

Brandon Select Board Meeting
February 9, 2015
7:00 p.m.

The Brandon Select Board will meet Monday, February 9, 2015 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 – January 26, 2015
- 3) Public Comments for Items not on the Agenda
- 4) Town Managers Report
- 5) DRB and Planning Commission Appointments
- 6) 2015 VT Gran Fondo
- 7) 2015 Road Postings
- 8) Spring Select Board Institute
- 9) 2015 Town Meeting Preparation
- 10) Appointment of Zoning Administrator
- 11) Town Office Project
- 12) Segment 6 / Bridge 114 Project
- 13) FEMA Projects
- 14) Fiscal
 - a) General Fund Warrant – February 9, 2015 - \$135,029.22
 - b) Wastewater Fund Warrant – February 9, 2015 - \$3,606.46
- 15) Executive Session - 1 VSA § 313(a)(2):
Negotiating or Securing Real Estate Purchase or Lease Options
- 16) Executive Session - 1 VSA § 313(a)(1):
Contracts
- 17) Executive Session - 1 VSA § 313(a)(1):
Labor Relations Agreements with Employees
- 18) Executive Session - 1 VSA § 313(3)(a)(3):
Appointment or Employment or Evaluating a Public Officer or Employee
- 19) Adjournment

**Brandon Select Board Meeting
January 26, 2015**

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

In Attendance: Ethan Swift, Dave Atherton, Devon Fuller, Doug Bailey, Seth Hopkins

Also in Attendance: Robin Bennett, Wayne Rausenberger, Kathy Rausenberger, Richard Baker, Arlen Bloodworth, Erin Mansfield, Lee Kahrs, Jeff Stewart, Tecari Shuman, Anna Scheck, Doug Sawyer, Janet Coolidge, Steve Cjika, Sam Glaser, Phyllis Reed, Luanne Merkert, Judi Bunde, Carol Bertrand, Dick Kirby.

1. Call to order

The meeting was called to order by Dave Atherton at 7:00PM.

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

2. Consent Agenda

a) Select Board Meeting Minutes – January 12, 2015

Motion by Devon Fuller/Ethan Swift to approve the minutes of the January 12, 2015 Select Board meeting. **The motion passed unanimously - 3 to zero.**

3. Public Comments for Items not on the Agenda

Sam Glaser reported he followed up with the Agency of Transportation and was advised that they had received Robin Bennett's letter and have rejected any assistance to the town. Susan Schribner stated the Agency does not have Park Street listed as a project. Mr. Glaser stated there is no Park Street project as there has never been anything formally done to make it a real project and he would like to recommend the Select Board authorize a preliminary cost estimate. Mr. Glaser thinks there needs to be serious action taken on this item. He noted economic development is on every agenda and if economic development is going to be increased in the town; the town needs to look like it is not falling apart. Robin Bennett stated a response was received that Park Street is not a project and information was also provided for a contact to get the project on the list. Ms. Bennett stated the town can work towards getting preliminary numbers. Ethan Swift stated Mr. Baker did vet Park Street as a project through the Regional Planning Commission, which is the process for getting the project included in the state projects. Mr. Swift suggested the town could request the vendor who will be doing the Union Street project provide an estimate, as there are only four contractors that do whole road reclamation.

Kathy Rausenberger questioned the status of the tax sale. Dave Atherton reported a timeline has been provided and will be discussed in the Town Manager's report.

Jeff Stewart stated there has been talk of developing a tax stabilization plan and he urged the Select Board to bring this item to the forefront as it is an important long-term tool. Dave Atherton agreed that this item does need to be finalized.

Richard Baker questioned the status of the audit report. Robin Bennett reported work with Glenna Pound should be completed this week and it will then be turned over to the auditors. There were some health issues that have delayed the process.

4. Town Manager's Report

Robin Bennett reported \$304,871.79 or 42.2% of delinquent taxes and \$144,493.42 or 36.7% of delinquent sewer accounts have been collected. A schedule for the first 48 properties that will be researched for tax sale has been provided to the Select Board. Of the 64 payment arrangements the town had entered into, 22 accounts have not met their payment obligation and will be turned over to attorney for tax sale. Ms. Bennett has been working on the FY15/16 budget and has been working with the Public Works consultant until a permanent Public Works Director is hired. Ms. Bennett reported the pumps have been replaced at the Brookdale Pump station. The first union negotiation meeting was held on January 20th. Ms. Bennett provided a list of meeting dates. She noted that a meeting with VTrans to discuss Bridge 114 will be held on Wednesday, January 28th at noon at the town hall, weather permitting.

5. Select Board Appointment

Motion by Devon Fuller/Ethan Swift to appoint Seth Hopkins to fill the Select Board seat vacated by Maria Ammatuna until Town Meeting day. **The motion passed unanimously - 3 to zero.**

Ethan Swift stated the Board is unable to appoint someone to fill a remaining term; only to appoint until Town Meeting.

The Deputy Clerk was present to swear in Seth Hopkins as a member of the Brandon Select Board.

