

## **Brandon Select Board Meeting April 13, 2015**

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

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

**Also in Attendance:** Wayne Rausenberger, Richard Baker, Arlen Bloodworth, Lee Kahrs, Bernie Carr, Doug Sawyer, Chris Brickell, Jeff Stewart, Steve Bisette, Anna Scheck, Daryl Burlett, Tracy Wyman, Linda Milne

### **1. Call to order**

The meeting was called to order by Doug Bailey - Chair at 7:02PM.

**a) Agenda Adoption – Motion** by Devon Fuller/Dave Atherton to adopt the agenda, as amended. **The motion passed unanimously – 3 to zero.**

Amendment to move #5a - Audit Report to #1b.

### **b) Annual Audit Report**

Linda Milne of Mudgett, Jennett & Krogh-Wisner PC provided an overview of the Town's annual audit. Ms. Milne noted the auditors make an assessment of the risk and their responsibility is to express an opinion. The opinion the Town received was that the finances are fairly stated. There were 11 adjustments made and the largest related to the Route 7 roadwork in moving the funds from town to government asset schedules. The work done on the water lines are the Brandon Fire District's, not the Town. There were some receivables that are actually in the next fiscal year. An adjustment was proposed to record checks as prepared and add back to the books as a liability. The revenue classification was adjusted between what is federal, state and local expenditures. The AOT needs to be clear with the classifications. An adjustment was done to reduce revenues and receivables that were recorded in the Town Office Fund that were no longer revenues. Some of the adjustments were included in the findings of the government reporting package. The largest finding was the capital assets that were recorded that actually belong to the Brandon Fire District. There is also an audit of federal expenditures completed. Devon Fuller stated the Town needs to ask VTrans to delineate between state and federal funds. Ms. Milne stated 95% of the funds come from the state. The grant agreement typically tells what the percentages are and this can be used in calculating the classifications of the funds. She stated AOT automatically places it in state and federal. Ms. Milne stated VTrans will be coming to the Town indicating that they need an action plan to be sure the federal expenditures are in by March 31<sup>st</sup> and suggested the Town be proactive in providing this information to them. Devon Fuller asked how to get the audit done in a timelier manner. Ms.

Milne stated the year closes on June 30<sup>th</sup> and there are interim testing procedures that can be done prior to June 30<sup>th</sup>. The balances could be ready by September 30<sup>th</sup>. There needs to be 60 days after year-end to review delinquent taxes. The auditors could then review in the October/November timeframe. With the interims, in order to be able to rely on the systems, they come in and test a sample of transactions. She stated their office does a lot of control testing in May and Ms. Milne recommended contacting them soon if the Town wishes to start the process in May. Ms. Milne thanked Anna Scheck for all her help in the audit process. Doug Bailey stated there have been many internal discussions and there will be significant changes this year to avoid being late. The Board thanked Ms. Milne for her assistance in getting the audit out. A full copy of the audit report will be available for examination at the town office.

## **2. Consent Agenda**

### ***a) Select Board Meeting Minutes – February 24, 2015***

**Motion** by Dave Atherton/Devon Fuller to approve the minutes of the February 24, 2015 Select Board meeting. **The motion passed unanimously - 3 to zero.**

### ***b) Select Board Meeting Minutes – March 23, 2015***

**Motion** by Devon Fuller/Dave Atherton to approve the minutes of the March 23, 2015 Select Board meeting, as amended. **The motion passed unanimously - 3 to zero.**

A correction to the Select Board attendance adding Devon Fuller and removing the second notation of Ethan Swift.

### ***c) Special Select Board Meeting Minutes – March 23, 2015***

**Motion** by Devon Fuller/Dave Atherton to approve the minutes of the March 23, 2015 Special Select Board meeting. **The motion passed unanimously - 3 to zero.**

### ***d) Special Select Board Meeting Minutes – April 6, 2015***

**Motion** by Devon Fuller/Dave Atherton to approve the minutes of the April 6, 2015 Special Select Board meeting. **The motion passed unanimously - 3 to zero.**

Doug Bailey noted that additional meetings were required in order to transact town business in the absence of a town manager.

