

**BRANDON SELECT BOARD MEETING  
AUG. 8, 2016**

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

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

**Also in Attendance:** Dave Atherton, Lee Kahrs, Arlen Bloodworth, Sam Stone, Ray Jobst, Doug Sawyer, Judy Bunde, Steve Bissette, Sam Glaser, Brent Buhler, Korinne Rodrigue, Jeff Stewart

**1. Call to Order** - The meeting was called to order by Doug Bailey, Chair, at 7:00 pm.

**a) Agenda Adoption - Motion by Hopkins / Wyman to adopt the agenda as presented with an amendment made by Swift / Fuller to change the title of item (5) to: Brandon Stormwater Master Planning Project. The amended motion passed unanimously on a vote of 5-0.**

**2. Approval of Minutes - Select Board Minutes - July 25, 2016**

**Motion by Hopkins / Fuller to table the approval of minutes of the Select Board meeting of July 25, 2016. Passed unanimously on a vote of 5-0.**

**3) Town Manager's Report** - Mr. Atherton reported on the following:

- There was the land transfer for the Brandon Industrial Corp lot.
- Parking lot closing took place on Aug. 2 and we will start looking for grant options to build a better municipal parking area behind the Mobil gas station.
- Newton Road property closed on Aug. 2 and we are working on the RFP for demolition.
- The bid opening for the overflow culvert was held on Aug. 5 with Markowski Excavating being the lowest bidder in the amount of \$2,124,938.38.
- The RFP for the stormwater master plan engineering was awarded to Watershed Consulting Associates, LLC.
- Our worker's compensation mod rate has dropped from 1.89 to 1.52. This is a huge savings for our workers comp insurance premium.
- We are working on a Memorandum of Understanding with the Friends of the Town Hall.
- Work continues on the Cobb Hill Road culvert.
- Recreation Department report: Youth Works finished their six weeks of volunteer work and they accomplished much. Fall programming has been released and announced. New Movie Money Bonanza fundraising booklets are for sale through the rec department. They are looking for volunteers to help with Brandon Rec Soccer and planning for Spooksville. Fall field prep will include the wood backstop at Neshobe.
- Economic Development report: Olivia's Croutons received a conditional use permit from the DRB. They are slated to close on the Tucel building on October 8.

There were questions and discussion:

- Mr. Atherton said Youth Works is a volunteer group that comes into town and performs community service. Mr. Bailey asked for Atherton to send them a thank you letter.
- Mr. Fuller asked if the demolition of Newton Rd will take place this year and Atherton said that is the plan. We need to do an asbestos study. They hope to get out the RFP soon.

- Olivia's Croutons plans on purchasing the Tucel building.
- Mr. Hopkins asked about the Newton Rd. property closing and if the six items on the warrant to be paid are reimbursable. Atherton said they are all 100% reimbursable.
- Judy Bunde asked how much over is the culvert bid from the original estimate and Atherton said about \$500,000.
- Steve Bissette asked about roadside mowing and Atherton said we are waiting for the mower to arrive. We hired someone to do areas of safety concerns last week. We had to wait until the end of the fiscal year to buy the mower to make sure we had the funds available before making the purchase. Bissette said there is a hazard on Union Street with trees hanging over sidewalks (causing walkers to step into the street) and Atherton said he will let Public Works know.
- Bailey asked for an update from Project Tracker for the next meeting.

#### **4) Comments for Items not on the Agenda**

- Swift asked the DRB Chair, Sam Stone, for follow up on US Fish & Wildlife / Des Marais hearing. Stone said there is a site visit tomorrow morning and the Board hopes someone will attend who knows exactly where the project will take place to guide them. The hearing was recessed until Aug 24.
- Doug Sawyer asked if the town's great water supply can be used for economic development. He also said he is happy to see the progress made in town and recommended the town write quarterly updates for The Reporter to let residents know about all the positive work taking place, instead of waiting until budget time. Atherton said the town, with the Fire District, has done some promotion of our great water, even taking out an ad in a beverage business national magazine. When a new business comes to town, the town will work with Ray Counter to come up with a stabilization plan for water and wastewater. As for the town's projects, Atherton said board agendas and minutes are on the town website. There was further discussion about promoting the town's progress in different ways. Ethan Swift said with the Tropical Storm Irene five year anniversary coming up, it could be a good time to note everything accomplished.

