at 8:08 pm

## 2025-2026 Budget - Summary

Account	Budget FY- 2025	Actual FY-2025 Pd:12	Budget FY - 2026	Budget FY - 2027	FY - 26/27 Change
To be Raised by Taxes	2,804,212	2,732,569	2,876,645	2,942,153	2.28%
Tax Revenues	45,000	79,010	45,000	60,000	33.33%
Town Administration Reven	1,750	1,851	10,300	10,300	0.00%
Assessor Revenues	2,000	2,013	2,000	2,000	0.00%
Code Enforcement Revenues	15,500	8,726	15,500	10,000	-35.48%
Clerk/Treasurer Revenues	181,170	191,177	176,370	196,610	11.48%
Police Dept. Revenues	9,500	31,946	10,550	10,550	0.00%
Highway Dept Revenues	181,450	354,678	171,300	178,552	4.23%
Intergovernmental	-	7,718	-	-	0.00%
Recreation Revenues	76,500	102,340	94,500	91,000	-3.70%
Transfer In	-	-	-	-	0.00%
ECONOMIC DEV. REV	-	-	1,800	3,000	66.67%
Bldg. & Grounds	11,800	64,500	-	-	0.00%
<b>Total Revenue</b>	<b>3,328,882</b>	<b>3,576,527</b>	<b>3,403,965</b>	<b>3,504,165</b>	<b>2.94%</b>
Paving from FY23 Overage		85,528	-	-	
Tax Expenditures	5,000	-	5,000	5,000	0.00%
Town Administration	415,005	412,863	458,450	465,755	1.59%
Assessor	41,190	37,847	41,590	36,200	-12.96%
Code Enforcement	52,565	47,809	55,905	53,865	-3.65%
Town Clerk	226,580	220,025	236,670	264,110	11.59%
Police Dept	856,400	857,686	949,150	986,505	3.94%
Highway	755,155	822,432	898,340	974,675	8.50%
Intergovernmental	255,235	228,823	260,365	257,525	-1.09%
Recreation	186,089	222,542	224,770	251,755	12.01%
Debt Service	231,350	221,495	222,040	157,075	-29.26%
Economic Develop.	50,341	43,611	51,685	51,700	0.03%
Bldgs. & Grounds	253,972	231,145	-	-	0.00%
<b>Total Expenses</b>	<b>3,328,882</b>	<b>3,431,805</b>	<b>3,403,965</b>	<b>3,504,165</b>	<b>2.94%</b>
FY25 surplus		144,723			
Raised by Taxes	2,804,212	2,732,569	2,876,645	2,942,153	2.28%
<b>Appropriations - Final Requests, included on Ballot</b>	<b>336,230</b>	<b>336,230</b>	<b>298,680</b>	<b>247,680</b>	<b>-17.08%</b>

\*\* Any Appropriations that pass will increase the amount Raised by Taxes.

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## Town Manager's Report

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The theme of the past year is of Brandon finding a way. Reports from each of the departments and boards offer details that will enable you as the citizens of the town to evaluate the progress made in each area. The town management team is pleased and privileged to be working under the leadership of a refreshingly thoughtful and cohesive selectboard.

Even in the absence of a formally-designated advisory budget committee, the FY27 budget drafting process enjoyed public participation and an open exchange of ideas. One of those ideas, moving a bond payment out of the budget to be serviced by the local option tax, was the creative stroke that allows the selectboard to propose a budget with an amount to be raised by taxes up 2.28% from FY26. Many area towns' taxpayers are looking at increases far above this. The balancing of our budget by using a range of resources other than the property tax marks Brandon's elected and appointed leadership as public servants who "always find a way".

The Town's professional staff across

the departments is also finding a way to carry out their missions: to do more with less, to work from strengths, to find force multipliers. Our Highway/Grounds (now staffed at 4 instead of 5) and Wastewater departments have brought significant amounts of necessary repair work in-house due to workforce shortages at several of the repair shops that the Town has traditionally patronized. Our Police department has only one full-time position vacant, after the chief's hires of exemplary patrol officer and lieutenant candidates and retention of our longest-serving officer; they are being augmented in their work by the Vermont State Police in the overnights and the Rutland County Sheriff's Department for traffic. Our Administration & Finance staff are constantly achieving savings in purchasing, our tax sale (first since the pandemic) complies with new protections afforded delinquent taxpayers but has also collected tens of thousands in arrearages, and we have eliminated a clerical support position in the assessor's department as our technology investments have

paid off. Our Community Development staff make a lot happen with borrowed facilities, volunteer coaches, donations from community-minded sponsors, and collaboration with other groups.

Brandon's volunteer boards and commissions also find a way: our planning commission has successfully advocated for Tier 1B status for Brandon with regional officials; our energy committee continually puts their minds together and creates solutions to help the Town save energy and money; the trustees of public funds have retooled their parameters and processes to honor the terms of the bequest; and the historic preservation, restorative justice (BRAVO), and development review boards have all put in the work their missions require, in several cases bringing new community members into the process.

The coming year will bring us more opportunities to adapt, to grow, to find our way. Brandon's way.

Respectfully submitted,  
Seth Hopkins & Bill Moore, Town  
Management Team

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## Selectboard Report 2025

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The end of another calendar year is upon us (although our fiscal year continues through June of 2026), and it is time to look back at what the town has experienced and accomplished since our last Report, and to take a look forward into the coming year. As in the past, the Select Board has worked diligently with Brandon's very capable Town Management Team and department managers to ensure that the needs of all Brandon residents are addressed with fairness, compassion and respect in difficult economic times.

2025 presented the town with some significant challenges, the clearest example being the reduction of our police force after several officers resigned in January. The incoming Select Board understood its most important task would be to bring the force back up to a size that would be able to serve the town's safety needs. To accomplish that task, the Board voted to increase the base salary for new officers, and to bring more-experienced officers on at a pay level commensurate with their experience. The process of recruiting new officers was made more difficult by the fact that many other Vermont towns

were also seeking police recruits and the pool of potential applicants has been limited. Nevertheless, in December we welcomed Police Lieutenant Paul Samataro to the department and continue to identify potential applicants for the remaining open officer position. Thus, we are hopeful that we will have a fully staffed department in the near future. In the interim, the Vermont State Police have provided back-up coverage for crime investigation, and the Rutland's Sheriff's Department is providing traffic enforcement pursuant to a contract signed by the Board in November.

The budget for the coming fiscal year was adopted over a series of twice-monthly meetings to which town residents were invited to attend and participate in open discussion. After the heads of each town department presented their proposed budgets, the Board conducted a line-item review to ensure that there was a reasonable basis for each expenditure. Significant increases in the cost of health insurance affected the bottom line; the Board spent several meetings going over potential cost-saving avenues in order to keep the increase of the amount to be

raised by taxes at a minimum while at the same time ensuring that all essential services were appropriately funded. After many lengthy, but fruitful, discussions, the Board unanimously adopted a budget for FY27 that represented a 2.28% increase in the amount to be raised in taxes over the FY26 budget; nearly .72% less than the current rate of inflation!

In other Board highlights from the past year, we saw the completion of new sidewalks on West Seminary Street, the installation of drinking fountains at both the Seminary Hill Playground and the Dog Park, and the installation of a new roof for our historic Town Hall. Through a no-match Energy Efficiency and Conservation Block Grant, the Town was able to purchase a new electric VW van for our Recreation Department. Finally, in December we gratefully accepted a gift of \$50,000 from the Nifty Thrifty resale shop for the purpose of installing or updating specific solar projects designed to bring down the Town's electricity costs.

Respectfully submitted,  
Brandon Selectboard

# Town Administration Budget

	Budget FY- 2025	Actual FY-2025 Pd:12	Budget FY - 2026	Budget FY - 2027	FY - 26/27 Change
<b>Town Administration Revenue</b>					
Duplication Revenue	-	26	-	-	
Vendor Permit Revenue	250	425	300	300	0.00%
Misc. Revenue	1,500	1,000	-	-	
Solar Lease Payments	-	-	10,000	10,000	0.00%
Cannabis Revenue	-	400	-	-	
<b>Total Revenue:</b>	<b>1,750</b>	<b>1,851</b>	<b>10,300</b>	<b>10,300</b>	<b>0.00%</b>
<b>Town Administration Expenses</b>					
Salaries & Benefits	323,055	320,847	334,490	339,145	1.39%
Travel & Expenses	500	1,649	500	500	0.00%
Misc.	-	(47)	-	-	
Dues & Subscriptions	6,700	7,642	6,700	7,800	16.42%
Professional Development	1,150	1,165	1,150	500	-56.52%
Custodian- Town Office	-	-	3,400	3,400	0.00%
Legal Services	7,500	229	7,500	3,000	-60.00%
Auditors	14,000	19,200	21,000	22,500	7.14%
Office Supplies	3,000	4,275	4,200	4,500	7.14%
Service Contracts	17,000	15,073	19,500	19,500	0.00%
Postage Expenses	8,250	7,875	8,250	8,250	0.00%
Technical Support	15,000	17,468	19,500	19,500	0.00%
Emergency Management	500	380	500	500	0.00%
Office Equipment	2,000	916	2,000	4,000	100.00%
Legal Advertising	750	881	750	1,500	100.00%
Town Report	6,000	6,341	6,000	7,500	25.00%
Telephone Exp. Admin.	8,600	8,809	8,600	9,000	4.65%
Heating Fuel	-	-	2,000	2,000	0.00%
Water	-	-	410	410	0.00%
Electric Admin	-	-	5,000	5,250	5.00%
Maint. Supplies - Bldgs	-	-	6,000	6,000	0.00%
Health Insurance Reim.	-	160	-	-	
Animal Control Expenses	1,000	-	1,000	1,000	0.00%
<b>Total Expenses:</b>	<b>415,005</b>	<b>412,863</b>	<b>458,450</b>	<b>465,755</b>	<b>1.59%</b>

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## Recreation Department Report

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The Brandon Rec experienced a major transition with Colleen Wright moving on after 7 years with our department. Her creativity and energy was a major part of building the buzz around our active community. Many thanks to her for what she accomplished. We still partner with her new organization, Colleen Wright Events, to help keep Brandon active. With her departure, we welcomed a new employee, Robin Douglas. Since March, Robin has worked to streamline the youth sports offerings, providing expert organizational support.

The town has made good use of the opportunities that have arisen to improve the parks and recreation infrastructure at little to no cost to the Brandon taxpayers. The acquisition of the .74 acres that is the head of Seminary Hill Park was funded using a VT BGS Grant matched with Town Farm Funds. The installation of 2

new fountains at this park was funded by donations and installed using Youthworks volunteers working along side town staff. Estabrook Park's tennis court is being replaced with multiuse court that is being funded by ARPA fund and donations. Future projects include the development of a pump track at Estabrook and relocation of t-ball fields/new park creation on lands acquired through flood hazard mitigation buyouts on Newton Road and North Street.

This first year of the town managing the Town Hall programming year-round (with the dissolution of the Friends of the Town Hall) was an experiment in mid to short term planning. Our 2026 programming will be used to fund our next big improvement/maintenance project after the ARPA funded slate roof replacement; a paint job!

With the continued support of our

amazing community organizations and volunteers, we are constantly looking to the future. The reinvigoration of our existing (and new) committees is how the real work is performed. If you have any interest in volunteering, planning or otherwise just helping us to realize critical recreation missions, please reach out! And as we have constantly preached; if you have an idea about a program, we are here to make it a reality. If you have the passion, we can connect you with the resources to share it with the community and connect you with like-minded individuals.

Even if it is just feedback (negative or positive), it is all critical for the development of a rec department that best reflects our communities' values.

