

Brandon Select Board Meeting
July 27, 2015
7:00 p.m.

The Brandon Select Board will meet Monday, July 27, 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 in the front window of the Town Office at 49 Center Street, on the community bulletin board located between Dave's Grocery and the Forest Dale Post Office and the bulletin board at Lake Sunapee Bank. The Select Board reserves the right to add additional items, if necessary, at the beginning of the meeting.

- 1) Call to Order
 - a) Agenda Adoption
- 2) Approval of Minutes
 - a) Select Board Minutes – July 6, 2015
 - b) Public Hearing Minutes – July 13, 2015
 - c) Select Board Minutes – July 13, 2015
- 3) Town Managers Report
- 4) Comments for Items not on the Agenda
- 5) Tax Stabilization Policy
- 6) FEMA Projects
- 7) Segment 6
- 8) Town Office Project
- 9) Bridge 114
- 10) Fiscal
 - a) FY 15/16 General Fund Warrant – July 20, 2015 - \$9,875.00
 - b) FT 15/16 Postage Warrant – July 21, 2015 - \$2,000.00
 - c) FY 14/15 General Fund Warrant – July 27, 2015 - \$27,436.47
 - d) FY 14/15 Wastewater Fund Warrant – July 27, 2015 - \$10,675.05
 - e) FY 15/16 General Fund Warrant – July 27, 2015 - \$89,388.26
 - f) FY 15/16 Wastewater Fund Warrant – July 27, 2015 - \$4,979.00
- 11) Adjournment

Brandon Select Board

Minutes to Special Meeting convened July 6, 8 AM

Present: Richard Baker, Sue Gage, David Atherton, Doug Bailey, Tracy Wyman, Devon Fuller, Seth Hopkins

8:00 a.m. Devon Fuller/Tracy Wyman Motion to approve the agenda. Passed 3-0

Seth Hopkins/Devon Fuller Motion to approve the homestead residential tax rate of 2.2985 and a nonresidential tax rate of 2.4069. Motion passed 3-0

Tax Rates:

Town Budget – 0.7388

Appropriations – 0.0928

Fire District – 0.0757

Local Agreement Rate, Municipal – 0.0107

Local Agreement Rate, School – 0.0101

TOTAL TAX RATE - .9281

School Tax Rate received from State of Vermont

Homestead Ed Rate – 1.3705

Nonresidential Ed Rate – 1.4788

8:15 a.m. Seth Hopkins/ Devon Fuller Motion to adjourn. Passed 3-0

David Atherton

Brandon Select Board
Union Street/Maple Street Bike & Pedestrian Project Hearing
July 13, 2015

Select Board Members Present: Ethan Swift, Doug Bailey, Seth Hopkins, Devon Fuller, Ethan Swift

Others present: Dave Atherton, Kathy Rausenberger, Wayne Rausenberger, Richard Baker, Dick Kirby, Janet Coolidge, Lee Kahrs, Anthony Paduto

Call to Order:

Doug Bailey opened the Select Board's Union Street/Maple Street Bike & Pedestrian Project Hearing at 6:32PM and turned the hearing over to the Town Manager.

Public Comments:

Dave Atherton stated the hearing this evening is for public input for the sidewalk and bridge grant the Town is re-instating and re-applying for to connect the sidewalks of Maple, Union and Pearl streets to loop around the town. Mr. Atherton advised this grant is 11 years old and a majority of the engineering work is done. The Town is attempting to save the funding and get additional work done as well. There has been an application submitted for a bike-pedestrian grant. Letters of interest in support of the project have been received from the Brandon Chamber, the Rutland Regional Planning Commission and the Brandon Planning Commission. Ethan Swift questioned if there is pipe replacement or sewer replacement proposed, knowing the shim coat was done on Union Street. Mr. Atherton advised the Fire District has discussed replacing some pipe, but no work is known at this time. He spoke to Ray Counter who advised there is quite a bit of work to be done in the next construction season and it would make sense to do it all at once. Dubois and King originally did this work. VTrans would like to see this project done. Ethan Swift asked if it is just the sidewalk or whether the bridge will be addressed. Mr. Atherton stated it is hoped to address the bridge as well and he has contacted the people who had the recommissioned bridges to discuss whether one of these bridges could potentially be used. Seth Hopkins asked if the sidewalk should go on the east side rather than the west side, as the west side would need a crosswalk. Mr. Atherton advised according to the map that is where the sidewalk ends on Union Street. Mr. Swift noted there are more people that live on the east side, as opposed to the west side. Doug Bailey asked if the match money is available. Mr. Atherton stated this project was done years ago and VTrans has indicated they want the funds returned if the project is not completed. The Town initially received \$180,000.00 in 2005 and spent \$73,000.00 in engineering fees. The Town has the remaining funds available and has applied for a grant that could be up to \$850,000.00. The total project, with the bridge, would be \$832,000.00 and that would have a \$75,000.00 local match. This would be the same amount that would have to be sent back to VTrans if the project is not completed. Devon Fuller agreed that if the \$73,000.00 is required to be paid back if the project is not completed and the match for the total project is \$75,000.00, it would be worthwhile to move forward with the project.

Kathy Rausenberger expressed concern that there have been floods in the Union Street area and asked if there is consideration to do something regarding the narrow road. There have been instances since 2007 when the road has been closed due to flooding. Ethan Swift stated this area is in the flood plain and the bridge is undersized and causes restriction. The replacement of the bridge would help avoid future flooding. Dave Atherton stated there would have to be right of ways obtained from the abutting properties. Doug Bailey stated it would be a way to get people around the town and it makes sense to move forward with the project.

Richard Baker stated the waterline was replaced when the Union Street work was done. As far as the grant application, he is a strong supporter of the Select Board moving forward with the project. Mr. Baker was on the Select Board when the original grant was received. At that time, it had been determined that a bridge would be needed and Tropical Storm Irene prevented the Town from moving forward. It is a viable solution to bring this project back. Mr. Baker advised there are

Brandon Select Board
Union Street/Maple Street Bike & Pedestrian Project Hearing
July 13, 2015

six towns in Rutland County that have applications totaling \$5 million of the available grants for the State of Vermont. Ethan Swift asked why the engineering was not completed. Mr. Baker stated the part that was not completed was the bridge portion, but the remainder of the project was engineered. Doug Bailey asked what type of bridge would be required. Ethan Swift stated it would likely need to be a 25 to 30 foot bridge. Dubois and King have indicated the pedestrian bridge would be pre-fabricated and it would likely be a mini version of what Middlebury has done.