### ***e) Appointments***

***i) Emergency Management Director***

***ii) Fire Warden***

***iii) Planning Commission***

***iv) Development Review Board***

**Motion** by Seth Hopkins/Devon Fuller to appoint Chris Brickell as Emergency Management Director. **The motion passed unanimously – 3 to zero.**

This appointment is usually the town manager's position and will be a short-term appointment.

**Motion** by Seth Hopkins/Devon Fuller to appoint Linwood Bovey as Fire Warden. **The motion passed unanimously – 3 to zero.**

Gene Pagano has agreed to be the Assistant Fire Warden.

**Motion** by Seth Hopkins/Devon Fuller to appoint Phyllis Aitcheson as a member of the Planning Commission. **The motion passed unanimously – 3 to zero.**

**Motion** by Seth Hopkins/Devon Fuller to appoint Tom Bohler as an Alternate to the Development Review Board.

Dave Atherton questioned if there is a vacancy for the DRB, as there were a couple of terms that had expired, but they were reinstated. Erik LaRock, Samantha Stone and Robert Clark are currently on the Board, with Kelly Martin and John Peterson as alternates. It was recommended to table Tom Bohler's appointment to the DRB until further clarification can be made as to whether another member is needed.

It was noted that the Town received notice from the Fire District and Ray Counter that the advisory for people to run water will be lifted as of April 15<sup>th</sup>. The frost line is only about 2 to 3 feet at this time and it is unlikely lines will not freeze.

**The motion was rescinded and tabled until the next meeting.**

### **3. Board Chair Report**

Doug Bailey read the following Select Board Chair report: *"Since the last regular Select Board meeting, the Board members have continued to act in a volunteer capacity with daily presence at the town office.*

*Doug Bailey and Seth Hopkins met with the chief, officers, and staff of the Police Department. Our thanks to Chief Brickell for this opportunity.*

*The town has taken delivery of the new truck for the Wastewater Department. Our thanks to Steve Cijka and Ed LaGrange for the unsung work they do in the Wastewater Department.*

*Doug Bailey and Daryl Burlett made a site visit to Briggs Lane regarding the barriers there. They then met with Warren Kimble for a Green Park site visit regarding the bricks & plans there.*

*We interviewed several candidates for the position of bookkeeper; however the position remains unfilled. Town Clerk/Treasurer Sue Gage suggested reallocating staff based on areas of expertise, which is a creative solution that should allow us to find a qualified candidate to fill what will be a newly-crafted job description. Our thanks to Sue for thinking outside the box.*

*Anna Scheck is responsible for a substantial savings to the Town by challenging a bill from the State of Vermont regarding the Sanderson Bridge. Her knowledge and careful record-keeping resulted in the State's initial invoice to the Town being reduced from \$25,000.00 to just \$852.00. Our thanks to Anna for her diligence.*

*Anna, Sue, Doug Bailey and Seth Hopkins signed a representations letter to the auditors on March 31<sup>st</sup> which allowed the Town to be listed as merely "late" rather than "delinquent" with the State regarding the completion of its 2013-14 audit.*

*Several board members met with Darren Winham to review his draft tax stabilization policy. This is the first element of the economic development contract which has now been signed. The tax stabilization draft was delivered by Mr. Winham on time and is currently under consideration. Mr. Winham will present a draft economic development strategic plan to the Select Board and be available for questions at the next Select Board meeting.*

*Doug Bailey and Dave Atherton met with Steve Carr and Tom Whittaker of the Brandon Industrial Corporation to arrange the loan modification for the industrial park off Arnold District Road.*

*Doug Bailey and Seth Hopkins met with Brandon attorney, Jim Leary, to develop a proposed town charter to bring to the voters to decide on a local option tax.*