6. Select Board Chair Election

Motion by Ethan Swift/Devon Fuller to appoint Dave Atherton as the Select Board Chair until the next election. **The motion passed unanimously - 4 to zero.**

Motion by Devon Fuller/Doug Bailey to appoint Ethan Swift as Select Board Vice-Chair until the next election. **The motion passed unanimously - 4 to zero.**

7. VERI Summit (Vermont Economic Resiliency Initiative)

Robin Bennett received information concerning the VERI Summit that will be held March 19th through the 21st. Ms. Bennett stated if anyone is interested in attending, they should advise her as soon as possible. Ethan Swift stated part of this Summit will be to form working groups to develop projects that can be vetted for dedicated funding that will be based on the work of the different towns that have participated for actions on flood resiliency. Bernie Carr advised there are people who will work with the town to organize what they want their focus to be at the Summit. Ethan Swift and Jeff Stewart plan to attend. Ms. Bennett suggested it would be good for Bill Moore to attend. Mr. Carr stated business owners or residents of the area are also welcome to participate. Mr. Carr thinks it would be a good idea to have someone work with the participants from Brandon prior to the meeting.

8. FY 15-16 Budget

Robin Bennett provided a draft budget that included the revisions as a result of the workshop meetings.

Motion by Devon Fuller/Ethan Swift to approve the FY15/16 budget in the amount of \$2,435,370.00 to be raised by taxes.

Devon Fuller thanked the Budget Committee for assisting the Select Board with the budget process. This year the process was much smoother and it was suggested to find a way to critique how the process went to further improve the process for next year. Mr. Fuller noted it is a responsible budget and represents a 1.5 cent increase in the tax rate. He also liked the way it was broken down with the appropriations, as this is the basic budget that is needed to run the town. All others are extras and the voters have the opportunity to vote on those items. He feels those items will pass as they are things that people want to have such as the library, senior center, etc. Doug Bailey also thanked the Budget Committee and thought the process worked really well. He noted a lot of work and deliberation happened and it is a really solid budget to work from.

Judi Bunde asked when the taxpayers will get the town report prior to town meeting. Robin Bennett stated the proposed budget will be on the website tomorrow and the town report will come out about mid-February. Ms. Bunde suggested that a portion of the Select Board meetings prior to town meeting are spent going over and discussing why the figures are what they are, which may cut down on issues at the time of voting. Dave Atherton advised there is a newsletter that will be going out to the public that will answer many questions and provide a summary of how the budget was developed. Mr. Atherton stated the budget workshops were also open to the general public. Ms. Bunde stated this suggestion would be another vehicle to provide information about the budget. Mr. Atherton stated the Board will take this suggestion under consideration. Janet Coolidge thought overall a lot more was accomplished this year because the Committee worked directly with the Select Board and she is very satisfied with the budget, as every detail was reviewed during the process. Phyllis Reed asked how the budget will be presented in the town report and Ms. Bennett advised the columns will remain as noted,

which will include the actual column. Ms. Reed noted it will show the taxpayers the town is being fiscally responsible. Doug Bailey advised footnoting was done to provide more detail and he thinks that should help people understand the budget. Ms. Bennett advised the details will also be on the website. Carol Bertrand suggested putting as much detail as possible in the town report and suggested placing all of the footnotes on one page.

The motion passed unanimously – 4 to zero.

9. Sign Town Meeting Warning

Robin Bennett provided a copy of the warning for the Board's review and approval, which included all appropriations, elections and budget. Ms. Bennett requested a vote from the Select Board to accept the warning for March 2nd and 3rd. Doug Bailey asked if all prior appropriations were received and Ms. Bennett stated there were four organizations that chose not to participate this year. Ethan Swift suggested the Marble Street and Champlain Street projects need further clarification that these are road pavement repair projects. It was suggested the projects could be clarified in The Reporter and Ms. Bennett stated she could also highlight these items in the newsletter.

Motion by Devon Fuller/Ethan Swift to approve the town meeting warning as presented.
The motion passed unanimously – 4 to zero.

10. Economic Development Update

Robin Bennett reported the Board will be receiving a draft of the Economic Development Strategic Plan on February 13th. There will be information on all pending projects that Darren has been working on and a final strategic plan no later than March 6th. On February 13th there will also be a draft Tax Stabilization policy for the Board's consideration and Darren has expressed a desire to discuss a strategic plan when that is presented. Ms. Bennett stated a separate meeting could be scheduled to discuss these items.

11. Town Office Project

Robin Bennett reported there is a meeting scheduled at 10AM tomorrow at the town office to go through the paperwork. The Committee is working on the bid specs, which is the next biggest hurdle. The meeting tomorrow should provide more information on when the bid specs will be out. There will also be discussion of the checklist that needs to be completed. Dave Atherton suggested also having a timeline for this project. Ms. Bennett stated there is timeline in the budget for this project, which is a little behind schedule, but the process can go quickly once the bids are received.

12. Segment 6/Bridge 114 Projects

Robin Bennett advised there is a meeting scheduled for January 28th at noon at the town hall between the Select Board and VTrans regarding Bridge 114. There was an agenda provided to the Select Board and the intent of the meeting is to confirm that everyone is still on the same page. Ms. Bennett does not think there will be anything new and the meeting is at VTrans request. Ms. Bennett provided the Select Board a copy of the conference call minutes and noted everything is on track. The town is still looking for help with the right of ways for Segment 6. Judi Bunde asked if this meeting is a public input meeting and Robin Bennett advised it is more of a housekeeping meeting and not a public input meeting, but the public is welcome to attend. Robin Bennett stated there will be a decision made by tomorrow if the meeting will take place due to the weather.