Dick Kirby asked if the sidewalk has been engineered and it was confirmed that the engineering has been done for the project, with exception of the bridge.

Ethan Swift asked if the grant application has been submitted. Dave Atherton advised the application has been submitted and the process required a public hearing be held and the minutes from the hearing submitted. It was noted the Public Works Director will be attending a meeting in Montpelier on Wednesday regarding the project.

Adjournment:

The hearing was closed at 6:50PM.

Respectfully submitted,

Charlene Bryant
Recording Secretary

Attachments Included:

- . 2015 VTRANS Bicycle and Pedestrian Program Evaluation Criteria
- . Map of Brandon, Vermont Proposed Maple/Union Street Sidewalk
- . Supplemental Cost Information

2015 VTrans Bicycle and Pedestrian Program Evaluation Criteria

Brandon- Union Street Pedestrian Bridge and Maple Street Sidewalk

1. Describe how the project address a pedestrian or bicyclist need identified in local or regional planning documents.

The primary purpose of the Union Street Pedestrian Bridge and Maple Street Sidewalk Project is to improve the safety and mobility of all pedestrians and bicyclists regardless of age or ability. This need is clearly identified in several sections of the Rutland Regional Plan.

The Rutland Regional Plan, adopted in June 2015, addresses this need in many elements of the Plan, most notably in the Regional Transportation Plan: *Bicycle and Pedestrians Element*, where unmet needs are identified as the lack of safe links between communities and to popular destinations, and missing links to schools.

The Regional Plan further discusses future trends of bicycle and pedestrian transportation, including the increased municipal attention to pedestrian infrastructure, the existing funding for facilities and connecting modes, and a recognition that the *easier* it is for people to switch between modes, the *more likely* it is for people to utilize different modes. RRPC actions listed include "...promoting infrastructure for safe and comfortable pedestrian travel and working on studies and pedestrian plans" (Pg. 184).

The Rutland Regional Plan: Health and Wellness and Recreation elements identify facilities that promote physical fitness as key elements necessary for improving the Region's health. Infrastructure developments lacking pedestrian facilities can have the unintended consequence of limiting physical activity, which factors in to local statistics on increasing obesity trends among the population. Recreation, and access to recreational facilities by bike and foot, is also discussed in the Regional Plan. This link in the loop through downtown allows for safe pedestrian travel, safe pedestrian access to downtown Brandon and has economic and health impacts for the residents and town. This is a critical need.

Brandon Town Plan, adopted in 2014, stated as an objective- Plan for and encourage the development of transportation facilities designed for multiple modes of transportation. "Bicycle and pedestrian travel are critical elements in creating a balanced and sustainable transportation system. Health, safety and energy conservation are just a few of the benefits of these alternative means of transportation. The schools should participate in the Safe Routes to Schools."

The Town Plan strongly supports the proposed project in citing that "The most heavily used pedestrian area is downtown Brandon. Safe pedestrian routes are needed between neighborhoods, commercial and industrial areas, and community centers. Existing sidewalks should be connected and upgraded and additional sidewalks should be promoted. Visibility at all crosswalks should be maintained."

2015 VTrans Bicycle and Pedestrian Program Evaluation Criteria

Brandon- Union Street Pedestrian Bridge and Maple Street Sidewalk

2. Describe how the project contributes to a system of pedestrian and/or bicycle facilities.

The proposed project would promote quality, linkage, and variety in the Region's transportation system in substantive ways. First and foremost, this link connects to two existing sidewalks on Union and Maple Streets, completing a network with the addition of a pedestrian bridge crossing the Neshobe River and a crosswalk to allow pedestrians a safe place to cross Union Street. Brandon is a walkable downtown with sidewalks lining both sides of streets, extending into nearby residential areas.

3. Describe how the proposed project provides access to likely generators of pedestrian and/or bicyclist activity.

The proposed sidewalk completes a vital loop through Brandon, where many destinations are located. Close to downtown and the pedestrian loop, located just off Union Street, north of the project site, is the Boys and Girls Club, at Church Street and Rossiter. Union Street also is the location of key commercial uses- a grocery store and pharmacy, a visual learning center and incubator space. Also accessed on the loop is the post office, at US7 and Pearl Street. Pedestrians and bicyclists will be able to frequent other businesses, and restaurants in the downtown.

4. Describe how the project budget was developed.

DuBois and King have served as consultants to the town on this project and with VTrans' assistance, developed the project budget as part of their scope of work.

5. Is the project located within a Designated Downtown, Village Center or Neighborhood Development Area (NDA) recognized by the VT Department of Economic, Housing and Community Development?

The project is not located within the designated downtown however it is adjacent to it and connects to it by completing the pedestrian loop which traverses it.

6. Please describe how the proposed project addresses unsafe conditions. Be as specific as possible and provide data/documentation in support.

Both Union Street and Maple Street, with 25 mph speed limit, serve as rural local roads. Union Street had an ADT of 470 vehicles in 2011 and is a north-south route connecting residential uses to downtown Brandon. Maple Street is also residential. Crash data from 2008-June 2015 records 2 crashes. These residential areas do not have a means to connect to the existing sidewalk system and pedestrians must utilize road shoulders including at the narrow Union Street bridge across the Neshobe River.

2015 VTrans Bicycle and Pedestrian Program Evaluation Criteria

Brandon- Union Street Pedestrian Bridge and Maple Street Sidewalk

7. To what degree has the project advanced to date?

This project has been in progress for quite some time and is ready to move forward toward completion. A scoping study was completed for this project in 2005, a Transportation Enhancement grant received and Categorical Exclusion in 2009. Public interest has been strong to see the pedestrian loop completed and with an active Town Manager and Department of Public Works Director involved, they have revised the initial grant and are coordinating the funds with this grant to construct the project.

8. Does the proposed project appear to have potentially significant permitting issues? (E.g. Act 250, stormwater, wetlands, 401 water quality, Section 4f) If so, how have those issues been considered?

The Environmental Services Engineer concluded that the project will have no significant effect on natural resources. The pedestrian bridge over the Neshobe River will require a Stream Alteration Permit however this will not present an issue.

