

Brandon Select Board Meeting
October 27, 2014
7:00 p.m.

The Brandon Select Board will meet Monday, October 27, 2014 at 7:00 p.m. at the Brandon Town Hall located at 1 Conant Square expecting to consider the items noted on this agenda. Agendas shall be posted on the community bulletin board located next to the Town Office on Center Street, on the community bulletin board located between Dave's Grocery and the Forest Dale Post Office and the bulletin board at Lake Sunapee Bank. The Select Board reserves the right to add additional items, if necessary, at the beginning of the meeting.

- 1) Call to Order
 - a) Agenda Adoption
- 2) Consent Agenda
 - a) Select Board Meeting Minutes – October 14, 2014
 - b) Special Select Board Meeting Minutes – October 20, 2014
- 3) Public Comments for Items not on the Agenda
- 4) Town Managers Report
- 5) Select Board Clerk
- 6) FY 14-15 Tax Anticipation Note
- 7) Sales Tax
- 8) Education Funding Reform Resolution
- 9) Town Office Project
- 10) Segment 6 / Bridge 114 Project
- 11) FEMA Projects
- 12) Fiscal
 - a) Postage Warrant – October 14, 2014 - \$1,000
 - b) FY 13/14 Warrant – October 14, 2014 - \$631.63
 - c) General Fund Warrant – October 27, 2014 - \$23,701.22
 - d) Wastewater Fund Warrant – October 27, 2014 - \$38,604.09
 - e) General Fund Bond Warrant – November 15, 2014 - \$203,129.84
 - f) Wastewater Fund Bond Warrant – November 15, 2014 - \$31,643.50
- 13) Executive Session - 1 V.S.A. § 313(a)(1)

Recommended Motion #1 – I move to find that premature general public knowledge of the pending AFSCME Contract will clearly place the Town of Brandon at a substantial disadvantage by disclosing its negotiation strategy.

Recommended Motion #2 – I move that we enter executive session to discuss the Town of Brandon's Contract with AFSCME under the provision of Title 1, Section 313(a)(1) of the Vermont Statutes to include the Town Manager.

- 14) Adjournment

Town of Brandon Select Board Meeting October 14, 2014 DRAFT

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

In Attendance: Devon Fuller (7:05 PM), Blaine Cliver, Ethan Swift, Dave Atherton (7:05 PM), and Maria Ammatuna

Also in Attendance: Dolores Furnari, Cindy Bell, Kathy Rausenberger, Wayne Rausenberger, Dick Kirby, William Tracy Carris, Richard Baker, Linda Stewart, Joe Ammatuna, Judy Bunde, Dennis Reisenweiver, Priscilla McKeighan, Doug Bailey, Bernie Carr, Peg Flory, Sue Gage, Janet Coolidge, Jeff Stewart, Carol Bertrand , Karl Fjeld, and Robin Bennett (7:11 PM).

The meeting was called to order by Maria Ammatuna at 7:00 PM.

1. Agenda Adoption

Motion by B. Cliver and seconded by E. Swift to adopt the agenda as stated. E. Swift indicated an addition to the Executive Session to include Personnel Concerns, if necessary. Ms. McKeighan stated that the agenda was not seen. M. Ammatuna explained that the agenda had been posted in the usual places and that the Town Manager would be arriving with the extra agendas. M. Ammatuna read the agenda as it was posted. M. Ammatuna stated that there could possibly be some items that were moved around, due to the tardiness of the Town Manager due to another meeting conflict. M. Ammatuna stated that with the addition that E. Swift made, the agenda would read 14) Executive Session – Personnel Concerns; 15) Adjournment. **Motion passed unanimously 3 – 0.**

2. Consent Agenda

Motion by E. Swift and seconded by B. Cliver to accept the Select Board Meeting Minutes of September 22, 2014 as presented. **Motion passed unanimously 3 – 0.**

Motion by B. Cliver and seconded by E. Swift to accept the Special Select Board Meeting Minutes of September 29, 2014 as presented. **Motion passed unanimously 3 – 0.**

3. Public Comment for Items Not on the Agenda

Janet Coolidge stated that the Friends of the Town Hall has asked the Highway Department personnel on a number of occasions to repair the shed at the exit of the Town Hall with no success. The Board Members of the Friends of the Town Hall repaired the shed, with the help of Mr. Furnari and other local residents.

Mrs. Stewart stated that the Planning Commission will be sponsoring an Energy Social on November 1, 2014 at the Town Hall at 9:00 AM. There will also be information with regard to the revised Town Plan in the near future.

4. Town Manager's Report

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R. Bennett stated that the Expense note has been paid; 28.4% of the delinquent property taxes have been received; 22.5% of the delinquent sewer taxes have been paid; there are currently 131 property tax delinquencies and 141 delinquent sewer customers, of which there are 63 arrangements made. D. Fuller inquired if there was an anticipated tax sale in the near future. R. Bennett stated that the attorney would be contacted in the next week to send a letter giving the property owners 30 days to make arrangements, and if no arrangements are made, a sale is likely to occur in December.

R. Bennett reported that the Phase 2 Environmental information with regard to the Town Office on Center Street has been received and over all looks good with 1 small finding that is not likely to cause a larger issue. There will be a Public Hearing on October 20, 2014 with regard to the Bond Grant. Vermont Digital has assessed the needs for technology at the site and the asbestos testing has occurred. The draft revised budget has been received and will accompany the grant application.

R. Bennett reported that she will seek an extension with regard to the Wheeler Road Bridge grant. E. Swift inquired the reason for the extension. R. Bennett stated that this was for the report from the engineers. B. Cliver inquired if A & E could do the work. R. Bennett stated that this was for the engineer bid and there is \$117,000 in grant funding and the town share is \$24,000. M. Ammatuna requested the spec samples be available for the October 20, 2014 meeting.

R. Bennett stated that the Union Street grant project will be ready to go to bid for construction for the 2015 construction season and that the grant expires at the end of 2015. This a Public Assistance Grant and recommendations will be received.

R. Bennett attended the VLCT Town Fair with Police Chief Brickell.

R. Bennett outlined the upcoming meetings of interest, which are: October 16 – Barre Economic Forum; October 20 – CVBG Grant Public Hearing; October 27 – Select Board Meeting; November 3, 2014 – Special Town Meeting; November 4, 2014 – Voting.

P. McKeighan inquired if the general public had any input as to the Town Office status. R. Bennett indicated that there was a Public Opinion Poll taken at Town Meeting as residents entered to vote.

5. William Tracy Carris

Mr. Carris was present to discuss his platform in the campaign for Rutland County Senate. Mr. Carris stated that he is on a “listening tour”. Mr. Carris stated that his concerns for Rutland County include: Economic Redevelopment; Drug Issues/Concerns and Property Tax increases.

P. McKeighan inquired Mr. Carris’ stand on paying for jail terms. Mr. Carris stated that he feels that the Attorney General’s Office and the Federal Government should be involved to pay for these sentences.

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Mrs. Stewart inquired Mr. Carris' thoughts on the proposed natural gas pipeline. Mr. Carris stated that he is in favor of this proposal, however has no specifics on hook-up credentials.

J. Coolidge stated that there needs to be improvement in local infrastructure and roads in the area. Mr. Carris stated that he feels that there should be bargaining with New York State, especially with the potential of the natural gas pipeline being available to International Paper Company. J. Coolidge stated that the state keeps "pushing Brandon projects back" and that the highway funds are being used by other organizations instead of the intentions to repair the highways. Senator Flory stated that the highway fund has not been "tapped" in about 6 years and that the State Police patrolling of the highways is the main expense. The ticket revenues also go back to this fund.

Mr. Carris also stated that Act 250 is also "problematic" and discussed his idea to have 5 or so "smaller" boards throughout the state to ensure equal decisions.

6. FY 14 – 15 Tax Anticipation Note

Sue Gage presented information for review. Lake Sunapee Bank bid on the anticipation at 1.75% and National Bank of Middlebury bid 1.40%. The anticipation is based on previous years' budget and an additional 5%.