*The Board issued three letters to FEMA regarding the urgency of completing the Green Park, Kennedy Park sewer, and Cobb Hill culvert projects. We were informed that FEMA was putting Green Park and Kennedy Park on hold due to the overlap of the overflow culvert project. Doug Bailey and Seth Hopkins then had an animated phone conversation with Mary Andres and other representatives, at the conclusion of which Ms. Andres agreed to "escalate" our position by contacting the Congressional delegation to advocate on behalf of Brandon with FEMA, and particularly with Marcus Tate, who has been identified to us as our stumbling block. Mary Andres expects to have news for us by the end of April.*

*We have received a signed resignation and release from Robin Bennett.*

*We have the position of Town Manager in the Reporter and with the Vermont League of Cities and Towns. Approximately a dozen applications were received, ranging from in-town to in-state to as far away as South Dakota. These were vetted by two-member subcommittees of the Select Board in various ways, with some email and telephone contacts, and some in-person interviews. References were checked. During the process, we received public input in the form of phone calls, emails, and drop-in visits from a number of Brandon citizens – these were remarkable in*

*their consensus that a local candidate would be preferable. After a Board review of all applications, a unanimous vote was made to offer the position of Town Manager to David Atherton. We have signed a contract with him. He will resign from the Select Board and start work next Monday. Dave is a Forest Dale resident, Bristol native and fifth-generation Vermonter. Elected without opposition to his second term on the Select Board this year, he is leaving long-term self-employment as a paralegal/title searcher. His wife, Heather Norton, owns the Brandon Village Spa, and they have two children who attend Neshobe School. Dave has a strong work ethic, extensive ties to the community and is a known product. We are certain that he will impress us all.”*

Doug Bailey stated the Board received many calls suggesting that they find a local Vermonter and someone with ties to the community. The Board thinks that Mr. Atherton was the best candidate in the group of applications received. The Board will be accepting letters of interest for filling the Select Board position. Devon Fuller stated Mr. Atherton has been working as a paralegal in Vermont for 20 years and knows how the town works. In being self-employed, Mr. Atherton knows how to work and will be able to run the town office in new ways. Seth Hopkins also thinks this is a good opportunity for Brandon to experience self-government and Mr. Atherton will be a great example to many people in the town. Mr. Bailey advised that Mr. Atherton was the first application received and was removed from the hiring process immediately.

#### **4. Public Comments for Items not on the Agenda**

Chief Brickell would like to get the first appointment with the Town Manager to advise him of what has been stagnant for a while.

#### **5. Prior Years Affairs**

##### ***a) Tax Sale Update/Collection Update***

Doug Bailey stated he was not prepared to give a tax sale update, as the information goes directly to Jim Carroll’s office. Mr. Bailey noted there has been some substantial tax collection over the last few weeks. The tax sale had been postponed and will now be back on track, with certified letters being sent and a new timeline will be set at the next meeting.

Seth Hopkins suggested it may be time to send the audit service out to bid. He does not blame them for the tardiness of the audit report. Anna Scheck recommended the RFQ’s be sent no later than next month. Dave Atherton stated in order to stay on the timeline recommended, this needs to be considered by the next meeting. Devon Fuller stated from a fiscal standpoint, it should go out to bid to be assured that the Town is getting the best price. Seth Hopkins stated Sue Gage had advised some of the work that has been outsourced in preparing for the audit could be done in-house. In speaking with Linda Milne, this would be a major step in doing the quarterly financials in-house rather than outsourcing. The new Town Manager will speak with Sue Gage and come back to the Board with a recommendation. Mr. Atherton stated in speaking

with the auditors, he has learned a lot about the process and thinks it would be good to figure out what went wrong and remedy it step by step.

