

**Brandon Select Board Meeting
November 24, 2014
7:00 p.m.**

***** Please Note: Location Change *****

The Brandon Select Board will meet Monday, November 24, 2014 at 7:00 p.m. at the Brandon Area Rescue Squad building located at 1338 Franklin Street expecting to consider the items noted on this agenda. Agendas shall be posted on the community bulletin board in the front window of the Town Office at 49 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) Special Select Board Meeting Minutes – November 10, 2014
 - b) Select Board Meeting Minutes – November 10, 2014
- 3) Public Comments for Items not on the Agenda
- 4) Town Managers Report
- 5) Speed Limit Request: Todd Thornton
- 6) FY 15-16 Budget
- 7) Deputy Town Health Officer
- 8) Local Option Tax
- 9) Town Office Project
- 10) Segment 6 / Bridge 114 Project
- 11) FEMA Projects
- 12) Fiscal
 - a) General Fund Warrant – November 24, 2014 - \$641,483.18
 - b) Wastewater Fund Warrant – November 24, 2014 - \$13,898.72
- 13) Executive Session - 1 VSA § 313(3)(a)(3) Evaluation of the Town Manager

Recommended Motion:

I move that we enter executive session for the evaluation of a public officer or employee pursuant to Title 1 Section 313(3)(a)(3) of the Vermont Statutes to include the Town Manager.

- 14) Adjournment

**Special Brandon Select Board Meeting
November 10, 2014**

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

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

Also in Attendance: Robin Bennett

1. Call to order

The meeting was called to order by Maria Ammatuna at 5:37PM.

a) Agenda Adoption – Motion Ethan Swift/Devon Fuller to adopt the agenda as presented. **The motion passed unanimously – 4 to zero.**

Motion by Ethan Swift/Devon Fuller for the Select Board to enter into executive session at 5:39PM to discuss the appointment of a public officer or employee pursuant to Title 1, Section 313(a)(3) of the Vermont Statutes with the session to include the Town Manager. **The motion passed unanimously – 4 to zero.**

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

Motion by Ethan Swift/Devon Fuller to come out of executive session at 6:43PM. **The motion passed unanimously – 3 to zero.**

Motion by Dave Atherton/Devon Fuller to appoint Doug Bailey to the remaining term until the March election day due to his historic asset to the community. **The motion passed unanimously – 4 to zero.**

3. Adjournment

Motion by Devon Fuller/Ethan Swift to adjourn the Special Select Board meeting at 6:47PM. **The motion passed unanimously - 4 to zero.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

**Brandon Select Board Meeting
November 10, 2014**

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

In Attendance: Ethan Swift, Maria Ammatuna, Dave Atherton, Devon Fuller, Doug Bailey

Also in Attendance: Robin Bennett, Kathy Rausenberger, Wayne Rausenberger, Delores Furnari, Richard Baker, Doug Bailey, Allan Leavitt, Sue Gage, Bernie Carr, Cindy Bell, Linda Stewart, Jeff Stewart, Lee Kahrs, Chris Brickell, Dick Kirby, Blaine Cliver, Joe Ammatuna, Seth Hopkins, Janet Coolidge, Arlen Bloodworth, Jim Leary, Doug Sawyer, Erin Mansfield, Phyllis Reed, Judi Bunde

1. Call to order

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

a) Agenda Adoption – Motion Ethan Swift/Dave Atherton to adopt the agenda with the modification to swear in the new Select Board member prior to the consent agenda. **The motion passed unanimously – 3 to zero.**

2. Swearing in of Select Board Member

Maria Ammatuna reported the Select Board interviewed three of four candidates who had submitted letters of interest in serving on the Select Board. The Board has selected Doug Bailey to be the 5th panel member. Mr. Swift noted it was not an easy decision as all candidates had special skills and the Board greatly appreciated the candidates' interest in serving.

Sue Gage swore Doug Bailey in as the new Select Board member. Ms. Gage noted that when someone serves in office, there are two oaths that they must take; the Vermont Oath of Allegiance and the Oath of Office.

3. Consent Agenda

a) Select Board Meeting Minutes – October 27, 2014

Motion by Devon Fuller/Dave Atherton to approve the minutes of the October 27, 2014 Select Board meeting, as amended. **The motion passed with one abstention – Doug Bailey.**

Page 7, Item 9 – Education Funding Reform Resolution- second to the last line...the Governor decided to utilize the Teacher's Pension fund elsewhere. In the same section, sixth line from the end, The Governor has given a bye to the Teacher's Union.

Page 8. Item 12 – FEMA Projects – second line – Option 2 using recycled asphalt as their recommended option.

4. Public Comments for Items not on the Agenda

Linda Stewart asked if Ms. Bennett has been able to complete the report to the state to enable the Planning Commission to make a draw down request for the Municipal Planning Grant funds. Ms. Bennett reported she will be completing this on Wednesday.

Blaine Cliver stated there is an unsafe situation with a crosswalk in front of Nancy Leary's business as there is a sign that indicates there is a crosswalk. The crosswalk was temporary and the sign should be removed. Robin Bennett reported this has been identified and will be taken care of.

Wayne Rausenberger asked if the Select Board has considered where the town will get the matching funds for the overflow culvert now that the go-ahead has been given for Bridge 114, Segment 6 and Cobb Hill. It was noted that Segment 6 and Cobb Hill have not been discussed. The MPG grant will be discussed later in the agenda during the Town Manager's report.

A representative from Boy Scout Pack 123 was present to request the Select Board meet with the Boy Scouts. Devon Fuller questioned whether the meeting required the entire Board, suggesting that two people could meet and not require the posting for an open meeting of the Select Board. It was noted the Webelos meet Sunday afternoons from 3:00 to 5:00PM at the Wesleyan Church. Devon Fuller and Ethan Swift volunteered to attend one of the meetings and it was recommended to contact Mr. Fuller and Mr. Swift to schedule a time to meet with the boy scouts.

5. Town Manager's Report

Robin Bennett reported the delinquent taxes collected as of November 7th was \$227,991.77 or 31.5% and \$104,148.33 or 26.4% of the delinquent sewer accounts. The list has been turned over to the town's attorney, but the letters have not gone out. There will be a conference call with the attorney to discuss this matter. This amount represents 114 tax accounts and 112 sewer accounts and there are 66 payment arrangements that have been made. The attorney has indicated the letters will go out by next week and the owners will be given 30 days from that point to settle the accounts before the properties go to tax sale.

Ms. Bennett reported the interim Public Works Director and she have drafted a job description and the position will be advertised next week. It is hoped to have someone hired by the first of the year. There will be assistance from a consultant for the sewer projects and the person hired will coordinate with personnel on the town projects. Mr. O'Grady thinks that a consultant would be a good fit to assign tasks directly related to the sewer system.

Ms. Bennett stated Glenna Pound is preparing the financial statements and will coordinate with the auditors. At this time, there is not an estimated date for the audit to be done.