Respectfully Submitted,  
Bill Moore  
Rec Director

# B•REC

**Bill Moore, Director**, Ext. 213  
**Robin Douglas, Assistant Director**, Ext. 212  
community@brandonveront.gov  
www.brandonrec.com

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## Rec Dept. 2025 Events & Initiatives

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- **Brandon Idol** @ The Brandon Town Hall- January-May
- **Sunday Roller Skating** - January - April
- **Quiz Night w/Brandon Free Public Library** – January, February, March, October
- **Sweatin' to the Oldies** w/Colleen Wright Events - January - May
- **Bounce House Karaoke** w/Colleen Wright Events - March
- **Private Peaceful w/ One Room Theatrics** - February
- **Music Concerts** @ Brandon Town Hall – January, February, March, April
- **Kids Idol** @ Brandon Town Hall - April
- **Wildlife Encounters** w/Colleen Wright Events @ Town Hall- April
- **World of Hurt Wrestling** @ Brandon Town Hall - April
- **Bounce House Karaoke** @ Brandon Town Hall - April
- **Adult Co-ed Softball** @ Estabrook - May - August
- **"Death in the Wilderness: A Love Story"** Memorial Day Weekend screening - May
- **Randy Miritello and the Hop City Hellcats** @ the Town Hall - May
- **Silent Movies** with Jeff Rapsis a partnership with "Former FOTH" - May - November
- **Safety & Kindness Day** w/Neshobe PTO, Brandon Fire/Rescue/Police, Omya – June
- **LC Jazz** @ The Brandon Town Hall - July
- **Eagle Feather PowWow** @ Estabrook - September
- **Harvest Fest** w/Neshobe PTO, Brandon Free Public Library, Brandon Area Chamber of Commerce, Brandon Area Toy Project @ Estabrook Park – October
- **Neshobe Pie Gobbler Fun Run** @ The Neshobe Golf Club - November
- **OMYA Safety Programs** – Bicycle Helmets – Year Round

## 2025 Recreation Participant Numbers

Aikido with Wade-sensei..... 41	Kids Idol! ..... 12	Spring Baseball/Softball ..... 169
Archery at Estabrook! & Neshobe.. 20	Kids Cross Country..... 21	Summer Baseball/Softball ..... 14
B-Rec Dance Classes - Miss Michaela	Little Otters Youth Wrestling ..... 35	Summer Dance Intensives with Miss
Motion..... 126	Outdoor Art Camp w/ Josh Hummel 12	Michaela ..... 12
B-Rec Pick-up Basketball - Adults..... 29	Otter Community Sports Clinics..... 58	Swimming Lessons w Jake Jacobs. 123
Brandon Idol - Auditions..... 15	Pickleball @ OV North Campus Gym84	Table Tennis @ OV North Campus.... 4
Brandon Putting League ..... 6	Pre-season Baseball Clinics..... 18	Ultimate Frisbee ..... 10
Brandon Robotics Team- First Lego	Pre-Season Football Camp ..... 14	Youth Basketball - Open Gym ..... 19
League! ..... 12	Pre-Season Otter Field Hockey Clinic 5	Youth Basketball..... 119
Fall Baseball..... 12	Pre-Season Soccer Camp ..... 23	Youth Cheer! ..... 89
Football ..... 62	Skate Sunday! ..... 29	Youth Soccer ..... 155

### TOWN OF BRANDON

## Recreation Dept. Budget

	Budget FY- 2025	Actual FY-2025 Pd:12	Budget FY - 2026	Budget FY - 2027	FY - 26/27 Change
<b>Recreation Revenues</b>					
Rec Programing Rev	75,500	87,720	80,000	80,000	0.00%
Misc. Recreation	-	11,720	-	-	
Town Forest Lease	-	-	1,000	1,000	0.00%
Recreation Donations	-	-	500	-	-100.00%
Rec Facility Rev	-	-	12,000	10,000	-16.67%
DOG PARK REVENUE	1,000	2,900	1,000	-	-100.00%
<b>Total:</b>	<b>76,500</b>	<b>102,340</b>	<b>94,500</b>	<b>91,000</b>	<b>-3.70%</b>
<b>Recreation Expenses</b>					
Salaries & Benefits	105,543	103,407	106,185	121,570	14.49%
Travel & Expenses	250	-	250	250	0.00%
Dues & Subscriptions	600	7	600	500	-16.67%
Advertising/Recruitment	6,000	969	5,800	5,000	-13.79%
Vehicle Maint.	-	-	-	1,000	100.00%
Registration Software	3,295	3,295	3,295	3,295	0.00%
Storage Unit Supply/Maint	-	600	-	-	
Equipment /Supplies	2,000	3,121	1,500	1,500	0.00%
Custodian- Town Hall	-	-	3,100	3,100	0.00%
Custodian- Estabrook	-	-	300	300	0.00%
Bldg Maint- Town Hall	-	-	10,000	10,000	0.00%
Bldg Maint- Estabrook	-	-	1,500	1,500	0.00%
Maint-W Seminary Playground	-	-	-	2,000	100.00%
Rec Sports Field Maint.	-	-	4,000	4,000	0.00%
Electric- Town Hall	-	-	9,100	9,100	0.00%
Electric- Estabrook	-	-	1,600	1,600	0.00%
Heat-Propane-Town Hall	-	-	4,200	4,200	0.00%
Water - Town Hall	-	-	380	380	0.00%
Water- Estabrook	-	-	360	360	0.00%
Rec telephone	1,600	2,167	1,600	1,600	0.00%
Town Forest Lease	-	-	-	-	
Rec Program Exp total	66,800	102,795	60,000	80,500	34.17%
Office/Equip Supp-DNU	-	1,646	-	-	
Parks Maintenance	-	360	-	-	
Town Hall Programming	-	500	10,000	-	100.00%
DOG PARK EXPENDITURES	-	3,675	1,000	-	100.00%
<b>Total:</b>	<b>186,088</b>	<b>222,542</b>	<b>224,770</b>	<b>251,755</b>	<b>12.01%</b>

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## Police Department Report

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With 2025 ending, the Brandon Police Department has had a lot of ongoing changes, and it has been difficult and challenging time for our agency. We lost a number of officers to other police agencies this past year. We also saw the retirement of our full-time administrative assistant, Linda Graziano, who was such an asset to both this police department and our community. We wish her the best of luck in her retirement.

Even with the staffing shortage we have faced, as always, I could not be any prouder of our staff here at the police department, who maintain a high level of professionalism, compassion, and caring towards the community that we are all entrusted to protect and serve. On that front,

we were fortunate to have hired Mikayla Cochrane this year as a patrol officer. Officer Cochrane is slated to attend the Level III Vermont Police Academy in February of 2026. 25+ year officer Paul Samataro joined the department in December to fill the Lieutenant position. The vacancy in the admin position was filled admirably in the interim by Emily Taylor until December when we hired Sam Sumner, a veteran dispatcher/admin with Vermont State Police experience. Our longest-tenured officer Ethan Kelleher continues to earn praise from community members he assists as well as impressing the board and management with his dedication.

Although we have experienced some setbacks, we, as an agency, will persevere

and always endeavor to maintain public safety in the Town of Brandon. We will continue to strive towards making the Brandon Police Department one of, if not the most, professional, and capable law enforcement agencies in the State of Vermont. I intend to make sure that our officers are the best trained and equipped and that they continue to embrace a solid relationship with all members and visitors to our community. My goal as your Chief of Police, and for our police department, is to create the highest level of trust between our officers and the community that we serve and to keep the Town of Brandon a safe place to live, work, and visit.

Respectfully submitted,  
David Kachajian, Chief of Police

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## Tree Warden Report

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This has been an active and exciting year for trees and the Tree Warden. We received the fourteen trees that we committed for through the Caring for Canopy Grant funded by the VT Urban & Community Forestry Program. The Brandon Building and Grounds crew picked up the trees from the nursery; and dug the holes for planting. A crew of eleven volunteers, including Pittsford Scout Troup 110, spent a cold and rainy April day sliding in mud and planting the trees. Species and locations are as follows:

2 Red Oak and 1 Swamp White Oak in the dog park; 2 Swamp White Oak and one Sugar Maple, in the Seminary Street playground area; 2 River Birch in Green Park; 5 Sugar Maples to replace the removed trees on Park Street and 1 Crab Apple Tree on Carver Street.

We certainly didn't plan on it, but this year was a difficult one for agriculture throughout Vermont, including trees. Over the last 25 years that the US Drought Monitor has existed, the drought we experienced this past summer was the most widespread and severe that Vermont has seen, with 34% of the state experiencing severe drought as of Sept 4. Thanks to citizen observations and attentive care by the Building and Grounds crew, including frequent watering, all of our recently planted trees appeared to be in good health at the end of the growing season.

to an offer provided by Vermont Urban & Community Forestry Program in collaboration with Branch Out Burlington, and were successful in winning three trees, two Swamp White Oak and one American Elm. They will be picked up in Burlington and planted, again by volunteers, in April 2026.

While it's nice to dwell on the positives, invasive pathogens continue to threaten our local urban canopy. We have been watching the increase of Emerald Ash Borer (EAB) infestations for several years, and, thus far, it has avoided Brandon. While EAB has spread into most of Vermont's counties, it naturally spreads one to two miles annually. However, through human movement of ash logs and firewood, EAB and other wood pests can be moved long distances to uninfested areas, killing ash trees in new locations. Attention and care in managing the movement of infested ash material slows the spread of EAB and allows time for planning, monitoring, and research. Some municipalities (Rutland, for example) decided to remove all of their ash trees to eliminate the hazard.

What can you do to help fight EAB in Brandon? Before moving ash material (logs, firewood), inspect it to determine if it is visibly infested with EAB (see below for a link to more information). Pay especially close attention if the ash is coming from an EAB Infested Area.

watching is the Asian Long-horned beetle (ALB). ALB is an invasive pest native to East Asia. Its larvae tunnel deep into the trunk and branches of hardwood trees causing structural damage. Significantly damaged trees can fall or lose branches in windy conditions causing property damage or personal injury. Common host tree species are ash, birch, elm, sycamore, maple, horse chestnut, mountain ash, poplar, and willow. The Asian long horned beetle is not established in Vermont. The nearest population is in central Massachusetts. However, especially because of its broad appetite, tree wardens and arborists throughout the Vermont are keeping watch for signs of infestation.

This report would not be complete without thanking those who make it possible. Thanks to the Brandon Highway/Building and Grounds Departments for their work keeping our new and existing trees vibrant and healthy, and thanks to all the volunteers who help make all of this possible.

More on both EAB and ALB can be found at [www.vtinvasives.org](http://www.vtinvasives.org).

As always, any questions and comments should be directed to [Brandontreewarden@gmail.com](mailto:Brandontreewarden@gmail.com)

Respectfully,  
Neil Silins  
Tree Warden

In November 2025 we responded Another invasive pathogen that we're

TOWN OF BRANDON

# Police Dept. Budget

	Budget FY- 2025	Actual FY-2025 Pd:12	Budget FY - 2026	Budget FY - 2027	FY - 26/27 Change
<b>Police Dept. Revenues</b>					
State Traffic Ticket Reve	4,500	5,896	4,000	4,000	0.00%
Misc. Police Revenues	-	12,507	-	-	
Police Grants	-	2,543	1,550	1,550	0.00%
Click-it or Ticket Campai	-	7,105	-	-	
Safety Day Revenues	-	1,070	-	-	
DOCUMENT REIM. REQ. PD	5,000	2,825	5,000	5,000	0.00%
<b>Total:</b>	<b>9,500</b>	<b>31,946</b>	<b>10,550</b>	<b>10,550</b>	<b>0.00%</b>
<b>Police Dept. Expenses</b>					
Salaries & Benefits	770,780	719,882	835,625	820,780	-1.78%
Travel & Expenses	2,750	2,240	3,000	3,000	0.00%
Clothing Allowance	7,000	4,951	7,000	7,000	0.00%
Dues & Subscriptions	2,000	1,392	9,245	9,245	0.00%
Professional Development	5,800	2,077	8,000	6,000	-25.00%
PD-Custodian	-	-	3,500	3,500	0.00%
Radio Maintenance	1,700	4,066	1,700	1,700	0.00%
MDT/Aircards	4,500	3,843	4,500	2,500	-44.44%
Legal Services	-	290	500	500	0.00%
Office Supplies	2,220	2,053	2,500	2,500	0.00%
Professional Supplies	8,200	6,339	9,000	9,000	0.00%
Service Contracts	6,000	4,242	6,000	10,700	78.33%
Postage Expenses PD	200	161	480	480	0.00%
Office Equipment	3,000	6,903	3,000	3,000	0.00%
Community Police	-	-	-	58,000	100.00%
Police Dog Expenses	2,000	1,977	-	-	
New Equipment - Vehicles	5,000	6,846	5,000	5,000	0.00%
Fuel - Vehicles	18,000	10,652	19,000	17,500	-7.89%
PD Maint. Supplies-Vehicle	250	117	250	250	0.00%
PD Vehicle Maintenance	12,000	10,697	15,000	10,000	-33.33%
PD Telephone Service	5,000	6,519	7,200	7,200	0.00%
PD Heating Fuel	-	-	1,800	1,800	0.00%
PD Water Fees	-	-	350	350	0.00%
PD Electric charges	-	-	3,500	3,500	0.00%
PD Bldg. Maintenance	-	-	3,000	3,000	0.00%
New Cruiser Purchase	-	62,436	-	-	
<b>Total:</b>	<b>856,400</b>	<b>857,686</b>	<b>949,150</b>	<b>986,505</b>	<b>3.94%</b>

## Dog Licenses 2024-2025

TYPE	# SOLD	FEE	TOTAL
Neutered	261	\$ 4	\$1,044
Un-Neutered	26	\$ 8	208
Neutered After 10/1	3	\$ 2	6
Un-Neutered After 10/1	3	\$ 4	12
Kennel/Special	0		
Late Fees			92
<b>Total Paid to Town</b>			<b>\$1,362</b>

# Assessor's Report

The Grand List is statutorily set as of April 1<sup>st</sup> of each year. The Assessor's office is responsible for tracking all changes in Ownership and Real Property Value. The Town of Brandon had an increase in property value of \$3,796,100. 84 Change of Assessment notices were sent to property owners. There were 7 approved grievances. Please contact the Assessor's office if you have any questions or need any other information.