9. Does the proposed project require complex right of way acquisition? Right of way includes any temporary easements that might be needed to construct the project.

Right-of-way acquisition will be required on Maple Street and Union Street- both temporary and permanent. Since the new sidewalk will connect to an existing sidewalk, it is expected to be a simpler and more logical process for residents who lack a sidewalk.

10. Does the proposed project appear to include complex design issues (e.g. extensive retaining walls, bridges, railroad involvement?) If so, how have those issues been addressed?

No complex design issues are involved – the pedestrian bridge will be prefabricated and the sidewalk railroad crossing is at the Union Street crossing.

Supplemental Cost Information

This application is to supplement funding for engineering, right-of-way and construction of a pedestrian bridge over the Neshobe River and approximately 2,550 feet of sidewalk. This sidewalk extends from an existing sidewalk on the north side of Maple Street to the east side of Union Street and ends at Church Street.

A grant from the Transportation Enhancement Program was awarded in 2005 for \$180,000 however final engineering and construction costs exceed this amount.

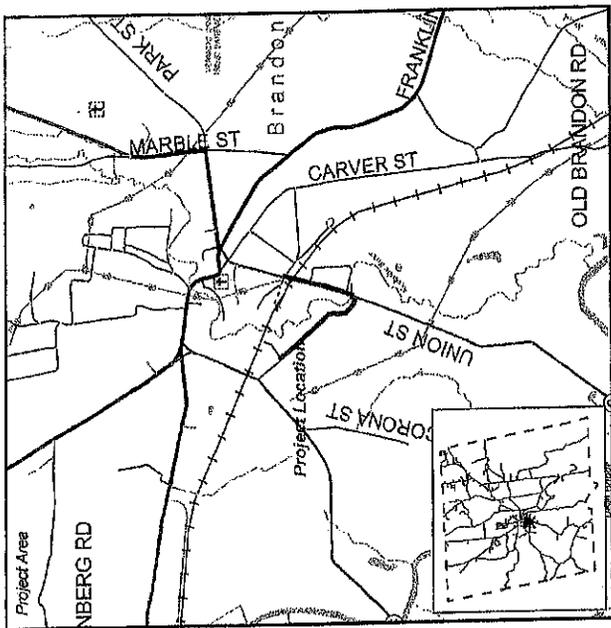
FY05 Application-	\$150,000	Federal and State funds
	\$ 30,000	Local match
	\$180,000	TOTAL
Spent to Date - June 2015	\$73,305	Engineering
Anticipated Work	\$30,000	Engineering
	\$10,000	ROW/Appraisal
	\$720,000	Construction Costs
	\$72,000	Construction Inspection/PM (10%)
	\$832,000	TOTAL

Difference in funding obtained and funding needed= \$ 725,305

Based on conversations with our VTrans Project Manager, this application is for \$ 750,000 \$ 675,000 Federal funds and \$75,000 local match. This will fund the additional engineering, ROW and construction.



Date: 7/6/2015



BRANDON VERMONT

Proposed Maple / Union Street Sidewalk

Legend

- Proposed Maple Street Crosswalk
- Proposed Union Street Pedestrian Bridge
- Proposed Maple / Union Street Sidewalk
- Existing Sidewalks

**Brandon Select Board Meeting
July 13, 2015**

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

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

Also in Attendance: Dave Atherton, Kathy Rausenberger, Wayne Rausenberger, Richard Baker, Janet Coolidge, Anthony Paduto, Lee Kahrs, Arlen Bloodworth, Richard Kirby

1. Call to order

The meeting was called to order by Doug Bailey - Chair at 7:03PM.

a) Agenda Adoption – Motion by Devon Fuller/Seth Hopkins to adopt the agenda. **The motion passed unanimously – 3 to zero.**

2. Consent Agenda

a) Select Board Meeting Minutes – June 22, 2015

Motion by Devon Fuller/Ethan Swift to approve the minutes of the June 22, 2015 Select Board meeting, as amended. **The motion passed with one abstention - Doug Bailey.**

Page 5, under Segment 6 discussion – a correction to the sentence reading there was a discussion on the sign they submitted that should read the design they submitted.

b) Special Select Board meeting – June 29, 2015

Motion by Devon Fuller/Seth Hopkins to approve the minutes of the June 29, 2015 Special Select Board meeting, as amended. **The motion passed unanimously – 3 to zero.**

A correction to the agenda adjustment to strike the executive session should be noted at the beginning.

Under Item 6g, the amount should be specified, which is a \$12,000.00 encumbrance for payroll.

3. Town Manager's Report

Dave Atherton reported there was a union negotiation meeting held on July 1st and the new contract is being drafted and should be available to the Select Board soon. The Green Park is complete except for the fence and the half-moon retaining wall that will be repaired shortly. The original stone was located for the wall. The Kennedy Park stairs and decking are complete

and work is being done on the sewer line. The Animal Control Officer interviews are being conducted. This is an on-call position and though there have not been many complaints, the Town does need to fill this position. Mr. Atherton noted it would be good to fill the position with someone who lives in the Town. Mr. Atherton will look into training offered for this position. Tax bills were printed and sent out. Mr. Atherton met with Haley Pero from Senator Sanders' office to discuss federal grants. There is a draft Town Plan and the Planning Commission will be holding one of two public hearings on August 17th regarding the proposed Plan. NEMRC provided training for the accounting and tax bills. There was information provided about budget development that will save a lot of time in the future. There will be another meeting held to have a more in-depth discussion regarding payroll. It is thought this can be done in-house that would save \$5,000.00 per year. The crosswalks signs have been installed and Public Works is continuing to work on patch paving the roads and grading. Mr. Atherton met with M & T Associates to discuss the next steps for the parking lot purchase, which requires a permit process. Mr. Atherton provided a listing of highlights provided by the Recreation Department. The Brandon Red Hayes Pallet team won the 2015 Tri-County Major League Championship. New summer programs include: glass fusing, tie-dye, hip-hop dance, summer LegoRogo camp, swimming lessons, basketball leagues, and Brandon Boot Camp. A trip is planned for the July 24th Lake Monsters game. The former warming hut will be made into a concession stand. Bill Moore is currently working on fall programming. Mr. Atherton reported activities at the Wastewater Plant include pumping out the Kennedy Park manhole, a new sewer line near the Episcopal Church, the installation of new LED lights around the lab and the digging that is taking place in Kennedy Park.