Dave Atherton noted there had been discussion that cost estimates would be obtained for the Union Street and Champlain Street projects and he is concerned that there has been conversation with the engineering firm, but there are no firm figures provided. Ethan Swift stated these are separate projects that were recommended by the former Public Works Director. Robin Bennett stated the priority was to get the numbers for Marble Street and Champlain Street and she will be meeting with them to do the RFP for the other projects. Doug Bailey stated there was also discussion of developing a matrix to keep up with all of the projects and asked if one could be available at the next meeting. Ms. Bennett confirmed she would have one by that time. Mr. Atherton noted there was a lot of road repair discussion during the budget meetings and there is a need to start to fix some of these roads. Ethan Swift stated for those roads that the town is going to shim coat to expand the life expectancy can be done in the near term, however, Park Street is a complete reclamation project and the town will need to determine how AOT will support this project. Kathy Rausenberger asked when the RFP for Union Street will be complete and Ms. Bennett advised at the latest it will be completed by the end of February. Ethan Swift stated there is a funding deadline at stake and there is urgency with this project. The work needs to happen for Union Street to serve as a by-pass when Segment 6 is done. Ms. Bennett stated she had a higher priority for them to work on and she will be discussing this project with the vendor. Doug Sawyer stated since there is going to be a footnote page in the town report, he suggested it would be a good idea to put estimated project dates for voters to see when these projects will be completed. Phyllis Reed questioned the footnote for the patching of Union Street. Mr. Atherton advised that the interim public works director provided information for patching. Mr. Fuller noted if the Union Street appropriation is approved by the voters, there will not be a need for hot mix patches.

13. FEMA Projects

Robin Bennett stated in the report from A & E regarding the Kennedy Park problem there were 4 alternatives provided, along with their recommendation. Ms. Bennett stated the recommended alternative is Option 3 that would include the installation of a grinder pump. There is a concern that the problem area will eventually discharge into the river and Option 3 would alleviate this problem with the least amount of cost. If funds were not a consideration, Option 1 would be the recommended option. To fix the sewer and

retaining wall, the best case scenario is to fix the break in the park. If the retaining wall had to be removed, the cost would be \$133,000.00 or more. To minimize the cost, Option 3 would have a cost between \$60,000.00 and \$90,000.00 that would leave \$40,000.00 for use on other projects. Robin Bennett stated the repair would be a conflict with Segment 6 and would be temporary. It is her understanding there are no backup problems, but the town runs the risk of discharge into the river if nothing is done and the town would be responsible for the spill. Steve Cjika stated the pipe is too close to the river and when there is flooding it jars the pipe. The correct repair would be to put in a new pipe. Mr. Cjika stated during the summer, people downstream had said they thought there was some black swill in the river and the town should get a pump installed before there is an issue. The line has sags that also causes issues with grease from the restaurants. Ethan Swift stated the way it is routed now to Kennedy Park; it goes under the restaurants and the grinder pump would send it across to Green Park and into the main pipe. Dave Atherton noted the pump would get the town from the present until Segment 6 begins with the least amount of cost. Robin Bennett advised the town will not be receiving any more than \$133,000.00 for this project and any funds remaining from this project can be used for other municipal projects. Ms. Bennett stated the grinder will no longer be used after Segment 6 but something has to be done now. Mr. Swift stated the pipe was crushed, but he has not observed any issues in this area. He stated water quality testing could be done to verify that there have been no discharges. Mr. Fuller thought that Option 3 is the best alternative. If the town does not alleviate the potential spillage in the river, he sees the town getting into more trouble. Mr. Atherton suggested if there is not a need for the pump in this area after Segment 6, there could potentially be other places in town that it could be used. Steve Cjika stated depending on how large the grinder is; there could potentially be uses for it in other locations. Mr. Cjika suggested setting the pump and running a 4 inch line through the line rather than going under Route 7. Ms. Bennett stated Option 3 appears to be the way to go with a couple of clarifications concerning Segment 6. It was determined Options 1, 2 and 4 were not going to be considered. Mr. Atherton suggested further discussion of this item during the January 28th meeting.

Robin Bennett stated Briggs Lane will be going out to bid and it is anticipated information will be received on Green Park by the end of February. The scope of work is being developed for Cobb Hill for the construction work. Ms. Bennett advised extensions have been received for the projects that require them.