**b) Brandon Industrial Corporation Allonge/Loan Modification**

Dave Atherton stated the Brandon Industrial Corporation has a revolving loan fund and community development funds that have not been used recently. There was a statute of limitations to catch up and the Board has been working with the Brandon Industrial Corporation to affectively market the land that is in the industrial park. These are funds that came through a Community Development Block grant to fund future businesses. The Town is prepared to take care of this next Monday with the intent to get interested parties for this area. When Brandon Training School closed, a number of lots were subdivided and a roadway and water were put in with the intent to draw businesses to town. Since the economy took a downturn, it has been difficult for the Brandon Industrial Corporation, headed by Steve Carr and Tom Whittaker, to sell any lots. Mr. Atherton stated this item will align with the Economic Development Strategic plan. The loan modifications are drafted and ready to go and the Brandon Industrial Corporation is on board with this. Mr. Atherton advised this is a non-profit organization, which affords it more benefits, and the Town Manager is automatically an officer of the Board. Doug Bailey stated there is a lot of value in the land and the infrastructure that is there.

**6. Policy**

**a) Charter and 1% Tax**

Seth Hopkins stated they spoke with Jim Leary and he developed a draft of a one-page charter. Mr. Hopkins read the following proposed Charter.

*“1. GENERAL LAW: APPLICATION - The Town of Brandon shall have all of the powers granted to towns and municipal corporations by the Constitution and laws of this State and this charter, together with all of the implied powers necessary to carry into execution all the powers therein granted.*

*2. LOCAL OPTION TAX – a) Upon resolution of the Select Board of the Town of Brandon, or upon receipt of a petition signed by five percent of the registered voters of the Town of Brandon, at an annual or special meeting warned by the purpose by a majority of those present and voting, the voters of the Town of Brandon may vote to assess any or all of the following: (1) a one percent sales tax, (2) a one percent rooms tax; and (3) a one percent meals and alcoholic beverage tax.*

*b) Any local option tax imposed under the authority of this section shall be collected and administered and may be rescinded as provided by the general laws of this State. C) Revenues received through the imposition of a tax imposed under this section shall be used for expenses or financing of voter-approved capital projects within the Town of Brandon.*

*3. EFFECTIVE DATE – This act shall take effect upon passage.”*

It was noted this does not take any power away from the voters and the strategy is the Board would discuss it now and alter it if necessary before presenting to the voters. The Board would present it to Butch Shaw and Steve Carr to bring before the legislative counsel to assure that it would pass. It is hoped to get it back by the end of April and at that time, the process of submitting formally to the voters would begin. A hearing would be required 30 days ahead of the vote and one within 30 days prior to the vote. The goal is to have a special town meeting to vote by the end of June. Bernie Carr thought it should state infrastructure improvements, as they are never going to go away and this would be something consistent to use it for. Devon Fuller also suggested putting it towards the Capital Improvement plan and perhaps combine the two items. It was recommended that a percentage could go towards the Capital Improvement plan and a percentage towards infrastructure improvements. Dave Atherton stated the key wording is voter approval. It was suggested that for the first 5 years it could be used for infrastructure only and then include the Capital Improvement plan. Seth Hopkins stated once something is put in a charter, it takes an act of the legislature to change it. Doug Sawyer suggested if this does happen; assistance in funding the infrastructure would help take some of the burden off the budget, which could then be used to help fund the Capital Improvement plan.

**Motion** Devon Fuller/Seth Hopkins to approve the Chapter 150, Town of Brandon Charter.

Seth Hopkins requested a friendly amendment to change “by” to “for” in Section 2(a) third line and in Section 2(c) the removal of the words “expenses or” in the second line.

Dave Atherton also provided a friendly amendment to place 17 V.S.A. 2645 in the title.

Devon Fuller suggested a friendly amendment to include: for the purpose of having the state representatives present the document to legal counsel.