Devon Fuller asked if the proposed system from NEMRC will be long-lasting. Dave Atherton stated some of the current programs have been in use for too long and NEMRC will provide guidance and support to better utilize the modules. NEMRC will do ongoing training that will include any new employees that are hired.

Doug Bailey asked about the Zoning/Planning/Safety position and the continuing problem with the property next to Dick Kirby. Dave Atherton stated this problem has been sent to the state and they are assessing the issue to determine what can be done. There are only two people in the state that do this type of work. There are a couple of other properties in Town with the same type of issue. It was suggested members of the Select Board may want to attend a Planning Commission meeting to assist with keeping this process moving.

4. Public Comments for Items not on the Agenda

Wayne Rausenberger questioned what will be done in town now that there is a new state recycling policy and a separate trash can for recycling for public trash is required. Dave Atherton stated the Town has been researching the options available and noted that the receptacles are about \$1,000.00 each. It is known that compliance is required. Mr. Rausenberger suggested coordinating with other towns in trying to get a better price. Mr. Atherton stated it seems to be a supply and demand issue and has appeared to increase the prices. The town is moving forward on this issue, as the deadline was July 1st. Wherever there

are public trash cans, there is supposed to be recycled receptacles that are connected and marked appropriately.

Wayne Rausenberger asked if the town needs another letter from the Mosquito District noting the allotment, as the next payment is due in August. It used to be an automatic payment and Mr. Rausenberger asked if the letter is good until the allotment changes or whether it is needed every year. Dave Atherton suggested keeping a paper trail and requested another letter. Mr. Rausenberger stated there should be information noted on the town's website regarding the Mosquito District. If the hotline is called, the callers should listen to the entire message and will have the opportunity to talk to someone. It was noted the town does not control the Mosquito District. Mr. Rausenberger stated people can call 247-6779 with any questions or concerns regarding the Mosquito District. The information can be left with the answering service and someone will get back to the people who call.

Doug Bailey stated there has been a lot of headway on projects with six projects completed and two almost complete. It is thought the tracker report helps to keep focus on the projects. Mr. Bailey suggested providing the Select Board the report monthly. Ethan Swift noted there are more projects that should be added to the tracker report.

5. Late Homestead Filing

Dave Atherton stated the town clerk brought to his attention that Brandon is the only town that does not have a fee for submitting late homestead filings. Mr. Atherton recommended assessing the 8% penalty for the late filings according to 32 VSA 4310g.

Motion by Seth Hopkins/Devon Fuller to approve the assessment of an 8% penalty for late homestead filings under 32 VSA section 4310g and sign the document as presented to the Select Board. **The motion passed unanimously – 3 to zero.**

6. Tax Stabilization Policy

Dave Atherton provided an updated draft of the tax stabilization policy, noting changes were made to the document since the Board packet was distributed. On Page 4, under the application process, a change from Brandon Town Hall to Brandon Town Office; Page 3, 2nd paragraph should not have been split and is now one line instead of 2; a change in the date from June 1st to July 1st; and on the last page before the signature, a correction to the sentence to read: To enter into tax stabilization, applications must be received and approved...

It was suggested to strike the word "town" after Brandon on Page 3. Seth Hopkins asked if the word "schedule" on Page 5 means that it could be a regular board meeting and not a special meeting. He also stated there is no definition of tax stabilization in the policy and it would be good practice to define tax stabilization.

Dave Atherton stated this document was brought to the Board at the last meeting and he asked the Board for input on changes to get the document executed this evening. Mr. Atherton stated he made the changes the next day of what had been discussed based on the Board's recommendation. Mr. Atherton stated under Item 4, it outlines information on tax stabilization and provides a good definition of what is being done. He also noted that the scheduled Select Board meeting could be a regular meeting. Doug Bailey stated the numbering on the document is also not correct. Mr. Atherton stated it would be helpful if the Board could provide all additional input so that he can have a final draft at the next Select Board meeting.

Ethan Swift suggested providing some clarification that the Town will not entertain any applications for tax stabilization once a project has begun. Mr. Atherton stated the tax stabilization is based on what the property is assessed at prior to the beginning of construction. Mr. Swift stated there is an assumption that if there is anyone doing a significant property investment, they would have an assessment done priority to the construction starting. Mr. Atherton stated it would be based on the grand list as of April 1st.

Seth Hopkins stated on Page 2 where it discusses the terms, it is 100% of the municipal portion and excludes education and fire district taxes. He questioned whether the special appropriations would also be included in the tax stabilization, as they are a separate line. Mr. Hopkins suggested the appropriations be excluded from the stabilization. Mr. Swift, Mr. Fuller and Mr. Atherton thought the appropriations are a municipal portion and should be included in the stabilization. Doug Bailey suggested reviewing the changes to the draft with the Economic Development Advisor and bringing the document before the Board at the next meeting.

Ethan Swift questioned whether the tax terms section noting the length of the contract based on approvable investment should be more specific. Dave Atherton stated the application must provide an estimate of construction costs from a qualified contractor and there is also a noncompliance clause if the applicant does not follow the agreement that would provide the Town the authority to recapture the prior taxes. Mr. Swift cautioned the Town needs to be sure that this is a legally binding contract and the terms are spelled out. Doug Bailey stated the timeframe depends on what is spent and there has to be some way to have proof of what has been done. Mr. Swift stated the wording does not assure the grantee has all the investment to bring the project to fruition. Mr. Fuller stated the stabilization will not be authorized until the project is complete. Mr. Swift suggested adding language that the agreement does not begin until the project is complete and the contractor has provided the appropriate information.

7. FEMA Projects

Dave Atherton noted most items were covered during the Town Manager report. With regard to Cobb Hill, the borings have been done and the town is awaiting a response. Briggs Lane is complete and digging of the Kennedy Park sewer line was started today. There is currently no new information on the HMPG for Newton Road. Ethan Swift stated there had been a site visit to Newton Road by FEMA and it seemed like it was previously a priority. Ray Dougherty had sent a list of the top six high priority projects and this project was on that list. FEMA has a lot

going on and the town will continue to follow-up on this issue. Doug Bailey stated the FEMA projects have been moving along and he thanked the Public Works Director for his efforts noting there have been many positive comments received.