Ms. Bennett stated the Wheeler Road Bridge and Union Street grant RFP's have not gone out yet due to a scheduling conflict, but an extension has been given for the Wheeler Road project. Ms. Bennett advised the town is ready for a snow event. Maria Ammatuna asked about snow removal for Briggs Lane and Ms. Bennett stated at this point, it will be the same as last year with no snow removal. Judi Bunde asked if there is going to be a sidewalk plow and Ms. Bennett advised that is still in the plan. Maria Ammatuna suggested something be done to avoid hitting the marble steps and it was suggested to have some type of markings installed to avoid breaking them.

Ms. Bennett reported the Youth Football Program raffle raised \$4,385.00 and the money was used to purchase 38 new helmets and pads that replaced the old equipment and will also allow the Recreation Department to start a 3rd and 4th grade flag program next year. This year 180 children participated in the football and soccer programs. It was noted there are still tickets available for the Celtics bus trip on January 16th and if someone is interested in attending, they should contact Bill Moore for further information. Ms. Bennett also provided a reminder the town office would be closed the next day in observance of Veteran's Day.

Dave Atherton asked about the beaver dam. Ms. Bennett reported Ethan Swift and she visited the location. Ethan Swift stated the town would get involved if it was threatening public infrastructure, but it does not appear there is localized property damage occurring or flooding. They had a conversation with the land owner and suggested there are individuals who trap beavers and this option could be pursued.

Mr. Atherton questioned the status of the Churchill Road issue. Ms. Bennett reported this site was visited and there was a truck blocking the road that was removed. There were no other blockages that hinder people from crossing the bridge. There appeared to be some tree limbs that were moved, but nothing that blocked the roadway and there was a piece of farm equipment in the right of way that was asked to be removed. The brush is in the right of way, but not in the traveled way and is not a blockage. They did observe some damage to the bridge and the Public Works department fixed it.

Mr. Atherton questioned how the Economic Development contract is working and Ms. Bennett reported the contracted individual has been in town and he has had contact with several different projects that are in the works. There has been positive feedback and there are a couple of different projects ready to be moved forward.

Doug Bailey asked if the old parking lot near the Churchill Road Bridge was viewed during the recent visit, noting this area also needs to be watched, as there are livestock fences that are being left open and the livestock are running into the road.

Maria Ammatuna questioned whether the Briggs Lane contract has been signed and Ms. Bennett reported there will be an RFP drafted for the project and it will probably be turned around within a couple of weeks. Ms. Bennett noted this project is for the next construction season.

Robin Bennett reported the town received approval for the Phase 1 funding for the Overflow Culvert grant for \$205,000.00 for the engineering and design of the project. The project was split into two phases to catch it up with the Segment 6 project; 1) design and 2) construction. Ms. Bennett has not received the official paperwork as yet. There was an invitation to apply for the construction grant. Ethan Swift suggested checking what the local cost share will be for that project, as the town is eligible for the Enhancement grant and the town did meet most of the requirements. The town will owe for a portion of the project, but its burden would not be as high due to the Enhancement grant. Wayne Rausenberger stated there are many projects that need to be funded and there needs to be a plan in coming up with the matching funds. It was noted that some of the cost-share percentage for the Wheeler Road Bridge and Union Street project were funded by having separate appropriations and this could be a consideration for other projects. Devon Fuller stated these are projects that could potentially be funded through a bond vote as they are projects that are going to last for several years. Ms. Bennett will be keeping a close eye on this project to be sure it is done in conjunction with Segment 6. Mr. Rausenberger questioned whether the town will proceed with the design and engineering of the overflow culvert now that the grant is received, without the matching funds. Ethan Swift stated once the paperwork is received, it will be clearer what the town's match will be and the town will need to determine how to come up with the cost share. Given the efficiency and what is known about the Segment 6 project, the Board would not want to jeopardize the schedule of Segment 6. Mr. Rausenberger stated the town doesn't have matching funds for other projects and some of this could be a hard sell.

6. Local Options Tax

Ms. Bennett provided information from the Department of Taxation website. Ms. Bennett also took the last five years of taxes collected for the Town of Brandon for retail, meals and rooms. A calculation was done for 70% of a 1% option and it equated to \$89,964.81 for retail, \$31,403.02 for meals and \$7,589.54 for rooms. Maria Ammatuna questioned if it is possible to reserve the funds from a local options tax for a specific purpose. Robin Bennett stated the funds could be specified for a purpose or be part of the revenue stream. It was questioned if it is known what the timeframe would be for the legislature to consider a request from the town. Robin Bennett has not contacted the local legislators, but it requires the local representatives bring it forward to the legislature. Ms. Bennett will be contacting the tax office to determine what needs to be done for implementation. This would have to go to vote at town meeting first before going before the legislature. Ethan Swift asked if it has been determined whether chartering or petitioning the legislature would be the best way to go. Robin Bennett is not sure how many towns have a charter as opposed to petitioning the legislature, though she thought the legislature would be the fastest. Maria Ammatuna stated the wording for the

warning would need to be determined prior to printing of the annual report. Doug Bailey stated this would be good for funding projects like Segment 6 and the Overflow project and could potentially be the source of payment for a bond. Kathy Rausenberger questioned whether the state could supply a list of the businesses that have contributed to the state tax, as there has been indication that some businesses do not contribute. It was noted a listing of the businesses was not supplied by the state.

Motion by Devon Fuller/Dave Atherton to further investigate the Local Options Tax to find out what the process is and what the wording for the town warning would be. **The motion passed unanimously – 4 to zero.**

7. Budget Committee Selection

Maria Ammatuna noted there are several people that have requested to be part of this year's Budget Committee. The Board took into consideration the resumes, prior experience and the previous Budget Committee's recommendations and has determined that it will be a four-person Budget Committee. It was decided that the Board would set up the guidelines and format and then invite the Budget Committee to work jointly with them. The Committee members will be tasked with being ambassadors of the budget and the Committee members will be asked to come back and review the budget performance throughout the year. The Budget Committee members will be Janet Coolidge, Doug Sawyer, Carol Bertram and Scott Hopkins. Due to the length of time the Committee members will be serving, it is likely an alternate will not be needed.

8. FY15-16 Budget

a. Schedule

Ms. Bennett noted it needs to be determined how the Board would like to meet with the Budget Committee prior to setting up a meeting schedule. Dave Atherton asked when a draft budget will be ready and Ms. Bennett thinks that by mid-December a budget shell could be prepared. Devon Fuller thought that four nights in a row worked well last year and at some point the Board should meet separate initially for one night and then meet with the Budget Committee the remainder of the nights. Robin Bennett recommended the Select Board first view the budget shell and do a first pass and discuss any changes at the December 22nd meeting, followed by meetings with the Budget Committee January 5th through the 8th. The Select Board/Budget Committee meetings will be scheduled to begin at 6:00PM. It was thought the budget could be turned over to the Budget Committee after changes have been made from the December 22nd meeting. The meetings will be publicly warned and the deadline for the budget to be warned is January 30th. Ms. Ammatuna stated the format will include actuals, salary sheets and anything that back up a number.

b. Appropriations

There was a discussion to determine whether the Brandon Free Library and the Brandon Senior Center will remain in the town's operating budget or petition for funding separately. To get on the ballot, they need to petition as soon as possible.