M. Ammatuna inquired if this proposal was for a line of credit. S. Gage stated that this was for a line of credit and proposal is based on historical data.

D. Fuller inquired when this would be required. S. Gage stated that in the past year, May was when it was required as some property owners pay their property taxes in their entirety immediately upon receipt of their bills and there was a higher delinquency rate last year.

M. Ammatuna inquired if the information that was presented was based on not having a tax sale. S. Gage stated that there was no tax sale included in the proposal.

Motion by D. Fuller and seconded by B. Cliver to allow a tax anticipation note not to exceed \$504,907.00 from the National Bank of Middlebury at a rate of 1.40%. Motion passed 5 – 0. R. Bennett stated that a tax anticipation is an annual request.

7. Select Board Vacancy

Select Board Member Cliver has resigned his position effective October 31, 2014.

R. Bennett stated that the State Statute states that the current Select Board can fill the position in any manner. Following discussion, the Select Board will conduct a meeting prior to the Town Meeting on November 3, 2014 at 6:30 PM to discuss this position.

M. Ammatuna stated that there have been 3 letters of interest received and the newspaper articles have indicated that the letters will be accepted until October 31, 2014.

8) Fall Select Board Institute

The Select Board members received information on this conference and were asked to contact the Town Manager on October 15, 2014 so reservations can be made.

9) Historical Preservation Commission

B. Cliver explained history of this Commission. Currently, Brandon is considered a 'CLG' (Certified Local Government), which requires a Historical Preservation Commission. B. Cliver indicated that there are currently 14 CLG's in Vermont and the Federal Government will give the State funds to operate.

B. Cliver stated that there are currently at least 3 residents interested in serving on this Commission.

R. Bennett stated that there is currently some residents appointed to serve on the Historical Preservation Commission.

D. Fuller thanked Mr. Cliver for his service on the Select Board and wished him the best as he rejuvenates the Historical Preservation Commission.

10) Town Office Project

R. Bennett stated that the information is included in the packets for review and the project remains on track. The Grant Request application should be submitted by early November with review in early December, The Public Informational meeting is scheduled for Monday, October 20, 2014 at 7:00 PM at Neshobe School Gym.

11) Segment 6 / Bridge 114 Project

R. Bennett reported that the project is continuing with the obtaining of Right of Way plans. The letters to the property owners will be going out in the next few days.

A new scope of work from CLD was recommended by the State and was reviewed. B. Cliver indicated that he feels that this letter was the same letter as was sent to VHB on June 20, however, many conversations have occurred in the interim and not addressed in the letter. There have been inspections of the structure under the road and grass near the town office and it is best for the engineers to inspect both areas as there was some rusting noted below the surface.

Motion by B. Cliver and seconded by D. Fuller to fire VHB and use "on call" engineers A & E. D. Fuller read a section in the contract and discussed "out of scope" sections. Following discussions, it was discussed that the contract needs to be checked.

R. Bennett stated that the comments were incorporated in the communications between VHB and CLD in their "back and forth" discussions in pushing for the contract. The Select Board members would like direction for clarification from VHB in writing prior to the next meeting.

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Motion failed 1 – 4.

Motion by D. Fuller and seconded by E. Swift to accept the scope of the project from CLD with the modification that the slab and structure under the building be inspected. The motion was rescinded.

D. Fuller recommended continuing the discussion regarding the Town Office at the Public Hearing to keep the project moving along without further delay.

W. Rausenberger inquired the completion dates. M. Ammatuna stated that the end date projected for the engineering is April 9, 2015.

M. Ammatuna inquired the funding for the project. R. Bennett stated that the pricing has been part of the “back and forth” and is based on the final design choice, however, there is currently money in a fund for the project.

Mr. Rausenberger inquired the funding for the project. D. Fuller explained the process and the VTRANS and Federal requirements. CDL may not be the final engineers for the bridge project, it is all bid dependent.

D. Reisneweiver inquired if there was a “fixed price”, “time and material” or “fixed fee plus cost” included in the bid pricing and recommended that the Town should specify “fixed price” to avoid any issues.

Senator Flory was present to discuss the Segment 6 section. Currently, Brandon is “different” than Pittsford with regard to the Route 7 project as Brandon “owns” Route 7 through town. Sen. Flory stated that at the beginning of the project, the state met quarterly. The Select Board would like to invite the State Representatives and Senators to a meeting to discuss Segment 6 as the project is expected to go to construction in 2016. Sen. Flory will facilitate the meeting. D. Fuller would like the State to be clear on the needs of Brandon and would like to recommend that the quarterly meetings occur again.

Mr. Rausenberger recommended that the “upper” management officials attend.

R. Bennett stated that a “rehab” project may be on the mind of VTRANS instead of a build project.

C. Bell inquired when the letters would be sent out. R. Bennett stated that the letters would be sent to the affected property owners and would come from the Town Mangers’ Office. M. Ammatuna inquired if the Bell Property would be included on the Connect/Disconnect list. C. Bell explained her impression of the project when she purchased the property.

12. Fiscal

a) Motion by D. Fuller and seconded by B. Cliver to accept the FY 13/14 Warrant in the amount of \$131,662.03 with no discussion. Motion passed unanimously 5 – 0.

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b) Motion by D. Fuller and seconded by E. Swift to accept the General Fund Warrant in the amount of \$64,293.69 with no discussion. Motion passed unanimously 5 – 0.

c) Motion by D. Fuller and seconded by D. Atherton to accept the Wastewater Fund Warrant in the amount of \$8,214.42 with no discussion. Motion passed unanimously 5 – 0.

13. Executive Session

Prior to Executive Session, M. Ammatuna stated that Old/Other Business should be included on the published agenda. R. Bennett will include the request in the e-mail that is sent to the Select Board members prior to the agenda publishing.

E. Swift would like to discuss the VT Gas letter as the letter states a deadline of October 17, 2014 with intent to participate or decline.

M. Ammatuna would like to add the inclusion of the possibility of a town 1% sales tax on the next agenda. Also to be included on the next agenda is to discuss the VT DEC site payments.

Motion by E. Swift to move to find that premature general public knowledge of the pending AFSCME Contract will clearly place the Town of Brandon at a substantial disadvantage by disclosing its negotiation strategy. The motion was seconded by D. Fuller to enter into Executive Session at 8:40 PM . Motion passed unanimously 5 – 0.

Motion by D. Fuller to move that the Select Board enter executive session to discuss the Town of Brandon's contract with AFSCME under the provision of Title 1, Section 313 (a)(1) of the Vermont Statutes to include the Town Manager. Motion passed unanimously 5 – 0.

No action taken.

Motion by D. Atherton to come out of Executive Session at 9:11 PM. The motion was seconded by D. Fuller. Motion passed unanimously 5-0/

Motion by B. Cliver to adjourn. Motion seconded by E. Swift to adjourn at 9:12 PM.

Respectfully submitted

Kelly Giard
Recording Secretary

**Brandon Select Board Special Meeting
October 20, 2014**

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

In Attendance: Devon Fuller, Ethan Swift, Dave Atherton

Also in Attendance: Robin Bennett, Richard Baker, Dennis Reisenweaver, Jeff Stewart, Linda Stewart, Jim Leary, Blaine Cliver

1. Call to order

The meeting was called to order by Dave Atherton at 6:33PM.

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

2. Public Hearing for CDBG-DR Application

Dave Atherton opened the hearing for public comment at 6:35PM.