8. Segment 6

Dave Atherton stated there has not been a lot going on with Segment 6. The waiver evaluations are being reviewed. There are some issues with Carver Street and those are being worked on. The VSE visited to review some boundary lines near Briggs Lane.

9. Town Office Project

Dave Atherton reported there was a meeting with a mechanical engineer to discuss the heating/cooling system and a report will be received by the end of the month. The Town is awaiting a letter of clearance from the environmental review and it is hoped to go out to bid early to mid-August. The project is moving along as fast as possible. It was noted Robert Black and Blaine Cliver worked with the State Fire Marshall who has approved the rafters, with minor modifications, in the attic space. This effort will save the town \$35,000.00. Ethan Swift asked if there is an estimate for the heating system. Mr. Atherton stated it is hoped the information will be received by the end of the month.

10. Bridge 114

Dave Atherton reported CLD has done the GPR test on the bridge, with the final results to be provided. CLD has received rail designs from the Vermont Historical Department that are approved for crash rating that includes a couple of concrete designs and a metal design. The options will be discussed at the next bridge meeting. The scoping is going forward and the borings will be done once the GPR test results are complete. There were borings done for the overflow culvert and DuBois and King have been doing surveying for the culvert.

Devon Fuller stated the Town needs to make preparations to assist with traffic flow during the project. There need to be some sort of signage ideas developed, similar to those for the waterline project to help avoid issues. Dave Atherton stated there have been discussions with the engineers regarding this subject. Seth Hopkins asked if there is a Pearl/Maple/Union Streets detour being considered. Mr. Atherton stated the issue with that detour route would be trucks and in speaking with CLD he was advised that rerouting traffic brings up Act 250 issues. Ethan Swift stated this is part of the construction bid process as there has to be a traffic control plan. It was suggested there be discussion with the Brandon Chamber for possible recommendations. Janet Coolidge stated it comes down to education in posting public notices and reminding people to plan ahead for traffic delays.

11. Fiscal

a) FY 14/15 General Fund Warrant – July 13, 2015 - \$127,720.23

Motion by Ethan Swift/Seth Hopkins to approve the FY 14/15 General Fund warrant of July 13, 2015 in the amount of \$127,720.23. **The motion passed with one abstention – Devon Fuller.**

b) FY 14/15 Wastewater Fund Warrant – July 13, 2015 - \$1,566.48

Motion by Ethan Swift/Devon Fuller to approve the FY 14/15 Wastewater Fund warrant of July 13, 2015 in the amount of \$1,566.48. **The motion passed unanimously – 3 to zero.**

c) FY 15/16 General Fund Warrant – July 13, 2015 - \$88,052.32

Motion by Ethan Swift/Devon Fuller to approve the FY 15/16 General Fund warrant of July 13, 2015 in the amount of \$88,052.32. **The motion passed unanimously – 3 to zero.**

d) FY 15/16 Wastewater Fund Warrant – July 13, 2015 - \$6,616.59

Motion by Ethan Swift/Devon Fuller to approve the FY 15/16 Wastewater Fund warrant of July 13, 2015 in the amount of \$6,616.59. **The motion passed unanimously – 3 to zero.**

Motion by Ethan Swift/Devon Fuller to enter into executive session at 8:17PM for the purpose of discussing the appointment or employment or evaluation of a public officer or employee/labor relations agreements with employees in accordance with 1VSA313(a)(1). **The motion passed unanimously – 3 to zero.**

17. Executive Session

Motion by Devon Fuller/Ethan Swift to come out of Executive session at 8:50PM. **The motion passed unanimously – 3 to zero.**

Motion by Devon Fuller/Ethan Swift to offer VMERS Group C retirement plan to the department heads effective July 1, 2016. **The motion passed unanimously – 3 to zero.**

18. Adjournment

Motion by Seth Hopkins/Devon Fuller to adjourn the Select Board meeting at 8:52PM. **The motion passed unanimously - 3 to zero.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

Town Manager Report for the weeks of July 13th and July 20th, 2015

The Kennedy Park sewer line has been repaired.

Met with the owners of the Smith block on the 17th to discuss the possibilities of rehab or sale of the building. The owners would like to sell and the economic development director and Darwin Enterprises are going to assist them with that.

Had a meeting with the Economic Development Committee to discuss the economic development strategy with Darwin Dynamic Solutions to get input for the direction the town wants to go in.

Work continues on Kennedy and Green Park and should be completed by the end of the month.

P&S revisions are being made on the parking lot purchase. Met with MT Assoc. and picked up the revised survey. Will be meeting with the town attorney on 7/28 to finalize.

CLD will be completing borings on Bridge 114 from July 29th to August 3rd. This will be posted in the Reporter too.

Road grading and ditching continues.

The "Bags & Brews" Cornhole league is a smashing success! 17 teams strong for the cornhole season.

Yoga class at the Town office on Saturday mornings.

Youth fall sports offerings have been released.

Thank you to OV football (and Public Works) the new wood chips have been spread at the Seminary Hill Playground.

VLCT Town Fair will be in Killington on Oct 8 this year. If you would like to attend, please let me know.

Other items will be covered in the agenda items.

Town of Brandon, Vermont
Tax Stabilization Policy

I. Statement of Purpose

The Town of Brandon is committed to sustainable commercial growth and intends to employ tax stabilization as an instrument to fulfill this endeavor. The program will primarily target investment in commercial and industrial properties. The eventual net gain in grand list value coupled with the investment in new buildings or existing property improvement will naturally lead to more economic stability for residents and tax payers, providing services, goods and jobs as a result of the money injected into the Town's economy,

II. Authority

Pursuant to Vermont State Law Title 24 Section 2741, on March 6, 1962 the Town voters ratified the ability of the Town of Brandon Select Board to enter into tax stabilization contracts.

III. Criteria

It is the objective of the Town of Brandon to incentivize new commercial investment by stabilizing real property taxes within the Town. Property tax stabilization will occur in the form of a Tax Stabilization Agreement (TSA) between the Town and a qualifying business or property owner. Real property tax stabilization will be available to businesses and property owners that are making tangible new financial investment in their facility and property.