Motion by Devon Fuller/Ethan Swift to include the Brandon Free Public Library in the Town of Brandon operation budget. **The motion failed.**

Blaine Cliver stated this is a sad vote, as Brandon loses if the library appropriation fails. The town should have a library supported by the town as a lot of people do use the library. It was noted the library has been included in the operating budget for many years and there have been questions as to why, as they are a non-governmental entity. During the last budget season, the Board cut a percentage of the funding. Doug Bailey stated they could do as well standing alone in the appropriations field and it might be advantageous for them to review what funding is needed for their appropriation. The success ratio with appropriations is fairly high and the library would then not be involved in budget cuts. Devon Fuller agreed that the library would do well as an appropriation, noting the Wheeler Road Bridge and the Union Street appropriations went through without issues and there is backing for the Senior Center and the library. The decision needs to be made soon to allow them to get the petition signed and it will require both entities to make their operating budgets public. Mr. Fuller stated the town is not taxing people for these areas and the town does not govern them. The community has always been interested in funding these two entities in the past. Dave Atherton agreed and stated if the library had been separate, they would not have lost 5% of their funding this year. These entities may decide to increase their appropriation and it could benefit them. Linda Stewart expressed concern that the library appropriation would be large at \$85,000.00 and the Senior Center would be around \$25,000.00 and she agreed with Mr. Cliver that it is a mistake to take them out of the budget. Blaine Cliver suggested the town should fund the entities by 50% and have them submit a 50% appropriation.

Motion by Devon Fuller/Dave Atherton to not include the Brandon Senior Center in the Brandon operating budget.

The motion passed unanimously – 4 to zero.

Richard Baker stated there is another \$76,165.00 of voter approved appropriations and it is time to require that these organizations circulate petitions. It was noted that past practice was if the entity did not ask for more money, the appropriation is automatically put on the ballot. Berne Carr disagreed with this request as this is a huge waste of time for the volunteers and once an appropriation is on the ballot, the voters can determine what to do with the appropriation. Robin Bennett stated this is at the discretion of the Select Board, but she did agree with Mr. Carr if they are not asking for any more money and have been funded in the past that it is up to the voters. Ethan Swift suggested petitions should be sought on a periodic basis, but not necessarily on an annual basis. He stated it is helpful for them to provide a breakdown of their services to justify the ask to the community. Mr. Fuller questioned whether there is a policy and agreed with Mr. Swift that there needs to be a process. Maria Ammatuna stated there have been voters who have asked about the budgets for the appropriations and it was noted that

individuals can request budgets from the organizations. Robin Bennett will clarify the policy for appropriations. Mr. Carr stated every organization is struggling to determine where their funds are coming from and it would force volunteers to do busy work. Mr. Swift noted it would help to reaffirm the level of services. Ms. Bennett will provide the Board the Appropriations policy at the next Board meeting. Cindy Bell thought it would be a good idea for the public to understand the appropriations, as many residents do not know what they are gaining in services for some of them. Janet Coolidge stated now that money is getting tighter, more consideration will be given to the appropriations. She also requested the Select Board change the timeframe from five years to two years for tax exceptions, as this has a significant impact on the budget. Seth Hopkins stated it is not a good idea to set something on auto pilot and he agreed with petitioning for the appropriations, noting he would look at as participatory democracy. Wayne Rausenberger asked if the Mosquito District will be in the budget or an appropriation, as the District has only one meeting between now and when the petition needs to be in. Ethan Swift stated the Board decided that mosquito control was a public safety and health issue and will be included in the operating budget.

d. Annual Town Report

Maria Ammatuna reported the annual reports will still be printed this year; however, people have expressed concern with the content. Dave Atherton suggested due to the aggressive delinquent tax issue, this should this be included in the report again. Mr. Fuller noted it had previously been removed to save on printing costs. It was decided the names and a total figure owed will be included in the report that will include taxes and fees for both property and sewer delinquencies. It was suggested to include a notation for those accounts that have a payment plan in place. Phyllis Reed suggested a list of the actual figures as of December 31st and the projected figures out be included in the report.

Motion by Dave Atherton/Doug Bailey to include the delinquent amounts for sewer and taxes in the town report and include a delinquent tax collectors report with the accounts on payment plans notated with an asterisk. **The motion passed unanimously – 4 to zero.**

9. Errors and Omissions

Maria Ammatuna stated the Board is to consider an error and omission for Parcel 0085-1746 that has an incomplete camp for current use. Ms. Furnari reported the property will increase next year, but it is now an unfinished camp.

Motion by Devon Fuller/Dave Atherton to approve the error and omission for Parcel 0085-1746. **The motion passed unanimously – 4 to zero.**

10. Sexual Harassment Policy

Robin Bennett reported the Sexual Harassment policy for the Board's consideration comes from a model policy from VLCT that was slightly modified.

Motion by Devon Fuller/Dave Atherton to approve the Brandon's Sexual Harassment policy for purpose of discussion.

Devon Fuller requested the legal definition of sexual harassment be added to the policy as he did not think that this would constitute a one-time event and the legal definition needs to be included. Dave Atherton noted if it is sexual harassment, it is not likely that one incident is acceptable. Ethan Swift stated it could be a one-time occurrence. Mr. Fuller stated harassment is something that happens continually.

Ethan Swift suggested a friendly amendment to include a secondary contact that could include the Select Board Chair in the event the Town Manager is out of town.

The motion passed with the friendly amendment with one abstention - Devon Fuller.

11. Expense Reimbursements

The Board Chair had requested information on the Expense Reimbursement procedure as there had been some pricey expense reports submitted and Ms. Ammatuna suggested the Board review the content of the expense reports of the Town Manager for transparency purposes for those with a high dollar amount. It was noted the Town Manager has authorization to approve up to \$5,000.00 for the direct reports. Devon Fuller stated all expense reports have to be approved by the supervisor and the Town Manager's reports are in the warrants that are approved by the Select Board. Dave Atherton thought it would be good for transparency purposes to review the expense reports in those instances. It was noted the Town Manager's expenses are contractual and expenses are incurred on behalf of the town. Robin Bennett stated there is always back-up provided and during audits the Town Manager's expense reports are always pulled and reviewed. There is a policy in place and protocols to be followed.

12. Town Office Project

Robin Bennett reported the application is complete. One final check will be done and submission of the application will take place tomorrow. It was noted the application is for the renovation of the Town Office, but does not specify a length of time for occupancy. Devon Fuller thanked Blaine Cliver, Jeff Stewart, Wayne Rausenberger and Robert Black for getting this project done to this point, noting the Town is fortunate to have people that are willing to work on a project to push it through.

