

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

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

In Attendance: Doug Bailey, Seth Hopkins, Ethan Swift, Tracy Wyman

Also in Attendance: Dave Atherton, Kathy Rausenberger, Wayne Rausenberger, Richard Baker, Mike Frankiewicz, Arlen Bloodworth, Bernie Carr, Chris Brickell, Dolores Furnari, Dick Kirby, Brent Buehler, Raymond Jobst, Bill Claessens, Judy Bunde

1. Call to order

The meeting was called to order by Doug Bailey - Chair at 7:53PM.

a) Agenda Adoption – Motion by Ethan Swift/Seth Hopkins to adopt the agenda, as amended. **The motion passed unanimously – 3 to zero.**

Item 3a – Prepare a warning for the special town meeting and voting

Item 11 – Move Purchasing Policy discussion prior to Item 6: FEMA Projects

Item 15 – An Executive Session for the purpose of discussing real estate per 1VSA313(a)(2)

2. Consent Agenda

a) Select Board Meeting Minutes – May 11, 2015

Motion by Seth Hopkins/Tracy Wyman to approve the minutes of the May 11, 2015 Select Board meeting, as amended. **The motion passed unanimously – 3 to zero.**

Under Notice of Discontinuance – 2nd paragraph – sentence beginning with Doug Bailey stated with the discontinuance, the road would be split down the center.... Mr. Bailey clarified the Town is not conveying the road to property owners but is throwing up the road and it will be determined by the landowners concerning what to do with the property.

Under Town Manager's Report – 1st paragraph - a correction to read Kennedy Park retaining wall.

3. Town Manager's Report

Dave Atherton reported there was a meeting with VHB on May 12th to discuss future business and more details would be provided during the Segment 6 discussion. Interviews were done for the Department of Public Works (DPW) position and it is hoped to hire someone this week to assist the road crew. Mr. Atherton met with Jason

Booth from Aldridge and Elliott (A & E) regarding Green Park pre-bid work to be done. A bid recommendation will be provided during the FEMA Projects discussion. Mr. Atherton met with the Briggs Lane owners regarding the paving project. Mr. Atherton also discussed with Aldridge and Elliott the Kennedy Park potential repairs of the steps, decking, tree removal and retaining wall. Mr. Atherton will also discuss a proposal later in the meeting for this project. The Union Street culverts have been replaced and reclaimed and should be paved by June 1st. It is anticipated the vendor will continue with Champlain Street and Marble Street. The repairs to the Central Park gazebo are complete and the OV football team put stones around the tables and steps. Flowers have also been planted. Mr. Atherton wished to thank everyone involved in the park improvements. There was an issue with the pump in the Central Park fountain and repairs will be done and the fountain should be up and running soon. Mr. Atherton attended a Tax Collector seminar last Wednesday in Randolph that was hosted by VLCT.

Doug Bailey questioned the status of the RFP for the annual audit. Dave Atherton stated the bids were due today and there were three proposals received. Sue Gage and he would like to contact the three vendors prior to making a recommendation.

Doug Bailey questioned whether Steve Bisette had been contacted concerning the issue he had with water coming on this land. Dave Atherton noted he has had a discussion with Mr. Burlett regarding ways of remedying the issue, but he is not certain if Mr. Burlett has had a conversation with Mr. Bisette.

Wayne Rausenberger wished to compliment the Public Works Director on the Union Street project. The vendor who did the culverts did an outstanding job. It was noted that Mr. Burlett should also be commended in getting the scope of work changed for that project. Dave Atherton stated there will be an extra 1.3 miles paved from what was originally planned for the project. Mr. Atherton reported the vendor was Harvey's Excavating from Rochester.