**5) Brandon Stormwater Master Planning Project** - Ethan Swift reviewed that Brandon has been identified as a priority community and so we are eligible for funding for infrastructure mapping, identifying illicit discharges and pollution into stormwater, and looking at mitigation. He reviewed the changes because of the state's passage of the VT Clean Water Act in 2015. Stormwater master plans are developed for a variety of reasons. Swift highlighted some of the ways the project could be used in Brandon for long term stormwater planning. By doing the planning, we will be well positioned for future permitting and potentially applying for grants.

Swift used Lincoln Road in Rutland City as an example of a project in the works. He compared it to Park Street in Brandon, having similar issues as their constructions were both intended for military formation. He said Park Street is one opportunity Brandon can address because of its potential and its likelihood of contributing to the problem. The Rutland City project shows different approaches to addressing mitigation stormwater effectively. Swift emphasized that no design is in place and nothing has been decided. He said another advantage to planning is the opportunity for beautification -- adding things like tree boxes, which also help address stormwater problems.

There was discussion and questions:

- Ray Jobst asked about the difference between rain and a storm. Swift explained the difference between a storm and stormwater. He said the project would be intended to

mitigate a stormwater problem. There was discussion about other programs, intended to restore natural hydrology and landscape.

- Doug Sawyer asked if it has been determined that Park St must be retrofitted. Swift said some areas were identified as being contributors to the problem. The project would do a cost / benefit analysis for doing a retrofit to mitigate stormwater problems. It could possibly help to bring some properties into compliance.
- Sawyer asked if there is consideration as to what the street would be. Swift said there is recognition that some areas are in historic districts. There are upgrades and retrofits that are opportunities. It has not yet been mandated but there is a requirement for each town to identify their top 25% of roads that are hydrologically connected to surface waters or stormwater system and address them in the next five years.
- Judy Bunde said we just spent money to do twelve streets and asked for the timeframe for this study and if it will impact making a plan for Park St. Swift said if Park Street is identified, both design and construction would be eligible for funding. He reviewed a timeframe and said the grant extends until the end of 2017.
- It was noted that the work on the twelve roads involves resurfacing due to the waterline upgrades.
- Sam Stone clarified that the project involves wastewater management and also would be an opportunity for beautification projects that could be paid for with grants. Swift said that is correct. The public would have an opportunity to be a part of the planning with ideas for Green Streets, etc. There would be a lot of public input.
- Sam Glaser said it sounds like the planning study could go on for a while and during that time, there will not be work done on the reconstruction of Park Street. He said he believes the town has local option tax money to do Park Street. Swift said he believes Park Street can be one of the projects in this study. Glaser said he thinks it is great to look into the issue but he would like a commitment to reconstructing Park Street. Devon Fuller said he will commit to being an advocate for Park Street but the stormwater master planning is not about Park Street, but all of our streets. Glaser said we have been talking about this for a while. The stormwater issue needs to be taken care of. Maybe Green Streets money can be used for beautification. He asked for looking at all the options concurrently. Swift said Daryl Burlett is focused on how to approach Park Street and leverage money. We understand Park Street is a whole road reclamation. We would like to do stormwater infrastructure. We are all talking about the value of doing this project following on the heels of Segment 6, to build on that good work on lower Park St. It will take a while for planning and to get finances together to leverage pieces. He said the talk is about options and to recognize historic issues. Glaser asked for someone to be assigned to come up with the reconstruction of Park Street. Bailey said the town's budget is in place through June 2017 and projects are set. He hopes to begin addressing Park Street soon. He said there has been a lot of feedback from rumors about Park Street changes on items that have never even been discussed.
- Sawyer asked if the work being done for Segment 6 would be approved today regarding the new regulations passed last year, or if it is exempt. Swift said he does not think it would be compliant with the Vermont Clean Water Act of 2015 because of new stormwater regulations but it is already permitted so it does not have to be compliant. Atherton said stormwater is not part of Segment 6.
- Swift said the project would look at areas all over town, not just Park St. One element involves looking at existing centralized stormwater. Another element is looking at rural roads.