13. Segment 6/Bridge 114 Projects

The Board was provided notes from the recent VHB/CLD conference call. Robin Bennett stated the right of way plans are moving forward and will be submitted today to

the state. CLD was given approval for the scope of work for Bridge 114 and there will be a kick-off meeting scheduled sometime next week and will likely be a conference call. Wayne Rausenberger questioned the statement regarding coordination between Segment 6, Bridge 114 and the HMPG project as he does not see how this will happen, as there will not be a scope of work or design of the bridge until April. Ms. Bennett stated coordination can be a couple of things and doing certain aspects of the project at different times can be done. The overflow project has always been part of the conversation and they have taken this into account and adjustments will have to be made. Devon Fuller questioned if VHB has been given notice of the appraisals as it is noted in Item 5(b) that additional work will be done. Ms. Bennett advised these are parcels that have confusion that she thought were resolved and she will confirm with VHB. Mr. Fuller also questioned the design item regarding parking spaces at West Seminary Street. It was noted that CLD was able to comply with one ADA spot and the Town needs to verify they want one space incorporated in the design. This does not have a proper parking space with today's standards. Mr. Fuller also questioned what the As-builts means and Ms. Bennett reported this refers to the As-builts from the waterline project. Dave Atherton questioned the amendments with regard to the waterline and Ms. Bennett stated the scope of work change was previously approved due to the ledge issue. Ms. Bennett reported she now has a model to go by for the mortgage releases and advised CLD submitted the right of way plans today. Ms. Bennett also reported VSE has everything they need. Maria Ammatuna asked if there was a cost overrun and Ms. Bennett stated she did not believe there was one and will confirm this item.

14. FEMA Projects

a. Cobb Hill

Robin Bennett advised there was a report from A & E regarding the culvert project and a recommendation was made to use the aluminum culvert design.

Motion by Devon Fuller/Ethan Swift to approve the aluminum culvert design. **The motion passed unanimously – 4 to zero.**

Ms. Bennett reported this is an estimate for the culvert itself and does not include the installation or any of the site work and footing excavation will be additional. The Town will have to apply for a grant for the actual construction. It was noted this is the only access to those homes in that area.

Maria Ammatuna stated Richard Baker, as the representative to the Regional Transportation Committee, provided a report from the Regional Committee that highlights Brandon's projects. The next Regional Transportation meeting is scheduled for December 4th that will be a legislative update.

15. Fiscal

a) General Fund Warrant – November 10, 2014 - \$55,938.99

Motion by Devon Fuller/Dave Atherton to approve the General Fund warrant of November 10, 2014 in the amount of \$55,938.99. **The motion passed unanimously – 4 to zero.**

b) Wastewater Fund Warrant – November 10, 2014 - \$4,761.14

Motion by Devon Fuller/Dave Atherton to approve the Wastewater Fund warrant of November 10, 2014 in the amount of \$4,761.14. **The motion passed unanimously – 4 to zero.**

c) Consider P.O. 51801 to Cargill, Inc. for Road Salt - \$50,000.00

Motion by Ethan Swift/Dave Atherton to approve P.O. 51801 to Cargill, Inc. for road salt for an amount not to exceed \$50,000.00. **The motion passed unanimously – 4 to zero.**

Ethan Swift asked if there has been a strategy developed to mix more sand. Robin Bennett stated Peter has been giving instruction on how the mix will be done since the budgeted \$50,000.00 will buy less product due to the 20% increase in price.

Motion by Ethan Swift/Devon Fuller that the 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 passed unanimously – 4 to zero.**

Motion by Ethan Swift/Devon Fuller for the Select Board to enter into executive session at 9:14PM to discuss the Town of Brandon's Contract with AFSCME under the provision of Title 1, Section 313(a)(1) of the Vermont Statutes with the session to include the Town Manager. **The motion passed unanimously – 4 to zero.**

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

Motion by Ethan Swift/Dave Atherton to come out of executive session at 9:35PM. **The motion passed unanimously – 4 to zero.**

There was no action required.

Motion by Devon Fuller/Ethan Swift to enter into executive session at 9:36PM for the negotiating or securing a real estate purchase or lease option. **The motion passed unanimously – 4 to zero.**

17. Executive Session

Motion by Devon Fuller/Ethan Swift to come out of executive session at 9:45PM. **The motion passed unanimously – 4 to zero.**

There was no action required.

18. Adjournment

Motion by Dave Atherton/Devon Fuller to adjourn the Select Board meeting at 9:46PM.
The motion passed unanimously - 4 to zero.

Respectfully submitted,

Charlene Bryant
Recording Secretary

Robin Bennett

From: Todd Thornton [ttmjthornton@comcast.net]
Sent: Thursday, November 20, 2014 3:04 PM
To: rbennett@townofbrandon.com
Subject: Speed Limit

Good afternoon Robin,

It was nice to talk with you the other day. I appreciate you helping me out with this request to petition the select board to lower the speed limit on Rt. 73. As I stated to you...

As you leave Forest Dale heading east on Rt. 73 the speed limit is 35 mph. Just before you approach my home on the right at 2579 Forest Dale Rd. the speed limit is increased to 50 mph. for .2 tenths of a mile and then the speed limit is lowered to 35 mph. Between these two speed limit signs there is a total of 4 blind drives, my driveway and the 3 outlets out of Ray Forest Rd. When traveling west on Rt. 73 coming into Forest Dale, past my home the speed limit is posted at 35 mph. So the speed limit is different on one side as to the other. Over the years I've lived here it has been increasingly more difficult and pretty dare scary getting out of my driveway. I can tell you will out a doubt that people are traveling at a much higher rate of speed then posted heading east and west. It would be great to see a little more police patrol in this area. I'm quite sure they would catch many people speeding. Given the very short distance the speed limit is posted at 50 mph it makes no sense to me that this speed is permitted. It's definitely a matter of safety. So, my request is to lower the speed limit to 35 mph and the post blind drives.

Thank you very much

Todd and Tina Thornton

2579 Forest Dale Rd.

Brandon, Vt. 05733

(802)-247-8343



FOR OFFICE USE ONLY

Beginning Date: _____

Expiration Date: _____

Resignation Date: _____

Entered: _____

Deputy Town Health Officer Recommendation Form

This is a: New Appointment Re-appointment

Is a resignation letter needed from previous Health Officer? Yes No

Start Date: _____ Town/Municipality: TOWN OF BRANDON

County: RUTLAND Full Name: DOLORES FURNARI

Home Delivery Address: PO BOX 339 BRANDON VT 05733
(DO NOT USE the Town Clerk Office or a Business for your Home Address)

Street Address for UPS Deliveries: 2391 MCCONNELL ROAD BRANDON VT 05733

Email Address: assessor@townofbrandon.com

Telephone(s): W: 802-247-3635 H: 802-247-3695 Cell: _____

Education: High School College _____ Other (list) _____

Professional Degree: _____ (e.g. MD, RN, DVM, DDS) Occupation: ASSESSOR

Please give a brief statement noting why the select board believes the recommended individual will make a good Health Officer:

Signed: _____
Chair of the Local Board of Health Board Meeting Date

Print Name: _____

Return completed recommendation form to:
VT Department of Health / Environmental Health
108 Cherry Street • PO Box 70
Burlington, VT 05402



Town Health Officer Oath / Affirmation

In taking actions as a Local Health Officer under the authority of 18 VSA Chapters 3 and 11, I do solemnly swear/affirm that I will be true and faithful to the State of Vermont, and that I will not, directly or indirectly, do any act or thing injurious to the Constitution or Government thereof, so help me God (oath)/under the pains and penalties of perjury (affirmation).