3a) Warning for Special Town Meeting- June 29, 2015

Seth Hopkins read the following proposed warning for the special town meeting of June 29, 2015:

"The legal voters of the Town of Brandon, Vermont, are hereby notified and warned to meet at the Neshobe Elementary School at 17 Neshobe Circle on Monday, June 29, 2015, at 7:00 PM to transact the following business:

- 1. To hear a presentation by the Select Board regarding appropriated but unspent funds from three previously- approved public works articles.*
- 2. To hear a presentation by the Select Board proposing the Town of Brandon adopt a governance charter pursuant to its action at the May 11, 2015 Select*

Board meeting, and hold a public hearing on the same.

3. To hear a presentation by the Select Board proposing the Town of Brandon adopt a 1% local option tax on sales, meals and rooms, and alcohol, per 17 VSA §2645, subject to the proposed charter being approved by the voters and by the Legislature.

4. To hear a presentation by the Select Board proposing the Town of Brandon to negotiate and purchase a portion of property located at 9 Conant Square, being .464 acres +/-.

5. To transact any other business proper to be done when met.

The meeting shall then be recessed to Tuesday, June 30th The polls will be open from 7:00 AM to 7:00 PM at the Neshobe School located at 17 Neshobe Circle, to vote on the remaining articles by Australian Ballot.

1. To elect a Selectman for two years and nine months (remainder of three-year term).

2. To see if the voters of the Town of Brandon will authorize the Select Board to expend appropriated but unspent funds from three previously-approved public works articles:

a. Remaining unspent funds from Article #18 from the March 4, 2014 Australian ballot vote of \$125,000 for Union Street

b. Remaining unspent funds from Article #15 from the March 3, 2015 Australian ballot vote of \$24,545 for Marble Street

c. Remaining unspent funds from Article #16 from the March 3, 2015 Australian ballot vote of \$18,295 for Champlain Street

The unspent funds to be transferred and used by the Select Board for other Brandon public works projects including but not limited to the Town's match for the federal (FEMA) funding of the Irene projects.

1. To see if the voters of the Town of Brandon will adopt a town governance charter as proposed by the Select Board by motion at its regular meeting of May 11, 2015.

2. To see if the voters of the Town of Brandon will levy a 1% local option tax on

sales, meals and rooms, and alcohol, per 17 VSA §2645, subject to the proposed charter being approved by the voters and by the Legislature.

3. To see if the voters of the Town of Brandon will approve the purchase of a portion of property located at 9 Conant Square, being .464 acres +/-, in the amount of \$40,000.00.”

Motion by Ethan Swift/Tracy Wyman to approve the warning for the special town meeting as written and read by Seth Hopkins. **The motion passed unanimously – 3 to zero.**

The property at 9 Conant Square would be the parking lot behind the Mobile Station. The Town has been using this lot for 30+ years and has been approached by the owners to offer the purchase of the property. The town would purchase the property for a town parking and to be used as needed for a staging area during the Segment 6 and Bridge 114 construction projects. The purchase of the property requires action by the town voters. Dave Atherton advised the Town has entered into a negotiation process, but has not signed a purchase agreement. For the staging area, there would be a temporary easement for Segment 6 and Bridge 114. The property is a little more than .64 acres. Doug Bailey stated there have been discussions going on for a while and there will be an environmental study done. It is at the point where the Town either moves forward or not. Ethan Swift stated it was identified as a priority action in the Town Plan to increase the parking availability in the downtown. It is the intent of the owners to tear down the current building and put up a new one. There would be a permanent easement to get in and out of the lot. Raymond Jobst asked if it needs to be graded and graveled and Mr. Bailey stated it is not in bad condition now, as it has been used for years by the Town. There is currently one light in back that is owned by Heritage Credit Union and it is anticipated the lighting could be improved.

Seth Hopkins stated he is leaning towards voting the local tax as a package for sales, room & meals and alcohol. With regard to unspent funds remaining from FEMA projects, Mr. Bailey stated it is not known how they will be used, however, a list should be prepared. Mr. Hopkins stated by the end of the month more exact details should be known.