IV. Eligibility

All commercial and industrial development will be considered eligible. Residential enterprises, such as apartment complexes and other ventures that are residential in nature, will also be considered eligible. Determination of eligibility will be based on the recommendation of the Town Assessor and Town Manager and subject to the approval of the Select Board.

V. Tax Stabilization Definition and Agreement terms

Stabilization for these agreements is as follows: Upon approval, the real estate owner will have their assessed value stabilized at the pre-improvement assessed value as of July 1st of the Fiscal year in which they enter into an agreement. The length of contract is to be determined by the amount of provable investment in the project outlined in the agreement relative to the benchmarks as listed in the chart contained within this section. The stabilization DOES NOT include the education tax NOR the fire district tax. This agreement applies ONLY for the municipal and appropriations portion of the tax bill.

Applicants must complete an application and provide documentation that demonstrates:

- Current tax assessed value
- Site plan showing existing property lines and buildings
- Scale of all proposed construction detailing the square foot area, building height, number of stories, proposed use of all space and any other pertinent data
- Estimate of construction costs provided by a qualified contractor

TSA length shall be for a specific number of years based on the amount of provable investment not to exceed 10 years. Provable investment must include written contractor receipts at the completion of the project even if the qualified contractor is the property owner. Determination regarding proof of investment is at the sole discretion of the Brandon Select Board and their decision is final. Applicants must agree to these terms before the Town will award a stabilization contract.

TSA length parameters determined by amount of provable new investment/improvements shall be as such:

- 1 year for \$25K - \$50K
- 2 years for \$50K - \$75K
- 3 years for \$75K - \$100K
- 4 years for \$100K - \$150K
- 5 years for \$150K - \$200K
- 6 years for \$200 - \$300K
- 7 years for \$300 - \$500K
- 8 years for \$500K - \$1 million
- 9 years for \$1 million - \$2 million
- 10 years for \$2 million+

If during the effective period a qualifying business will be making additional investment they should feel encouraged to re-apply for a new or extended TSA to accommodate this additional investment.

The Town of Brandon will work with qualifying businesses, if it is deemed beneficial, to apply through the Vermont Economic Progress Council for additional real property tax stabilization from the State Education Tax.

The Town of Brandon may also enter into tax stabilization agreements which provide for terms different set forth herein if it is determined to be in the interest of the Town.

VI. Non-compliance/Termination

The TSA shall be in writing and shall include all terms necessary to assure the Town of the benefits that are the basis for tax stabilization of the project. Should the terms of the agreement not be executed in full the Town may choose to terminate the TSA and choose to recapture the foregone tax for the period during which there was a breach in terms.

If a project is subject to recapture of taxes the amount due shall be the total amount of the tax which would have been due if no tax stabilization agreement had been in force plus interest from the date at which the tax was due. The property shall be subject to a tax lien for all unpaid amounts due under this provision.

In the event the qualifying business is sold during the effective period, the TSA may be transferred to the new owner of any property subject to the agreement. Transfer of TSA will require the re-signing of an amended agreement between Brandon and the new property owner. Failure to transfer the contract to the new owner will terminate the original TSA.

Upon completion of the project, the property must be fully compliant with all building and commercial codes. A Certificate of Occupancy must be issued from the Brandon Zoning Administrator.

VII. Application Process

All applications are to be made in writing to the Town Manager and must be signed by all owners of the property. Applications will be available via the Town of Brandon website or at Brandon Town Office.

In the event an Applicant wants a TSA to go into effect on July 1 of the upcoming fiscal year, a written application must be filed on or before April 1 in order to finalize the TSA by July 1. Applications will be accepted at any time during the year.

All Applicants should be aware that TSAs are subject to public process and all meetings and all information requested in the application becomes public information.

The Town Manager shall place the application and proposed TSA on the Select Board agenda within 30 days of receipt of a completed application. The Town Manager shall determine application completeness within 5 working days of receipt.

The Applicant, Town Manager, and Town Assessor shall make a formal presentation to the Brandon Town Select Board at a publicly warned, scheduled Select Board meeting for consideration of the TSA. The Town Manager and Economic Development Director will make public recommendations regarding the proposed TSA. The Select Board will consider the application and shall take action to approve or deny the application or request more information to be presented at a subsequent meeting. All efforts shall be made by the Town Administration and its Elected Officials to move TSAs forward in a timely manner.

Administration of all TSAs shall be the responsibility of the Town Manager.

To enter into Tax Stabilization the applications must be received and approved before construction can commence on the property.

This foregoing Policy is hereby adopted by the Select Board of the Town of Brandon, Vermont, the 13th day of July, 2015 and is effective as of this date until amended or repealed,

Doug Bailey

Devon Fuller

Ethan Swift

Seth Hopkins

Tracy Wyman

07/20/15
02:20 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 61469 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 07/20/15 To 07/20/15

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
310497	FRANK TAGGART & SONS, INC	072015 Kennedy Park Sewer-finis	9875.00	0.00	9875.00	40751	07/20/15
Report Total			9,875.00	0.00	9,875.00		

Selectboard

To the Treasurer of TOWN OF BRANDON, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****9,875.00
Let this be your order for the payments of these amounts.

NAME Postage
DATE July 21, 2015
INVOICE# Req. #16-1
VENDOR# _____
AMOUNT \$2,000.
FISCAL YEAR 15-16
ORG/OBJ 10510/30132

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

	DR	CR
10100/01110		2000.00
10510/30132	1500.00	
20555/30132	500.00	

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 61471 Prior FY Invoices
Manually Selected For Check Acct 01(10 General Fund) 07/27/2015 To 07/27/2015