Robin Bennett reported the town is applying for a CDBG-DR disaster relief grant for \$500,000.00 to rehab the town office because of Hurricane Irene. The application is to be submitted by November 11th. There have been two environmental studies done on the location with lead and asbestos testing done on Wednesday. Part of the HUD requirement is to obtain public input or concerns regarding the application and the minutes will be submitted with the application. The grant match is 10% and the town has insurance money and in-kind services that can be considered. The architect work and the volunteer clean-up of the building could possibly be used. A response from the Phase 2 assessment for lead and asbestos is anticipated to be reasonably fast. The Phase 2 report is complete with final edits to be received soon. Stephanie Francis and Steve LaRosa of the VDAT Team have been working with Robin Bennett in doing the edits. With regard to the architectural design, Ethan Swift stated from the meeting of the 14th, there was a list of alternatives to add to the grant and he asked if the design elements have been included in the project costs. Blaine Cliver stated there have been estimates received and most everything is in the information. Ethan Swift questioned how much of the flood mitigation measures have been incorporated in the architectural design, particularly since the response to the overflow structure grant has not been received. Blaine Cliver stated everything has been incorporated, which includes the resin floor and putting the stainless steel grill over the window. If there funds available, doing work underneath the building could be considered. Mr. Cliver stated one side is in very good condition and the other side close to the street is fairly open and it might be better to fill with concrete. Mr. Cliver assumes the flow restriction is the lintel at either end and if it was covered over at that level, it would not restrict the river any more. There was another level that was ripped out in 1921

when they rebuilt the floor and this is something that could be considered in the future. Ms. Bennett reported all items are noted in the grant and there have been items identified that would be delayed if full funding is not received.

Dave Atherton asked if there will be an elevator or handicap lift and Ms. Bennett advised that a lift has been what was considered from the beginning. Linda Stewart asked what the expectation is once the application is submitted. Ms. Bennett advised they will review the applications and will be holding a meeting 30 days later and there should be notification shortly after the meeting. It was questioned whether the right of way access for the shared portion of the building with the Leary's has been clarified. Jim Leary stated they are in agreement with whatever the town needs to do. Before he drafts an agreement, Mr. Leary would like to obtain requirements from the town so that he knows what the town needs. Blaine Cliver stated one consideration is for the Leary's to quit claim to the town or the other way around. For the purposes of the grant applicant, it was asked if this needs to be resolved. Robin Bennett stated this would not interfere with the grant. Devon Fuller asked Mr. Leary if this could be completed prior to November 11th and Mr. Leary advised it could be confirmed prior to that time. Mr. Leary stated the lift will be a benefit to both parties and they are more than happy to do what needs to be done to accommodate the town.

Ethan Swift asked if there needs to be a cost benefit analysis completed prior to submission of the application. Robin Bennett stated there were different processes addressed prior to coming to the conclusion to renovate the building and this was incorporated into the grant. She stated this is the option that is embraced by the community and would be the most cost effective way to go. Mr. Swift stated in addition to the Leary's interest, there is an issue with the parcel line on the north side of the building. Ms. Bennett stated this does not need to be resolved. She is working with Mr. Read and she is currently awaiting action from him. Blaine Cliver stated putting in the lift will alleviate this issue of requiring a second exit. Mr. Cliver provided an overview of the blueprints associated with the project.

Dennis Reisenweaver thought there needs to be two exits. Blaine Cliver stated occupancy dictates the number of exits required and currently one is required. If there is enough money, an additional exit and sprinklers will be considered. It was questioned what the basis for the \$500,000.00 figure was. Blaine Cliver stated this was the amount estimated for the total repairs. Robin Bennett stated there is a strong chance the town will receive funding, but the amount is to be determined. Dave Atherton question if the grant application requires a public vote and it was confirmed this is not a requirement. Mr. Atherton stated the town had made a decision the building would be repaired up to the point of occupancy and questioned if the grant requires that the town utilize the building as the town office. Ms. Bennett stated the grant indicates that the town office will be rehabbed, but it does not have a time constraint as to how long it would have to remain the town office. Devon Fuller thought the town office should be moved back into this building based on the type of funding that will be received. Mr. Atherton wanted to be sure the message will be relayed properly. Ethan Swift stated there could potentially be changes based on the response to the culvert grant. Robin Bennett has heard that the culvert grant is looking favorable; however, the projected date for a response to

this grant is January. Dennis Reisenweaver stated when reviewing the grant application process, it appeared the governmental infrastructure option appeared to be the one that fit and he did not read anything about commercial use. Ms. Bennett confirmed the governmental infrastructure option was the one that the town is applying for.

The hearing was closed at 7:00PM.

3. Bridge 114 S.O.W.

Robin Bennett stated there had been a discussion about the scope of work for Bridge 114 and she provided the Board the response that she received from CLD and asked if there were any concerns in proceeding. Ethan Swift stated it seems that it is at a point where the town can move forward.

Robin Bennett read the following email from John Byatt of CLD regarding the Project Limits and Slabs Plan:

"1) Upstream slab: Our original understanding of the project is that it should focus on the bridge only. I do not believe what we are calling the upstream slab (see attached plan) is an integral part of the bridge which is why the intersection of Route 7 and West Seminary road so any defects in these areas will be addressed. For instance, there is a big hole at the joint between the roadway slab and the upstream slab (see attached picture) which includes deterioration of part of the upstream slab. This will be addressed. It appears on the north arch barrel that the upstream slab may sit on the bridge. Anything directly above the stone arches is included in the scope. However, the remainder of upstream slab and its supporting beams and walls, is not included in the current scope.

We would be more than happy to add an evaluation of the upstream slab and supports but I think you should discuss this with VTrans first. I think it was their intent to only evaluate the bridge.

2) Fee Type: The amount quoted in the fee proposal is a not-to-exceed amount. The fee would not be exceeded without the Town and VTrans' prior approval. Reasons for exceeding the fee, and thus requiring an approved amendment, would only be for any unforeseen work that is not included in the scope or requests for extra work from the Town."

Motion by Devon Fuller/Ethan Swift to approve CLD's contract for an amount not to exceed \$36,996.00. **The motion passed unanimously – 3 to zero.**

Blaine Cliver stated it would be worthwhile for the engineers to be looking at the whole structure. Devon Fuller stated they will be reviewing the entire structure, but this contract will get things moving along. Ethan Swift stated their main focus is to look at the bridge itself and it is something that can be reviewed when further investigation is done. Mr. Fuller requested Robin Bennett contact VHB and VTrans to advise them of this. Ms. Bennett has contacted

VTrans and VHB about this item and they are aware; they do not believe it is part of the scope of this project. Mr. Fuller stated it will likely be part of Segment 6. Dave Atherton asked why VTrans is involved with this part of Route 7 since the town owns it and Robin Bennett advised the federal funding comes through VTrans.

Dennis Reisenweaver asked what type of contract this will be and Ms. Bennett advised it is a cost plus fixed fee contract, unless things are added. Mr. Reisenweaver does not think this benefits the town since the higher fee is paid even if they can reduce the number of hours and there could be additional fees. Mr. Reisenweaver suggested someone from the town should go to a class on how to write proposals.

4. Adjournment

Motion by Ethan Swift/Devon Fuller to adjourn the Select Board Special meeting at 7:10PM.
The motion passed unanimously - 3 to zero.

Respectfully submitted,

Charlene Bryant
Recording Secretary

**MUNICIPAL NOTE
LINE OF CREDIT**

TOWN OF BRANDON, VERMONT
49 CENTER STREET
BRANDON, VT. 05733

TAX/REVENUE ANTICIPATION NOTE

\$504,907.00

Date: October 20, 2014

FOR VALUE RECEIVED, WE THE UNDERSIGNED ("Borrower") promises to pay the NATIONAL BANK OF MIDDLEBURY (Note holder), 30-32 MAIN STREET, MIDDLEBURY, VERMONT, or order, the principal sum of Five Hundred Four Thousand Nine Hundred Seven and 00/100 Dollars (\$504,907.00) with interest on the unpaid principal equal to 1.40 PERCENT FIXED per annum commencing from the date hereof.

Principal and interest shall be payable at 30-32 Main Street, Middlebury, Vermont, or such other place as the Note holder may designate with no payments of principal and interest until maturity. Notwithstanding the above references to payment and amortization, the remaining principal balance, together with all accrued interest thereon, shall be due and payable on June 30, 2015.