The Vermont Dept of Taxes (Property Valuation and Review) requires that Towns with a COD of 20% and above will be required to complete a Town-Wide Reappraisal. Brandon received Order to Reappraise in 2025. The Town of Brandon is in the process of sending out Requests for Reappraisal

Proposals. The completion of a Town Wide Reappraisal would be 4-6 years. The Annual Equalization Study (using the past three years of sales 2022, 2023 and 2024) was completed by Vermont Department of Taxes Division of Property Valuation and Review.

CLA (common Level of Assessment)  
 2025 67.62%  
 2024 74.69%  
 a decrease of 7.07%  
 COD (coefficient of dispersion)  
 2025 21.81  
 2024 19.97  
 an increase of 1.84  
 The Town of Brandon will be notified of the 2026 Equalization results in January of 2026.

The Real Estate Market continues to be on the rise in Brandon as well as across Vermont. During the period of 4/1/2024 through 3/31/2025 there were 50 fair market sales in Brandon with an average CLA (assessed value/sales price) of 56.06%.

There are no regular hours scheduled for the Assessor's office, I will respond directly to email or phone message and can schedule an in person appointment if necessary. The Assessors office can be reached by email at [assessor@townofbrandon.com](mailto:assessor@townofbrandon.com)

Respectfully submitted,  
 Lisa Truchon, VMPPA  
 Assessor/NEMRC

## TOWN OF BRANDON Assessor's Budget

	Budget FY- 2025	Actual FY-2025 Pd:12	Budget FY - 2026	Budget FY - 2027	FY - 26/27 Change
<b>Assessor Revenues</b>					
Misc./Revenues Assessor	2,000	2,013	2,000	2,000	0.00%
<b>Total:</b>	<b>2,000</b>	<b>2,013</b>	<b>2,000</b>	<b>2,000</b>	<b>0.00%</b>
<b>Assessor Expenses</b>					
Salaries & Benefits	9,740	7,432	9,740		-100.00%
Travel & Expenses	100	-	100	-	-100.00%
Continuing Education	100	-	100	-	-100.00%
Mapping	5,800	5,800	6,200	6,200	0.00%
Property Assessor	20,000	19,355	20,000	25,000	25.00%
Professional Supplies	250	-	250	-	-100.00%
Office Equipment	200	260	200	-	-100.00%
Reapp Acct.-Transfer out	5,000	5,000	5,000	5,000	0.00%
<b>Total:</b>	<b>41,190</b>	<b>37,847</b>	<b>41,590</b>	<b>36,200</b>	<b>-12.96%</b>

# Health Officer Report

The calendar year 2025 has seen a reduction in complaints for health issues (excessive garbage, other health concerns) as well as fewer dog bite reports, with most of the reports coming from people being bit by their own pet while breaking up a fight with another animal, however we have had a couple bite reports from

delivery drivers who have been bit while attempting to make deliveries, please try to remember to keep dogs contained when expecting deliveries. To all our outdoor enthusiasts, Ticks are also always a concern even in the fall and winter when temperatures rise. It is also cold and flu season so please take precautions to help avoid

the spread.

If you have any health questions or concerns, feel free to contact me at (802) 247-3635 ext. 202 or by email [code@brandonvermont.gov](mailto:code@brandonvermont.gov)

Respectfully submitted,  
 Larry Stevens

# Economic Development Report

Brandon is not immune to the problems plaguing Vermont municipalities. We need employees for our current employers. School program internship/community placement programs are providing soon-to-be graduating students exposure to possible careers that they can explore as options post graduation. The other major challenge is housing. The selectboard was an early adopter taking advantage of the relaxation of ACT 250 regulations (ACT 181) in designated areas as it relates to housing development. Further state and federal funded tools are being rolled out and made available to both seasoned and new developers to help solve the starter housing crisis.

With regard to "traditional economic development" (business support) our unique local resources like Tax Stabilization & The Brandon Revolving Loan Fund can be used to help leverage county and state grant and loan programs for any business development project located with our town. The town is an enthusiastic partner and has/will partner with business owners & developers to help them access funding. This includes resources like Community Development Block Grants, Vermont Community Development Program grants, Northern Border Regional Commission programs. Our regional economic development corporation, Chamber and Economic Development of the Rutland Region is an

extraordinary resource that can help with applying for Regional Economic Development Grants and has their own Revolving Loan Fund program. Identifying and applying for the appropriate programs for your project can help with creating a "funding stack" for expansion or start-up.

Please do not hesitate to contact me about any help you may need for your existing business or with any leads and ideas you might have for potential new development.

(802) 247-3635 X213, [Bmoore@town-ofbrandon.com](mailto:Bmoore@town-ofbrandon.com)

Respectfully submitted,  
Bill Moore  
Economic Development Officer

## TOWN OF BRANDON Economic Dev. Budget

	Budget FY- 2025	Actual FY-2025 Pd:12	Budget FY - 2026	Budget FY - 2027	FY - 26/27 Change
<b>ECONOMIC DEV. REVENUE</b>					
EV Car Stations- Rev	-	-	1,800	3,000	66.67%
<b>Total:</b>	<b>-</b>	<b>-</b>	<b>1,800</b>	<b>3,000</b>	<b>66.67%</b>
<b>ECONOMIC DEV. EXPENSES</b>					
Salary & Benefits	34,691	33,328	34,835	35,850	2.91%
Travel & Expenses	250	293	250	250	0.00%
Electric EV Car Stations	-	-	1,200	1,200	0.00%
Economic Development	6,000	740	6,000	3,000	-50.00%
Designated Downtown	8,000	8,000	8,000	10,000	25.00%
Killington Valley	1,400	1,250	1,400	1,400	0.00%
Hist. Preservation Comm.	-	-	-	-	
<b>Total:</b>	<b>50,341</b>	<b>43,611</b>	<b>51,685</b>	<b>51,700</b>	<b>0.03%</b>

## E911 Coordinator Report

Emergency Services, Fire, Police, and EMS, depend strongly on the owners of all properties to have their street numbers posted and visible in time of emergency.

Vermont E-911 requires accurate up to date locatable addresses for all municipalities. The Town of Brandon requires ALL Homes, Businesses, and other regularly occupied areas, to have their street address numbers be posted near the main entrance of each building and be visible from the road. If your entrance cannot be seen from the road, an additional posting

is needed, near the road and visible at all times. Locatable addresses are based on your properties access point (driveway). Numbers are to be 4 inch white or silver reflective, block style, on a green or black background.

Please contact me with any questions regarding addressing or if you need a new address. Email me at, E911@brandonvermont.gov

Respectfully submitted  
Thomas Kilpeck,  
E911 Coordinator

### Rutland County Solid Waste District Household Hazardous Waste Collection Schedule

**Please note: 2026 schedule not available at time of publication; please check website below for Brandon dates.**

**Questions?**  
Call 802-775-7209  
or visit [www.RCSWD.com](http://www.RCSWD.com)

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## Highway Department Report

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The Highway Department experienced a productive and successful year, completing numerous infrastructure and maintenance projects throughout the Town of Brandon.

Significant ditching work was completed on Country Club Road and Birch Hill Road, including the installation and maintenance of stone-lined ditches to improve drainage and roadway longevity. Extensive brush cutting was performed on many town roads to enhance visibility, safety, and overall road conditions. Multiple culverts were replaced in various locations to address drainage concerns and improve stormwater management.

The department conducted street sweeping in the downtown area and cut

back sidewalks to facilitate easier and more effective snow plowing during winter months. Roadside mowing was completed twice during the season, and regular grading was performed on gravel roads, with additional gravel added to numerous locations as needed. As contracted, Goshen roads were graded three times during the year, and its roadsides were mowed once.

Major projects this year included paving Town Farm Road, installing water fountains at the dog park and play area on Seminary Hill, preparing the tennis court at Estabrook Park for asphalt, and painting sidewalks and fog lines throughout town to improve pedestrian safety and traffic visibility.

The department also brush-hogged all town-owned properties and completed necessary preparations for winter road maintenance.

The Highway Department is fully staffed, and I feel very fortunate to work with such a dedicated and hardworking group of employees. The Town of Brandon is in good hands, and we will continue to strive to maintain and improve our infrastructure.

As always, if there are any issues, concerns, or questions, residents are encouraged to contact the Highway Department.

Respectfully submitted,  
Jeremy Disorda  
Highway Division Chief

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## Energy Committee Report

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For the second year in a row our most visible project was the "ToolShip," a joint creation of the Energy Committee, ReBHS, Solarfest, and the Library. This mobile tool shed was built last year to house six pieces of battery electric lawn equipment that were purchased with grant funds. The lawn tools can be checked out as part of the Brandon Free Public Library's "Library of Things"—a good example of the "sharing economy" at work!

ToolShip 1 spent some time on Carver Street and in Conant Square and was towed by an electric lawn mower in Brandon's Independence Day Parade, accompanied by ReBHS and Energy Committee members carrying the tools. It was displayed at our parade booth, and later at SolarFest and this year's Vermont Energy & Climate Action Network conference as a way to build awareness of the program.

This year the team at ReBHS designed and built ToolShip 2, which was launched this fall. Solarfest again donated the solar panel that provides power to keep the batteries charged. Both ToolShips will be visiting more neighborhoods next season.

This year the ToolShips will house a new winter selection of tools! ToolShip 2 will house a battery electric snow blower and "shovel." Access will be with the same texting system. The

batteries will be kept inside the library and can be checked out there.

ToolShip 1 will contain DIY weatherization tools to borrow and free weatherization materials, supported by a grant from the Grassroots Fund. (Caulk and spray foam will be inside the library, as they should not freeze.) A grant-funded thermal imaging camera, indoor air quality monitor, and induction hot plate are also available for borrowing.

In May and August we collaborated with ReBHS to put on the Brandon Repair Fair at the Town Hall. Members of both groups were on hand to repair all sorts of items people brought in. It's a great way to keep stuff from going to the dump and saves people money. Good for the environment and good for the wallet!

Launched in July, Brandon's Energy Navigator Program is a free program that aims to assist residents with navigating the various options for improving the energy performance and comfort of their house or apartment. Using funds from an Energy Efficiency Community Block Grant, the Town has hired Energy Navigators, which already does the same work in Addison county, to implement the program in Brandon. A number of residents have already met with a navigator and have created

actionable plans to meet their goals, including prioritizing projects, finding available rebates, tax credits and financing options while still fitting their budget. More information is available at [energynavigators.org](http://energynavigators.org) or by emailing [energynavigator.ceac@gmail.com](mailto:energynavigator.ceac@gmail.com).

This fall we held multiple Button Up events, with presentations by Vermont Energy Education Program, Energy Navigators, BROCC, and the energy committee. These included "home energy office hours" at the library to provide information and answer questions about the Energy Navigator Program and DIY Weatherization resources available to residents.

The energy committee is grateful for the support of the Brandon Select Board and town management team, Rutland Regional Planning Commission, Vermont Energy & Climate Action Network, and Climate Economy Action Center, as well as many generous collaborators from the community. We will continue to work hard to support the town in meeting the goal of reducing greenhouse gas emissions by 75% and moving to 90% renewable energy by 2050.