14. Fiscal

a) Postage Warrant – January 13, 2015 - \$1,000.00

Motion by Ethan Swift/Doug Bailey to approve the postage warrant in the amount of \$1,000.00. **The motion passed unanimously – 4 to zero.**

b) General Fund Warrant – January 26, 2015 - \$17,310.49

Motion by Ethan Swift/Devon Fuller to approve the General Fund warrant of January 26, 2015 in the amount of \$17,310.49. **The motion passed unanimously – 4 to zero.**

c) Wastewater Fund Warrant – January 26, 2015

Motion by Devon Fuller/Ethan Swift to approve the Wastewater Fund warrant of January 26, 2015 in the amount of \$13,974.20. **The motion passed unanimously – 4 to zero.**

Motion by Ethan Swift/Seth Hopkins that the premature public knowledge of the pending or probable civil litigation to which the public body is or may be a party to will clearly place the Town of Brandon at a substantial disadvantage by disclosing its legal strategy. **The motion passed unanimously – 4 to zero.**

Motion by Ethan Swift/Seth Hopkins to enter into executive session at 8:29PM to discuss a pending or probable civil litigation under the provision of Title 1 Section 313(a)(1) of the Vermont Statutes to include the Town Manager. **The motion passed unanimously – 4 to zero.**

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

Motion by Devon Fuller/Ethan Swift to come out of executive session at 8:50PM. **The motion passed unanimously – 4 to zero.** There was no action required.

Motion by Devon Fuller/Ethan Swift that the premature public knowledge of the pending or probable civil litigation to which the public body is or may be a party to will clearly place the Town of Brandon at a substantial disadvantage by disclosing its legal strategy. **The motion passed unanimously – 4 to zero.**

Motion by Devon Fuller/Ethan Swift to enter into executive session at 8:51PM to discuss a pending or probable civil litigation under the provision of Title 1 Section 313(a)(1) of the Vermont Statutes to include the Town Manager. **The motion passed unanimously – 4 to zero.**

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

Motion by Devon Fuller/Ethan Swift to come out of executive session at 8:57PM. **The motion passed unanimously – 4 to zero.** There was no action required.

Motion by Devon Fuller/Ethan Swift 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 Devon Fuller/Ethan Swift for the Select Board to enter into executive session at 8:59PM 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.**

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

Motion by Devon Fuller/Ethan Swift to come out of executive session at 9:15PM. **The motion passed unanimously – 4 to zero.** There was no action required.

18. Adjournment

Motion by Ethan Swift/Devon Fuller to adjourn the Select Board meeting at 9:16PM. **The motion passed unanimously - 4 to zero.**

Respectfully submitted,

Charlene Bryant
Recording Secretary



ADDISON COUNTY
Chamber of Commerce

93 Court Street
Middlebury, Vermont 05753
P: 802-388-7951 F: 802-388-8066
www.AddisonCounty.com

December 10, 2014

Robin Bennett, Town Manager
Maria Ammatuna, Selectboard Chair
Town of Brandon
49 Center Street
Brandon, VT 05733

RECEIVED
DEC 11 2014
TOWN OF BRANDON

Dear Robin & Maria,

I'm writing to ask for permission from the town of Brandon to use certain roadways during a cycling event known as the Vermont Gran Fondo scheduled for Saturday, June 13, 2015. Brandon is one of 15 towns through which approximately 300 cyclists will pass over an eight-hour timeframe. The Vermont Department of Public Safety requires us as event organizers to gain permission from each town, as well as notify each town's EMS/ambulance service.

We will implement the same VTrans-approved traffic safety plan developed for 2014's event which ensures the safety of event participants as well as to caution/notify residents and motorists of the event and that there will be riders in the road. We will have support from local sheriff departments and Vermont State Police to manage major intersections.

Insurance coverage for the event is provided by the League of American Bicyclists. We'll be able to provide you with a certificate of insurance showing proof of coverage.

The event will start at 8 a.m. from the Middlebury College Snow Bowl in Hancock. There are three different distances—46, 69 and 104 miles. Links to each route can be found on the event website at www.VermontGranFondo.com.

Riders on the 46 and 104 mile courses will enter Brandon coming from Salisbury on Route 53 to the junction of Route 73 and turn left onto 73 and head over the Brandon Gap. We estimate riders on the 46 mile route will pass through Brandon between 9:00 and 10:15 a.m.; riders on the 104 mile route would pass through town between 11:30 a.m. and 2:30 p.m. Because of the numbers of participants and the distance they'll be stretched out—this won't feel much different than a typical summer day. These are the same routes as 2014's event.

Riders on the 69 mile route will not pass through Brandon.

The Vermont Gran Fondo is produced by Cycle Addison County, Inc. We are a non-profit organization and are applying for 501(c)3 designation. The organizing committee is made up of cycling enthusiasts and athletically-inclined tourism and business development representatives. Event proceeds will be distributed via grants to municipalities and non-profit organizations with the purpose of enhancing bicycling in Addison County through programs, education, infrastructure and/or equipment.

Great starts here.

I'm happy to make a presentation to the town's select board if needed. If that step is not necessary and you approve, would you please respond by signing the form below. If you need more information, please let me know. Your response by February 1st is greatly appreciated.

Best regards,



Sue Hoxie
Event Director, Vermont Gran Fondo
Interim President, ACCOC

CONSENT FORM

The Town of Brandon authorizes the use of its roadways for the Vermont Gran Fondo on Saturday, June 13, 2015.

Signature

Title

Date

Please return by scan/email to sue@addisoncounty.com or fax to 802-388-8066.