Amended motion to read:

**Motion** by Devon Fuller/Seth Hopkins to approve the 17 V.S.A. 2645 Chapter 150, Town of Brandon Charter, to include changing “by” to “for” in Section 2(a) third line and in Section 2(c) the removal of the words “expenses or” in the second line for the propose of having the state representatives present the document to legal counsel. **The motion passed unanimously – 3 to zero.**

### ***b) Emergency Operations Plan***

Dave Atherton recommended tabling this item to the next meeting. Ethan Swift is the only certified person to sign this on the Board and it is not due until May 1<sup>st</sup>. This is an updating the policy from last year and if it is done at the next meeting, it will be submitted prior to the deadline. The new Town Manager will also be taking the classes for certification.

### ***c) Economic Development Report and Tax Stabilization Plan***

Doug Bailey reported a meeting took place with Darren Winham and the Board has a draft Stabilization policy. It is a multi-page draft and it works off of money being spent to improve a business location. The consultant feels if the additions are put on businesses, the jobs will follow, but if it is too heavy in administration regarding the jobs it would create more work for the town office. Mr. Winham will be at the next Select Board meeting to discuss the plan. Bill Moore, Economic Development Director, also met with Mr. Winham and he noted this will be an easier and more attractive tool for businesses. The Board is convinced the lighter approach was the better approach.

## **7. Segment 6**

### ***a) Update on Segment 6 Right-of-Way Completions***

Richard Baker sent 50 waiver evaluations to Montpelier and 11 more were completed today. He has not reviewed the 40 that VHB had sent and there are about 35 to 51 remaining. Mr. Baker is not doing waiver evaluations for the ones being done by the appraiser. There are about 100 out of the 150 waiver evaluations that are in good shape. Mr. Baker stated the 90 that have been sent are not at the right desk in Montpelier. Seth Hopkins called Montpelier and was advised they are not at the Right-of-Way office. VTrans wants the Town to submit to the local Right-of-Way person, Scott Robertson, and there is a strong preference the entire waiver packet comes in one lump sum. It was noted that Mr. Baker has made real progress and the waivers are in Montpelier. They have allotted a certain length of time for their process to happen and they will start their part of the process April 30<sup>th</sup>. Devon Fuller thanked Mr. Baker for getting these done. Mr. Baker stated he is reasonably confident that they will be done in April.

### ***b) Segment 6 Consider Additional Services Request #9***

Dave Atherton questioned if this is work to be done. Richard Baker advised this is all work that has been done and they want to have it back dated to September 18, 2014. Mr. Baker stated VSE has already billed for some. Doug Bailey stated CLD does the engineering for the project and each time the Town makes changes the money keeps mounting up. The design task will be non-participating; meaning the Town pays for the changes when new ideas are recommended. Seth Hopkins stated 8 of the additional service requests have happened and the State has indicated there can be no more. The #9 request is being paid for solely by the Town of Brandon at an amount of \$11,500.00 and after this, the Board has to be sure there are no further changes made.

**Motion** by Seth Hopkins/Devon Fuller to sign the additional service request #9. The cost to be incurred by the Town of Brandon, with the omission of Item III.



A friendly amendment was made by Devon Fuller/Dave Atherton to omit Item III, Partial Mortgage release document. **The motion passed unanimously 3 to zero.**

The original motion was called for a vote. **The motion passed unanimously – 3 to zero.**

Mr. Fuller stated the change regarding the parking was caught by the Design Committee. Jeff Stewart stated most of the suggestions were made months, if not years ago and CLD should have known about them for quite a while. He stated that it is unfair of the State to indicate there cannot not be any more changes. Dave Atherton stated most was approved that was recommended and it was his understanding that there could not be any further changes.