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100051	CARR, BERNIE	JUNE 2015 poll counter 6/30/15	25.00	0.00	25.00	40757	07/27/15
300796	CLD CONSULTING ENGINEERS	52489 Rt 7 Water Design	816.33	0.00	816.33	40761	07/27/15
300796	CLD CONSULTING ENGINEERS	52490, 52491 Rt 7 Seg 6 Roadway desig	6483.46	0.00	6483.46	40762	07/27/15
300796	CLD CONSULTING ENGINEERS	52653, 52654 Rt 7 Seg6 Roadway Design	5798.22	0.00	5798.22	40763	07/27/15
310233	GREEN MOUNTAIN POWER	6-30-15 june electric	3905.62	0.00	3905.62	40780	07/27/15
310401	JOHNSON, KATHLEEN	JUNE 2015 poll counter 6/30/15	25.00	0.00	25.00	40784	07/27/15
310033	KNAPP, ELLEN	JUNE 2015 poll counter 6/30/15	25.00	0.00	25.00	40785	07/27/15
300964	MARDEN, DENNIS	JUNE 2015 polls 6/30/15	65.00	0.00	65.00	40786	07/27/15
330423	PATCH, TERRIE	JUNE 2015 polls counter 6/30/15	25.00	0.00	25.00	40793	07/27/15
300661	RIDEOUT, SCOTT	JUNE 2015 polls counter 6/30/15	25.00	0.00	25.00	40795	07/27/15
100005	RUTLAND COUNTY SOLID WASTE DIS 21855	june recycling charges	511.73	0.00	511.73	40798	07/27/15
100005	RUTLAND COUNTY SOLID WASTE DIS M1086	june surcharge	709.28	0.00	709.28	40798	07/27/15
310208	VANASSE HANGEN BRUSTLIN, INC 200559	Rt 7 Seg 6	4249.95	0.00	4249.95	40802	07/27/15
310208	VANASSE HANGEN BRUSTLIN, INC 200560	Bridge 114	1164.48	0.00	1164.48	40803	07/27/15
300581	VERMONT OFFENDER WORK PROGRAMS 83765GEN	June mowing	900.00	0.00	900.00	40805	07/27/15
310459	WESTON & SAMPSON ENGINEERS, IN 447425	Town Office Phase I ESA	1717.25	0.00	1717.25	40808	07/27/15
100577	WILK PAVING, INC 5-31-3443	cold patch picked up 6/3	990.15	0.00	990.15	40809	07/27/15
Report Total			27,436.47	0.00	27,436.47		

Selectboard

To the Treasurer of TOWN OF BRANDON, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****27,436.47

Let this be your order for the payments of these amounts.

07/24/15
02:12 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 61470 Prior FY Invoices For Fund (20 Sewer Fund)
For Check Acct 01(10 General Fund) All check #s 07/27/15 To 07/27/15 & Fund 20

Page 1 of 1
Jacolyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310233	07/17/15	GREEN MOUNTAIN POWER june ww electric WW JUNE 2015	20-5-55-42130 Electric	4266.81	40780	07/27/15
310142	07/17/15	HANNAFORD BROS. CO distilled water 8409228111	20-5-55-30120 Professional Supplies	7.74	40781	07/27/15
310322	07/13/15	MIKE HANCE TRUCKING INC June trucking of sludge 0189	20-5-55-50160 Sludge Disposal	1930.50	40789	07/27/15
300375	07/15/15	RUTLAND CITY June sludge processing 14632SLUDG	20-5-55-50160 Sludge Disposal	4095.00	40797	07/27/15
300581	06/30/15	VERMONT OFFENDER WORK PRO June mowing 83765WW	20-5-55-42150 Outside Maint. - Bldgs	375.00	40805	07/27/15
Report Total				10675.05		

Selectboard

To the Treasurer of TOWN OF BRANDON, We Heraby 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 \$ ****10,675.05
Let this be your order for the payments of these amounts.

Manually Selected For Check Acct 01(10 General Fund) 07/27/2015 To 07/27/2015

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
330390	ALL SERVICE	AR38309 service contract	500.00	0.00	500.00	40753	07/27/15
100190	BLUE SEAL FEEDS	329-5948 trash bags	64.90	0.00	64.90	40755	07/27/15
100280	BRANDON LUMBER & MILLWORK CO.	K94173/3 roller & tray set	12.99	0.00	12.99	40756	07/27/15
310510	CHALLENGER TEAMWEAR	6-29-15 25 custom soccer balls	333.75	0.00	333.75	40758	07/27/15
301503	CHAMPLAIN VALLEY PLUMBING & HE	607797 diesel fuel @ HWY	5.35	0.00	5.35	40759	07/27/15
310010	CODE 3, INC.	1052594RI conversion kit	211.75	0.00	211.75	40764	07/27/15
310009	COMPROSEC CORPORATION	158303 MDC bases	219.61	0.00	219.61	40765	07/27/15
100456	DUBOIS & KING INC	715073 Overflow Culvert-Engineer	11307.50	0.00	11307.50	40766	07/27/15
310037	FAIRPOINT COMMUNICATIONS	07-06-15 PD phone charge	43.94	0.00	43.94	40769	07/27/15
300187	FLORENCE CRUSHED STONE	221336 crushed stone	82.61	0.00	82.61	40772	07/27/15
100925	FOLEY SERVICES INC	38386 uniforms	48.98	0.00	48.98	40773	07/27/15
100925	FOLEY SERVICES INC	39708 uniforms	48.98	0.00	48.98	40773	07/27/15
100925	FOLEY SERVICES INC	41017 uniforms	48.98	0.00	48.98	40773	07/27/15
310497	FRANK TAGGART & SONS, INC	072315 Kennedy Park-final pymt	20853.00	0.00	20853.00	40774	07/27/15
310426	FYLES BROS., INC.	34160 propane @ Police Dept	82.46	0.00	82.46	40775	07/27/15
100645	G STONE MOTORS INC	48642 2015 Ford- Highway	40385.00	0.00	40385.00	40752	07/21/15
301010	GECHA BROS. EXCAVATION, INC.	071615 Kimball Road culvert	1117.00	0.00	1117.00	40776	07/27/15
300974	GRAPH-X INCORPORATED	3337 PD New SUV Lettering	375.00	0.00	375.00	40777	07/27/15
300974	GRAPH-X INCORPORATED	3338 PD-Taurus Lettering	450.00	0.00	450.00	40777	07/27/15
310455	GRAZIANO, LINDA	072215 reimbursement	55.98	0.00	55.98	40778	07/27/15
100725	GREEN MOUNTAIN GARAGE	072313 filters	273.69	0.00	273.69	40779	07/27/15
310233	GREEN MOUNTAIN POWER	7-2015 july electric	1023.52	0.00	1023.52	40780	07/27/15
330442	HUNTER NORTH ASSOCIATES, LLC	044087 July 4th traffic control	190.00	0.00	190.00	40782	07/27/15
310276	INSTALLATION STATION	567 Police car radio swap ou	495.00	0.00	495.00	40783	07/27/15
		Strip out SRO car, install radio's in 2014 Interceptor car.					
310276	INSTALLATION STATION	572 PD Explorer install radi	1781.00	0.00	1781.00	40783	07/27/15
		New Police Explorer- install radio's and lights.					
100588	MARKOWSKI EXCAVATING, INC.	V-15833 gravel	372.75	0.00	372.75	40787	07/27/15
100588	MARKOWSKI EXCAVATING, INC.	V-15855 gravel	2332.75	0.00	2332.75	40787	07/27/15
330461	MARKOWSKI, GREG	AUGUST 2015 august rent	2100.00	0.00	2100.00	40788	07/27/15
310389	MOBILE MINI, INC	159033365 july pod rental	244.87	0.00	244.87	40790	07/27/15
100788	NEW ENGLAND MUNICIPAL RESOURCE	34815 july assessment	1416.66	0.00	1416.66	40791	07/27/15
100908	PITTSFORD SMALL ENGINE REPAIR,	49208 safety chaps & helmet	117.00	0.00	117.00	40794	07/27/15
310511	TEAM SPORTS INK	35333 football supplies	1177.15	0.00	1177.15	40800	07/27/15
200277	THUNDER TOWING & AUTO RECOVERY	3685 oil change/brake repair	363.57	0.00	363.57	40801	07/27/15
200277	THUNDER TOWING & AUTO RECOVERY	3696 oil change/undercoat/ins	272.45	0.00	272.45	40801	07/27/15
310045	VERMONT DEPARTMENT OF HEALTH	JULY 2015 engraved paper	5.00	0.00	5.00	40804	07/27/15
100146	VLCF PACIF	20186 PD Cruiser-add 2,remove	469.00	0.00	469.00	40806	07/27/15
310046	W.B. MASON CO INC	I26860089 labels/toner/tape/paper	256.33	0.00	256.33	40807	07/27/15
310046	W.B. MASON CO INC	I26926810 paper, envelopes, folder	152.75	0.00	152.75	40807	07/27/15
310046	W.B. MASON CO INC	I26961341 toner	96.99	0.00	96.99	40807	07/27/15