4. Public Comments for Items not on the Agenda

Wayne Rausenberger requested status on the contract negotiations. Dave Atherton stated there is a meeting scheduled for Thursday. The union has changed reps and it is hoped that progress can be made. Mr. Rausenberger questioned if Vermont Railways was contacted regarding Union Street and Mr. Atherton advised that Mr. Burlett and he have discussed this item and he will follow-up with Mr. Burlett.

Judy Bunde reported the Main Street program will be putting out flower pots in the business district. Pinewood Gardens have volunteered their expertise in choosing what

to plant and provided a price break on the materials. Dave Atherton stated they were also very helpful with the flowers for the parks. Mr. Jobst requested a status on the delinquent tax collection. Dave Atherton stated there have been many people contacting the attorney and the number of properties in arrears is decreasing. At the point the letters went out, the attorney also notified the lien holders and the banks are also getting involved. Additional revenues should be coming in and the list will be much shorter on tax sale day. The town will also be contacting the lenders regarding the delinquent property taxes for this year.

5. Appointments

. Appointment to Planning Commission

Motion by Ethan Swift/Seth Hopkins to appoint Frank Bump to the Brandon Planning Commission with a term ending June 30, 2016. **The motion passed unanimously – 3 to zero.**

. Reappointment to the Planning Commission

Motion by Ethan Swift/Seth Hopkins to reappoint Jeff Guevin to the Brandon Planning Commission with a term ending June 30, 2018. **The motion passed unanimously – 3 to zero.**

. Appointment to the Historic Preservation Committee

Motion by Seth Hopkins/Tracy Wyman to appoint Blaine Cliver to the Brandon Historic Preservation Committee with a term ending June 30, 2018. **The motion passed unanimously – 4 to zero.**

11. Purchasing Policy

Dave Atherton noted the Purchasing Policy was last updated in 1998. Mr. Atherton drafted a policy based on recommendations from the Vermont League of Cities and Towns (VLCT). Previously there was a limit of \$1,000.00 for department heads and \$5,000.00 for the town manager. Based on other towns, it is recommended that incidental purchases be increased to \$2,000.00, \$5,000.00 for regular purchases and \$10,000.00 for major purchases requiring a bidding process for department heads, with approval from the town manager required for anything above the \$2,000.00 limit. It was noted that for major purchases, the formal bid process is not governed by state statute and there are instances where money can be saved in going with vendors who are currently in town doing work. Mr. Atherton would suggest doing a trial run of this process. Seth Hopkins stated with the first level of purchase, the town manager should still have to approve. Mr. Atherton stated anytime there are purchases to be made, there is discussion between the town manager and the department heads. In giving more flexibility to hire vendors, it would allow the department heads the opportunity to

act fast. Doug Bailey noted during the time that Seth Hopkins and he were assisting in the town office, there were multiple times when they were required to approve purchases and suggested that perhaps the department heads could be provided an amount up to \$5,000.00, rather than the \$2,000.00. Chris Brickell stated there are daily discussions regarding purchases and giving the department heads a \$5,000.00 limit would be ideal. Mr. Bailey stated in changing the department heads to purchase of up to a \$5,000.00 limit and having the town manager involved in purchase from \$5,000.00 to \$10,000.00 with RFP's required over \$10,000.00, it would provide the departments the ability to make purchases, keeping in mind the departments' budgets. Seth Hopkins suggested the rewrite should include the statement: It is the responsibility of the person placing the order to be absolutely certain that the budget in question has adequate unencumbered funds to accommodate the purchase. Mr. Hopkins also questioned the third exception with regard to lawyers, as singling them out implies that other people in business are not held to as high a degree. Mr. Atherton noted there have been cases when immediate action is required. Mr. Hopkins noted Exception #2 would cover if an attorney is needed and Mr. Atherton suggested combining the two exceptions into one. Mr. Atherton noted he will take suggestions prior to the next meeting, revise the document and bring it back for consideration. Mr. Bailey thought that there is also merit to shopping local and would like to allow for this opportunity. Mr. Atherton suggested the Board could visit the policy during budget season to determine if it is working. Mr. Hopkins suggested under Item #4 - Vendor Selection, the word equal could be changed to comparable, to allow for local vendors who may have a slightly higher bid.