***c) Consider Amendment Request from VHB***

Devon Fuller suggested tabling this item to the next meeting as he has not had the opportunity to read the original contract. Doug Bailey stated there was a five-page document requesting more money. Mr. Bailey stated the original contract was for \$82,000.00 and increased to \$111,000.00 with an amendment. They have spent \$192,000.00 and are billing for the additional \$81,000.00. They want to collect this and \$117,000.00 more. Mr. Bailey questions why the Town is keeping VHB. Bernie Carr questioned if they are taking advantage of the absence of a town manager. Seth Hopkins stated there is nothing that indicates this has been discussed with the Town prior to this billing. Mr. Hopkins was attending a VTrans meeting and this was when it was discussed the contract had expired. They have not been proactive about minding the project and they believe the level of effort was correct and the 13 hours per week was the correct amount of time, but the project duration has significantly increased. Mr. Bailey stated the Town's portion is \$5,800.00 and the remaining \$76,000.00 and \$111,000.00 is from federal and state funds. Mr. Bailey is very upset by the this and noted it is something that needs to be brought under control. Mr. Hopkins stated consideration has to be given regarding the ownership of the items that VHB produces. The contract indicates it is their property and they license it through a contract. The Town has not received all the information they have produced. There was a discussion with Scott Robertson regarding this item. VHB has talked about the general LPM role and it was found some of the tasks do not require an engineer and could possibly be done by a town employee. Mr. Carr noted this is going to be a big project with a lot of moving parts. Mr. Hopkins stated there could potentially be a town employee hired to do this project. Mr. Carr stated there was talk about not having matching funds for grants and cautioned the Town also has Segment 6 and every year it is postponed the Town is losing money due to inflation and there needs to be funds enough for this match. Seth Hopkins stated the Board were advised that it is possible and probable that the Town will have to ask for an additional supplemental bond. Richard Baker noted there is an additional \$112,000.00 from the Town Farm Fund that had voter approval to fund Segment 6. The Board was advised to wait before consideration of bonding.

**8. Bridge 114 Scoping Study**

Doug Bailey stated the Town has come up with a new drawing for Bridge 114 and a letter is going out to CLD engineering. The Town is looking at the parapet near the sidewalk being 20 inches high and the railing above that. The last draft was more of a metal fence and the Town was advised it would not meet the standards. The proposal has gone out by email today and the hard copy will be mailed. It was noted that CLD should respond to the Town, as they have usually sent responses to VTrans. Wayne Rausenberger does not understand the letter from John Byatt regarding the fee for the scoping study phase. Seth Hopkins stated they want to bore test holes and discuss a solution for the entire bridge with the State, as they had pushed back on the soil remediation process. Richard Baker stated in the teleconference they have indicated the slab investigation needs to be completed and it will take five or six months to do this. Mr. Hopkins stated they gave conceptual approval to do this and Daryl Burlett stated they will complete the scoping study. Mr. Baker stated the CLD letter of April 8<sup>th</sup> is addressed to VHB, not to the Town or VTrans and it is an anchor if VHB has to answer to CLD's request.

### **9. Project Tracking Report to Include FEMA Projects**

Doug Baker thanked Doug Sawyer for assisting in making changes to the project tracking report. This report is on line and anyone can access it. Daryl Burlett reported there was a pre-bid meeting for Union Street with 10 bidders in attendance. There was only one bidder for the Briggs Lane project. Mr. Burlett expressed concern that the budget figures available on line may have an effect on the bids and takes away the town's edge by having the information available. He thinks it is good information for the Select Board and the Facility Manager's use. Dave Atherton suggested having just the pending projects and removing the budget and town match and have that information available for internal use. Seth Hopkins stated the full version should be available to the Town Manager, Select Board and Facility Manager until the contracts are awarded. Doug Sawyer suggested taking the report off the website tomorrow and he will work on a new version.

Wayne Rausenberger asked for clarification of the Design Bridge Replacement line as it indicates the vote was for \$117,781.00 and it was noted the voted portion should be \$24,545.00. A clarification was also made on the Overflow Culvert Phase 1 where the grant was \$274,200.00 and the town match is \$68,555.00, which was approved.