If any installment under this Note is not paid when due and remains unpaid after a date specified by a notice to Borrower, the entire principal amount outstanding and accrued interest thereon shall at once become due and payable at the option of the Note holder. The Note holder may exercise this option to accelerate during any default by Borrower regardless of any prior forbearance. If suit is brought to collect this Note, the Note holder shall be entitled to collect all reasonable costs and expenses of suit, including, but not limited to, reasonable attorney's fees.

Interest on this Note is computed on a 365/360 basis; that is, by applying the ratio of the interest rate over a year of 360 days, multiplied by the outstanding principal balance, multiplied by the actual number of days the principal balance is outstanding. All interest payable under this Note is computed using this method. This calculation method results in a higher effective interest rate than the numeric interest rate stated in this Note.

Borrower shall pay to the Note holder a late charge of five (5.0) percent of any installment not received by the Note holder within ten days after the installment is due.

Borrower may prepay the principal amount outstanding in whole or in part. Any partial prepayment shall be applied against the principal amount outstanding and shall not postpone the due date of any subsequent installments or change the amount of such installments, unless the Note holder shall otherwise agree in writing.

The holder of this Note shall have a lien on, and option to set off or apply all deposits and other property of any maker, surety, guarantor, and/or endorser held by the holder against the indebtedness evidenced hereby.

This note evidences a line of credit. Advances under this Note may be requested orally by Borrower or by an authorized person. Lender may, but need not, require that all oral requests be confirmed in writing. The following party or parties are authorized to request advances under the line of credit until Lender receives from Borrower at Lender's address shown above written notice of revocation of their authority. Borrower agrees to be liable for all sums either: (a) advanced in accordance with the instructions of an authorized person or (b) credited to any of Borrower's accounts with Lender. The unpaid principal balance owing on this Note at any time may be evidenced by endorsements on this Note or by Lender's internal records, including daily computer print-outs. Lender will have no obligation to advance funds under this Note if: (a) Borrower is in default under the terms of this Note or any agreement that Borrower has with Lender, including any agreement made in connection with the signing of this Note; (b) Borrower ceases doing business or is insolvent; (c) Borrower has applied funds provided pursuant to this Note for purposes other than those authorized by Lender; or (d) Lender in good faith deems itself insecure under this Note or any other agreement between Lender and Borrower.

Presentment, notice of dishonor, and protest are hereby waived by all makers, sureties, guarantors and endorsers hereof. This Note shall be the joint and several obligations of all makers, sureties, guarantors and endorsers, and shall be binding upon them and their successors and assigns.

Any notice to Borrower provided for in this Note shall be given by mailing such notice by certified mail addressed to Borrower at the address stated below, or to such other address as Borrower may designate by notice to the Note holder. Any notice to the Note holder shall be given by mailing such notice by certified mail, return receipt requested, to the Note holder at the address stated in the first paragraph of this Note, or at such other address as may have been designated by notice to Borrower.

Borrower agrees and acknowledges that proceeds of the loan evidenced by this Note are to be used in anticipation of tax revenue which was approved by the registered town voters on August 26, 2014.

IN WITNESS WHEREOF, signed on this _____ day of October, 2014.

SELECTBOARD
TOWN OF BRANDON, VERMONT

By All or a Majority Thereof:

Maria Ammatuna – Select Board, Chair

David Atherton – Select Board, Vice Chair

[REDACTED] - Select Board, Clerk

Ethan Swift – Select Board

Devon Fuller – Select Board

Susan Gage – Treasurer

The foregoing signatures are true and genuine. Attest: _____
[REDACTED] – Select Board, Clerk

**TOWN OF BRANDON
NON-ARBITRAGE AND USE OF PROCEEDS CERTIFICATE
TAX/REVENUE ANTICIPATION BORROWING**

We, the Treasurer and at least a majority of the Board of Selectmen of the Town of Brandon, Vermont (the "Issuer"), hereby certify and represent as follows with respect to the Five Hundred Four Thousand Nine Hundred Seven and 00/100 Dollars (\$504,907.00) Tax/Revenue Anticipation Note issued by National Bank of Middlebury (the "Note"), which Note is dated October 20, 2014 and is payable as therein set forth:

1. The Issuer is issuing and delivering the Note simultaneously with the delivery of this Certificate.
2. We are the Officers of the Issuer charged by law with the responsibility for issuing the Note.
3. The Note is being issued in anticipation of the collection and receipt of taxes to be levied and assessed during the fiscal period and/or to pay current expenses of the Issuer as the same accrue.
4. The entire amount borrowed by the issuance of the Note in anticipation of the receipt of taxes, together with all of such, if any, amounts previously raised or borrowed for the same purpose, does not exceed ninety percent (90%) of taxes levied and assessed by or on behalf of the Issuer for the purpose of funding approved budget expenditures of the issuer for the fiscal period set out in Section (3). The amount borrowed by the issuance of the Note to pay current expenses does not exceed anticipated legitimate governmental expenditures for which the Issuer is responsible. All of the proceeds of the Note are expected to be needed and expended for such approved expenses of the Issuer within twelve (12) months from the date of the Note.
5. Payment of the expenses financed by the Note is expected to proceed hereafter with due diligence and in accordance with the schedule of expenditures set forth on the attached Cash Flow Certificate.
6. Any real and personal property, acquisition of which has been financed by the Note, has not been and is not expected during the life of the Note to be sold or otherwise disposed of for consideration.
7. It is expected that any earnings or net profit derived from investment or deposit of the proceeds of the Note, including transferred proceeds, any accrued interest received upon sale of the Note, and any premium received on the delivery thereof, will be expended for governmental purposes within the period stated in paragraph (4) above.
8. The Issuer has not created and does not expect to create or establish any debt service funds, bond payment reserve sinking fund, or other similar fund pledged to the payment of the Note or from which it is expected that payment of the Note would be made.
9. To the best of our knowledge, information and belief, the above expectations are

reasonable.

10. The Issuer has not been notified of any action by the Commissioner of Internal Revenue to disqualify it as an issuer whose arbitrage certificates may be relied upon.
11. No part of the proceeds derived from the issuance and sale of the Note, nor the expenditures financed by the proceeds of the Note, shall be:
 - a. Used, loaned or otherwise made available to any person or other entity, other than the Issuer or a governmental body, so as to cause the Note to be classified as "private activity bonds", as that term is defined under Section 141 of the Internal Revenue Code of 1986;
 - b. Used directly or indirectly in a trade or business by any person other than the Issuer or another governmental entity;
 - c. Loaned to any person directly or indirectly other than the Issuer;
 - d. The subject of any contract, lease or agreement of any sort having a term of one year or more and calling for the payment by the Issuer of consideration other than a fiat fee;
 - e. Expended to finance the construction, alteration or renovation of any improvement the use, occupancy, availability or beneficial enjoyment of which shall be restricted among public users thereof or for which preferential, different or unique fees, rates, assessments or charges shall be levied;
 - f. Invested in such a manner or for such a period or at a yield to result in the rebate of interest earnings thereon to the United States under any public law now or hereafter in effect.
12. The Issuer shall create and maintain records and books of account with respect to the Note and the expenditures financed by the proceeds thereof.
13. The Issuer shall furnish to the United States, or any agency, department or instrumentality thereof, in a timely fashion, such information as may be required by law with respect to all evidences of debt now or hereafter issued by the Issuer.
14. Neither the proceeds of the Note, nor the earnings derived from the investment thereof, shall be expended for the purpose of paying any costs associated with the issuance of the Note(s).
15. The Note will not be refunded or otherwise paid, defeased or secured by the proceeds of any form of debt issued by the Issuer, unless the manner of such payment, refunding or security ensures that interest paid on the Note continues to be excludable from the gross income of the recipient thereof for federal and state income tax purposes.
16. The proceeds of the Note shall not be invested for a period or at a yield so as to render the interest payable on the Note includable in the gross income of the holder(s) thereof.