Motion by Seth Hopkins/Tracy Wyman to waive the town's purchasing policy for the public works projects for the rest of calendar year 2015.

Mr. Hopkins stated the motion is based on the fact that there are several public works projects and the DPW Director has been able to change specs on bids and the town has realized cost efficiencies for projects that are to be done this summer. Ethan Swift understands the intent of the motion, but thought the revision for the purchasing policy could be turned around relatively fast. He sees merit in having a bidding process in place for certain types of projects. Mr. Hopkins stated this would be for major purchases and the proposed policy suggests a formal bidding process unless waived by the Board. His motion comes from conversations with the DPW Director regarding his history in achieving cost savings and the fact that his performance has proven he is entirely capable of saving the town a lot of money. There are an overwhelming number of projects in this construction season with the two parks, a number of roads being paved and reclaimed and he is looking for latitude to be able to get the best prices. Tracy Wyman felt the DPW Director needs to be given every advantage. Mr. Bailey sees the benefit, but noted the DPW Director was not involved in the total preparation of the budget and he needs to stay within the budget passed. This would not apply to the federally funded projects. Mr. Atherton stated the contracts will still need Board approval. Mr. Bailey would prefer the Town Manager rewrite the Purchasing Policy to be considered at the next meeting.

Seth Hopkins withdrew the motion on the floor.

Mr. Atherton requested the Board members provide any suggestions they have with regard to the rewrite.

6. FEMA Projects

Dave Atherton stated there is an older FEMA project that had been approved for three years for the retaining wall, decking and stairs of Kennedy Park. Daryl Burlett had contacted a vendor and has come up with a 30% savings to do the project that includes additional work. The contractor could be lined up this week to get the trees removed, retaining wall repaired, decking on the stairs and a deck at the top overlooking the falls using pressure-treated material. This is more than the scope of work from three years ago at a significantly less cost. Seth Hopkins noted this is an example of Mr. Burlett's connections. Mr. Atherton asked the Board to give the DPW Director and the Town Manager an opportunity to see what they can accomplish through the construction season. Mr. Claessens found this process odd, as it might exclude a contractor that may be cheaper. Bernie Carr stated he could envision that a current contractor doing a job in town could potentially do another project at a much less cost while on-site. Mr. Atherton stated many of the jobs should have been bid last November or December for this construction season and many contractors are now booked. Mr. Atherton stated these projects will be awarded on a case by case basis. Mr. Claessens asked if the DPW Director had conversations with several vendors and Mr. Atherton advised that he does contact multiple vendors to obtain the best pricing. Mr. Hopkins stated competitive solicitation could be the wording to be sure that multiple vendors are contacted. Ethan Swift suggested suspending the bid process for a specific timeframe until the approved revision to the purchasing policy is received.

Motion by Seth Hopkins/Ethan Swift to waive the bid process for public works projects until the next Select Board meeting as long as competitive solicitation is practiced and the Town Manager approves the purchases. **The motion passed unanimously – 3 to zero.**

Dave Atherton stated the DPW Director received a quote for Kennedy Park to remove the trees, repair the retaining wall, repair the stairs and build an observation deck for \$30,853.00. Mr. Atherton noted there are FEMA funds available to pay for the repairs.

Motion by Seth Hopkins/Ethan Swift to accept the proposal from Frank Taggart & Sons for an amount not to exceed \$30,853.00 for Kennedy Park repairs. **The motion passed unanimously – 3 to zero.**

Mr. Atherton reported the bids for Green Park were opened last Friday and Harvey's Excavating was the lowest bid. The figure was significantly less than anticipated and there is the possibility of doing a change order to add the brick walkway to the job.