I do solemnly swear/affirm that I will faithfully execute the office of Local Health Officer for the municipality named below and therein do equal right and justice to all persons, to the best of my judgment and ability, according to law, so help me God (oath)/under the pains of penalties of perjury (affirmation).

(Signature)

DOLORES FURNARI

(Name Printed)

Local Health Officer for the Municipality of

BRANDON

State of Vermont

County of _____, SS.

Subscribed & sworn/affirmed before me this ____ day of _____ in the year ____.

Notary Public

RE: Local Option discussion

Peter Griffin

Fri 11/14/2014 2:52 PM

To: Stephen Carr <SCarr@leg.state.vt.us>;

Cc: Butch Shaw <bshaw@leg.state.vt.us>;

Hello Rep. Carr,

Here is the statute that governs the adoption of local option taxes:

<http://www.leg.state.vt.us/statutes/fullsection.cfm?Title=24&Chapter=005&Section=00138>

There are two ways a town can have a local option tax – it can qualify under the statute, or it can adopt a local option tax in a municipal charter

As you can see, in order for Brandon to qualify under the statute, it would have to meet the requirements in 138 (a)(3). Those requirements seem related to the passage of Act 60, and seem frozen in time. You should check with someone at the town, but I suspect that if the town does not already have a local option tax, then it didn't qualify under these criteria back when they were passed.

The other route is for the town to adopt a municipal charter that includes a local option tax. I talked to BetsyAnn Wrask in our office. She handles municipal charters and municipal law. Here is part of her response:

I can give you a recent example of the General Assembly permitting a town to adopt local option taxes via charter. The Town of St. Albans did it in 2013; before that, they didn't have a charter. The Town charter addresses a few special provisions the Town wanted: the local option taxes; planning commission members; and officer recall. It's a short charter; here is a link to it: <http://www.leg.state.vt.us/statutes/fullchapter.cfm?Title=24APPENDIX&Chapter=150>

I will note that House Gov Ops and House Ways and Means proposed that the charter bill be amended re: the local option taxes, and the General Assembly agreed. See page 812 of the House Journal re: H.517: <http://www.leg.state.vt.us/docs/2014/journal/HJ130423.pdf#page=16> Basically, the amendments required the charter's local option tax provisions to be more closely aligned with what general law provides, including that the Town's Selectboard recommend the taxes, but voters have to approve of them at an annual or special meeting.

The process for adopting a charter is laid out in Title 17:

<http://www.leg.state.vt.us/statutes/fullsection.cfm?Title=17&Chapter=055&Section=02645>

Basically, the town proposes and votes on the charter, and then the charter needs to be approved by the General Assembly.

Please let me know if you have any other questions.

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.)

The Vermont Statutes Online

Title 24 Appendix: Municipal Charters

Chapter 150: TOWN OF ST. ALBANS

§ 150-1. Corporate existence retained

The inhabitants of the Town of St. Albans, within the corporate limits now established, shall continue to be a municipal corporation by the name of the Town of St. Albans. (Added 2013, No. M-3, § 2, eff. May 14, 2013.)

§ 150-2. General law; application

The Town of St. Albans shall have all the powers granted to towns and municipal corporations by the Constitution and laws of this State and this charter, together with all the implied powers necessary to carry into execution all the powers therein granted. (Added 2013, No. M-3, § 2, eff. May 14, 2013.)

§ 150-3. Local option tax

(a) If the Selectboard of the Town of St. Albans by a majority vote recommends, the voters of the Town may, at an annual or special meeting warned for the 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.

(b) Any local option tax assessed under subsection (a) of this section shall be collected and administered and may be rescinded as provided by the general laws of this State. (Added 2013, No. M-3, § 2, eff. May 14, 2013.)

§ 150-4. Planning Commission members; appointment

(a) Members of the Planning Commission shall be appointed and any vacancy filled by the Selectboard in accordance with 24 V.S.A. § 4323(a).

(b) The length of term of the Planning Commission members shall be determined by the Selectboard.

(c) Any Planning Commission member may be removed at any time by unanimous vote of the Selectboard.

(d) Any appointment to fill a vacancy shall be for the unexpired term. (Added 2013, No. M-3, § 2, eff. May 14, 2013.)

§ 150-5. Recall

Any elected officer of the Town may be recalled from office as follows:

(1) A petition signed by not less than 15 percent of the registered voters shall be filed with the Selectboard requesting a vote on whether the elected officer shall be removed from office.

(2) The Selectboard shall call a special Town meeting to be held within 45 days of receiving the petition to vote on whether the elected officer shall be removed.

(3) The vote shall be by Australian ballot.

(4) The official shall be removed only if at least as many registered voters of the Town vote as voted in the election wherein the officer was elected, or at least one-third of the registered voters of the Town vote, whichever is greater, and a majority of that number vote for removal.

(5) If the Town votes for removal of an elected officer, the office shall thereupon become vacant and the Selectboard shall call a special meeting to be held within 45 days of the vote for removal to fill the vacancy until the term of the officer so removed expires. (Added 2013, No. M-3, § 2, eff. May 14, 2013.)

The bill, having appeared on the Calendar one day for notice, was taken up, read the second time, report of the committees on Fish, Wildlife & Water Resources, Ways and Means and Appropriations agreed to and third reading ordered.

Action on Bill Postponed

H. 403

House bill, entitled

An act relating to community supports for persons with serious functional impairments

Was taken up and pending the reading of the report of the committees on Human Services and Appropriations, on motion of **Rep. Haas of Rochester**, action on the bill was postponed until the next legislative day.

Bill Amended; Third Reading Ordered

H. 517

Rep. Consejo of Sheldon, for the committee on Government Operations, to which had been referred House bill, entitled

An act relating to approval of the adoption and the codification of the charter of the Town of St. Albans

Reported in favor of its passage when amended as follows:

In Sec. 2, 24 App. V.S.A. chapter 150, in § 3 (local option tax), by striking out subsection (a) in its entirety and inserting in lieu thereof the following:

(a) If the Selectboard of the Town of St. Albans by a majority vote recommends, the voters of the Town may, at an annual or special meeting warned for the 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.

