

**Brandon Select Board Meeting
May 19, 2014**

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

In Attendance: Devon Fuller, Blaine Cliver, Ethan Swift, Dave Atherton, Maria Ammatuna

Also in Attendance: Anna Scheck, , Richard Baker, Cindy Bell, Robin Bennett, Jeff Stewart, Jack Fillioe, Dick Kirby, Lee Kahrs, Michael J. Balch, Janet Coolidge, Phyllis Reed, Sue Gage, Joe Ammatuna, Judy Bunde, Stephen Cijka, Doug Bailey, Dawn Bailey, Brian Sanderson, Kathy Rausenberger & Wayne Rausenberger and Jack Fillioe.

1. Call to order

The meeting was called to order by Maria Ammatuna at 7:03PM.

Agenda Adoption – Blaine Cliver/David Atherton made a motion to approve the agenda.

Motion by Maria Ammatuna to move item #5, Executive Session –Personnel to #6, and Executive Session #6, Contracts to item #5. **The motion passed unanimously – 4 to zero.**

2. Town Plan Adoption

Ethan Swift made a motion to adopt the Town Plan as presented. Blaine Cliver seconded the motion. **The motion passed unanimously – 4 to zero**

3. FY 14/15 Budget

Maria stated that Citizens comments/concerns are not shown on the agenda as this is not the regularly scheduled meeting. The public should feel free to ask any questions they may have. She stated that they may need to answer any questions at the next regular meeting to be held next week on Tuesday rather than Monday because of the holiday.

Maria asked that the Board review and discuss the information that the Board had requested regarding the budget. Included in the packets for review of the Board were copies of the trial balance as of May 19th, a copy of the current year budget and a fund balance sheet.

Anna Scheck stated that the fund balance sheet was not updated after June 30, 2014 due to a timing issue. She stated that this sheet is normally given to the Board at the last meeting of the fiscal year but was updated twice a year.

Maria stated that she would like to see the current balances at the next Selectboard meeting as the public has asked questions on the details of these funds. She stated that the Board did not get information on the smaller items last year in time to review and note whether these items could be returned to the fund balance at year end. She asked that the Board receive these balances on a quarterly basis in the future.

Maria stated that the Board was trying to determine whether the \$20,000 Devon Fuller had represented as opportunity funds in the budget was needed. She said that these funds could be used as match money for grants if needed.

Maria also stated that funds for capital improvement were removed for the second vote and added back in for the upcoming vote. She said that she is trying to determine where we were going to land at year end and therefore is asking for a list of outstanding purchase orders, etc. She said that the Board is trying to determine if we will be spending into the deficit and if so they will need to address the issue. She stated that if we will end up with a surplus the Board would like to know that also.

Devon Fuller asked to see an estimated cost for road grading this year.

4. Segment 6

Robin stated we are working a draft letter to go to Bill Burke regarding the Act 250 determination and also working with O & K to finalize the contract for appraisal services. She stated that we should have both of these by the end of the week. Robin said that these would be included in the Board packets for next Tuesday.

Maria asked if the Board could changes some of the items on the fly if they wanted something different included in the Act 250 letter.

Robin stated that she could, depending on how the Board authorized the signature on the letter.

Ethan stated that one question Bill Burke had was jurisdiction on the parking spaces at Central Park and sidewalks in front of the Post Office.

Robin stated that these were the major changes. She said that they did plan on discussing the street light and the parking spaces at the Stephen Douglas House. Robin said that they would not be pursuing the Act 250 items at this time.

Ethan Swift stated that we should not pursue major changes to the Act 250 permit if we wanted to keep the current timetable.

He stated that some items such as street lights and sidewalks in front of the post office could be pursued as separate amendments and would not re-open the Act 250 permit.

Blaine Cliver stated that the main focus should be on the street light issue as it was no longer necessary.

Robin stated that she would ask to get this in writing from Bill Burke.

Wayne Rausenberger requested that the Selectboard meet with the residents regarding Bridge #114. He said that there was discussion of this project three years ago and nothing has happened yet. He said that he was told that VTrans wanted the Bridge and Segment 6 done at the same time. He stated that Segment 6 has now more important than the Bridge. He said that if Segment 6 is completed first then it would need to be dug up again for the Bridge and that doesn't make sense.

Robin stated that we are expecting the scope of work on Thursday from CLD and this is because we are contracting with them to review alternatives. She is hoping to have those in the Board packets for next week. She said this proposal would be submitted to VHB for review and expected CLD to provide at least 5 alternatives to review. She said there would be at least one meeting with the public to discuss the alternatives.

5. Executive Session – 1 V.S.A. 313(a) (1) – Contract

Devon Fuller/David Atherton made a motion to go into executive session at 7:15 PM to discuss a contract issue and invited Sue Gage, Michael Balch and the Town Manager to remain for the session. Devon Fuller/David Atherton made a motion to come out of executive session at 7:45PM. The motion passed unanimously – 5-0 **No action was taken.**

6. Executive Session – 1 V.S.A. 313(a) (1) – Personnel

Devon Fuller/Ethan Swift made a motion to go into executive session at 7:47PM to discuss a personnel issue with Dina Atwood. The motion passed unanimously-5-0. Ethan Swift made a motion to come out of executive session at 8:44 PM. The motion passed unanimously 5-0. **No action was taken.**

7. Adjournment

Motion by Ethan Swift/Blaine Cliver to adjourn the Select Board meeting at 8:45PM. **The motion passed unanimously- 5 - 0.**

Respectfully submitted,

Anna Scheck
Recording Secretary