17. The proceeds of the Note will not be used in a manner that will cause the Note to be arbitrage bonds or private activity bonds within the meaning of Sections 103©, and 141 and 148(a) of the Internal Revenue Code of 1986, as amended, and the Regulations promulgated there under.
18. The aggregate principal amount of the Note is not greater than the maximum anticipated cumulative cash flow deficit which has been computed in accordance with the Regulations identified in paragraph (17) hereof, which computation is shown on the accompanying Cash Flow Certificate.
19. This Certificate is executed and is being delivered pursuant to Treasury Regulations Section 1.148—2(b)(2)(i).
20. The Issuer hereby designates the Note as a “qualified tax exempt obligation” under Section 265(b) of the Internal Revenue Code of 1986, as amended.

IN WITNESS WHEREOF, signed on this _____ day of October, 2014.

SELECTBOARD
TOWN OF BRANDON, VERMONT

By All or a Majority Thereof:

Maria Ammatuna – Select Board, Chair

David Atherton – Select Board, Vice Chair

[REDACTED] – Select Board, Clerk

Ethan Swift – Select Board

Devon Fuller – Select Board

Susan Gage – Treasurer

The foregoing signatures are true and genuine. Attest:

[REDACTED] – Select Board Clerk

The Vermont Statutes Online

Title 24: Municipal and County Government

Chapter 5: COUNTY OFFICERS; POWERS AND DUTIES

Sub-Chapter 1: Assistant Judges

24 V.S.A. § 138. Local option taxes

§ 138. Local option taxes

(a) Local option taxes are authorized under this section for the purpose of affording municipalities an alternative method of raising municipal revenues to facilitate the transition and reduce the dislocations in those municipalities that may be caused by reforms to the method of financing public education under the Equal Educational Opportunity Act of 1997. Accordingly:

(1) the local option taxes authorized under this section may be imposed by a municipality;

(2) a municipality opting to impose a local option tax may do so prior to July 1, 1998 to be effective beginning January 1, 1999, and anytime after December 1, 1998 a local option tax shall be effective beginning on the next tax quarter following 90 days' notice to the Department of Taxes of the imposition; and

(3) a local option tax may only be adopted by a municipality in which:

(A) the education property tax rate in 1997 was less than \$1.10 per \$100.00 of equalized education property value; or

(B) the equalized grand list value of personal property, business machinery, inventory, and equipment is at least ten percent of the equalized education grand list as reported in the 1998 Annual Report of the Division of Property Valuation and Review; or

(C) the combined education tax rate of the municipality will increase by 20 percent or more in fiscal year 1999 or in fiscal year 2000 over the rate of the combined education property tax in the previous fiscal year.

(b) If the legislative body of a municipality by a majority vote recommends, the voters of a municipality may, at an annual or special meeting warned for that purpose, by a majority vote of those present and voting, assess any or all of the following:

(1) a one percent sales tax;

(2) a one percent meals and alcoholic beverages tax;

(3) a one percent rooms tax.

(c) Any tax imposed under the authority of this section shall be collected and administered by the Department of Taxes, in accordance with State law governing such State tax or taxes; provided however, that a sales tax imposed under this section shall be collected on each sale that is subject to the Vermont sales tax using a destination basis for taxation. A per-return fee of \$5.96 shall be assessed to compensate the Department for the costs of administration and collection, 70 percent of which shall be borne by the municipality, and 30 percent of which shall be borne by the State to be paid from the PILOT Special Fund. The fee shall be subject to the provisions of 32 V.S.A. § 605.

(d) Of the taxes collected under this section, 70 percent of the taxes shall be paid on a quarterly basis to the municipality in which they were collected, after reduction for the costs of administration and collection under subsection (c) of this section. Revenues received by a municipality may be expended for municipal services only, and not for education expenditures. Any remaining revenue shall be deposited into the PILOT Special Fund established by 32 V.S.A. § 3709.

(e) As used in this section, "municipality" means a city, town, or incorporated village.

(f) Nothing in this section shall affect the validity of any existing provision of law or municipal charter authorizing a municipality to impose a tax similar to the local option taxes authorized in this section.

(g) If the legislative body of a municipality by a majority vote recommends or by petition of ten percent of the voters of a municipality recommends, the voters of a municipality may at an annual or special meeting warned for that purpose by a majority vote of those present and voting rescind any or all of the local option taxes assessed under subsection (b) of this section. (Added 1997, No. 60, § 88; amended 1997, No. 71 (Adj. Sess.), § 61, eff. March 11, 1998; 1999, No. 49, § 87, eff. June 2, 1999; 2001, No. 144 (Adj. Sess.), § 25; 2003, No. 66, § 53b, see effective date note set out below; 2003, No. 68, §§ 66, 68, eff. June 18, 2003; 2003, No. 152 (Adj. Sess.), § 15; 2005, No. 215 (Adj. Sess.), §§ 286, 293b, 293c; 2009, No. 160 (Adj. Sess.), § 8; 2011, No. 128 (Adj. Sess.), § 37; 2011, No. 143 (Adj. Sess.), § 48, eff. May 15, 2012.)

**RESOLUTION FOR SUSTAINABLE
EDUCATION FUNDING REFORM IN VERMONT:**

- Education Funding is a Statewide priority and needs to be addressed at the State level.
- In the past 10 years the Vermont student population has declined by 10,618 (or 10%)
- In the past 10 years Vermont education spending has increased by \$300 million (or 33%)
- In the past 10 years Vermont per student spending has increased by \$6,537 (or 60%)
- In the past 10 years reliance on education property taxes has increased nearly 7%
- Nearly 70% of Education spending is funded by property taxes.

Vermont has reached its maximum capacity to support education funding through the Statewide Education property tax.

Vermont cannot ignore the current trends and the limitations of our property tax base. Without responsible funding system reforms, Vermont schools will be forced to undergo arbitrary and detrimental budget cuts that will affect the quality of education in Vermont. Vermont can achieve a sustainable Education future:

- Create a more diverse education funding system, sharing the costs equally between all our tax resources (income, sales, rooms & meals, and property taxes)
- Simplify the education funding system so it can be understood by the average taxpayer.

Continued reliance on the education property tax will have a material impact on local government's ability to provide vital services (police, fire, roads etc.) to residents.

Therefore be it resolved that the Vermont cities, towns and school districts support capping total education property taxes at the FY15 level for the next two years and raise any additional revenues required to fund necessary school expense increases from some other state revenue source. The legislature should take that time to make the necessary funding reform that will sustain our education system into the future.

(It is not the intent of this resolution to cap overall education spending).

Be it further resolved on this 27th day of October, 2014, that the Town of Brandon supports the Vermont legislature as they seek out the necessary reforms to the education funding system.

8.0 SUMMARY AND CONCLUSIONS

Weston & Sampson have performed a Phase II Environmental Site Assessment at the Brandon Town Office property in conformance with the scope and limitations of ASTM Practice E1903-11 and offer the following summary and conclusions resulting from our Phase II ESA study:

- Weston & Sampson installed 5 soil borings; and collected 3 soil samples, and 1 surface water sample for laboratory analysis for VOCs. The sampling locations are shown on **Figure 3**.
- No VOC concentrations above EPA RSLs or VTDEC regulatory levels were identified in soils adjacent to or beneath the Site building. Limited, low level TPH concentrations, below corresponding RSLs, were observed in soils at the base of soil boring SB-5 at approximately 2' bgs. Therefore, no risk is posed for contact exposure.
- Groundwater was not encountered during the soil boring program and no evidence of groundwater seepage beneath the site was observed. The entire area is served by the Brandon municipal water system. Therefore, no exposure risk to contaminated shallow groundwater has been identified.
- Surface water beneath the site has not been impacted by VOC contamination above screening and regulatory criteria.
- The extent and degree of VOC contamination has not generated a soil gas plume, therefore no risk of vapor intrusion into the existing building has been documented and is unlikely.