Submitted by David Martin,  
Brandon Energy Committee

TOWN OF BRANDON

# Highway Dept. Budget

	Budget FY- 2025	Actual FY-2025 Pd:12	Budget FY - 2026	Budget FY - 2027	FY - 26/27 Change
<b>Highway Dept Revenues</b>					
Misc./Extraor. Rev.	500	1,908	-	-	
Access Permit Revenue	200	130	500	500	0.00%
Excavation Permit Revenue	50	50	100	100	0.00%
Reimb- Work WW/BFD	-	3,643	-	-	
State Highway Revenue	180,000	172,172	170,000	177,252	4.27%
Over Weight Permits	700	700	700	700	0.00%
Transfer In-other funds	-	73,924	-	-	
Proceeds From Capital Lea	-	100,000	-	-	
HW Ins Claim Rev	-	2,151	-	-	
<b>Total:</b>	<b>181,450</b>	<b>354,678</b>	<b>171,300</b>	<b>178,552</b>	<b>4.23%</b>
<b>Highway Dept Expenses</b>					
Salaries & Benefits	319,705	273,061	370,965	448,175	20.81%
Travel & Expenses	200	456	200	200	0.00%
Clothing Allowance	2,500	2,633	2,500	2,500	0.00%
Dues & Subscriptions	2,350	1,998	2,350	2,350	0.00%
Continuing Education	200	-	200	200	0.00%
HW Ins Claim Exp	-	10,187	-	-	
Contractors	12,000	472	12,000	12,000	0.00%
Equipment Rental	2,500	-	2,500	2,500	0.00%
State Permits	5,000	3,240	5,000	5,000	0.00%
State Required cleanup	-	823	1,000	1,000	0.00%
Testing/Monitoring-landfill	-	-	13,250	13,250	0.00%
New Equipment-Misc. Tools	10,000	7,869	10,000	10,000	0.00%
Safety Equipment	1,500	171	1,500	1,500	0.00%
Fuel - Vehicles HW	45,000	30,336	45,000	45,000	0.00%
Oil - Vehicles	2,200	2,073	2,200	2,200	0.00%
HW Maint. Supplies-Vehicle	20,000	20,755	20,000	20,000	0.00%
HW Tires - Vehicles	7,000	5,717	7,000	7,000	0.00%
HW Outside Maint. - Vehicle	25,000	20,619	25,000	25,000	0.00%
HW Telephone	2,000	2,464	2,000	2,000	0.00%
Heating Fuel - Bldg	-	-	10,000	10,000	0.00%
Electric-Street Lights	-	-	60,000	60,000	0.00%
Electric-Parks/Lights	-	-	12,450	12,450	0.00%
Electric -Highway Garage	-	-	1,850	1,850	0.00%
Cemeteries	-	-	500	500	0.00%
Park Maint.	-	-	5,500	5,500	0.00%
Town Clock Maint.	-	-	6,750	5,000	-25.93%
Generator Maint.	-	-	2,500	1,000	-60.00%
HW Bldg Maintenance	-	-	5,000	5,000	0.00%
HW Equip/Mow Maint.	-	-	2,500	2,500	0.00%
Ditching	1,000	555	1,000	1,000	0.00%
Roadside Mower- Maint	1,000	1,924	2,000	2,000	0.00%
Tree Removal/Planting	15,000	14,615	15,000	15,000	0.00%
Public Shade Trees	-	-	2,625	-	-100.00%
Guardrails	15,000	-	15,000	5,000	-66.67%
Signs & Posts	8,000	8,469	8,000	8,000	0.00%
Line Painting	3,000	1,878	3,000	3,000	0.00%
Hot Mix patching	-	-	-	5,000	100.00%
Paving Roads	-	9,665	-	-	
Cold Patching	2,000	1,852	2,000	2,000	0.00%
Culverts	10,000	(96)	10,000	5,000	-50.00%
Gravel	65,000	45,349	65,000	65,000	0.00%
Chloride	30,000	25,846	30,000	30,000	0.00%
Road Salt	90,000	90,723	90,000	105,000	16.67%
Winter Sand	25,000	27,785	25,000	25,000	0.00%
New Equip. Purchase	-	178,583	-	-	
Leased Equipment	33,000	32,409	-	-	
<b>Total:</b>	<b>755,155</b>	<b>822,432</b>	<b>898,340</b>	<b>974,675</b>	<b>8.50%</b>

# Planning Commission Report

As Chair of the Planning Commission (PC), I respectfully submit the following summary of activity during calendar 2025.

Following the update of the Brandon Land Use Ordinance (BLUO) update, approved by the Select Board in late 2024, the PC turned its attention to state revisions to ACT 250.

In order to provide relief from the time and expense needed to complete ACT 250 review, the legislature enacted ACT 181 which divides the state into geographic tiers based on population density and availability of municipal services (i.e. water, septic, zoning regulations). The Planning Commission's recommendation to the Select Board was to seek "Tier 1B" status (only 'cities' qualify as Tier 1A). Tier 1B designation exempts properties under 10 acres from ACT 250 and lowers wastewater connection permit fees.

During 2025 we worked closely with

the Rutland (county) Regional Planning Commission (RRPC) to produce Brandon's piece of the Draft Regional Plan map. The Map outlines areas in the county which qualify as Planned Growth Areas with the goal of concentrating future development in compact village centers offering water and sewer service. The Regional Plan is slated for release in May 2026.

Other accomplishments included:

- Review of the Zoning Permit Fee schedule. After analyzing nearby towns' fee schedules, it was determined Brandon's fees are in line with the norm and no changes were needed.

- Commissioners are participating on the Brandon Workbook (last updated in 2002) committee to provide updated design guidelines for new construction.

- At town management's request, the PC is beginning work to review the Rental Housing

Code ordinance with a view to meeting current Vermont statutes around short-term rentals (Airbnb).

- Potential clarifications and updates to the land use bylaws are being compiled to reflect changes in state bylaws. The Flood Hazard Regulations section of the BLUO requires minor additions to ensure compliance with the National Flood Insurance Program (NFIP).

The Planning Commission holds its open-to-the-public meetings on the first Monday of each month at 6PM in the Town Hall. Meetings can be viewed on ZOOM and the agenda, minutes and recording are posted on the town website.

Planning Commissioners:  
Jack Schneider, Chair; Natalie Steen, Vice-Chair; Lisa Peluso, Neil Silins, Sara Stevens, Alternate (TBD)

# Planning & Zoning Admin Report

The Zoning Administrator processed over 50 permit applications for the calendar year 2025 (as of Dec. 1)

Project/# Applications:	
Additions/Decks/Sheds/Garages	21
New Home Construction	8
Signs	6
Change Of Use	10
Subdivisions/ Boundary line Adjustments	4
Demolition/Razing of Structures	3
Home Occupation	2

2025 has been another active year for the zoning dept. with many new homes being constructed as well as a few that have been razed and replaced with new construction.

There are a couple of new businesses intending to open in 2026, as well as a few businesses that have either moved location or relocated to the village center so be sure to check them out.

Please remember to check with the town Zoning Administrator if a permit is

required for your project.

The Town is preparing a new website. All permit applications will be accepted electronically. In the meantime, paper submissions are accepted. The link to the blank application form is located on the Town of Brandon website under Zoning and Planning.

Respectfully submitted,  
Larry Stevens

## TOWN OF BRANDON Zoning Budget

	Budget FY- 2025	Actual FY-2025 Pd:12	Budget FY - 2026	Budget FY - 2027	FY - 26/27 Change
<b>Code Enforcement Revenues</b>					
Land Use Permit Revenue	6,500	5,376	6,500	6,500	0.00%
Rental Code Compliance	9,000	3,350	9,000	3,500	-61.11%
<b>Total:</b>	<b>15,500</b>	<b>8,726</b>	<b>15,500</b>	<b>10,000</b>	<b>-35.48%</b>
<b>Code Enforcement Expenses</b>					
Salaries & Benefits	44,015	40,816	47,355	45,315	-4.31%
Travel & Expenses	300	31	300	300	0.00%
Dues & Subscriptions	4,000	3,996	4,000	4,000	0.00%
Continuing Education	500	1,045	500	500	0.00%
Legal Services - zoning	1,500	-	1,500	1,000	-33.33%
Professional Supplies	100	53	100	100	0.00%
Planning/Zoning Postage	150	-	150	150	0.00%
Legal Advertising	500	371	500	1,000	100.00%
Energy Cm Public Outreach	1,500	1,498	1,500	1,500	0.00%
<b>Total:</b>	<b>52,565</b>	<b>47,809</b>	<b>55,905</b>	<b>53,865</b>	<b>-3.65%</b>

# Rutland Regional Planning Commission Report

The Rutland Regional Planning Commission (RRPC) turned planning into action in FY25—advancing the 2026 Rutland Regional Plan under Act 181 with an update to the Regional Future Land Use Map, delivering clean-water projects as the South Lake Champlain CWSP, and improving municipal building energy efficiency through the Municipal Energy Resilience Program (MERP). We strengthened coordination across all 27 towns through new Town Manager and Administrator Meetings and Selectboard Meet-Ups, ensuring every community has a voice in shaping regional priorities. Our mission remains clear: to provide cost-effective and value-added community and economic development that helps to make the Rutland Region a vibrant, resilient, and forward-looking place to live, work, and grow. Learn more and sign up for our newsletter at [www.rutlandrpc.org](http://www.rutlandrpc.org) and see a detailed annual report at [www.vapda.org](http://www.vapda.org).

**Planning and Zoning** – Advanced the comprehensive update of the 2026 Rutland Regional Plan, emphasized by locally-led, flexible, outcome-driven, deep public engagement. Created the Town Plan Toolkit, assisted 21 Planning Commissions, and supported town plan and bylaw updates in Benson, Castleton, Clarendon, Middletown Springs, Pittsford, Tinmouth, Wells, and West

Haven. Hosted training courses on Act 181 and the Open Meeting Law and supported new designations in Brandon, Fair Haven, and Sudbury.

**Housing** – Supported Brandon and Fair Haven on Neighborhood Development Area eligibility, advanced Brownfields assessments for housing in Brandon, Rutland City, and West Rutland, updated the Housing Resource Guide and set municipal housing targets from regional and state housing assessments.

**Economic and Workforce Development** – Completed Phase 3 of the Rutland Asset Mapping Project (RAMP) and merged it with CEDRR’s Real Rutland initiative. Supported Rutland City’s TIF District. Through the Municipal Technical Assistance Program (MTAP), advanced community improvements in Benson and wastewater upgrades in West Pawlet. Revitalized the Rutland Region Workforce Investment Board (RRWIB), co-hosted the Bring Back the Trades with 2,200 students, and launched the WORC6 Bridge Program, by investing nearly \$1 million into job training and career pathways for high school students and adults in the Rutland Region.

**Emergency Planning** – Coordinated the REMC and strengthened the formal partnership with the Rutland Regional Disaster Cooperative (RRDC) to improve

emergency preparedness, communication, and recovery capacity across municipalities. RRPC also advanced hazard mitigation plans for Middletown Springs, Rutland Town, Fair Haven, and Rutland City, and supported a federally funded flood resilience study in Mount Tabor.

**Energy and Climate** – Administered MERP implementation grants, assisted towns with RFPs and project design, completed four Enhanced Energy Plans, and finalized the 2026 Regional Enhanced Energy Plan with municipal energy targets. Conducted a Prime Resource Map analysis through the Climate Pollution Reduction Grant to align renewable siting with regional land use goals.

**Clean Water and Infrastructure** – As CWSP for the South Lake Champlain Basin, advanced 23 natural infrastructure projects in 11 towns totaling \$325,000 to reduce phosphorus and erosion. Collaborated on the Sunset Lake Road design, updated the Watershed Projects Database, and supported wastewater upgrades in Poultney, Pittsford, and Pawlet.

**Brownfields Redevelopment** – Advanced assessment and cleanup planning for 10 sites in Rutland City, Rutland Town, Pittsford, and Proctor, including the Former Berwick Hotel, Lynda Lee Factory, Vermont Marble Company, and Vermont Farmers Food Center, turning underused sites into community assets supporting agriculture, business, childcare, housing, and workforce.

**Transportation and Mobility** – Worked with VTTrans to enhance transportation safety and connectivity in all towns. Led the TOD Masterplan in Rutland City. Served as Municipal Project Manager for projects in Brandon, Rutland Town, West Rutland, Wallingford, and Proctor. Launched the Rutland Airport Committee, completed sidewalk inventories, and held the Road Foreman Rodeo.

**Governance and Collaboration** – Created a new RRPC Board of Commissioners Handbook. Assumed fiscal management of the Otter Creek Communications Union District and launched quarterly Town Manager and Administrator Meetings and Regional Selectboard Meet-Ups to strengthen coordination and shared services.