NOTICE

Pursuant to Title 19, Vermont Statutes Annotated, Sections 1109 – 1110, the State Transportation Board has made and promulgated the following rule, now administered by the Agency of Transportation, in accordance with Section 12 of Act No. 246 of 1990:

In order to prevent the abuse of any highway, or portion thereof, posted under the provisions of these Sections from November 15 to December 31 and from January 1 to May 15, inclusive, in each year, or until adoption and announcement of any modifications of said rules, no vehicle having a weight, including vehicle and load, in excess of the weights specified below, shall be operated on any part of the following classes of highways which are posted under the provisions of these Sections:

	<u>State Highways</u>	<u>Town Highways (Class 1, 2 and 3 highways)</u>
Two-axle trucks	20,000 lbs	15,000 lbs
Three-axle trucks	30,000 lbs	18,000 lbs
Tractor-trailer units	40,000 lbs	20,000 lbs

By Order of the Agency of Transportation
Secretary of Transportation

The following roads have been posted in accordance to Title 19, Section 1109-1110 in the Town of Brandon.

<u>HWY #</u>	<u>NAME</u>	<u>CLASS</u>	<u>FROM</u>	<u>TO</u>
4	Pearl Street & Long Swamp Road	2	Corona Street	Sudbury Town Line
5	Union Street & Florence Road	3	Maple Street	Pittsford Town Line
7	Arnold District Road	2	Grove Street	Leicester Town Line
8	McConnell Road	2	Franklin Street	Forest Dale Road
9	High Pond Road	2	Union Street	Sudbury Town Line
11/13	Hollow Road	3	Champlain Street	Arnold District Road
15	Wheeler Road	3	Forest Dale Road	Leicester Town Line
16	Lover's Lane	3	Grove Street	Wheeler Road
18	Town Farm Road	3	Forest Dale Road	Leicester Town Line
20	Stone Mill Dam Road	3	Forest Dale Road	Wheeler Road
21	Newton Road	3	North Street	Town Farm Road
24	Wagner Road	3	Forest Dale Road	End
27	Paint Works Road	3	Forest Dale Road	McConnell Road
29	Basin Road	3	McConnell Road	End
30	Van Cortland Road	3	McConnell Road	End
31	Country Club Road	3	Franklin Street	Forest Dale Road
33	Park Street (portion)	3	Marble Street	Country Club Road
34	Smalley Road	3	Country Club Road	McConnell Road
35	Wood Lane	3	Franklin Street	McConnell Road
36	Birch Hill Road	3	McConnell Road	Pittsford Town Line
37	North Birch Hill Road	3	McConnell Road	Birch Hill Road
39	Marshall Phillips Road & Hack's Sawmill Road	3	High Pond Road	Sudbury Town Line
47	Prospect Street	3	Conant Square	End
61	Walnut Street/Cedar Street	3	Highland Avenue	Prospect Street
66/69	West Seminary Street	3	Center Street	Highland Avenue

SELECT BOARD, TOWN OF BRANDON

2015



89 Main Street, Suite 4
Montpelier, Vermont 05602

SPRING SELECTBOARD INSTITUTE

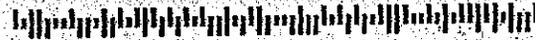
Saturday, March 21, 2015
Capitol Plaza Hotel and Conference Center
Montpelier, Vermont

PRSR STD
U.S. POSTAGE PAID
MONTPELIER, VT
PERMIT NO. 358

Directions to the Capitol Plaza:

Take Exit 8 Off Interstate 89. Exit ramp will merge with Route 2. At second stop light, turn left onto Bailey Avenue. At intersection, turn right onto State Street. Vermont State House is on your left; Capitol Plaza Hotel is one-half block farther on the right.

Parking is available behind the Plaza, and parking permits will be emailed in advance.



Robin Bennett
Town Manager
Brandon Town
49 Center St
Brandon VT 05733-1105

SPRING SELECTBOARD INSTITUTE – SATURDAY, MARCH 21, 2015

WHO SHOULD ATTEND AND WHY

Focused on the unique and varied roles and responsibilities of Vermont selectboards, the *Spring Selectboard Institute* provides indispensable training for newly elected members. More seasoned selectboard members as well as staff members who report to a selectboard will also benefit from attending. The program is highly interactive and designed to encourage learning from one another's experiences.

PRESENTATIONS AND SPEAKERS

Selectboard 101: Gwynn Zakov, Staff Attorney I, VLCT Municipal Assistance Center.

Finding the Law; Making the Law: Garrett Baxter, Senior Staff Attorney, VLCT Municipal Assistance Center.

Municipal Risk Management with VLCT's Self-Insurance Pools: Ken Canning, Director, VLCT Risk Management Services; David Sichel, Deputy Director, VLCT Risk Management Services.

Municipal Budget and Finance: Bill Hall, Senior Financial Consultant, VLCT Municipal Assistance Center.

Open Meeting Law Compliance: Sarah Jarvis, Staff Attorney II, VLCT Municipal Assistance Center.

EARLY BIRD RATE (PER PERSON):
\$60.00.....VLCT PACIF Members
\$90.00.....VLCT Members
\$160.00Non-Members

**PLEASE REGISTER
BY MARCH 13.***
*EARLY BIRD DEADLINE

To see a detailed agenda and register online, visit vlct.org/eventscalendar and click on the workshop title.

Questions? Contact VLCT at 800-649-7915 or info@vlct.org.
* Please include an additional \$10.00 per person for registrations received after the early bird date above. For a full refund, please cancel in writing by the same deadline.