Manually Selected For Check Acct 01(10 General Fund) 07/27/2015 To 07/27/2015

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			89,388.26	0.00	89,388.26		

Selectboard

To the Treasurer of TOWN OF BRANDON, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****89,388.26
 Let this be your order for the payments of these amounts.

07/24/15
02:21 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 61472 Current FY Invoices For Fund (20 Sewer Fund)
For Check Acct 01(10 General Fund) All check #s 07/27/15 To 07/27/15 & Fund 20

Page 1 of 2
Jacolyn

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
100015	07/16/15	ALLEN ENGINEERING & CHEMI chlorine 11250113701	20-5-55-50120 Chlorine	533.20	40754	07/27/15
100280	07/13/15	BRANDON LUMBER & MILLWORK light bulbs 494173/3	20-5-55-43160 Maint. Supplies - General	59.88	40756	07/27/15
301503	07/20/15	CHAMPLAIN VALLEY PLUMBING diesel fuel @ WW 607916	20-5-55-41130 Fuel - Vehicles	74.87	40759	07/27/15
300755	07/15/15	CHEMSEARCH INC drain cleaner 1976876	20-5-55-51310 Collection Systems	434.75	40760	07/27/15
300466	07/14/15	DUNDON PLUMBING & HEATING pumping @ Kennedy Park 24724	20-5-55-20240 Contractors	1440.00	40767	07/27/15
100494	07/10/15	ENDYNE INC testing 177253	20-5-55-22120 Testing	123.50	40768	07/27/15
100494	07/17/15	ENDYNE INC testing 177815	20-5-55-22120 Testing	90.50	40768	07/27/15
100494	07/17/15	ENDYNE INC testing 177904	20-5-55-22120 Testing	22.00	40768	07/27/15
100494	07/24/15	ENDYNE INC testing 178425	20-5-55-22120 Testing	22.00	40768	07/27/15
300492	07/02/15	FASTENAL COMPANY screws VTRUT77680	20-5-55-43160 Maint. Supplies - General	6.00	40770	07/27/15
300492	07/13/15	FASTENAL COMPANY batteries VTRUT77790	20-5-55-43160 Maint. Supplies - General	13.78	40770	07/27/15
330422	07/13/15	FERGUSON WATERWORKS #590 gaskets, etc/Kennedy Park 0383813	20-5-55-51310 Collection Systems	495.02	40771	07/27/15
100925	07/07/15	FOLEY SERVICES INC uniforms 38385	20-5-55-10320 Clothing Allowance	18.57	40773	07/27/15
100925	07/14/15	FOLEY SERVICES INC uniforms 39707	20-5-55-10320 Clothing Allowance	18.57	40773	07/27/15
100925	07/21/15	FOLEY SERVICES INC uniforms 41016	20-5-55-10320 Clothing Allowance	18.57	40773	07/27/15
100725	07/20/15	GREEN MOUNTAIN GARAGE diesel exst fluid 072860	20-5-55-41180 Maintenance-Vehicles	12.84	40779	07/27/15
100725	07/21/15	GREEN MOUNTAIN GARAGE diesel exst fluid 072886	20-5-55-41180 Maintenance-Vehicles	12.84	40779	07/27/15
310233	07/17/15	GREEN MOUNTAIN POWER july ww electric WW JULY 2015	20-5-55-42130 Electric	944.50	40780	07/27/15
100910	07/02/15	NOBLE ACE HARDWARE RUTLAN flag markers 037289/1	20-5-55-51310 Collection Systems	8.62	40792	07/27/15
200179	07/08/15	ROOTX root killer 43164	20-5-55-51310 Collection Systems	469.00	40796	07/27/15
200292	07/17/15	STAPLES CREDIT PLAN 38865	20-5-55-30110 Office Supplies	159.99	40799	07/27/15

07/24/15

TOWN OF BRANDON Accounts Payable

02:21 pm

Check Warrant Report # 61472 Current FY Invoices For Fund (20 Sewer Fund)
For Check Acct 01(10 General Fund) All check #s 07/27/15 To 07/27/15 & Fund 20

Jacelyn

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				4979.00		

Selectboard

To the Treasurer of TOWN OF BRANDON, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****4,979.00
Let this be your order for the payments of these amounts.