9.0 RECOMMENDATIONS

Weston & Sampson has no recommendations for additional work at the Site and recommends issuance of a Sites Management Activities Completed (SMAC) designation.

DRAFT

VHB Status Report – October 24, 2014

Segment 6

A. Briggs Lane

1. CLD moving forward on design
2. Town to provide status on being able to provide retaining wall information to CLD
3. Town to provide status regarding whether there is potential for funding soil borings to determine the depth to ledge at the wall

B. ROW Process

1. ROW Plans moving forward. CLD to provide update as to whether they are still on schedule for end of October submission.
2. VSE Contract
 - a. CLD to provide status on VSE work
3. Design/Easement related
 - a. Input has been received regarding design at car wash, Whittaker, and Mobil
 - b. Mobil parcel included on 09/19/14 email to Town, CLD, and O&K for appraisal
4. Waiver Valuations
 - a. VHB forwarded waiver valuations for the parcels that are anticipated to only need disconnect & connect.
5. Appraisal Parcels
 - a. O&K indicated they cannot complete until ROW Plans are approved. Can work on background work.
 - b. Parcels #6141-#6145
 - i. Town/VHB to look into this a little more and follow-up with VTrans if needed regarding what needs to be done for these parcels (i.e. waiver valuations versus appraisals).
 - c. Mortgage Releases
 - i. Scott R looking into getting a copy of a mortgage release example. Releases will be needed for parcels needing an appraisal.

C. Design

1. Town/VHB to review fees prepared by CLD for design/construction costs related to two crosswalks and a change in shoulder at the Library. VHB and Town to review.
2. Parking spaces at West Seminary Street: CLD to include 2 parking spaces (regular, not handicap) into design if no drainage impacts.

- A. As-builts: CLD indicated based on partial drawings that there may be some conflicts depth wise – utility coordination, not ROW related likely.

Waterline

- B. Invoices
 - a. JAM had not been paid as of 10/16/14, per A&E email. A&E has confirmed that JAM as-builts are complete. VHB recommends payment of JAM Pay Application #7. JAM has inquired to A&E regarding status of payment.
 - b. VHB recommends Town approve and sign RE Amendments.
 - c. VHB pulling together latest invoice packages
- C. As-builts
 - a. A&E has uploaded JAM as-built information to the project's dropbox folder, under a subfolder called "As-Built Information". CLD to confirm they are able to download file and review to see how any field changes in the Waterline project (i.e. vicinity of West Seminary intersection) impacts Segment 6 design.

Bridge 114

- A. Selectboard did not approve CLD proposal dated 10/08/14. The Town wants the concrete slab included as part of the project.

NAME Postage
DATE October 14, 2014
INVOICE# Req. #5
VENDOR# _____
AMOUNT \$1,000.
FISCAL YEAR 14-15
ORG/OBJ 10510/30132

Funds added to the postage machine via telephone line. Entry only Board signature required.

	DR	CR
10100/01110		1000.00
10510/30132	1000.00	

10/24/14
01:59 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # Prior FY Invoices
For checks For Check Acct 01(10 General Fund) 10/27/14 To 10/27/14

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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
300796	CLD CONSULTING ENGINEERS	50625 FEMA Kennedy Pk.	631.63	0.00	631.63	39399	10/27/14
Report Total			631.63	0.00	631.63		

Selectboard

To the Treasurer of TOWN OF BRANDON, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *****631.63
Let this be your order for the payments of these amounts.

TOWN OF BRANDON Accounts Payable
Check Warrant Report # Current Next FY Invoices
Manually Selected For Check Acct 01(10 General Fund) 10/27/2014 To 10/27/2014

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
310184	ABANAKI INC	3150 STORAGE CONTAINER	75.00	0.00	75.00	39392	10/27/14
200263	ALDRICH & ELLIOTT, PC	75189 FEMA Proj. Eng.	1166.61	0.00	1166.61	39393	10/27/14
310330	BENNETT, ROBIN M.	10-23-14 cell setp/oct icoma confe	2264.22	0.00	2264.22	39395	10/27/14
100255	BRANDON FIRE DISTRICT #1	HW OCT 14 hw garage water	56.00	0.00	56.00	39396	10/27/14
100255	BRANDON FIRE DISTRICT #1	PD OCT 14 pd water	39.66	0.00	39.66	39396	10/27/14
100255	BRANDON FIRE DISTRICT #1	REC OCT 14 ESTABROOK WATER	32.57	0.00	32.57	39396	10/27/14
100255	BRANDON FIRE DISTRICT #1	T O OCT 14 town office water oct	28.00	0.00	28.00	39396	10/27/14
100255	BRANDON FIRE DISTRICT #1	TH OCT 14 town hall water oct	39.22	0.00	39.22	39396	10/27/14
100280	BRANDON LUMBER & MILLWORK CO.	484189/3 Shed Repair	177.75	0.00	177.75	39397	10/27/14
100280	BRANDON LUMBER & MILLWORK CO.	484225/3 Credit for Shed Supplies	-42.99	0.00	-42.99	39397	10/27/14
100280	BRANDON LUMBER & MILLWORK CO.	484457/3 trash bags	14.99	0.00	14.99	39397	10/27/14
100280	BRANDON LUMBER & MILLWORK CO.	484461/3 spray paint for equip	9.98	0.00	9.98	39397	10/27/14
100280	BRANDON LUMBER & MILLWORK CO.	484702/3 anti-freeze	36.38	0.00	36.38	39397	10/27/14
200218	BRANDON REPORTER	9-30-14 ADS FOR SEPT	36.00	0.00	36.00	39398	10/27/14
310097	COMCAST	2417 FRANK oct phones town office	522.53	0.00	522.53	39400	10/27/14
310097	COMCAST	LSTRS 10/14 sept & october listers	232.58	0.00	232.58	39401	10/27/14
310177	COTT SYSTEMS, INC.	74958 NOV HOST FEES	200.00	0.00	200.00	39402	10/27/14
310332	ENPRO SERVICES INC	10-24-14 deductible town hall	250.00	0.00	250.00	39404	10/27/14
310037	FAIRPOINT COMMUNICATIONS	10-6-2014 pd phone expense	43.80	0.00	43.80	39405	10/27/14
301025	FIREPROTEC FIRE & SAFETY EQUIP	310104 annual fire ext maint	9.00	0.00	9.00	39406	10/27/14
301025	FIREPROTEC FIRE & SAFETY EQUIP	310106 annual fire ext maint	158.60	0.00	158.60	39406	10/27/14
301025	FIREPROTEC FIRE & SAFETY EQUIP	T O 310105 fire ext maint	38.50	0.00	38.50	39406	10/27/14
301025	FIREPROTEC FIRE & SAFETY EQUIP	TH 310109 fire ext maint	52.45	0.00	52.45	39406	10/27/14
300187	FLORENCE CRUSHED STONE	220477 crushed stone	708.52	0.00	708.52	39408	10/27/14
300187	FLORENCE CRUSHED STONE	220541 crushed stone	623.99	0.00	623.99	39408	10/27/14
100925	FOLEY SERVICES INC	484986 uniforms	39.25	0.00	39.25	39409	10/27/14
100925	FOLEY SERVICES INC	486337 uniforms	42.25	0.00	42.25	39409	10/27/14
310370	FRENCH, RALPH	2014I Revised Bill Adjustment\	34.08	0.00	34.08	39410	10/27/14
100027	G STONE COMMERCIAL DIVISION	66475 roller rental	250.00	0.00	250.00	39411	10/27/14
100650	GALLS, AN ARAMARK COMPANY	002543060 boots, trousers	185.00	0.00	185.00	39412	10/27/14
100725	GREEN MOUNTAIN GARAGE	059361	21.29	0.00	21.29	39414	10/27/14
310233	GREEN MOUNTAIN POWER	OCT 2014 oct electric	4297.82	0.00	4297.82	39415	10/27/14
100971	MALLORY'S AUTOMOTIVE INC	8894 replaced battery	55.00	0.00	55.00	39416	10/27/14
300964	MARDEN, DENNIS	10-14 Reim. Town Hall Exp.	171.55	0.00	171.55	39417	10/27/14
100588	MARKOWSKI EXCAVATING, INC.	V-14985 gravel	670.95	0.00	670.95	39418	10/27/14
100588	MARKOWSKI EXCAVATING, INC.	V-15019 gravel	521.85	0.00	521.85	39418	10/27/14
330461	MARKOWSKI, GREG	NOV 2014 NOV RENT	2000.00	0.00	2000.00	39419	10/27/14
330377	MATTHEW BENDER & COMPANY, INC.	6411516X VT Stat 2014 supp pkg	364.11	0.00	364.11	39420	10/27/14
310304	MIKE'S FUELS, LLC	248510 diesel fuel @ HWY	812.00	0.00	812.00	39421	10/27/14
310304	MIKE'S FUELS, LLC	248600 heating fuel @ HWY	21.24	0.00	21.24	39421	10/27/14
310304	MIKE'S FUELS, LLC	248601 heating fuel @ Town Hall	236.87	0.00	236.87	39421	10/27/14
310304	MIKE'S FUELS, LLC	248602 heat fuel / 2417 Frankli	69.84	0.00	69.84	39421	10/27/14
200268	NESHOBE GOLF CLUB	263914 JR GOLF SETS	711.00	0.00	711.00	39422	10/27/14
310299	RAUSENBERGER, WAYNE	25078/25068 keys for town office	20.00	0.00	20.00	39424	10/27/14
310458	RIDDELL	REF#0 FOOTBALL PADS	821.00	0.00	821.00	39425	10/27/14
300502	ROUSE TIRE SALES INC	10170100 tires	273.82	0.00	273.82	39427	10/27/14
300502	ROUSE TIRE SALES INC	10170188 flat tire repair	15.00	0.00	15.00	39427	10/27/14
100005	RUTLAND COUNTY SOLID WASTE DIS	21101 SEPT RECYCLING	57.75	0.00	57.75	39429	10/27/14
200292	STAPLES CREDIT PLAN	1156363931 TONER	87.83	0.00	87.83	39430	10/27/14
200292	STAPLES CREDIT PLAN	80806 MONTHLY PLANNER	9.99	0.00	9.99	39430	10/27/14