REGISTRATION BEGINS AT 8:30 A.M. THE WORKSHOP ENDS AT 3:45 P.M. A LIGHT BREAKFAST AND LUNCH ARE INCLUDED.

Manually Selected For Check Acct 01(10 General Fund) 02/09/2015 To 02/09/2015

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
200263	ALDRICH & ELLIOTT, PC	75132 RT 7 Waterline Inv. #224	740.62	0.00	740.62	40020	02/09/15
200263	ALDRICH & ELLIOTT, PC	75176 RT 7 Inv. 224	428.42	0.00	428.42	40021	02/09/15
200263	ALDRICH & ELLIOTT, PC	75240 RT 7 #225 Waterline	1373.67	0.00	1373.67	40022	02/09/15
330390	ALL SERVICE	AR36176 toner	15.00	0.00	15.00	40023	02/09/15
300541	ASSOCIATION FOR RETARDED CITIZ FEB 2015	appropriation	875.00	0.00	875.00	40025	02/09/15
100655	BLSG INSECT CONTROL DISTRICT FEB 2015	appropriation	7375.00	0.00	7375.00	40026	02/09/15
100245	BRANDON AREA CHAMBER OF COMMER FEB 2015	appropriation	250.00	0.00	250.00	40027	02/09/15
100305	BRANDON AREA RESCUE SQUAD FEB 2015	appropriation	5183.75	0.00	5183.75	40028	02/09/15
100275	BRANDON FREE PUBLIC LIBRARY FEB 2015	appropriation	7125.00	0.00	7125.00	40029	02/09/15
100625	BRANDON INDEPENDENCE DAY CELEB FEB 2015	appropriation	1500.00	0.00	1500.00	40030	02/09/15
100280	BRANDON LUMBER & MILLWORK CO. 488258/3	post & mailbox	38.76	0.00	38.76	40031	02/09/15
100310	BRANDON SENIOR CITIZENS CENTER FEB 2015	appropriation	1068.75	0.00	1068.75	40032	02/09/15
101046	BUTTERFIELD, DAVID	2-2-15 training lodging/mileage	552.90	0.00	552.90	40033	02/09/15
100198	CARGILL, INCORPORATED	2902089681 salt	1740.86	0.00	1740.86	40034	02/09/15
100198	CARGILL, INCORPORATED	2902089683 salt	1724.13	0.00	1724.13	40034	02/09/15
100198	CARGILL, INCORPORATED	2902104360 salt	1715.77	0.00	1715.77	40034	02/09/15
100198	CARGILL, INCORPORATED	2902107517 salt	1747.70	0.00	1747.70	40034	02/09/15
100198	CARGILL, INCORPORATED	2902110323 salt	1665.60	0.00	1665.60	40034	02/09/15
100592	CHAMPLAIN OIL COMPANY INC	CL156502 gas	149.83	0.00	149.83	40035	02/09/15
100592	CHAMPLAIN OIL COMPANY INC	CL156506 gas	1634.50	0.00	1634.50	40035	02/09/15
300796	CLD CONSULTING ENGINEERS	51630 RT 7 Inv. #224 ASR 7	4037.80	0.00	4037.80	40036	02/09/15
300796	CLD CONSULTING ENGINEERS	51631 RT 7-Inv. #224	739.59	0.00	739.59	40037	02/09/15
300796	CLD CONSULTING ENGINEERS	51632 RT 7 Inv. 224 Non Partic	4408.01	0.00	4408.01	40038	02/09/15
300796	CLD CONSULTING ENGINEERS	51728 RT 7 Inv. #225	798.65	0.00	798.65	40039	02/09/15
300796	CLD CONSULTING ENGINEERS	51730 RT 7 - Inv. #225	30291.92	0.00	30291.92	40040	02/09/15
300796	CLD CONSULTING ENGINEERS	51731 RT 7 Inv. #225	800.56	0.00	800.56	40041	02/09/15
300796	CLD CONSULTING ENGINEERS	51732 RT 7 Non Participating	2023.53	0.00	2023.53	40042	02/09/15
300796	CLD CONSULTING ENGINEERS	51827 Bridge #114 Inv. #19	695.89	0.00	695.89	40043	02/09/15
300796	CLD CONSULTING ENGINEERS	51894 RT 7 Inv. #225	9211.30	0.00	9211.30	40044	02/09/15
300796	CLD CONSULTING ENGINEERS	51895 RT 7 Inv. 225	253.29	0.00	253.29	40045	02/09/15
300796	CLD CONSULTING ENGINEERS	51897 RT 7 Inv. #225	980.13	0.00	980.13	40046	02/09/15
300796	CLD CONSULTING ENGINEERS	52001 Bridge #114-#019	3800.51	0.00	3800.51	40047	02/09/15
300796	CLD CONSULTING ENGINEERS	52024 RT 7 Inv. 225	1177.26	0.00	1177.26	40048	02/09/15
300796	CLD CONSULTING ENGINEERS	52025 RT 7 Inv #225	1773.20	0.00	1773.20	40049	02/09/15
310097	COMCAST	HW FEB HW PHONES FEB	104.63	0.00	104.63	40050	02/09/15
310097	COMCAST	PD FEB pd for Feb	237.73	0.00	237.73	40051	02/09/15
310177	COTT SYSTEMS, INC.	76443 feb host fees	200.00	0.00	200.00	40053	02/09/15
100925	FOLEY SERVICES INC	6944 uniforms	39.25	0.00	39.25	40055	02/09/15
310445	FOXCROFT FARM HARVEST PROGRAM FEB 2015	appropriation	3750.00	0.00	3750.00	40056	02/09/15
310426	FYLES BROS., INC.	25365 propane @ PD	326.63	0.00	326.63	40057	02/09/15
100650	GALLS, AN ARAMARK COMPANY	003027769 spotlight	177.00	0.00	177.00	40058	02/09/15
300974	GRAPH-X INCORPORATED	3236 basketbal uniforms	181.50	0.00	181.50	40059	02/09/15
100725	GREEN MOUNTAIN GARAGE	064235 install oil pan trk #5	246.99	0.00	246.99	40060	02/09/15
100725	GREEN MOUNTAIN GARAGE	064296 replace air spring trk #	186.98	0.00	186.98	40060	02/09/15
100725	GREEN MOUNTAIN GARAGE	064307	6.17	0.00	6.17	40060	02/09/15
100725	GREEN MOUNTAIN GARAGE	064430 windshield wipers	20.98	0.00	20.98	40060	02/09/15
100026	INTERNATIONAL ASSOCIATION OF	1001130344 annual membership	150.00	0.00	150.00	40061	02/09/15
310304	MIKE'S FUELS, LLC	282423 heating fuel @ TH	284.39	0.00	284.39	40064	02/09/15
310304	MIKE'S FUELS, LLC	282742 heating fuel @ HWY	915.35	0.00	915.35	40064	02/09/15
310304	MIKE'S FUELS, LLC	282743 heat fuel @ 2417 Franklin	222.30	0.00	222.30	40064	02/09/15