- Hopkins asked about some of the catch basins discharge and there was discussion about households discharging right into the river. Swift said the top 25% of the town's priorities would be identified.
- Bailey said he and Hopkins spent a day in Montpelier on this issue and they understand there are problems all over town, not just Park St.
- Fuller said once the master plan is in place, we could be "ready to go" when funding would be available. Swift said the program has been increased statewide because of the need for towns to address their road networks.
- Sawyer asked if there are federal funds available and Swift said there could be pass through money from the federal government.
- Atherton said all projects require F4 reviews for historic purposes.
- Bailey said as we get some projects finished in town, we will have time for planning and rolling them into next year's budget process. Burlett will come forward with ideas.
- Bunde asked that with the new mandate, if we can make a plan for Park Street without running through that criteria. Swift said when we are doing a major transportation project and the AOT is providing funding, we are required to look at stormwater. We will be beholden to the new standards. Swift said depending on the source of funding, we would see what requirements there might be. He said we have an antiquated stormwater system that requires a lot of maintenance. It is falling apart. Now is a good time to do it, if we are doing a road reclamation. It is more efficient. Bunde said they have been promised that Park Street would move forward after the twelve roads were done.
- Fuller asked if it would be possible to work with the engineers as we move forward, i.e., on a street like Park St., and work with them on rebuilding the road to be more pervious and to deal with stormwater better.
- Atherton said the twelve streets being paved were chosen now because of the efficiency of doing them with the waterline upgrades.
- Atherton and Swift said there will be upcoming opportunities for public input and meetings.
- Glaser asked for authorization for an engineering study to do Park Street properly. He suggested paying for it by bonding, bond rates are very low, and with local option tax money. He said a ten year bond can pay for it without going through all the state stuff. He said there are options that should be considered.
- Hopkins said he has not stated that he is in favor of using the entire local option tax for Park Street. He is in favor of making Park Street eligible to receive some of the local option tax.
- Bailey said he believes Park Street is one of the most important things we need to take care of soon. We are moving in the right direction. He is committed to Park Street. However, the town has a lot of debt service now and while bonds are easy to get, he does not think we should be bonding for it. He said the town will probably have to bond to add more money into Segment 6 because costs have gone up so much since we first bonded for it. Hopkins said 9-10% of our operating budget now is debt service.

**6) Korrine Rodrigue** - Introduced herself and explained why she is running for office.

**7) Segment 6 / Bridge 114 / Overflow Culvert** - Town Manager Dave Atherton provided updates on these projects:

- Segment 6 should be seeing final plans this week. We have three right of ways left to be signed. Two are waiting for a reappraisal. One has ordered a survey for their lot. We have five going to condemnation.
- Nothing to report on Bridge 114.

- The overflow culvert was already discussed. There is a conference call with Hazard Mitigation and DuBois and King tomorrow about where to go next with the bid.

**8) Fiscal**

**a) Motion by Hopkins / Swift to approve the FY 2015 / 2016 Warrant dated August 8, 2016 in the amount of \$34,192.05. Passed unanimously by a vote of 5-0.**

**b) Motion by Fuller / Wyman to approve the FY 2016 / 2017 Warrant dated August 8, 2016 in the amount of \$383,057.60. Passed unanimously by a vote of 5-0.**

**RECESS:**

**Motion by Hopkins / Wyman to recess the meeting at 8:19 pm. Passed unanimously by a vote of 5-0.**

**The Board came out of recess at 8:30 pm.**

**9) Motion by Hopkins / Fuller to enter executive session with Samantha Stone at 8:30 pm, pursuant to 1 VSA § 313(a)(3) for the appointment or employment or evaluation of a public officer or employee. Motion passed unanimously.**

The Board came out of executive session at 9:10 pm. No action was taken.

**15) Adjournment**

The meeting adjourned at 9:10 pm.

Respectfully submitted,

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Janet Mondlak