Rep. Wilson of Manchester, for the committee on Ways and Means, recommended that the bill be amended as recommended by the committee on Government Operations and that the bill be further amended as follows:

In Sec. 2, in 24 App. V.S.A. chapter 150, § 3 (local option tax), by striking out subsections (b)–(d) and inserting in lieu thereof the following:

(b) Any local option tax assessed under subsection (a) of this section shall be collected and administered and may be rescinded as provided by the general laws of this State.

The bill, having appeared on the Calendar one day for notice, was taken up, read the second time, report of the committee on Government Operations agreed to and third reading ordered.

Proposal of Amendment Agreed to; Third Reading Ordered

S. 161

Rep. Wizowaty of Burlington, for the committee on Judiciary, to which had been referred Senate bill, entitled

An act relating to mitigation of traffic fines and approval of a DLS Diversion Program contract

Reported in favor of its passage in concurrence with proposal of amendment as follows:

By adding Sec. 1a to read as follows:

Sec. 1a. 2012 Acts and Resolves No. 147, Sec. 2(d) is amended to read:

(d) A person with ~~fewer than five~~ violations of 23 V.S.A. § 676 may apply to the DLS ~~diversion program~~ Diversion Program. Upon receipt of an application and determination of eligibility, the ~~diversion program~~ Diversion Program shall send the person a notice to report to the ~~diversion program~~ Diversion Program. The notice to report shall provide that the person is required to meet with diversion staff for the purposes of assessment and to complete all conditions of the diversion contract as provided in subsection (c) of this section.

The bill, having appeared on the Calendar one day for notice, was taken up, read the second time and the recommendation of proposal of amendment agreed to and third reading ordered.

Proposal of Amendment Agreed to; Third Reading Ordered

S. 47

Rep. Fay of St. Johnsbury, for the committee on Judiciary, to which had been referred Senate bill, entitled

An act relating to protection orders and second degree domestic assault

Reported in favor of its passage in concurrence with proposal of amendment as follows:

The Vermont Statutes Online

Title 17: Elections

Chapter 55: LOCAL ELECTIONS

Sub-Chapter 02: Town Meetings And Local Elections In General

17 V.S.A. § 2645. Charters, amendment, procedure

§ 2645. Charters, amendment, procedure

(a) A municipality may propose to the General Assembly to amend its charter by majority vote of the legal voters of the municipality present and voting at any annual or special meeting warned for that purpose in accordance with the following procedure:

(1) A proposal to adopt, repeal, or amend a municipal charter may be made by the legislative body of the municipality or by petition of five percent of the voters of the municipality.

(2) An official copy of the proposed charter amendments shall be filed as a public record in the office of the clerk of the municipality at least 10 days before the first public hearing and copies thereof shall be made available to members of the public upon request.

(3) The legislative body of the municipality shall hold at least two public hearings prior to the vote on the proposed charter amendments. The first public hearing shall be held at least 30 days before the annual or special meeting.

(4) If the proposals to amend the charter are made by the legislative body, the legislative body may revise the amendments as a result of suggestions and recommendations made at a public hearing, but in no event shall such revisions be made less than 20 days before the date of the meeting. If revisions are made, the legislative body shall post a notice of these revisions in the same places as the warning for the meeting not less than 20 days before the date of the meeting and shall attach such revisions to the official copy kept on file for public inspection in the office of the clerk of the municipality.

(5) If the proposals to amend the charter are made by petition, the second public hearing shall be held no later than 10 days after the first public hearing. The legislative body shall not have the authority to revise proposals to amend the charter made by petition. After the warning and hearing requirements of this section are satisfied, proposals by petition shall be submitted to the voters at the next annual meeting, primary, or general election in the form in which they were filed, except that the legislative body may make technical corrections.

(6) Notice of the public hearings and of the annual or special meeting shall be given in the same way and time as for annual meetings of the municipality. Such notice shall specify the sections to be amended, setting out sections to be amended in the amended form, with deleted matter in brackets and new matter underlined or in italics. If the

legislative body of the municipality determines that the proposed charter amendments are too long or unwieldy to set out in amended form, the notice shall include a concise summary of the proposed charter amendments and shall state that an official copy of the proposed charter amendments is on file for public inspection in the office of the clerk of the municipality and that copies thereof shall be made available to members of the public upon request.

(7) Voting on charter amendments shall be by Australian ballot. The ballot shall show each section to be amended in the amended form, with deleted matter in brackets and new matter underlined or in italics and shall permit the voter to vote on each proposal of amendment separately. If the legislative body determines that the proposed charter amendments are too long or unwieldy to be shown in the amended form, an official copy of the proposed charter amendments shall be maintained conspicuously in each ballot booth for inspection by the voters during the balloting and voters shall be permitted to vote upon the charter amendments in their entirety in the form of a yes or no proposition.

(b) The clerk of the municipality, under the direction of the legislative body, shall announce and post the results of the vote immediately after the vote is counted. The clerk, within 10 days after the day of the election, shall certify to the Secretary of State each proposal of amendment showing the facts as to its origin and the procedure followed.

(c) The Secretary of State shall file the certificate and deliver copies of it to the Attorney General and Clerk of the House of Representatives, the Secretary of the Senate, and the chairman of the committees concerned with municipal charters of both houses of the General Assembly.

(d) The amendment shall become effective upon affirmative enactment of the proposal, either as proposed or as amended by the General Assembly. A proposal for a charter amendment may be enacted by reference to the amendment as approved by the voters of the municipality. (Added 1977, No. 269 (Adj. Sess.), § 1; amended 1979, No. 200 (Adj. Sess.), § 100; 1981, No. 239 (Adj. Sess.), § 22, eff. May 4, 1982; 1983, No. 161 (Adj. Sess.); 1987, No. 63.)

VHB Project Update – November 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 and Documents submitted by CLD on November 10th
2. Waiver Valuations
 - a. VHB forwarded waiver valuations for the parcels that are anticipated to only need disconnect & connect. Need addresses from Town before these can be submitted to VTrans.
 - b. Town to develop plan on how to complete remaining waiver valuations (not in VHB scope).
3. Appraisal Parcels
 - a. O&K indicated they cannot complete until ROW Plans are approved. Can work on background work.
 - b. Parcels #6141-#614
 - i. 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 Re
 - i. Scott R provided a copy of an example to the Town.
 - ii. VSE provided estimate to complete these forms at a rate of \$50 per release. Town to decide if they would like VSE to provide this work or if the Town is going to complete these.
4. VSE Work Effort for Title Updates
 - a. VSE provided cost summary for additional costs for updating documents - \$3,000 (averaging approximately \$25 additional cost per document). VHB to confirm with CLD and VSE that the additional effort was due to text that was completed by the Town (as opposed to prior VSE work). The Town will then need to decide whether to approve this request.

C. Design

1. ASR 9 submitted to Town from CLD for design/construction costs related to two crosswalks and a change in shoulder at the Library. Work needs to be completed if Town would like these changes implemented. Town to provide input.
2. Parking space at West Seminary Street: VHB to follow up with CLD regarding what impacts would occur if adding this space to the design.