We thank our dedicated commissioners, municipal leaders, and community partners whose collaboration drives progress in our region. Together, we are building a more healthy, equitable, resilient Rutland Region.

Devon Neary  
Executive Director

## Rental Housing Report

2025 has been a good year for rentals, since the first of the year I have performed 42 rental inspections. I would like to thank all the landlords in Brandon for keeping their rentals in compliance with the Brandon Rental Housing Code. The Brandon Rental Housing Code is available on the Town website for anyone looking to register a rental unit. Just a reminder that all rentals must be inspected before being occupied, and any time there is a change in tenancy, this applies to renting to family members as well. the Town of Brandon is now using an online scheduling system to make it

more convenient for landlords to schedule inspections, the link is available on the Town website under Rental Housing.

The Brandon Planning Commission is also looking at the Rental Housing Code to see if there are any needed changes as the Rental Code has not been revised since 1999.

Again, I would like to thank all Landlords and property managers for your hard work in helping to maintain our rental housing standards.

Respectfully submitted,  
Larry Stevens

## Vital Statistics Report

	2025	2024	2023	2022
<b>Births</b>	29	35	28	57
<b>Deaths</b>	57	67	39	37
<b>Civil Marriages</b>	23	34	33	38

Due to the town’s liability exposure and the possible use of information fraudulently, the Vermont Department of Health has recommended against printing names in the Vital Statistics section of the Town Report. The Brandon Town Clerk’s office concurs with this policy.

# Brandon Restorative Action for Victims and Offenders (BRAVO)

Restorative Justice offers offenders and the community an alternative (and sometimes a complementary path) to the criminal justice system. Brandon is somewhat unique in Vermont, as we are one of few towns with our own restorative justice program; most programs are found at the county level.

BRAVO only handles "less serious" matters at the "pre-charge" stage. This means that appropriate cases are referred by Brandon Chief of Police, David Kachajian, before formal charges are filed in court. Three BRAVO panel members then meet with offenders, harmed parties, representatives of the community, and with parents or guardians of juvenile offenders. Together, they create a plan to address the harm done, the needs of parties harmed, and the needs of the community at large. The offender's participation is entirely voluntary; each offender must accept responsibility for his or her actions. Restorative Justice plans

often involve restitution, letters of apology, and community service. The process itself can be healing for the people involved.

The number of cases appropriate for referral to BRAVO can vary widely from year to year. In 2025 BRAVO handled no new cases. There are several reasons for this. Among them, due to staffing shortages, the Brandon Police force has had to concentrate primarily on serious offenses. These more serious cases would not be appropriate for BRAVO, since we handle only matters that are not being filed in court. BRAVO volunteers have kept busy attending training and serving with Rutland's Restorative Justice panels.

BRAVO was founded a number of years ago by local residents Art Doty, Lance Mead, and Debbie Boyce. With Restorative Justice becoming more popular and now "mainstream" in Vermont, the legislature has sought to expand access

to Restorative Justice statewide. New legislation and new procedures may affect how BRAVO operates in the future, in that greater cooperation may be necessary with neighboring and county-wide programs.

The BRAVO volunteers believe that they help to support a safe community by listening to and addressing the needs of victims, offenders, and the community in a local setting and at the earliest possible time. Our Advisory Board meets most months to handle necessary business. We are looking for several more members, particularly those who might also be interested in serving on cases in Rutland. If you are interested in participating in BRAVO's work, please consider joining. For more information, please see <https://www.townofbrandon.com/town-committees/bravo/>.

Mitch Pearl, Chair  
Paula Ashley and Sue Gage,  
Co-Coordiators

## TOWN OF BRANDON

### Clerk/Treasurer Budget

	Budget FY- 2025	Actual FY-2025 Pd:12	Budget FY - 2026	Budget FY - 2027	FY - 26/27 Change
<b>Clerk/Treasurer Revenues</b>					
Pilot/CU	52,400	54,255	55,000	55,000	0.00%
Wastewater Administration	30,000	30,000	30,000	30,000	0.00%
BFD- Admin	-	-	-	15,000	100.00%
Liquor License Revenue	2,000	1,990	2,000	2,000	0.00%
Land Records	27,000	31,425	29,930	30,000	0.23%
Vault Time	5,000	4,258	5,000	5,000	0.00%
Misc. Clerk Revenues	400	385	200	350	75.00%
Marriage Licenses	400	390	500	400	-20.00%
Hunting/Fishing Licenses	50	57	70	60	-14.29%
Vital Statistics	6,100	6,427	6,100	6,400	4.92%
Dog License Revenue	1,500	1,385	1,500	1,400	-6.67%
Records Preservation	9,820	11,392	11,070	11,000	-0.63%
Interest Revenue	8,500	23,166	20,000	20,000	0.00%
Penalty & Int. Revenue	38,000	21,048	15,000	20,000	33.33%
Grants	-	5,000	-	-	-
<b>Total:</b>	<b>181,170</b>	<b>191,177</b>	<b>176,370</b>	<b>196,610</b>	<b>11.48%</b>
<b>Clerk/Treasurer Expenses</b>					
Salaries & Benefits	209,560	208,108	216,300	245,835	13.65%
Travel & Expenses	150	103	150	150	0.00%
Dues & Subscriptions	250	205	250	250	0.00%
Professional Development	500	365	500	500	0.00%
Elections	5,500	971	5,500	5,500	0.00%
Dog License Expense	150	175	150	175	16.67%
Office Supplies	650	499	750	700	-6.67%
Records Preservation	9,820	4,523	11,070	11,000	-0.63%
Office Equipment	-	-	2,000	-	-100.00%
Grant Expenses	-	5,075	-	-	-
<b>Total:</b>	<b>226,580</b>	<b>220,025</b>	<b>236,670</b>	<b>264,110</b>	<b>11.59%</b>

# Elected and Appointed Officials and Staff

## ELECTED OFFICIALS

### Justices of the Peace

Doug Bailey 2027  
 Kathy Clark 2027  
 Del Cook 2027  
 Sally Cook 2027  
 Bud Coolidge 2027  
 Wendy Feldman 2027  
 Hillary Knapp 2027  
 Bill Moore 2027  
 Todd Nielsen 2027  
 John Peterson 2027  
 Laura Peterson 2027  
 Tricia Welch 2027

### Moderator

Bill Moore 2026

### Select Board

Doug Bailey 2027  
 Brian Coolidge 2026  
 Ralph Ethier 2028  
 Jeff Haylon 2026  
 Cecil Reniche-Smith 2026

### Town Clerk

Sue Gage 2026

### Town Treasurer

Sue Gage 2026

### Trustees of Public Funds

Faith Daya 2026  
 Devon Fuller 2026  
 Tracy Wyman 2026

## APPOINTED OFFICIALS

### Animal Control Officer

Larry Stevens

### BRAVO Board

Paula Ashley 2026  
 Debbie Boyce 2026  
 Sue Gage 2026  
 Erin Kilpeck 2026  
 Mitch Pearl 2026

### Development Review Board

Robert Clark 2027  
 Jim Des Marais 2026  
 John Peterson 2028  
 Jack Schneider 2028  
 Samantha Stone 2026  
 Ralph Either, alt. 2026

### E-911 Coordinator

Thomas Kilpeck

### Emergency Management Coordinator

Jeff Haylon

### Emergency Management Director

Seth Hopkins

### Energy Committee

Erin Ballantine  
 Robert Black  
 Serge Cotnoir  
 Jim Emerson  
 David Martin  
 Jack Schneider

### Fence Viewers

Bob Kilpeck 2026  
 Jon Wyman 2026  
 Tracy Wyman 2026

### Fire Warden

Linwood Bovey 2029  
 Jon Wyman, Deputy 2029

### Green-up Day Coordinator

James Leary 2026

### Health Officer

Larry Stevens 2026

### Deputy Health Officer

Vacant

### Historic Preservation Commission

Frank Bump 2026  
 Vicki Disorda 2026  
 Vacancy 2026  
 John Peterson 2028  
 Dennis Reisenweaver 2027

### Inspector of Lumber

Bob Kilpeck 2026

### Otter Creek Communications Union District Representative

Peter Werner 2026  
 Bill Moore, alt. 2026

### Otter Creek Watershed Insect Control District Representatives

Wayne Rausenberger 2026  
 Kerry White 2026  
 Olya Hopkins, alt. 2026

### Planning Commission

Lisa Peluso 2027  
 Jack Schneider 2028  
 Neil Silins 2026  
 Natalie Steen 2028  
 Sara Stevens 2026

### Revolving Loan Fund Committee

Wendy Bizzarro 2026  
 Stephanie Jerome 2028  
 Karen Lynch 2028  
 Frank Spezzano 2027  
 Catherine Wall 2026  
 Tom Whittaker 2027  
 Judy Bunde, alt. 2026  
 Jack Schneider, alt. 2027

### Rutland County Solid Waste District Representative

Vacant 2026  
 Tracy Wyman, alt. 2026

### Rutland Emergency Management Committee Representatives

Seth Hopkins 2026  
 Thomas Kilpeck 2026

### Rutland Region Transportation Council Representative

Jeremy Disorda 2026  
 Brian Kilpeck, alt. 2026

### Rutland Regional Planning Commission Representative

Jack Schneider 2026  
 Lisa Peluso, alt. 2026

### Tree Warden

Neil Silins 2026

### Weigher of Coal

Olya Hopkins 2026

### Zoning Administrator

Larry Stevens 2027

### Acting Zoning Administrator

Natalie Steen

## STAFF

### Economic Development Officer

Bill Moore

### Police Department

Mikayla Cochran  
 David Kachajian  
 Ethan Kelleher  
 Paul Samataro  
 Samantha Sumner

### Public Works Department

Ian Buckley  
 Jeremy Disorda  
 Brian Kilpeck  
 Tim Kingston  
 Bob LaPorte  
 Kyle Leedom  
 Ray Marcoux

### Recording Secretary

Hillary Knapp

### Recreation

Bill Moore  
 Robin Douglas

### Rental Housing Officer

Larry Stevens

### Town Management Team

Seth Hopkins  
 Bill Moore

### Town Office Staff

Luanne Merkert  
 Jacolyn Savela  
 Elaine S. Smith

## Intergovernmental / Partner Agencies Budget

	Budget FY- 2025	Actual FY-2025 Pd:12	Budget FY - 2026	Budget FY - 2027	FY - 26/27 Change
<b>Intergovernmental Revenue</b>					
INS. AUDIT REIM	-	7,718	-	-	
<b>Total:</b>	<b>-</b>	<b>7,718</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Intergovernmental Expenses</b>					
VLCT Insurance	93,000	81,475	94,000	90,000	-4.26%
Unemployment Insurance	7,000	5,186	7,000	6,500	-7.14%
Worker's Comp Insurance	66,000	58,620	66,000	65,000	-1.52%
Insurance Deductible	1,000	-	1,000	1,000	0.00%
County Tax	31,000	26,627	32,000	30,000	-6.25%
Rut. Regional Commission	1,000	1,000	4,130	4,130	0.00%
Green-Up Day	750	684	750	750	0.00%
Public Transit	3,500	3,500	3,500	3,500	0.00%
REDC/CEDRR	500	500	500	500	0.00%
Rut Nat Resources Conservation	250	-	250	-	-100.00%
Mosquito Control	51,235	51,232	51,235	56,145	9.58%
<b>Total:</b>	<b>255,235</b>	<b>228,823</b>	<b>260,365</b>	<b>257,525</b>	<b>-1.09%</b>

## Debt Service Budget

	Budget FY- 2025	Actual FY-2025 Pd:12	Budget FY - 2026	Budget FY - 2027	FY - 26/27 Change
<b>Debt Service Expenses</b>					
RT 7 Town Share -2006	145,500	138,436	138,000	135,000	-2.17%
PD Bond Payment	25,300	22,557	24,640	22,075	-10.41%
2016 Segment 6 Bond	60,550	60,502	59,400	-	-100.00%
<b>Total:</b>	<b>231,350</b>	<b>221,495</b>	<b>222,040</b>	<b>157,075</b>	<b>-29.26%</b>

## Reports

### *from Intergovernmental Appropriations and Public Agencies*

#### GREEN UP DAY VERMONT

Dear Brandon Community Members,  
I have some good news and some bad news about the results of Brandon's Green Up day efforts in May 2025. First, the good news... our intrepid Green Up volunteers removed almost three thousand pounds of garbage and tires from our roadsides this year! Correspondingly, the bad news is that thousands of pounds of garbage and scores of tires accumulated on our roadsides and landscape since Green Up Day in 2024.