TOWN OF BRANDON Accounts Payable
Check Warrant Report # Current Next FY Invoices
Manually Selected For Check Acct 01 (10 General Fund) 10/27/2014 To 10/27/2014

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
330348	VERIZON WIRELESS	9733757829 OCT CELL	237.44	0.00	237.44	39431	10/27/14
310045	VERMONT DEPARTMENT OF HEALTH	10-21-14 CERTIFICATE PAPER	5.00	0.00	5.00	39432	10/27/14
300024	VERMONT DIGITAL	1015R 10/6/14 SERVICE DATE	594.00	0.00	594.00	39433	10/27/14
300024	VERMONT DIGITAL	66349586 computer work	110.00	0.00	110.00	39433	10/27/14
300877	VERMONT PEST CONTROL	B3712 OCT PEST CONTROL	85.00	0.00	85.00	39434	10/27/14
300194	VERMONT POLICE ACADEMY	141010587 meeting/lunch	10.50	0.00	10.50	39435	10/27/14
310046	W.B. MASON CO INC	I20936127 toner	540.60	0.00	540.60	39439	10/27/14
310046	W.B. MASON CO INC	I21029998 ink cartridges	33.98	0.00	33.98	39439	10/27/14
310046	W.B. MASON CO INC	I21065614 in/out board	42.99	0.00	42.99	39439	10/27/14
310046	W.B. MASON CO INC	I21089734 paper, ink cartridges	66.55	0.00	66.55	39439	10/27/14
310046	W.B. MASON CO INC	I21196791 toner	170.99	0.00	170.99	39439	10/27/14
310046	W.B. MASON CO INC	I21209391 paper	174.95	0.00	174.95	39439	10/27/14
310046	W.B. MASON CO INC	I21263023 pads/envelopes/apt book	72.37	0.00	72.37	39439	10/27/14
310459	WESTON & SAMPSON ENGINEERS, IN	438459 THRU 9-26-14	1841.08	0.00	1841.08	39437	10/27/14
100710	WINMILL EQUIPMENT COMPANY, INC	14559 grader blade	93.00	0.00	93.00	39438	10/27/14
100710	WINMILL EQUIPMENT COMPANY, INC	41925 repairs to grader	1057.92	0.00	1057.92	39438	10/27/14
Report Total			23,701.22	0.00	23,701.22		

Selectboard

To the Treasurer of TOWN OF BRANDON, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****23,701.22
Let this be your order for the payments of these amounts.

10/24/14
02:22 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices For Fund (20 Sewer Fund)
For Check Acct 01(10 General Fund) All check #s 10/27/14 To 10/27/14 & Fund 20

Page 1 of 2
Luanne

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100015	10/23/14	ALLEN ENGINEERING & CHEMI chlorine 111503B7901	20-5-55-50120 Chlorine	523.05	39394	10/27/14
100255	10/24/14	BRANDON FIRE DISTRICT #1 ww oct water WW OCT 14	20-5-55-41180 Maintenance-Vehicles	1853.49	39396	10/27/14
100494	10/17/14	ENDYNE INC testing 158103	20-5-55-22120 Testing	123.50	39403	10/27/14
100494	10/20/14	ENDYNE INC testing 158180	20-5-55-22120 Testing	22.00	39403	10/27/14
301025	10/24/14	FIREPROTEC FIRE & SAFETY extin mainten WW310108	20-5-55-42150 Outside Maint. - Bldgs	44.00	39406	10/27/14
100615	10/10/14	FISHER SCIENTIFIC lab supplies 9962186	20-5-55-30120 Professional Supplies	123.13	39407	10/27/14
100925	10/14/14	FOLEY SERVICES INC uniforms 484985	20-5-55-10320 Clothing Allowance	18.57	39409	10/27/14
100925	10/21/14	FOLEY SERVICES INC uniforms 486336	20-5-55-10320 Clothing Allowance	18.57	39409	10/27/14
301010	10/21/14	GECHA BROS. EXCAVATION, I repair Middle Road sewer OCT2014	20-5-55-51310 Collection Systems	26154.00	39413	10/27/14
310233	10/24/14	GREEN MOUNTAIN POWER ww electric oct WW OCT 14	20-5-55-42130 Electric	4477.16	39415	10/27/14
310304	10/07/14	MIKE'S FUELS, LLC diesel fuel @ WW 248511	20-5-55-41130 Fuel - Vehicles	118.90	39421	10/27/14
100318	10/09/14	Q.C. SERVICES, INC. meter maintenance 46373	20-5-55-43160 Maint. Supplies - General	135.00	39423	10/27/14
100318	10/09/14	Q.C. SERVICES, INC. meter maintenance 46373	20-5-55-30120 Professional Supplies	313.50	39423	10/27/14
200179	10/09/14	ROOTX root killer 41668	20-5-55-51310 Collection Systems	450.00	39426	10/27/14
300375	10/23/14	RUTLAND CITY Sept sludge processing 12814SLUDG	20-5-55-50160 Sludge Disposal	4095.00	39428	10/27/14
330348	10/24/14	VERIZON WIRELESS WW OCT CELL WW OCT 2014	20-5-55-42100 Wastewater Telephone	38.28	39431	10/27/14
310046	10/24/14	W.B. MASON CO INC ink cartridge for ww WW121089734	20-5-55-30110 Office Supplies	95.94	39439	10/27/14

10/24/14
02:22 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices For Fund (20 Sewer Fund)
For Check Acct 01(10 General Fund) All check #s 10/27/14 To 10/27/14 & Fund 20

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				38604.09		

Selectboard

To the Treasurer of TOWN OF BRANDON, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****38,604.09
Let this be your order for the payments of these amounts.