Waterline

- A. Invoices
 - a. VHB recommends Town approve and sign A&E Amendments to formalize their contract.
 - b. VHB to contact A&E regarding final invoice for this project in order to wrap up the contract.

Bridge 114

- A. Kick-off meeting occurred on Monday, November 18th (conference call) with Town, CLD, VTrans, and VHB.
- B. Town to confirm date of Local Concerns Meeting – December 8th?

Other

- A. HMGP bypass culvert application has been approved. Town to provide input on next steps.

Manually Selected For Check Acct 01(10 General Fund) 11/24/2014 To 11/24/2014

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
301005	AIRGAS USA, LLC	9922356065 annual lease of cylinder	236.88	0.00	236.88	39744	11/24/14
310450	ALLEN, ANDREW	10-26-14 football ref 10-26-14	45.00	0.00	45.00	39746	11/24/14
310255	BARDEN INSPECTION & CONSULTING 3	t o renovation plans	637.50	0.00	637.50	39749	11/24/14
100655	BLSG INSECT CONTROL DISTRICT	NOV 2014 appropriation	7375.00	0.00	7375.00	39750	11/24/14
100190	BLUE SEAL FEEDS	329-6343 trash bags	13.98	0.00	13.98	39751	11/24/14
100255	BRANDON FIRE DISTRICT #1	NOV 2014 appropriation	58607.75	0.00	58607.75	39752	11/24/14
100280	BRANDON LUMBER & MILLWORK CO.	485584/3 plywood	28.62	0.00	28.62	39753	11/24/14
200218	BRANDON REPORTER	10-31-14 october ads	858.00	0.00	858.00	39754	11/24/14
100315	BRANDON TOWN SCHOOL DISTRICT	NOV 2014 quarterly ed tax	525641.47	0.00	525641.47	39755	11/24/14
100198	CARGILL, INCORPORATED	2901948600 salt	1690.68	0.00	1690.68	39757	11/24/14
100198	CARGILL, INCORPORATED	2901950430 salt	3414.05	0.00	3414.05	39757	11/24/14
100198	CARGILL, INCORPORATED	2901952892 salt	1719.57	0.00	1719.57	39757	11/24/14
100198	CARGILL, INCORPORATED	2901957650 salt	1715.77	0.00	1715.77	39757	11/24/14
100198	CARGILL, INCORPORATED	2901969450 salt	1709.69	0.00	1709.69	39757	11/24/14
100346	CLARK'S TRUCK CENTER	55158 repairs to trk #5	2262.00	0.00	2262.00	39759	11/24/14
100346	CLARK'S TRUCK CENTER	55187 repair heater trk #5	294.21	0.00	294.21	39759	11/24/14
310177	COTT SYSTEMS, INC.	75468 Monthly Solution	200.00	0.00	200.00	39760	11/24/14
310300	CROSSWIND TECHNOLOGIES INC	102 Valcour full user licens	288.75	0.00	288.75	39761	11/24/14
310037	FAIRPOINT COMMUNICATIONS	NOV2014	43.94	0.00	43.94	39763	11/24/14
301047	FBI - LEEDA	9892-15 annual dues	50.00	0.00	50.00	39764	11/24/14
301025	FIREPROTEC FIRE & SAFETY EQUIP	310888 annual fire ext maint	85.00	0.00	85.00	39765	11/24/14
300187	FLORENCE CRUSHED STONE	220655 crushed stone	580.61	0.00	580.61	39766	11/24/14
300187	FLORENCE CRUSHED STONE	220696 crushed stone	235.04	0.00	235.04	39766	11/24/14
101011	FOLEY DISTRIBUTING, INC	160877 towels, tissue, bleach	286.22	0.00	286.22	39767	11/24/14
100925	FOLEY SERVICES INC	490633 uniforms	50.25	0.00	50.25	39768	11/24/14
310426	FYLES BROS., INC.	21585 propane	152.72	0.00	152.72	39769	11/24/14
310233	GREEN MOUNTAIN POWER	11-14 GF G/F Electric Charges	4211.04	0.00	4211.04	39771	11/24/14
310477	GURNEY, PAUL G	1004-4-54-1 Refund Overpayment	814.77	0.00	814.77	39743	11/21/14
310197	HAYES, WALLACE E	10-26-14 footbal ref 10-26-14	45.00	0.00	45.00	39773	11/24/14
330387	HIGH WINDS LEASING	10-8-14 copier	1445.00	0.00	1445.00	39774	11/24/14
100081	JAM MAN ENTERTAINMENT	10-2014 DJ Services	200.00	0.00	200.00	39775	11/24/14
100081	JAM MAN ENTERTAINMENT	11-21-14 teen dance 12-5-14	87.50	0.00	87.50	39775	11/24/14
100853	KEITH'S II SPORTS, LTD	810454 Goalie Gloves Soccer	43.43	0.00	43.43	39776	11/24/14
310259	KOFFLE	212469 land records binders/pap	701.85	0.00	701.85	39777	11/24/14
310479	MACKEY, NICHOLAS	10-26-14 football ref 10-26-14	45.00	0.00	45.00	39779	11/24/14
100971	MALLORY'S AUTOMOTIVE INC	8945 changed tires, head lamp	75.95	0.00	75.95	39780	11/24/14
100971	MALLORY'S AUTOMOTIVE INC	8951 replace ball joint	220.38	0.00	220.38	39780	11/24/14
100588	MARKOWSKI EXCAVATING, INC.	V-15134 gravel	1682.70	0.00	1682.70	39781	11/24/14
100588	MARKOWSKI EXCAVATING, INC.	V-15186 gravel	596.40	0.00	596.40	39781	11/24/14
330461	MARKOWSKI, GREG	DEC 2014 december rent	2000.00	0.00	2000.00	39782	11/24/14
330377	MATTHEW BENDER & COMPANY, INC.	65267338	84.58	0.00	84.58	39783	11/24/14
310478	MIDDLEBURY PARKS & RECREATION	11-14 Group Reg.Turkery Trot	160.00	0.00	160.00	39784	11/24/14
310304	MIKE'S FUELS, LLC	249959 diesel fuel @ hwy	782.21	0.00	782.21	39786	11/24/14
100788	NEW ENGLAND MUNICIPAL RESOURCE	33406 Appeal work	1500.00	0.00	1500.00	39787	11/24/14
100256	OVERHEAD DOOR COMPANY OF RUTLA	9175 annual service of doors	677.50	0.00	677.50	39788	11/24/14
100261	PETTY CASH - POLICE DEPT	11-21-14 postage and cleaning sup	53.12	0.00	53.12	39789	11/24/14
300315	PREMIER COACH CO., INC	25081 Trip to Celtics Game	1995.00	0.00	1995.00	39790	11/24/14
100743	RON'S PLUMBING & HEATING INC	9356 Town Hall Furnace Repair	438.45	0.00	438.45	39791	11/24/14
100743	RON'S PLUMBING & HEATING INC	9357 Repair Town Hall Furnace	398.49	0.00	398.49	39791	11/24/14
300502	ROUSE TIRE SALES INC	10171823 4 winter tires	501.12	0.00	501.12	39792	11/24/14