TOWN OF BRANDON Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices
Manually Selected For Check Acct 01(10 General Fund) 02/09/2015 To 02/09/2015

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
310304	MIKE'S FUELS, LLC	304190 diesel fuel @ HWY	1506.50	0.00	1506.50	40064	02/09/15
310304	MIKE'S FUELS, LLC	304373 heating fuel @ TH	301.28	0.00	301.28	40064	02/09/15
310304	MIKE'S FUELS, LLC	304786 diesel fuel @ HWY	506.25	0.00	506.25	40064	02/09/15
310304	MIKE'S FUELS, LLC	338158 heating fuel @ TH	303.94	0.00	303.94	40064	02/09/15
310304	MIKE'S FUELS, LLC	338160 heating fuel @ HWY	930.62	0.00	930.62	40064	02/09/15
310389	MOBILE MINI, INC	159031635 JAN POD RENTAL	244.87	0.00	244.87	40065	02/09/15
310281	NEOPOST USA INC	499974 ANNUAL POSTAGE ACH FEE	50.00	0.00	50.00	40066	02/09/15
100788	NEW ENGLAND MUNICIPAL RESOURCE	33840 FEB ASSESSMENT	1333.33	0.00	1333.33	40067	02/09/15
100483	RUSSELL GRAPHICS	15-04 PROPERTY MAP UPDATE	2650.00	0.00	2650.00	40068	02/09/15
100485	RUTLAND AREA VISITING NURSE AS	FEB 2015 appropriation	2550.00	0.00	2550.00	40069	02/09/15
100492	RUTLAND MENTAL HEALTH SERVICES	FEB 2015 appropriation	1656.00	0.00	1656.00	40070	02/09/15
310486	SCHMID FRANK & DIANE	0083-0547 Overpayment refund	659.36	0.00	659.36	40019	01/30/15
300619	SCRANTON APPRAISALS, INC.	1-28-15 9 CONANT APPRAISAL	500.00	0.00	500.00	40088	02/09/15
100508	SIRCHIE FINGERPRINT LABORATORI	0193507-IN cardholder	52.32	0.00	52.32	40071	02/09/15
100006	SOUTHWESTERN VT COUNCIL ON AGI	FEB 2015 appropriation	600.00	0.00	600.00	40072	02/09/15
310397	SOUTHWORTH-MILTON, INC.	0201782 filters	99.97	0.00	99.97	40073	02/09/15
200277	THUNDER TOWING & AUTO RECOVERY	3351 electrical work	115.25	0.00	115.25	40074	02/09/15
200277	THUNDER TOWING & AUTO RECOVERY	3352 spotlight/electrical wor	151.55	0.00	151.55	40074	02/09/15
100630	US POSTMASTER, BRANDON	12-20-14 annual fee	220.00	0.00	220.00	40075	02/09/15
310208	VANASSE HANGEN BRUSTLIN, INC	184766 Bridge #114-Inv. #18	764.43	0.00	764.43	40076	02/09/15
310208	VANASSE HANGEN BRUSTLIN, INC	186713 Bridge #114-Inv #19	1410.31	0.00	1410.31	40077	02/09/15
310208	VANASSE HANGEN BRUSTLIN, INC	189235-33 RT 7-Inv #224	2537.88	0.00	2537.88	40078	02/09/15
310208	VANASSE HANGEN BRUSTLIN, INC	190506-34 RT 7 Inv. #224	3609.21	0.00	3609.21	40079	02/09/15
310208	VANASSE HANGEN BRUSTLIN, INC	190507-27	1434.27	0.00	1434.27	40080	02/09/15
310208	VANASSE HANGEN BRUSTLIN, INC	192384-28 Bridge #114-Inv. #19	1483.41	0.00	1483.41	40081	02/09/15
310208	VANASSE HANGEN BRUSTLIN, INC	193111-29 Bridge #114-Inv. #19	2046.87	0.00	2046.87	40082	02/09/15
330348	VERIZON WIRELESS	JAN 2015 jan cell	237.95	0.00	237.95	40083	02/09/15
100225	VERMONT ASSOCIATION OF CHIEFS	2015 2015 membership fee	50.00	0.00	50.00	40084	02/09/15
100042	VERMONT POLICE ASSOCIATION	JAN 2015 membership	90.00	0.00	90.00	40014	01/26/15
310046	W.B. MASON CO INC	I23306832 toner, soap	531.03	0.00	531.03	40085	02/09/15
301026	WATCHGUARD VIDEO	ADVREP057917 wireless microphone	165.00	0.00	165.00	40086	02/09/15
310415	ZALINGER CAMERON & LAMBEK, P.C	57653 UNION MATTERS	1290.82	0.00	1290.82	40087	02/09/15