While I applaud the efforts of those who make Green Up Day a success year after year, I nevertheless am

eagerly awaiting the day when we no longer need a Green Up Day! Until then, I thank our volunteers and the crew at the transfer station for their help on Green Up Day and beyond. Special recognition goes out to folks who clean up our roadsides throughout the year to keep our roadsides unspoiled, and to those who properly dispose of their tires and trash.

The underlying objective of Green Up Day is laudable. Increasingly, however, some folks place unwanted household items and tires on the roadsides in the days immediately preceding Green Up Day with the expectation that a Green

Up volunteer will remove those items at no cost to the offender. Rather than consider how they might assist Green Up efforts, these folks evidently consider only how Green Up Day can benefit them. This is disheartening and, in time, could undermine volunteers' willingness to participate in Green Up Day. If this sounds like you, please consider making a positive contribution to Green Up Day next year.

Thank you,  
Jim Leary  
Brandon Green Up Day Coordinator

## OTTER CREEK WATERSHED INSECT CONTROL DISTRICT

The Otter Creek Watershed Insect Control District (OCW) experienced an exceptional year in 2025, made possible through the steadfast support of our six member towns, the dedication of our staff, the volunteer service of our Board of Trustees, the generosity of the Lake Dunmore Fern Lake Association (LDFLA), and our continued collaboration with the Vermont Agency of Agriculture, Food and Markets (VAAFM).

*Key Operational Statistics – 2025*  
*No-spray requests: 177 (2024: 90)*  
*Larva dip sampling: 362 (2024: 140)*  
*Larvicide treatments: 4 (2024: 0)*  
*Adult CDC*  
*light trap sampling: 214 (2024: 78)*  
*Adulticide*  
*spray missions: 92 (2024: 3)*

During the past year, the District successfully addressed several critical capital improvement needs through a combination of funding sources, including the VAAFM Larvicide Grant, contributions from the LDFLA, a private community loan, and allocations from the District's

Capital Improvement account. These investments enabled the purchase of new entomology laboratory equipment and lab/office HVAC upgrades, the acquisition of 3 used trucks to replace the 3 of District's aging fleet, and the replacement of outdated laptops with two new systems. Collectively, these improvements were essential to the District's operational success in 2025.

Looking ahead, a key near-term capital improvement priority is the installation of running water, restroom facilities, a chemical safety shower, and a wastewater and sewage system at the District's office, laboratory, and warehouse facility (estimated cost: \$50,000). This project will enhance staff safety, ensure compliance with chemical handling standards, and improve the overall functionality of the District's operational base.

At its Annual Meeting in November, the Board of Trustees approved the Fiscal Year 2026 Budget, reflecting an overall 5% increase from 2025. Individual town assessments were recalculated to reflect updated Equalized Education

Grand List data for 2024 and refined Adulticide Spray Route mileage figures for each municipality, resulting in minor adjustments to assessment percentages.

Additionally, the Board has elected the following leadership team for the coming year: Chair - Jeff Schumann (Salisbury), Vice-Chair - Jeff Whitting (Goshen), Secretary - Steve Belcher (Pittsford), and Auditor - Albert Wentz (Proctor). There were no candidates for Treasurer; therefore, in accordance with the OCW By-laws, the current Treasurer, Doug Perkins (Leicester), will continue to serve until a successor is elected.

The Board of Trustees remains committed to enhancing the quality of outdoor living throughout the watershed through the effective management of nuisance mosquito populations, guided by the principles of Integrated Pest Management (IPM). For district information, check our website at: <https://ocwidc.com>.

Respectfully submitted on behalf of  
the OCW Board of Trustees,  
Jeffrey A. Schumann, Ph.D. Chair

## BRANDON HISTORIC PRESERVATION COMMITTEE ANNUAL REPORT

The Brandon Historic Preservation Commission (BHPC) has had a good year. We have been in contact with one homeowner about getting their property listed on the National Historic Registry and identified other properties that might be eligible for listing.

The Brandon Historic Preservation Commission is dedicated to safeguarding the architectural heritage and cultural legacy of our community. Through its ongoing efforts, the commission seeks to promote awareness, encourage responsible stewardship, and ensure that historic resources are preserved for future generations.

Our commission is finally up to its full complement. We have instituted term limits for all members to be consistent

with other Town committees. The Commission has been requested to start an update of the Brandon Workbook. The Workbook provides recommendations and guidelines for the Select Board, Planning Commission and property owners concerning historic preservation and design considerations. A working group has been formed and started a review of the Workbook. It is anticipated to have the revision completed by September 2026. The Commission is looking into the possibility of designing and producing historic plaques for buildings that are significant. I would like to thank the Commissioners and the Town staff for their support and time. The BHPC is a requirement for Brandon to meet the Certified Local Government Program.

Our commission is now fully staffed, with term limits set for all members in line with other Town committees. We have been asked to update the Brandon Workbook, which provides recommendations and guidelines for the Select Board, Planning Commission and property owners concerning historic preservation and design considerations. A working group is reviewing it, aiming to finish revisions by September 2026. The Commission is also considering creating historic plaques for notable buildings. Thanks go to the Commissioners and Town staff for their support. BHPC is required for Brandon's participation in the Certified Local Government Program.

Dennis W. Reisenweaver, Chair

# Accounts

## Debt and Loan Balances

PERIOD ENDING 6/30/2025						
	BALANCES	ANNUAL PMT 25/26	ANNUAL PMT 26/27	ANNUAL PMT 27/28	ANNUAL PMT 28/29	DATE COMPLETED
<b>LONG-TERM DEBT</b>						
<b>BONDS Wastewater</b>						
Waste Water, System Improvements, 3.52% int.	\$ 289,134.07	\$ 30,869	\$ 30,855	\$ 30,841	\$ 30,826	December-36
Waste Water, Carver Street Extension of System, 3.42% int	\$ 4,543.44	\$ 4,626	\$ -	\$ -	\$ -	December-25
Waste Water, Champlain St Pump Station, 2.25% int	\$ 410,407.69	\$ 22,964	\$ 22,984	\$ 22,964	\$ 22,964	February-48
USDA Bond WWTP, 1.75% int	\$ 3,634,055.93	\$ 162,540	\$ 162,540	\$ 162,540	\$ 162,540	November-54
<b>STATE REVOLVING LOAN FUNDS Wastewater</b>						
CWSRF Park St - \$12,962 forgiven, \$32231.91/yr beg 5/1/21, 2% int	\$ 419,938.11	\$ 30,928	\$ 30,928	\$ 30,928	\$ 30,928	May-40
WWTP - CWSRF RF1-223, Principal Forgiven \$327,672, 2% int	\$ 149,231.36	\$ 9,127	\$ 9,127	\$ 9,127	\$ 9,127	August-44
<b>TOTAL WASTEWATER DEBT</b>	<b>\$ 4,907,310.60</b>	<b>\$ 261,054</b>	<b>\$ 256,414</b>	<b>\$ 256,400</b>	<b>\$ 256,385</b>	
<b>BONDS General Fund</b>						
General Fund, Infrastructure Bond 2006, 4.674% int	\$ 270,000.00	\$ 136,806	\$ 138,149	\$ -	\$ -	December-26
General Fund, PD Building Rehab, 3.148%	\$ 157,750.00	\$ 24,635	\$ 23,984	\$ 23,332	\$ 22,681	December-32
General Fund, Overflow Culver, Rte 7, Bridge 114, 3.3%	\$ 542,880.00	\$ 59,381	\$ 58,197	\$ 56,950	\$ 55,656	November-37
<b>CAPITAL LEASES/LOANS</b>						
General Fund - Truck Loan, Hwy, 4.5% interest - Paid from LOT funds	\$ 90,000.00	\$ 23,879	\$ 22,966	\$ 22,059	\$ 21,141	December-29
<b>TOTAL GENERAL FUND DEBT</b>	<b>\$ 1,060,630.00</b>	<b>\$ 244,700.75</b>	<b>\$ 243,296.13</b>	<b>\$ 102,340.90</b>	<b>\$ 99,477.74</b>	
<b>TOTAL DEBT ALL FUNDS</b>	<b>\$ 5,967,940.60</b>	<b>\$ 505,754.25</b>	<b>\$ 499,709.63</b>	<b>\$ 358,740.40</b>	<b>\$ 355,862.74</b>	

## Tax Expenditures

<b>EXPENDITURES</b>	<b>FY25 ADOPTED</b>	<b>FY25 ACTUAL</b>	<b>FY26 ADOPTED</b>	<b>FY27 PROPOSED</b>
<b>Tax Expenditures</b>				
Tax Sale Expenses	5,000	-	5,000	5,000
<b>Total</b>	<b>5,000</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>

## Sale of Town-Owned Assets

The Town currently holds no real estate it wishes to sell. The Town uses municibid.com to market equipment and vehicles it wishes to sell.

## Treasurer's Tax Report (aka Tax Reconciliation)

TAXES BILLED 2024-2025	TAX RATE	X GRAND LIST =	TOTAL RAISED
Non-Residential Education	1.8624	\$ 1,406,665	\$ 2,619,772
Homestead Education	1.6721	\$ 2,097,676	\$ 3,507,524
Municipal			
Town	0.7976	\$ 3,512,143	\$ 2,801,285
Fire District #1	0.0960	\$ 3,512,143	\$ 337,166
Local Agreement Rate	0.0076	\$ 3,512,143	\$ 26,692
Appropriations	0.0956	\$ 3,512,143	\$ 335,761
Misc Taxes			\$ 1,602
Total Taxes Billed			\$ 9,629,802
Total Taxes Collectible			\$ 9,629,802

Taxes Paid by 5/15/2025	\$ 9,294,866
Abatements	\$ (5,289)
Delinquent Taxes	\$ 340,633
Total Taxes Accounted for	\$ 9,630,210
variance	\$ (407)

### TAXES PAID TO:

Otter Valley Unified Union School District (OVUUSD)	\$ 5,214,712
Brandon Fire District #1	\$ 329,250
Total	\$ 5,543,962

### EDUCATION TAX CASH FLOW FINAL

State Payments, Education	\$ 927,771
State Payments, Municipality	\$ 142,633
Non-Residential Education Tax Billed	\$ 2,631,168
Homestead Education Tax Billed	\$ 3,523,075
Payments to OVUUSD	\$ (5,214,712)
	\$ 939,531
State Payments	\$ (1,070,404)
State Payments to Municipality	\$ 142,633
Late Fees Retained	
.225 of 1% Retained by Municipality - Homestead	\$ (5,839)
.225 of 1% Retained by Municipality - Non-Residential	\$ (5,920)
Variance, Local Agreement	\$ 0

NOTE: FOR PURPOSES OF RECONCILING THE EDUCATION TAX BILLING, FINAL GRAND LIST AMOUNTS ARE USED IN THE TAX CALCULATION AT THE TOP OF THE PAGE. THESE FIGURES VARY SLIGHTLY FROM THE BILLED TAXES WHICH ARE BASED ON THE GRAND LIST IN JULY.