Motion by Ethan Swift/Tracy Wyman to award the contract to Harvey's Excavating to do the restoration work in Green Park for an amount not to exceed \$49,753.00. **The motion passed unanimously – 3 to zero.**

Dave Atherton stated a certain portion will be done by July 4th and he has spoken to the adjoining landowners and they are hoping to utilize the vendor for the south side of the park as well. Mr. Atherton will be speaking with Warren Kimble regarding the bricks, as there is an opportunity to put them back. Ethan Swift cautioned that there was a specific hearing with A & E (Aldrich & Elliott) and that may alter the nature of the project. The Town has to do a floodway determination and it may require an alteration. Judy Bunde stated immediately after Irene, Warren Kimble also sold additional bricks to be put in the park and there are considerable funds in the bank to purchase and inscribe the bricks. Mr. Atherton will contact the state to determine if this is possible to do prior to discussing with Mr. Kimble. Mr. Atherton stated if the Board feels the bricks should not be put down, they will move forward with the repair without the bricks. Mr. Atherton will determine if this can be done and what the options will be. There are no extra FEMA funds remaining for Green Park. With regard to Kennedy Park, the funds would have to go to another public works project for use in the vicinity of where the funds were provided.

Mr. Atherton reported borings were done at Cobb Hill in connection with the culvert replacement. This is a devastated area and it appears it may change the scope of the project. Mr. Atherton has asked for an extension as Aldridge and Elliott does not think this project can be done by September 1st.

Ethan Swift stated the one outstanding project is Newton Road. Mr. Atherton stated this is an HMPG grant and they had put Newton Road on the back burner due to the overflow culvert project. Mr. Atherton will reach out to them again regarding this grant.

Doug Bailey questioned the status of the Churchill Bridge. Mr. Atherton stated the Federal Lands Act had requested a letter from the Forest Service, which has been emailed to them indicating the bridge needs to be repaired. The town is now waiting for a reply from the grant.

7. Segment 6

Dave Atherton reported there was a meeting regarding Segment 6 and the town now has an amended contract. There are concerns with the totals, as they do not correspond to what was discussed in the meeting. He has been talking with VHB and advised the Board not to sign the authorization until the discrepancies are worked out. Mr. Atherton stated both CLD and VHB have to work with the number that was discussed. Ethan Swift stated there was also discussion about the timeframe of tasks and work plan of getting to construction within the budget available. Mr. Atherton will have further discussions with VHB and VTrans to determine how to resolve this issue. Seth Hopkins noted concerns about several items proposed that included Item #6 regarding the review of project invoices for correctness, completeness and

reasonableness prior to forwarding to VTrans. Mr. Hopkins suggested inserting that VHB will be responsible for this task. He also noted that VHB has indicated they are assisting the town and questioned who they will be assisting, whether it is CLD or a town staff member. On Page 4, with regard to the Summary of Cost Estimate, it was recommended to note the names for the LPM (local project manager) and the assistant LPM. Doug Bailey stated VHB also did not have an answer for being five times the budget, but indicated they would have communication with VTrans and the federal government to determine if there is more money in the project. Mr. Atherton noted there is no additional money and if the town goes over budget, it has to be determined if the town will have to pay or if VTrans will pay. Mr. Atherton has not received an answer yet. Mr. Atherton stated the scope of work was approved for the redesign of the downtown. Ethan Swift stated there was a small amount of money awarded for some of the proposed changes and there were many items that could not be included, as it would have changed the right of way determination and permitting. Mr. Atherton recommended working out the issues and the Board not taking action on the contract at this time. Seth Hopkins requested clarification of the amendments that have been sent as there had been two amendments previously sent that had totaled over \$240,000.00 and now the figure is \$127,000.00. Mr. Atherton noted the \$127,000.00 amendment is the first one that has been provided to him. It was also noted that VHB is recommending the DPW Director provide administration instead of VHB. Mr. Atherton suggested having further discussions with VHB for clarification. No action was taken at this time and this item was tabled for discussion at the next meeting.

8. Town Office Project

Dave Atherton stated the scope of service for the Phase 1 environmental site assessment will be done soon. They have met with a few contractors to narrow down the scope of work for the heating system. Devon Fuller had advised the town is in a waiting mode. The fire safety permit was received from the state. Wayne Rausenberger reported there is a meeting scheduled for tomorrow.