TOWN OF BRANDON Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices
Manually Selected For Check Acct 01(10 General Fund) 11/24/2014 To 11/24/2014

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
300502	ROUSE TIRE SALES INC 10173028	tires, rims, studding	914.06	0.00	914.06	39792	11/24/14
200277	THUNDER TOWING & AUTO RECOVERY 3233	tow, repair fuel pump	370.54	0.00	370.54	39794	11/24/14
100487	TREASURER, COUNTY OF RUTLAND NOV 2014	county tax	11011.36	0.00	11011.36	39795	11/24/14
300024	VERMONT DIGITAL 1121	repair Printer	62.50	0.00	62.50	39796	11/24/14
300024	VERMONT DIGITAL 64759139	printer repair	225.00	0.00	225.00	39796	11/24/14
300581	VERMONT OFFENDER WORK PROGRAMS 80031GEN	mowing	600.00	0.00	600.00	39797	11/24/14
300877	VERMONT PEST CONTROL B4027	nov service	85.00	0.00	85.00	39798	11/24/14
310046	W.B. MASON CO INC T21687561	toner/clips/file jackets	364.40	0.00	364.40	39799	11/24/14
310046	W.B. MASON CO INC T21826850	paper, deodorizer	144.95	0.00	144.95	39799	11/24/14
310046	W.B. MASON CO INC T21855175	drums for printer	160.98	0.00	160.98	39799	11/24/14
100577	WILK PAVING, INC 43018	asphalt / emulsion	388.60	0.00	388.60	39800	11/24/14
100577	WILK PAVING, INC 43027	asphalt	173.60	0.00	173.60	39800	11/24/14
Report Total			641,483.18	0.00	641,483.18		

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 \$ ***641,483.18
Let this be your order for the payments of these amounts.

11/21/14

TOWN OF BRANDON Accounts Payable

Page 1 of 2

03:33 pm

Check Warrant Report # Current Prior Next FY Invoices For Fund (20 Sewer Fund)

Luanne

All Invoices For Check Acct 01(10 General Fund) 11/24/14 To 11/24/14 & Fund 20

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100015	11/12/14	ALLEN ENGINEERING & CHEMI chlorine 11150401301	20-5-55-50120 Chlorine	523.05	39745	11/24/14
100598	11/21/14	AUBUCHON CO - BRANDON - S bulb, battery heater 468558	20-5-55-43160 Maint. Supplies - General	49.89	39747	11/24/14
100598	11/21/14	AUBUCHON CO - BRANDON - S batteries WW 468435	20-5-55-43160 Maint. Supplies - General	15.98	39748	11/24/14
100190	11/18/14	BLUE SEAL FEEDS shovels 329-0069	20-5-55-43160 Maint. Supplies - General	77.98	39751	11/24/14
310049	11/17/14	BROOK FIELD SERVICES maint agreement C-92342015	20-5-55-51230 Outside Equip. - Pump St.	479.00	39756	11/24/14
310049	11/17/14	BROOK FIELD SERVICES maint agreement C-92352015	20-5-55-20240 Contractors	441.00	39756	11/24/14
100462	11/01/14	CASELLA WASTE MANAGEMENT dumpster rental 1221860	20-5-55-50160 Sludge Disposal	800.00	39758	11/24/14
100494	11/17/14	ENDYNE INC testing 160351	20-5-55-22120 Testing	79.00	39762	11/24/14
100925	11/11/14	FOLEY SERVICES INC uniforms 490632	20-5-55-10320 Clothing Allowance	18.57	39768	11/24/14
100925	11/18/14	FOLEY SERVICES INC uniforms 491993	20-5-55-10320 Clothing Allowance	18.57	39768	11/24/14
310158	11/07/14	GREEN MOUNTAIN ELECTRIC S ballast kits S2530980.001	20-5-55-43160 Maint. Supplies - General	196.36	39770	11/24/14
310233	11/21/14	GREEN MOUNTAIN POWER WW Electric Charges 11-14	20-5-55-42130 Electric	4276.29	39771	11/24/14
100559	10/08/14	HACH COMPANY electrode, solution 9064630	20-5-55-30120 Professional Supplies	289.79	39772	11/24/14
100017	09/01/14	LILLY'S INSTRUMENTATION new fan motor 26863-09-14	20-5-55-51230 Outside Equip. - Pump St.	154.35	39778	11/24/14
310322	11/12/14	MIKE HANCE TRUCKING INC trucking of sludge 0156	20-5-55-50160 Sludge Disposal	1930.50	39785	11/24/14
310304	11/04/14	MIKE'S FUELS, LLC diesel fuel @ ww 249960	20-5-55-41130 Fuel - Vehicles	93.39	39786	11/24/14
300375	11/14/14	RUTLAND CITY Oct sludge processing 13029SLUDG	20-5-55-50160 Sludge Disposal	4095.00	39793	11/24/14
300024	11/18/14	VERMONT DIGITAL scanned/cleaned computer 929173	20-5-55-20240 Contractors	110.00	39796	11/24/14
300581	10/31/14	VERMONT OFFENDER WORK PRO mowing 80031WW	20-5-55-42150 Outside Maint. - Bldgs	250.00	39797	11/24/14

11/21/14

TOWN OF BRANDON Accounts Payable

03:33 pm

Check Warrant Report # Current Prior Next FY Invoices For Fund (20 Sewer Fund)
All Invoices For Check Acct 01 (10 General Fund) 11/24/14 To 11/24/14 & Fund 20

Luanne

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

13898.72
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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 \$ ****13,898.72
Let this be your order for the payments of these amounts.

Robin Bennett

From: Gurney, Kimberly M. [kgurney@middlebury.edu]
Sent: Friday, November 21, 2014 1:31 PM
To: rbennett@sover.net
Subject: A thank you

Hi Robin,

This morning I discovered I had made a large mistake when I came to pay my tax bill this past Monday. I wanted to tell you that Sue Gage and the other ladies in the office helped me fix that problem in no time at all. It added extra work to their day, but they were so sweet about everything, telling me not to worry. They were just awesome and turned a bad morning into a great afternoon. Please know how much I appreciate all their effort.

We always hear when things are not going great; it's nice to hear when our peers go above and beyond to help the tax payers. Be well.

*Best,
Kimberly*

*Kimberly M. Gurney
Davis Family Library
802 443 2119
Middlebury College
kgurney@middlebury.edu
www.middlebury.edu*

*One generation plants the trees; another gets the shade.
Keep a green tree growing in your heart, and perhaps a
Singing bird will come. ~ Chinese Proverb ~*