Respectfully Submitted  
Susan Gage, Treasurer

## Tax Rates / Grand List / Town Budget Over Time

	6/30/22	6/30/23	6/30/24	6/30/25	6/30/26
<b>GRAND LIST</b>					
Grand List	\$345,374,100	\$345,824,000	\$348,059,100	\$351,563,700	\$353,738,900
<b>TAX RATES</b>					
Town Budget	0.7945	0.7843	0.7864	0.7976	0.8132
Voted Appropriations	0.0857	0.0628	0.0697	0.0956	0.0844
Fire District	0.0859	0.0938	0.0946	0.0960	0.0962
Local Agreement Rates	0.0062	0.0061	0.0059	0.0076	0.0079
<b>Total Local Tax Rates</b>	<b>0.9723</b>	<b>0.9470</b>	<b>0.9566</b>	<b>0.9968</b>	<b>1.0017</b>
<i>increase over prior year</i>	1.4397%	-2.6021%	1.0137%	4.2045%	0.4896%
<b>Education Rates</b>					
Non Residential Education	1.6356	1.5758	1.6530	1.8624	1.8224
Homestead Education	1.3862	1.3735	1.4330	1.6721	1.6824
<b>Total Tax Rate, Homestead</b>	<b>2.3585</b>	<b>2.3205</b>	<b>2.3896</b>	<b>2.6689</b>	<b>2.6841</b>
<i>increase over prior year</i>	2.2589%	-1.6112%	2.9778%	11.6890%	0.0057%
<b>Total Tax Rate, Non Residential</b>	<b>2.6079</b>	<b>2.5228</b>	<b>2.6096</b>	<b>2.8592</b>	<b>2.8241</b>
<i>increase over prior year</i>	2.8839%	-3.2632%	3.4406%	9.5655%	
<b>APPROVED BUDGETS</b>					
Budget to be Raised by Taxes	\$2,744,135	\$2,712,274	\$2,737,260	\$2,804,212	\$2,876,645
<i>increase over prior year</i>	0.9484%	-1.1611%	0.9212%	2.4459%	2.5830%
<b>APPROPRIATIONS</b>					
ARC of Rutland	3,500	-	-	4,000	4,000
Brandon Area Chamber of Commerce	1,000	1,000	1,000	1,000	1,000
Brandon Area Rescue Squad	28,000	82,580	82,580	82,580	82,580
Brandon Free Public Library	92,000	92,000	92,000	92,000	92,000
Brandon Independence Day Committee	6,000	7,000	7,000	7,000	7,000
Brandon Senior Citizens Center	13,500	13,500	13,500	15,500	15,500
Charter House Coalition	3,000	3,000	3,000	3,000	-
Foxcroft Farm	-	-	-	-	-
Open Door Clinic, Community Health Services	1,000	1,000	1,000	1,000	1,000
RSVP	550	550	550	550	-
Rutland Area Visiting Nurses	10,200	10,200	10,200	10,200	10,200
Rutland County Humane Society	750	1,500	1,500	1,500	1,500
Rutland Mental Health	6,624	-	-	-	-
Southwest Council on Aging	2,400	-	2,900	2,900	2,900
Stephen Douglas House	2,500	5,000	2,500	5,000	5,000
Infrastructure / Paving	100,000	-	-	85,000	-
Vermont Adult Learning	-	-	-	-	1,000
Brandon American Legion Post #55	25,000	-	25,000	25,000	25,000
TOB Paving Appropriation	-	-	-	-	50,000
	\$296,024	\$217,330	\$242,730	\$336,230	\$298,680

## Properties Voted Exempt & Properties with Tax Stabilization

PROPERTIES VOTED EXEMPT				
DATE VOTED	NAME	BEGINNING DATE	END DATE	VALUE BEFORE EXEMPTION
3/4/24	BARS Building & Land	7/1/24	6/30/29	584,200
3/3/15	Brandon Senior Citizens	7/1/20	6/30/25	257,800
3/4/24	Brandon Masonic Assn	7/1/24	6/30/29	264,100
PROPERTIES WITH TAX STABILIZATION				
DATE STABILIZED	NAME	STABILIZATION END DATE	STABILIZED VALUE	VALUE BEFORE EXEMPTION
7/1/23	MT Associates LLC	6/30/33	280,000	706,500
7/1/19	Smith Block LLC	6/30/28	366,900	1,787,300

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## General Fund Balance Sheet

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AS OF 6/30/25

### ASSETS

NBM GF #10070240	\$886,888
Checking #176452010	12,425
Petty Cash - Town Office	150
Petty Cash - Police Dept	50
Petty Cash - Recreation	75
Delinquent Tax Receivable	485,109
Int. & Pen. Receivables	162,042
Accounts Receivable	33,158
Middlebury Acct. 10047019	130
Middlebury CD	1,307,651
Due From/To Other Funds	(1,425,324)
Prepaid Expenses	16,250
<b>Total Assets</b>	<b>\$1,478,604</b>

### LIABILITIES

Accounts Payable	\$62,305
Dog Lic. Fees to State	91
Anticipated Tax Credits	17,354
Deposits Payable	2,100
Deferred Tax Revenue	586,762
Tax Posting Variance	(1,055)
Accts Receivable Posting	158
<b>Total Liabilities</b>	<b>\$667,716</b>

### FUND BALANCE

Fund Balance	\$580,344
Fund Balance-Recreation	18,604
Nonspendable Fund Balance	16,250
Reserved - Records Pres.	50,969

<b>Total Prior Years Fund Balance</b>	<b>\$666,166</b>
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<b>Current Year Fund Balance</b>	<b>\$144,722</b>
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<b>Total Fund Balance</b>	<b>\$810,888</b>
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<b>Total Liabilities and Fund Balance</b>	<b>\$1,478,604</b>
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## General Fund Balance Over Time

Fund Balance	6/30/21	6/30/22	6/30/23	6/30/24	6/30/25
<b>ENDING FUND BALANCE</b>	<b>\$875,689</b>	<b>\$1,038,336</b>	<b>\$791,675</b>	<b>\$666,166</b>	<b>\$810,888</b>
Unrestricted & Unassigned Fund Balance	689,145	784,157	564,485	482,044	725,060
Restricted Highway, statutory	93,479	152,100	—	—	—
Reserved Fund Balance	56,132	57,567	66,203	71,765	69,578
Assigned Fund Balance	30,433	40,162	154,262	105,528	—
Nonspendable Fund Balance	6,500	4,350	6,725	6,829	16,250
<b>Total Fund Balance</b>	<b>\$875,689</b>	<b>\$1,038,336</b>	<b>\$791,675</b>	<b>\$666,166</b>	<b>\$810,888</b>

### Fund Balance Policy in Effect 6/30/2017

Budget for Next Year	\$3,540,044	\$3,447,730	\$3,346,150	3,328,882	3,403,965
% of Unrestricted & Unassigned FB relative to Next Year Budget	19.47%	22.47%	16.87%	14.48%	21.30%

### TOWN OF BRANDON FUND BALANCE POLICY

The purpose of this policy is to set parameters on the town's unrestricted reserve fund balance. Responsible stewardship of the taxpayers' money, and adequate provision for future needs of the town, both foreseen and unforeseen, require the town to maintain a positive fund balance. The fund balance may be used by the selectboard for any purpose not in conflict with Vermont or Federal statute. The selectboard finds that a desirable amount for the town's unrestricted reserve fund balance is not less than 15% nor more than 30% of the town's then-current annual operating budget.

## Local Option Tax Fund Over Time

	to 6/30/21	6/30/22	6/30/23	6/30/24	6/30/25	Totals to Date
<b>BEGINNING BALANCE</b>	<b>483,164</b>	<b>374,146</b>	<b>409,427</b>	<b>43,450</b>	<b>294,158</b>	
<b>REVENUES</b>						
Local Option Tax Revenue	210,667	272,326	266,946	276,975	310,988	1,649,207
Bank Interest	950	609	1,309	3,781	9,100	17,521
Other	-	-	-	-	-	-
<b>Total Revenue</b>	<b>211,617</b>	<b>272,935</b>	<b>286,255</b>	<b>280,756</b>	<b>320,087</b>	<b>1,666,727</b>
<b>EXPENDITURES</b>						
Infrastructure Projects - Park St	-	113,754	-	-	-	113,754
Infrastructure Projects Rte 7 Seg. 6	320,636	-	-	24,453	-	495,090
Equipment Purchase-Backhoe	-	123,900	268,274	-	-	392,174
Building Improvements-New Windows T/O-	-	-	-	15,000	-	15,000
Infrastructure Projects - Town Farm Rd	-	-	157,023	-	-	157,023
Infrastructure Projects - North Bridge R	-	-	25,000	-	-	25,000
Infrastructure Projects - Forest Dale Co	-	-	10,000	-	-	10,000
Infrastructure Projects - McConnell Cul	-	-	50,000	-	-	50,000
Infrastructure Projects -Arnold Dist. Rd	-	-	123,935	-	-	123,935
Equipment Purchases HW Truck	-	-	-	-	86,199	86,199
Infrastructure - Paving	-	-	-	-	39,521	39,521
Infrastructure - Sidewalks	-	-	-	-	22,342	22,342
<b>Total Expenditures</b>	<b>320,636</b>	<b>237,654</b>	<b>634,232</b>	<b>39,453</b>	<b>148,062</b>	<b>1,530,038</b>
<b>Change in Fund Balance</b>	<b>(109,019)</b>	<b>409,427</b>	<b>43,450</b>	<b>284,752</b>	<b>466,184</b>	<b>136,689</b>
<b>ASSETS</b>						
Due To/From Other Funds	374,146	409,427	43,450	294,158	456,778	
<b>TOTAL ASSETS</b>	<b>374,146</b>	<b>409,427</b>	<b>43,450</b>	<b>294,158</b>	<b>456,778</b>	
<b>LIABILITIES</b>						
Liabilities	-	-	-	9,405	-	
<b>FUND BALANCE</b>						
Prior Year Fund Balance	483,165	374,146	409,427	43,450	284,753	
Current Year	(109,019)	35,381	(365,977)	241,303	172,025	
<b>TOTAL LIABILITIES&amp;FUND BALANCE</b>	<b>374,146</b>	<b>409,427</b>	<b>43,450</b>	<b>294,158</b>	<b>456,778</b>	

## Trustees of Public Funds

The Trustees of Public Funds (TOPF) is an independent fund established to manage the trust of the late Shirley Farr, based on her last will and testament after her death in 1955. As a Brandon resident and philanthropist, Ms. Farr was concerned with the environmental conditions and general improvements of the town and local society. The board continues to serve improvements of the town and village through Trust awards for projects not sufficiently provided by taxation.

*Trustees: Tanner Romano, Courtney Satz, Laura Miner. Respectfully submitted by Faith Daya*

TOPF reviewed twelve funding requests for the reporting year. Eight were approved and funded, two were approved and payable in FY2026, Two were considered on-hold or pending further information.

**The Reporter Delivery Driver** approved 8/22/2024. Brandon Town Reporter fees associated with newspaper delivery service. Amount requested \$5,200. Approved \$5,200

**Forestdale Cemetery Tree Storm Damage** placed on-hold 5/17/2024, approved 9/6/2024. Forestdale Cemetery Association request for removal of trees/storm damage repair. Amount requested \$12,000. Approved \$5,000

**BFPL Renovation 3/3** approved 10/2021. Renovations to improve accessibility and provide several necessary upgrades to the BFPL. Amount requested \$50,000 to paid in three payments over three to five years. Amount approved \$30,000 to be paid in three installments over three years. Payment #1 \$10,000 on 10/2022, #2 on 11/2023. In FY2025 Payment #3 on 9/10/2024 for \$10,000.

**OV Hoop Camp** approved 10/30/2024. Fees associated with hosting a two-day basketball camp grades 9-12 at Otter Valley. Amount requested \$2,000. Approved \$2,000.

**Brandon Town Park** place on hold 9/22/2024. To purchase land between E/W Seminary Street to for a dog park. Amount requested \$15,000. Request on-hold.

**BFPL Tech updates/Programs** approved 1/30/2025. BFPL tech support programming and equipment updates. Amount requested \$4,156. Approved \$4,156.

**BFPL Imagination Library** approved 1/30/2025. Dolly Parton Imagination Library operating costs and distribution of books to 113 children. Amount requested \$3,471.36. Approved \$2,500

**ReBHS (Brandon Energy Committee for Toolship)** approved 2/20/2025. Brandon Energy Committee to fabricate a second mobile Toolship. Amount requested \$2,000. Approved \$2,000.

**SolarFest Walking/Biking Trails to Estabrook** approved 2/20/2025. Funds to cover construction materials and supplies expanding walking/biking trails from Solarfest property to Estabrook Park. Amount requested \$20,000. Approved \$10,000.

**Camp Thorpe Development Work** returned request for more information 2/20/2025. Architectural drawings for further development and renovations. Amount requested \$19,420. Pending further information.

**Wastewater Vacuum Sampling** approved 5/15/2025 to be payable in FY26. Will allow the Town to meet new EPA requirements. Amount requested \$20,000. Payable in FY2026.

**United Methodist Church Tower Project** approved 5/15/2025 to be payable in FY26. To fund the repair of the Methodist Church Bell Tower. Amount requested \$10,750. Amount approved \$5,000, payable in FY2026.