9. Bridge 114

Dave Atherton reported the meeting for Bridge 114 has been rescheduled to June 8th @ 10:30AM. It is hoped that Scott from VTrans will be able to make that meeting.

10. Brandon Leicester Salisbury Goshen (BLSG) Insect Control District

Dave Atherton read the following letter submitted by Wayne Rausenberger on behalf of the BLSG District:

“5/26/2015

Mr. Chairman & Select Board Members,

I would like to give you an update regarding the BLSG operations.

On Friday, May 15, 2015, an e-mail was sent at 4:30 pm by our adulticide coordinator, stating we were restricted to the public right-of-way for all adult mosquito treatments (no private roads/drives, long driveways, no school grounds.

After many phone calls to State officials on Wednesday, May 20, 2015 we received a letter from Cary Giguere, Agrichemical Program Manager VT Agency of Agriculture. (Attachment 1 to the minutes)

On Wednesday, May 20, 2015 the company, BLSG, applied for a commercial Pesticide applicator company license, along with 6 applicator licenses, one had applied himself.

On Thursday, May 21, 2015 the Ag. Dept. sent someone to pick-up a check in Brandon. That same day the licenses were granted. Thanks to the Ag. Dept. for expediting this. The next part of the puzzle is insurance.

On Thursday, May 21, 2015 was spent on the phone with our Carrier in Florida getting a liability application for commercial pest control. The company was made aware of our problem and on Friday, May 22, 2015 I was notified that we had coverage and could resume as we had in the past.

In addition I would like to add that a huge part of our problem is the inability of the District to adequately control larva before they hatch.

We are working on a \$70,000 grant with the Ag dept. that runs July 1, 2014 to June 30, 2015. As of today May 26, 2015 we have only been able to utilize \$2,531.15.

We have had larva and have been hand treating where possible by hip boots and an ATV in swamps. This is not efficient. Since Lemon Fair sold their plane we have no one that can treat under 1,000 acres. There are two possible solutions:

- 1. There is a completely organic product called Natural R30. This product is good for 30 days wet or dry. We have been asking for at least 3 years to use this product. It has to be approved for use by VPAC (Vermont Pesticide Advisory Commission). I would ask the Select Board to direct the Town Manager to write VPAC and ask that they move faster on approving this product; at the very least on a trial basis.*
- 2. We have asked that under the Grant we be given permission to buy an Argo (amphibious vehicle) so we can treat with an attached boom to get at areas not accessible with ATV. Cost approximately \$25,000.*

Respectfully,

Wayne Rausenberger

Treasurer/BLSG”

Wayne Rausenberger stated the legislature has appropriated \$70,000.00 that has been put into a grant for the BLSG District. The District has enough product to do 1400 acres and the grant allows treating 3000 acres per year. They have asked to purchase the additional product and were okayed for 600 acres and have only enough to do 2000 acres. The BLSG Board is getting buried in paperwork and they have 400 to 500 acres to do, but they do not have the means to do it as the Lemon Fair District has sold their plane that was previously used. There are vendors that are not willing to do under 1000 acres. The Lemon Fair District is hand-treating now. He stated there were 8 spots that they used to check for larvae and now there are 30 spots. He does not know how to combat the issue any better than what they are doing. They were notified after 35 years of operation that they have been non-compliant. The District is no longer allowed to spray on private roads. They have received a commercial license and can spray on public roads. Ethan Swift asked if the state is going to supplement the mosquito districts similar to when there was the EEE issue. Mr. Rausenberger stated they are no longer supplementing the districts. The BLSG District has 6 drivers and two part-time employees. There has been resistance from some people who do not want anyone to be sprayed. Mr. Rausenberger advised the District is down one truck so there are only three sprayers and if anyone has a truck to contribute they could contact him. It was suggested the Town Manager write a letter to VPAC requesting authority to use the product outlined in Mr. Rausenberger’s letter. Mr. Rausenberger also noted he has been in contact with Representative Carr.