Please note:

General Fund Portion - \$203,129.84

Wastewater Fund Portion - \$31,643.50

NAME US Bank N.A.
ADDRESS 60 Livingston St.
CITY/STATE/ZIP St. Paul, MN 55107
DATE Due 11/15/14
AMOUNT \$234,773.34-Wire Transfers
FISCAL YEAR 14/15

REASON/COMMENT- Multiple Bond Payments-Principal/Interest

ENTRY ONLY-BOARD SIGNATURE REQUIRED

WW 1994 Series 1	5,159.57	20555/60800-20200/02520
2006 Infrastructure bond	177,192.49	10519/48140
WW 2012 Series #4&5	22,597.89	20555/61000-20200/02524
PD bond	25,937.35	10519/60500
Carver ST Upgrade	3,886.04	20555/60800-20200/60800

BOARD SIGNATURES

Devon Fuller

Maria Ammatuna

Ethan Swift

David Atherton

RECEIVED
OCT 14 2014
TOWN OF BRANDON

October 1, 2014

REVISED

Brandon Town
49 Center Street
Brandon, VT 05733

BORROWER KEY ID:

VMBBBBRA32

Vermont Municipal Bond Bank

ATTN: Bookkeeper

Pursuant to the Loan Agreement with respect to the below loan series, your debt service payment due on or before November 15, 2014 is as follows:

Loan Series	Refunded By	Interest	Principal	Credit	Total Payment due
Series 2006-1	Series 2014-4	\$39,615.25	\$140,000.00	(\$2,422.76)	\$177,192.49 ✓
	Series 2012-4	\$8,648.39	\$13,949.50	\$0.00	\$22,597.89 ✓
	Series 2012-4	\$6,187.35	\$19,750.00	\$0.00	\$25,937.35 ✓
	Series 2012-4	\$823.22	\$3,062.82	\$0.00	\$3,886.04 ✓
Series 2003-1	Series 2012-5	\$159.57	\$5,000.00	\$0.00	\$5,159.57 ✓
Totals:		\$55,433.78	\$181,762.32	-\$2,422.76	\$234,773.34
Total Amount Due from Borrower:			\$234,773.34		

Kindly send your payment to the attention of the undersigned at the following address and ensure that you reference your "Borrower Key ID" in the payment:

Remit check to: (must be received 7 business days prior to due date)

U. S. Bank
SDS 12-2302
PO Box 86
Minneapolis, MN 55486-2302
(Please reference VMBBBBRA32 and Debra Rucker)

If by Wire Instructions or ACH:

Bank: U. S. Bank N. A. - 60 Livingston St., Saint Paul, MN 55107
Beneficiary: U. S. Bank Corporate Trust
ABA #: 091-000-022
A/C #: 173103321092
OBI: TFM - Debra Rucker
Ref: VMBBBBRA32

Memorandum

Date: October 16, 2014
To: Peter O'Grady, Town of Brandon, Public Works Director
CC: Robin Bennett, Town of Brandon, Town Manager
From: Jason R. Booth, PE
RE: Briggs Lane Sewer and Roadway



The information provided below in this addendum is a summary of the alternatives and a recommendation for repairing Briggs Lane to pre-disaster conditions. Based on discussions with VHB, CLD and the Town of Brandon in an effort to coordinate with the future upgrades of Route 7 as part of Segment 6, the following is assumed:

- Briggs Lane will remain at the same approximate existing elevation (+/- 6")
- The previously constructed wood ramp that parallels Briggs Lane will remain
- The section of sewerline encased in concrete will not be replaced

BRIGGS LANE SEWER

The existing sewer line on Briggs Lane consists of approximately 80 linear feet of concrete encased vitrified clay (VC) sewerline and 60 linear feet of direct bury VC sewerline that extends to an existing manhole on the lower portion of Briggs Lane. The portion of concrete encased sewer begins at the Route 7 retaining wall and extends in a westerly direction. This portion of sewer was televised shortly after Tropical Storm Irene and was found to be in acceptable condition. The lower portion, which is not encased in concrete was repaired after damage from Tropical Storm Irene, however requires replacement. Prior to completing any road work on Briggs Lane it is recommended that approximately 60 linear feet of 12" sewer is replaced with new PVC SDR 35.

BRIGGS LANE ROAD RECONSTRUCTION

There are three (3) approaches that can be used to rebuild the surface of Briggs Lane. The slope of the roadway section is nearly 30%. It is standard practice to pave road surfaces over 7% slope, however asphalt paving is not an option for Briggs Lane due to restrictions on FEMA funding.

Option 1: Gravel Resurfacing

Resurface Briggs Lane with 6" of select 5/8" minus surface gravel, limestone gravel is preferable if available. Gravel should be mixed with 0.75 gallons/square yard of calcium chloride as it is placed. An additional 0.25 gallons/square yard of calcium chloride should be added after final grading and compaction. The surface should be compacted at its optimum moisture content with a roller capable of reaching 95% of the material's maximum density throughout the depth of the material.

Advantages:

- Simple quick fix
- Low cost alternative
- Would provide a temporarily stable base for future paving

Disadvantages:

- Only a seasonal fix. This process would likely be required at least once per year to maintain the surface of the roadway and prevent washout

Option 1 Cost Range: \$4,000 to \$7,000

Option 2: Recycled Asphalt

Resurface Briggs Lane with Recycled Asphalt (RAP). RAP should be 5/8" minus and should be only recycled aggregate, no native gravel should be mixed with the RAP. The RAP should be placed in a 6 inch lift and it should be compacted with a roller capable of reaching 95% of the material's maximum density throughout the depth of the material. It is recommended that a minimum of 12" of RAP be placed on Briggs Lane, which will require excavation of the existing surface to a subgrade elevation to accommodate the new surface material and match the existing elevation.

Advantages:

- If placed correctly and at the right time of year RAP creates a very stable surface
- Long term solution
- Can be regraded as necessary in the future
- Provides a stable but flexible end product that can be used as a subbase for paving in the future

Disadvantages:

- Requires high temperatures (late winter/early summer) during and shortly after placement to bind and create a proper surface for long-term.
- RAP material must be only recycled aggregate, no native gravel should be mixed with the RAP
- If not placed properly product will not bind and can break-up into a crumbly mix of aggregate
- Moderate cost

Option 2 Cost Range: \$14,000 to \$18,000

Option 3: Portland Cement Stabilized Gravel

Resurface Briggs Lane with 8" of Portland cement stabilized gravel. The purpose of this is to create an "unconfined compressive strength" of the gravel surface to approximately 200 psi. This process involves scarifying the existing surface in preparation for a carefully

calculated admixture of water and Portland cement. Once the proper mixture is added, the roadway is graded and compacted to 95% of the material's maximum density. The roadway surface should be given time to cure (7 days minimum, preferably 28 days).

Advantages:

- Can withstand erosive velocities of drainage
- Can provide a stable base for future paving

Disadvantages:

- Very involved process
- Sensitive process (too much concrete and the road can become too "solid", too little and the road can become too unstable)
- Higher cost alternative
- Not recommended for completion in cooler temperatures

Option 3 Cost Range: \$20,000+

RECOMMENDATION

Based on the information described herein, our recommendation is for the Town to proceed with Option 2 and rebuilding the roadway with a Recycled Asphalt. Prior to the roadway work being completed, the sewerline should be replaced. Given the conditions at this time of year it is recommended that this work be completed at the earliest practical time in the spring of 2015. This work can be constructed by any responsible general contractor with standard construction equipment and therefore a specialty contractor is not required.

We are requesting that the Town provide a response regarding our recommendation prior to proceeding. If the Town concurs with the recommendation, A+E will finalize a basic solicitation package which will include the roadway and the sewerline work. The solicitation package will be sent to a minimum of three (3) general contractors (as specified by the Town) for completion of the work in the spring of 2015.