### Approved Funding Requests/Expenditures: July 2024-June 2025

The Reporter Delivery Driver	\$5,200
Forestdale Cemetery Tree Storm Damage	\$5,000
BFPL Renovation 3/3	\$10,000
OV Hoop Camp	\$2,000
BFPL Tech updates/Programs	\$4,156
BFPL Imagination Library	\$2,500
SolarFest Walking/Biking Trails to Estabrook	\$10,000
ReBHS (Brandon Energy Committee for Toolship)	\$2,000
FedEX Expense	\$14.60
<b>Total Expenditures:</b>	<b>\$40,870.60</b>

**Ending Balance Bar Harbor Bank & Trust Account  
as of 6/30/2025** ..... \$1,941.29

### Composition of Investment Fund as of June 30, 2025

Morgan Stanley Investment Account	
Cash Balance	\$9,120.76
Equities	\$585,331.30
Fixed Income	\$325,295.55
<b>Total Fund Value on June 30, 2025</b>	<b>\$919,747.61</b>

Five Year Historical Record of Fund Value	
Year end June 30, 2021	\$939,476.23
Year end June 30, 2022	\$770,309.43
Year end June 30, 2023	\$832,122.45
Year end June 30, 2024	\$846,060.47
Year end June 30, 2025	\$919,747.61

### Outstanding Approved Pledges as of June 30, 2025

Town of Brandon	\$20,000
United Methodist Church	\$5,000

**Total Outstanding Approved Pledges  
carried over to FY26** ..... \$25,000

## Wastewater Budget / Actual - FYE 6/30/25

	Budget	Actual	% of Budget
<b>WASTEWATER REVENUES</b>			
Sewer Fees - Revenues.....	289,000	266,842	92.33%
Sewer Base Fees .....	571,200	595,810	104.31%
Unbilled Revenues .....	-	37,318	100%
Misc. Revenues .....	-	123	100%
Sewer Permit Revenue .....	350	300	85.71%
Grant Revenues-WW Upgrade .....	-	359,895	100%
Interest Revenue .....	25,000	39,372	157.49%
Transfers .....	-	104,719	100%
<b>Total Revenues .....</b>	<b>\$885,550</b>	<b>\$1,404,378</b>	

### WASTE WATER EXPENSES

Staffing and Personnel .....	350,900	267,651	76.28%
Dues & Subscriptions .....	600	560	93.33%
Continuing Education .....	750	904	120.53%
Professional Services .....	1,500	1,630	108.68%
Contractors .....	-	2,662	100%
Licenses & Fees .....	2,600	2,375	91.35%
Legal Services .....	2,500	59	2.34%
Auditors .....	5,000	5,000	100%
Testing .....	12,000	11,967	99.73%
Office Supplies .....	2,100	230	10.95%
Professional Supplies .....	3,500	8,410	240.29%
New Equipment-Misc Tools .....	15,000	6,554	43.70%
Safety Equipment .....	500	619	123.81%
Fuel - Vehicles .....	3,000	1,466	48.88%
Other Supplies - Vehicles .....	-	700	100%
Maintenance-Vehicles .....	4,000	3,075	76.88%
Wastewater Telephone .....	3,200	3,785	118.28%
LP Gas - Bldgs .....	12,600	10,509	83.41%
Water .....	6,000	5,448	90.79%
Electric .....	60,000	67,957	113.26%
Maint. Supplies - Bldgs .....	1,000	764	76.41%
Outside Maint. - Bldgs .....	3,000	663	22.09%
Maint. Supplies - General .....	12,000	5,734	47.78%
Chemicals / Sludge Trucking .....	255,690	266,192	104.11%
Administration Expense .....	30,000	30,000	100%
Loans and Bonds .....	283,920	89,901	31.66%
Insurance .....	26,750	18,830	70.39%
USDA Short Lived Asset .....	190,000	190,000	100%
Depreciation .....	200,000	331,676	165.84%
<b>Total Expenses .....</b>	<b>\$ 1,488,110</b>	<b>\$ 1,335,321</b>	

### Net Revenue over Expense

(Expenses over Revenue) .....	\$ (602,560)	\$ 69,057
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## Wastewater Balance - 6/30/25

### Account

#### ASSETS

Sewer Fees Receivable.....	307,845
Unbilled Receivables.....	181,805
Due/To Other Funds.....	283,776
Sewer Plant.....	1,521,825
Acc. Depreciation-Bldgs.....	(1,443,595)
Sewer Plant Upgrade.....	7,384,853
Accum. Dep. Sewer Lines.....	(448,215)
Sewer lines.....	2,834,600
Sewer Equipment.....	1,982,565
Acc. Depreciation-Equip.....	(1,086,458)

<b>Total Assets .....</b>	<b>11,519,001</b>
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#### LIABILITIES

Accounts Payable.....	29,371
Sewer Fee Credits.....	3,923
Accrued Vacation/Comp.....	10,602
USDA Bond - Pump Station.....	410,408
Sewer Improv Series 4.....	289,134
Carver Refi 2012 Series 5.....	4,543
CWSRF Park Street.....	419,938
USDA-Public Sewer Sys.'23.....	3,634,144
Interest Payable - Bond.....	5,136
Sewer Posting Variance.....	(69)
CWSRF-Coll Sys Loan Payab.....	149,231

<b>Total Liabilities .....</b>	<b>4,956,362</b>
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#### FUND BALANCE

Reserved Fund Balance.....	10,000
Retained Earnings.....	3,057,396
Contributed Capital.....	2,021,035
Contributed Capital.....	254,283
Contributed Capital.....	1,150,868
Prior Years Fund Balance.....	6,493,581
Fund Balance Current Year.....	69,057
Total Fund Balance.....	6,562,639

<b>Total Liabilities and Fund Balance .....</b>	<b>11,519,001</b>
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## **Wastewater Cash Flow**

**FOR THE YEAR ENDING 6/30/2025**

	Wastewater Fund	Sewer Capital AC	COMBINED
Beginning Cash Equivalent	\$581,751.81	\$192,669.18	\$ 774,421
<b>CASH FLOW FROM OPERATIONS</b>			
Operating Income (Loss) net of Interfund Transfers	155,648	16,979	172,627
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by Operations			
Depreciation	331,676	-	331,676
Receivables	(38,192)	-	(38,192)
Prepaid Expenses	-	-	-
Payables	(4,829)	-	(4,829)
Sewer Credits	(875)	-	(875)
Accrued Expenses	(483)	-	(483)
Net Cash or Cash Equivalents Provided by (Used in ) Operations	442,946	16,979	459,925
<b>CASH FLOWS FROM NON CAPITAL FINANCING ACTIVITIES</b>			
Grant / Loan Revenue / Bond Revenue		-	-
Interfund Transfers	(85,281)	85,281	-
Fund Balance Adjustments	-	-	-
Net Cash Flow (Use) from Non-Capital Financing Activities	(85,281)	85,281	-
<b>CASH FLOWS FROM CAPITAL &amp; RELATED FINANCING ACTIVITIES</b>			
Proceeds from Capital Debt		-	-
Capital Contributions	-	-	-
Principal Payments on Debt	(485,564)	-	(485,564)
(Acquisition of Capital Assets) / Sale of Capital Assets	(122,824)	-	(122,824)
Net Cash Flow (Use) from Capital & Related Financing Activities	(608,388)	-	(608,388)
Net Increase (Decrease) in Cash and Cash Equivalents	(250,723)	102,260	(148,463)
Cash Equivalents beginning	581,752	192,669	774,421
Cash Equivalents ending	283,776	294,929	625,958

In a year with contrasting weather conditions, our wastewater department stayed vigilant. A wet spring followed by exceptionally dry summer yielded 125 million gallons of treated, discharged water. We remind everyone to please be careful of what goes down the drain. F.O.G. (fats, oil and grease) and any types of wipes cause problems with equipment, piping, leading to costly repairs and call-outs. A huge thanks to Assistant Chief Ian Buckley for his steadfast dedication to our town, and welcome to Ray Marcoux as the Town's newest treatment system operator.

Respectfully,  
Tim Kingston  
Chief Wastewater Treatment System Operator

# Town of Brandon - Activity in Special Funds ~ 06/30/2025

	FUND 37	FUND 38	FUND 40	FUND 43	FUND 46	FUND 47	FUND 51	FUND 53	FUND 56	FUND 61	FUND 63	FUND 64	FUND 70	FUND 90
<b>REVENUES AND EXPENDITURES</b>														
Bank Interest / Investment Revenue	\$ 2,089			\$ 44,314	\$ -	\$ 4,315	\$ 163	\$ 6,349	\$ 6,555	\$ 5	\$ 443	\$ 666	\$ 9,100	
Local Options Tax Revenue													\$ 310,988	
RLF Repayments	\$ 49,247						\$ 35,252							
Proceeds from Asset Sales					\$ 25									
Misc Revenue Route 7								\$ 10,630				\$ 15,762		
Capacity Fees														
Opioid Settlement Funds				\$ 59,518					\$ 606,719					
Unrealized Gains (Losses)									\$ 497,022					
Fed/State Grant Revenue			\$ 32,223		\$ 16,481				\$ 23,838					
ARPA Funds														
Insurance Revenues														
Per Parcel Funds from State			\$ 48,069			\$ 17,111			\$ 224,720					
Interfund Transfers	\$ 51,336	\$ -	\$ 80,292	\$ 103,832	\$ 16,506	\$ 26,426	\$ 35,415	\$ 206,979	\$ 1,358,863	\$ 5	\$ 443	\$ 16,427	\$ 320,087	\$ 673,672
<b>TOTAL REVENUES</b>	\$ 51,336	\$ -	\$ 80,292	\$ 103,832	\$ 16,506	\$ 26,426	\$ 35,415	\$ 206,979	\$ 1,358,863	\$ 5	\$ 443	\$ 16,427	\$ 320,087	\$ 673,672
Program / Direct Expenses	\$ -	\$ 80,292	\$ 80,292	\$ 37,608	\$ 5,022		\$ 16,500	\$ 104,719	\$ 1,311,248					
Investment Expenses/ Bank Charges				\$ 9,107									\$ 148,062	
Paving & Highway Equipment														
Interfund Transfers			\$ 1,310								\$ 14,670			
<b>TOTAL EXPENSES</b>	\$ -	\$ -	\$ 81,602	\$ 46,715	\$ 5,022	\$ -	\$ 16,500	\$ 104,719	\$ 1,311,248	\$ -	\$ 14,670	\$ -	\$ 148,062	\$ 660,513
<b>INCREASE (DECREASE) TO FUND BALANCE</b>	\$ 51,336	\$ -	\$ (1,310)	\$ 57,116	\$ 11,484	\$ 26,426	\$ 18,915	\$ 102,260	\$ 47,606	\$ 5	\$ (14,228)	\$ 16,427	\$ 172,025	\$ 13,159
<b>BALANCE SHEET</b>														
<b>ASSETS</b>														
Cash/Investments/CDs				\$ 924,591	\$ -									
Due From/(To)/Cash Equivalent	\$ 113,259				\$ (20,669)	\$ 202,597	\$ 20,404	\$ 294,929	\$ (59,894)	\$ 211	\$ 4,875	\$ 30,584	\$ 456,778	\$ 109,951
Loans / Grants Receivable	\$ 276,622	\$ 391,000							\$ 64,981					
Prepaid Expenses									\$ 1,000					
Accrued Interest Receivable														
Receivables					\$ 16,481				\$ 1,132					\$ 238,984
<b>TOTAL ASSETS</b>	\$ 389,882	\$ 391,000	\$ -	\$ 924,591	\$ (4,187)	\$ 202,597	\$ 20,404	\$ 294,929	\$ 7,218	\$ 211	\$ 4,875	\$ 30,584	\$ 456,778	\$ 348,935
<b>LIABILITIES</b>														
Deferred Revenue	\$ 276,622	\$ 391,000							\$ 30,000					\$ 109,951
Accounts Payable									\$ 3,778					\$ 83
Water Credits														
<b>FUND BALANCE</b>														
Fund Balance	\$ 61,923	\$ -	\$ 1,310	\$ 867,474	\$ (15,672)	\$ 176,171	\$ 1,489	\$ 192,669	\$ (74,165)	\$ 206	\$ 19,103	\$ 14,156	\$ 284,753	\$ 225,742
Current Year Fund Balance	\$ 51,336	\$ -	\$ (1,310)	\$ 57,116	\$ 11,484	\$ 26,426	\$ 18,915	\$ 102,260	\$ 47,606	\$ 5	\$ (14,228)	\$ 16,427	\$ 172,025	\$ 13,159
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	\$ 389,882	\$ 391,000	\$ (0)	\$ 924,591	\$ (4,187)	\$ 202,597	\$ 20,404	\$ 294,929	\$ 7,218	\$ 211	\$ 4,875	\$ 30,584	\$ 456,778	\$ 348,935

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## Appropriations Requests

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**PLEASE NOTE:** Annual articles for appropriations funded by the property tax appear on the Town Meeting ballot. The organizations requesting such funding have provided reports or requests for this support. The reports are found at a dedicated page of the Town website, below. Reports will also be available for voter examination.

<https://www.townofbrandon.com/2026townmeeting/>