12. Old Brandon Road Discontinuance

Dave Atherton stated there is Board action required on the Order of Discontinuance for throwing up a portion of Old Brandon Road that had been discussed at the last meeting.

Motion by Ethan Swift/Tracy Wyman to approve the Order of Discontinuance as written with the modification regarding the discontinuance of Old Brandon Road, formerly known as Daley Road, between Town Highway #42 (Carver Street) and Town Highway #43 (Nickerson Road). **The motion passed unanimously – 3 to zero.**

13. Fiscal

a) Consider P.O. 23321 to Watch Guard for Wearable Cameras - \$6,349,00

Motion by Ethan Swift/Seth Hopkins to approve P.O. 23321 to Watch Guard for wearable cameras for an amount not to exceed \$6,349.00. **The motion passed unanimously – 3 to zero.**

Chris Brickell stated there is a grant application for \$7,278.00 for the purchase of 7 cameras that has a 50% match for \$3,639.00. These will be a wise investment for law enforcement. In addition to the in-car cameras that are costly to maintain, the body cameras will protect the officers and the cost is minimal to outfit the department. Bill

Claessens asked how long the tapes are kept and Mr. Brickell advised there is a retention list that is dependent upon the type of offense.

b) Consider P.O. 51873 to All States Asphalt, Inc. for Calcium Chloride - \$10,000.00

Motion by Ethan Swift/Seth Hopkins to approve P.O. 51873 to All States Asphalt, Inc. for Calcium Chloride for an amount not to exceed \$10,000.00. **The motion passed unanimously – 4 to zero.**

Ethan Swift questioned if this purchase is within the budgeted amount and Dave Atherton stated there were comparisons done with other companies and it is within the budgeted amount.

c) Postage Warrant – May 20, 2015 - \$2,000.00

Motion by Ethan Swift/Tracy Wyman to approve the Postage warrant of May 20, 2015 in the amount of \$2,000.00. **The motion passed unanimously – 4 to zero.**

d) General Fund Warrant – May 26, 2015 - \$956,427.27

Motion by Ethan Swift/Tracy Wyman to approve the General Fund warrant of May 26, 2015 in the amount of \$956,427.27. **The motion passed unanimously – 4 to zero.**

Ethan Swift noted this warrant includes the quarterly payments to the school districts.

e) Wastewater Fund Warrant – May 26, 2015 - \$76,829.30

Motion by Ethan Swift/Tracy Wyman to approve the Wastewater Fund warrant of May 26, 2015 in the amount of \$76,829.30. **The motion passed unanimously – 3 to zero.**

Motion by Seth Hopkins/Ethan Swift to recess the Select Board to reconvene as the Board of Liquor Commissioners at 10:22PM. **The motion passed unanimously – 3 to zero.**

The Select Board reconvened at 10:26PM.

Motion by Tracy Wyman/Ethan Swift to enter into executive session at 10:30PM for the purpose of discussing the appointment or evaluation of a public employee in accordance with 1VSA313(a)(3). **The motion passed unanimously – 3 to zero.**

14. Executive Session

Motion by Tracy Wyman/Ethan Swift to come out of Executive session at 10:39PM. **The motion passed unanimously – 3 to zero.**

There were no actions required.

Motion by Tracy Wyman/Ethan Swift to enter into executive session at 10:40PM for the purpose of discussing the negotiation of securing a real estate purchase in accordance with 1VSA313(a)(2). **The motion passed unanimously – 3 to zero.**

15. Executive Session

Motion by Tracy Wyman/Ethan Swift to come out of Executive session at 11:05PM.
The motion passed unanimously – 3 to zero.

There were no actions required.

16. Adjournment

Motion by Tracy Wyman/Ethan Swift to adjourn the Select Board meeting at 11:06PM.
The motion passed unanimously - 4 to zero.

Respectfully submitted,

Charlene Bryant
Recording Secretary