Manually Selected For Check Acct 01(10 General Fund) 02/09/2015 To 02/09/2015

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			135,029.22	0.00	135,029.22		

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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 \$ ***135,029.22
 Let this be your order for the payments of these amounts.

02/06/15

TOWN OF BRANDON Accounts Payable

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Check Warrant Report # Current Prior Next FY Invoices For Fund (20 Sewer Fund)
 All Invoices For Check Acct 01(10 General Fund) 02/09/15 To 02/09/15 & Fund 20

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Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
100015	ALLEN ENGINEERING & CHEMI	01/28/15	chlorine 11150435001	20-5-55-50120 Chlorine	523.05	40024	02/09/15
100280	BRANDON LUMBER & MILLWORK	01/26/15	painting supplies 488143/3	20-5-55-42140 Maint. Supplies - Bldgs	108.90	40031	02/09/15
100280	BRANDON LUMBER & MILLWORK	02/03/15	hoses/parts for feed line 488415/3	20-5-55-43160 Maint. Supplies - General	85.26	40031	02/09/15
100280	BRANDON LUMBER & MILLWORK	02/05/15	pipe insulation 488467/3	20-5-55-43160 Maint. Supplies - General	13.74	40031	02/09/15
100592	CHAMPLAIN OIL COMPANY INC	01/31/15	gas CL156504	20-5-55-41130 Fuel - Vehicles	19.93	40035	02/09/15
310097	COMCAST	02/03/15	WW FEB SERVICE WW FEB	20-5-55-42100 Wastewater Telephone	116.36	40052	02/09/15
100494	ENDYNE INC	01/28/15	testing 165027	20-5-55-22120 Testing	79.00	40054	02/09/15
100925	FOLEY SERVICES INC	01/27/15	uniforms 6943	20-5-55-10320 Clothing Allowance	18.57	40055	02/09/15
100925	FOLEY SERVICES INC	02/03/15	uniforms 8313	20-5-55-10320 Clothing Allowance	18.57	40055	02/09/15
310426	FYLES BROS., INC.	01/19/15	propane - WW generator 14359	20-5-55-42110 LP Gas - Bldgs	130.12	40057	02/09/15
310426	FYLES BROS., INC.	01/19/15	propane - WW heater 14360	20-5-55-42110 LP Gas - Bldgs	435.03	40057	02/09/15
310426	FYLES BROS., INC.	02/02/15	propane - WW generator 25366	20-5-55-42110 LP Gas - Bldgs	225.70	40057	02/09/15
310426	FYLES BROS., INC.	02/02/15	propane/WW Bryant Heater 25367	20-5-55-42110 LP Gas - Bldgs	586.87	40057	02/09/15
100725	GREEN MOUNTAIN GARAGE	02/02/15	scraper 064665	20-5-55-43160 Maint. Supplies - General	11.99	40060	02/09/15
300328	MECHANICAL SOLUTIONS INC	01/23/15	freight 1004429	20-5-55-51230 Outside Equip. - Pump St.	101.88	40062	02/09/15
300747	MELANSON COMPANY INC	01/14/15	kit to rebuild pump 00065858	20-5-55-51230 Outside Equip. - Pump St.	1035.00	40063	02/09/15
310304	MIKE'S FUELS, LLC	01/20/15	diesel fuel @ WW 304191	20-5-55-41130 Fuel - Vehicles	59.80	40064	02/09/15
330348	VERIZON WIRELESS	02/04/15	ww cell phone WW JAN	20-5-55-42100 Wastewater Telephone	36.69	40083	02/09/15

02/06/15
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TOWN OF BRANDON Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices For Fund (20 Sewer Fund)
All Invoices For Check Acct 01(10 General Fund) 02/09/15 To 02/09/15 & Fund 20

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

3606.46
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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 \$ ****3,606.46
Let this be your order for the payments of these amounts.