Bernie Carr stated there has been concern expressed by one of the Chamber members that the Overflow project be designed to look good as opposed to being just functional and perhaps the Design Team could work on this at the front end. Doug Bailey noted it has to look good and it has to be safe. Steve Bissette stated there is concern of people falling into the culvert. Seth Hopkins stated a good design does not cost any more than bad design when talking to the state. Mr. Carr asked if there could be funds to also repair the stairs. Dave Atherton stated there is a lot of work that FEMA did cover that the Town is waiting to complete. Seth Hopkins noted that they have been advised any work done in Green Park will jeopardize the funding from FEMA. The Town may consider walking away from the FEMA funding for Green Park, but for now if the Town wants to be in contention for the \$170,000.00, work cannot start. FEMA does understand the frustration and they have asked for two more weeks. Doug Bailey has

talked with a local construction company that could do the front part of the park by July 1<sup>st</sup>. Bernie Carr stated the Chamber also has monies if it is needed for the fence. The Board really wants this park open and fully functional by July 1<sup>st</sup>.

## **10. Town Office Project**

Devon Fuller stated the environmental review has been submitted to the state. If accepted, the Town will have one more item to do, a 3<sup>rd</sup> party letter. Mr. Fuller suggested if anyone uses the lift in the town hall and feels it works well, he would like a letter or email to pass along to the state, as it is similar to the lift proposed for the town office. If the environmental review is accepted, the timeframe for the bids to go out will be mid-May. The project is on track to be done before fall.

Jeff Stewart reported Brandon had been recognized at a recent meeting of the designated downtowns. Devon Fuller stated it is nice to hear from the CDBG people that the Town is further ahead than anyone else on the grant. Seth Hopkins thanked Mr. Fuller for the work he has done on the Town Office project.

## **11. Fiscal**

### ***a) General Fund Warrant – April 13, 2015 - \$44,690.29***

**Motion** by Devon Fuller/Seth Hopkins to approve the General Fund warrant in the amount of \$44,690.29. **The motion passed unanimously – 3 to zero.**

### ***b) Wastewater Fund Warrant – April 13, 2015 - \$59,899.88***

**Motion** by Devon Fuller/Seth Hopkins to approve the Wastewater Fund warrant of April 13, 2015 in the amount of \$59,899.88. **The motion passed unanimously – 3 to zero.**

Devon Fuller reported the reason the warrant was this high is due to the new vehicle that had been purchased for the Wastewater Department.

### ***c) Consider P.O. 23311 to Thunder Towing for Repairs to 2010 Charger - \$1,053.67***

**Motion** by Devon Fuller/Seth Hopkins to approve P. O. 23311 to Thunder Towing for repairs to the 2010 Charger in the amount of \$1,053.67. **The motion passed unanimously – 3 to zero.**

### ***d) Consider P.O. 51805 to Bendig Paving & Sealing for Street Sweeping - \$4,000.00***

**Motion** by Devon Fuller/Seth Hopkins to approve P. O. to Bendig Paving & Sealing for street sweeping for an amount not to exceed \$4,000.00. **The motion passed unanimously – 3 to zero.**

### ***e) Consider P.O. 51806 to Howard P. Fairfield for Roadside Mower Rental - \$5,600.00***

**Motion** by Devon Fuller/Seth Hopkins to approve P.O. 51806 to Howard P. Fairfield for a roadside mower rental for an amount not to exceed \$5,600.00. **The motion passed unanimously – 3 to zero.**

Devon Fuller appreciates that the new Public Works Director was able to secure this equipment at this time due to it being late in the season for these types of requests.

***f) Consider P.O. 44231 to A1 Sewer and Drain - \$1,980.00***

**Motion** by Seth Hopkins/Devon Fuller to approve P.O. 44231 to A1 Sewer and Drain for flushing of the sewer lines in the amount of \$1,980.00. **The motion passed unanimously – 3 to zero.**

**14. Adjournment**

**Motion** by Seth Hopkins/Devon Fuller to adjourn the Select Board meeting at 9:07PM. **The motion passed unanimously - 3 to zero.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary