

**Brandon Select Board Meeting
August 25, 2014**

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

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

Also in Attendance: Robin Bennett, Kathy Rausenberger, Wayne Rausenberger, Bernie Carr, Lee Kahrs, Chris Brickell, Anna Scheck, Richard Baker, Janet Coolidge, Jeff Stewart, John Wilson, Lynn Wilson, Wayne Giard, Arlun Bloodworth, Tracy Wyman, Richard Kirby, Doug Bailey

1. Call to order

The meeting was called to order by Maria Ammatuna at 7:01PM.

a) Agenda Adoption – Motion by Blaine Cliver/Ethan Swift to adopt the agenda as presented. **The motion passed unanimously – 3 to zero.**

2. Consent Agenda

a) Select Board Meeting Minutes – August 11, 2014

Motion by Devon Fuller/Blaine Cliver to approve the minutes of the August 11, 2014 Select Board meeting. **The motion passed unanimously – 3 to zero.**

3. Public Comments for Items not on the Agenda

Wayne Giard questioned whether the “No Parking” signs will be put up again on Prospect Street as cars are being parked along both sides of the road. Robin Bennett will discuss this item with the Public Works Director.

4. Town Manager’s Report

Robin Bennett reported the current expense note has been drawn down by \$350,000.00 to date. The final notice for delinquent sewer and property taxes will be mailed out this week and will be the final time to pay delinquent bills prior to the 15% penalty being assessed. Ms. Bennett strongly urged people to contact the town office regarding their delinquent taxes. To date there has been \$103,963.24 or 14.4% collected on delinquent taxes and \$48,316.37 or 12.3% collected on delinquent sewer fees. A listing of all delinquent accounts will be posted on the municipal web site. The final report for Phase 1 of the environmental study will be sent to KAS to conduct Phase 2 of the study and could be complete in 3 weeks. The town is unable to submit the application until all items are completed. There will be a public hearing scheduled as part of the application process. Ms. Bennett reported the Recreation Department received a FUNdamental

Field Hockey grant from USA Field Hockey and will receive 24 sticks, 24 balls, 12 cones and a curriculum to support the field hockey program. The Recreation Department also received a \$500.00 donation. The Recreation Department is selling Flagship Cinema booklets that are valued at \$200.00 for \$25.00. The Recreation Program will receive \$6.00 from each booklet sold and the booklets can be purchased by contacting the town office or Bill Moore. The town staff recently participated in Sexual Harassment training sponsored by the Human Rights Commission. The Police Department is currently auditing their records according to policy. Ms. Bennett recently received the resignation of Brian Sanderson, Public Works Director, and Mr. Sanderson's last day will be Friday, August 29th. Ms. Bennett will be working to find someone to oversee the department on an interim basis until the position is developed as a half-time position. Ms. Bennett has been notified the town will not receive a response from the HMPG application until January 2015. The Town Office will be closed for Labor Day. Ms. Bennett reported multiple attempts have been made to schedule a meeting for union negotiations and was advised that Mike Blair, who will replace George Lovell at AFSCME, will be contacting her to schedule the meetings.

5. Wilson Release of Leased Land Request

Robin Bennett reported this is one of the hold-overs from the "leased lands" that were discussed at a previous Select Board meeting. A copy of the correspondence from Mr. Wilson's attorney was provided to the Board for consideration in authorizing the Town Manager to sign a Quit Claim Deed to release the town's "leased land" interest. Mr. Wilson was present to discuss this item. There is an issue with the mortgage insurance in that they want to see the deed clear with the town removed. It was Ms. Bennett recommendation to authorize this action.

Motion by Ethan Swift/Blaine Cliver to authorize the Town Manager to sign a Quit Claim Deed to remove the town's land interest. **The motion passed unanimously – 3 to zero.**

Ms. Ammatuna requested the county be corrected from Addison to Rutland County in the document prior to signing. Robin Bennett requested Mr. Wilson have his attorney correct the county and she will sign the amended document.

6. Vermont Covered Bridge Society Request

The Board had a request from the Vermont Covered Bridge Society to approve the posting of a sign on the covered bridges in the town that would include a smart phone patch to provide additional information on the bridge.

Motion by Devon Fuller/Blaine Cliver to approve the request from the Vermont Covered Bridge Society to place a smart phone patch sign on the covered bridges. **The motion passed unanimously – 3 to zero.**

Devon Fuller asked if they will be responsible for maintaining the signs. Bernie Carr requested the signs be placed inside the bridge to maintain the original appearance of the bridge. Ms. Bennett stated she will include these requests in her letter to the Vermont Covered Bridge Society.

7. VLCT Voting Delegate

Maria Ammatuna stated the town will need a voting delegate for the VLCT annual meeting to be held October 9th at 2PM. Robin Bennett advised she will be attending the meeting and volunteered to be the delegate.

Motion by Blaine Cliver/Devon Fuller to appoint the Town Manager as the voting delegate for the VLCT annual meeting. **The motion passed unanimously – 3 to zero.**

8. Town Office Project

Robin Bennett reported a conference call was held concerning this project and the grant is about two-thirds complete, with a couple of items still outstanding. The goal is to have it complete within three weeks. The town is still awaiting receipt of the environmental report.

9. Segment 6/Bridge 114 Projects

Robin Bennett reported she has gone back to VSE to negotiate a better rate for the right of ways, but has not heard back from them. The issue is that the overhead seems high. Blaine Cliver asked if CLD had responded regarding the examination of the bridge and the area off to the side. Ms. Bennett has not received an update and will follow-up.

Wayne Rausenberger asked if the Town Manager is going to start receiving a report from VHB every two weeks on what is going on with the bridge, as he would like to see them keep the town up-to-date. Devon Fuller agreed with this request unless it is going to incur more cost to the town, as he is concerned about VHB charging on an hourly rate. Robin Bennett will speak to VHB, noting it is something they likely will comply with. Ethan Swift asked if there is a timeframe from CLD with regard to the design of the bridge. Robin Bennett stated there were timelines in the scope of work in the agreement.

10. Other Business

Ethan Swift reported there was a kick-off meeting last week for the Vermont Resiliency Initiative. The Agency of Community Development has hired consultants to assist in this initiative. Brandon was chosen as one of the towns where there will be an in-depth analysis completed to learn ways that different resources can be brought in to help businesses recover in the event of another disaster. The Initiative will also assist with building flood resiliency plans. There will be a public meeting to provide information to

the businesses in the near future. Bernie Carr stated the group is presenting to the Brandon Chamber Board on September 15th and are going to try to schedule something the last part of September for an open meeting.

Maria Ammatuna reported the Board received a large document regarding the Verizon tower that will potentially be placed on the Mulcahy's property. Ms. Ammatuna requested the Town Manager add this item for discussion at the next Select Board meeting and to notify the landowner when it is scheduled for discussion. Ms. Ammatuna also wished to clarify the rumor that no one on the Brandon Select Board receives any kind of compensation from the town for travel.

11. Fiscal

a) FY 13/14 Warrant – August 25, 2014 - \$661.96

Motion by Ethan Swift/Devon Fuller to approve the FY13/14 warrant of August 25, 2014 in the amount of \$661.96. **The motion passed unanimously – 3 to zero.**

Maria Ammatuna questioned the purpose of this invoice. Robin Bennett reported the item relates to email fees when migrating the web site.

b) FY 14/15 General Fund Warrant – August 25, 2014 - \$14,886.47

Motion by Devon Fuller/Ethan Swift to approve the FY 14/15 General Fund warrant of August 25, 2014 in the amount of \$14,886.47. **The motion passed unanimously – 3 to zero.**

c) FY14/15 Wastewater Fund Warrant – August 25, 2014 - \$19,699.60

Motion by Devon Fuller/Ethan Swift to approve the FY 14/15 Wastewater Fund warrant in the amount of \$19,699.60. **The motion passed unanimously – 3 to zero.**

d) FY 14/15 Postage Warrant – August 25, 2014 - \$1,000.00

Motion by Devon Fuller/Blaine Cliver to approve the FY 14/15 Postage warrant in the amount of \$1,000.00. **The motion passed unanimously – 3 to zero.**

Motion by Devon Fuller/Ethan Swift to enter into executive session at 7:35PM for a contract discussion. **The motion passed unanimously – 3 to zero.**

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

Motion by Maria Ammatuna/Devon Fuller to come out of executive session at 7:38PM. **The motion passed unanimously – 3 to zero.** There was no action required.

Motion by Maria Ammatuna/Ethan Swift to enter into executive session at 7:39PM for a contract discussion. **The motion passed unanimously – 3 to zero.**

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

Motion by Devon Fuller/Ethan Swift to come out of executive session at 7:46PM. **The motion passed unanimously – 3 to zero.** There was no action required.

Motion by Devon Fuller/Ethan Swift to enter into executive session at 7:47PM for a personnel discussion. **The motion passed unanimously – 3 to zero.**

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

Motion by Ethan Swift/Blaine Cliver to come out of executive session at 8:10PM. **The motion passed unanimously – 3 to zero.** There was no action required.

Motion by Devon Fuller/Blaine Cliver to enter into executive session at 8:11PM for a personnel discussion. **The motion passed unanimously – 3 to zero.**

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

Motion by Devon Fuller/Blaine Cliver to come out of executive session at 8:14PM. **The motion passed unanimously – 3 to zero.** There was no action required.

16. Adjournment

Motion by Blaine Cliver/Ethan Swift to adjourn the Select Board meeting at 8:15PM. **The motion passed unanimously - 3 to zero.**

Respectfully submitted,

Charlene Bryant
Recording Secretary