

Brandon Select Board Meeting
August 22, 2016
7:00 p.m.

The Brandon Select Board will meet Monday, August 22, 2016 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 at the Town Office at 49 Center Street and on the community bulletin board located between Dave's Grocery and the Forest Dale Post Office. 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 25, 2016
 - b) Select Board Minutes – August 8, 2016
- 3) Town Managers Report
- 4) Comments for Items not on the Agenda
- 5) Planning Commission Vacancy
- 6) Wood Lane Reimbursement Request
- 7) Segment 6 / Bridge 114 / Overflow Culvert
- 8) Fiscal
 - a) FY 2016/2017 Warrant - August 22, 2016 - \$1,019,611.57
- 9) Adjournment

**Brandon Select Board Meeting
July 25, 2016**

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

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

Others In Attendance: Dave Atherton, Arlen Bloodworth, Steve Bisette, Richard Baker, Anna Scheck, Dick Kirby, Chris Brickell

1. Call to order

The meeting was called to order by Doug Bailey, Chair at 7:01PM.

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

Add Item 4b – Consider logging lot behind American Legion

Add Item 2b – Approval of June 13, 2016 Select Board minutes

Add Item 5(a) Item 5 – Set the Planning Commission membership number

2. Approval of Minutes

a) Motion by Seth Hopkins/Tracy Wyman to approve the July 11, 2016 Select Board meeting minutes as amended. **The motion passed with one abstention – Doug Bailey.**

A correction to the date to read June 13, 2016 for Item 2(a).

A correction to Others in Attendance to include Richard Baker.

b) Motion by Seth Hopkins/Tracy Wyman to approve the June 13, 2016 Select Board meeting minutes as submitted. **The motion passed with two abstentions – Ethan Swift and Devon Fuller.**

3. Town Manager's Report

Dave Atherton reported the Wood Lane culvert has been replaced and it will be paved the next time the pavers are in Town. The land transfer for the BIC lot was delayed, but it looks like it is on track for this week, however no date is set. The parking lot closing is on hold. The sellers need an Act 250 review. The RFP for the overflow culvert was posted on July 15th and bids will be opened on August 5th. There is a prebid meeting tomorrow at the town office that is mandatory for

the bidders. The RFP for the storm water master plan engineering was posted on July 12th and bids will be opened on August 5th. Ethan Swift questioned the bid deadline as he thought it was the end of July. Mr. Atherton will confirm the date. The painting and minor exterior repairs have been started on the town office. Public Works has been clearing weeds around guardrails around town and has trimmed the overgrown trees in the parking lot behind Café Provence. The mower is on order and it is hoped that it will be delivered soon. The Cobb Hill Road culvert work has started. There has been a temporary road built for the people that live in that area. The Brandon Rec is supporting two area U10 and U12 baseball teams in two tournaments. The Youthworks volunteers are clearing brush at Estabrook Park. They also worked to help the Neshobe PTO and School install new musical playground equipment at the Neshobe School. The pre-season soccer and football camps are scheduled for the first two weeks of August. Challenger Soccer finished last Friday and 34 children enjoyed instruction from their English coaches. Thanks to the Politano and Stone-Cifone families for once again hosting the coaches. The last of the cooking classes led by Nancy Manney at Café Provence was held today. The Brandon Youth Theatre auditions will take place in September. Mr. Atherton noted things were cleaned up quickly after the wind storm that happened on Saturday. It was good to see the Public Works, Police Department and Fire Department work together to get things cleaned up as quickly as possible. Devon Fuller was impressed with the Wood Lane project that was designed by Daryl Burlett. In talking with the contractor, it was a huge money saver due to the way it was done. It was impressive that the project was completed in two weeks. Mr. Atherton stated there are currently no bids for the Overflow RFP; however, he will advise the Select Board who is in attendance at the prebid meeting tomorrow.

4. Comments for Items not on the Agenda

Steve Bisette asked what is going on across from Nickerson Road. It was noted that it is private property and it is not known what is happening. Richard Baker stated it is an installation of cell towers on the Mulcahy property.

4b. Consider Logging Behind the American Legion

Dave Atherton advised there was prior discussion of logging a couple of town lots. There was discussion of Wyman Timber Harvesting doing the project. The property would likely be accessed from the Torrey lot. Tracy Wyman stated there would need to be a right of way obtained and location of the boundary lines set. Mr. Wyman stated it is standard procedure to keep tops 25 feet from the property line. Mr. Atherton stated there is a lot of prep work required and the cost would be over the Town Manager's spending limit. Mr. Wyman stated there is income in the logging, but there is cost associated with doing the logging, but the income would exceed the costs. In an initial review of the property, Mr. Wyman stated the Town would make money in the timber that he saw. The parcel is approximately 24 acres. The intent would be to spend from

unrestricted reserves and the money made would go back into the fund. Mr. Atherton stated the Town is looking at ways to utilize the town-owned lots and any income generation is worth looking into.

Motion by Seth Hopkins/Devon Fuller to authorize the Town Manager to enter into a contact to prepare to market the timber on the lot behind the American Legion with Wyman Timber Harvesting (lot number to be added to motion).

Ethan Swift asked if a ballpark figure is known for the value of the timber. Mr. Wyman stated the area that he walked had maple and oak and if this held throughout the acreage, it would be a significant amount of money. Maple or oak would probably bring \$1,000.00 to \$1,500.00 per acre and soft wood would be about \$300.00 to \$500.00 per acre.

The motion passed - with one abstention – Tracy Wyman.

5. Planning Commission Appointments

a. Set the Membership Number for Planning Commission

Ethan Swift stated both Devon Fuller and he have had discussions with the Planning Commission Chair. Mr. Swift also contacted the staff attorney for VLCT to obtain input on the statutes concerning membership numbers for Planning Commissions. It was noted that in the past there has been difficulty achieving a quorum. According to the attorney a quorum number is based on the total number of membership and not necessarily how many people are appointed. Mr. Swift suggested setting the membership number to clarify the number of people needed for a quorum. Mr. Swift stated Mr. Guevin, Planning Commission Chair, thought that as many people that want to participate would be good to increase public participation. He feels that more members would help carry out the tasks that they need to do. Devon Fuller stated Mr. Guevin reiterated this concept to him. Mr. Fuller thought with a smaller board, it would be easier to have a quorum on a regular basis. Mr. Fuller suggested making it a smaller board to see how it works and if it is not working, the Select Board could increase the number of the membership. ~~Mr. Fuller also noted it is the Select Board's job to relieve those members not participating on a regular basis.~~ Dave Atherton stated it is currently a 7-member board and he felt that a 5-member board would allow the Planning Commission to hold meetings regularly. The meetings are public and other people can participate outside the board. Seth Hopkins was in agreement that it would serve the town well to move to a five-member board. Tracy Wyman also agreed with the five-member board, however, he noted that when he served on the Planning Commission, it was the impression that it was a nine-member board. Mr. Fuller stated it is up to the Select Board to manage the Planning Commission membership. The Select Board should make it clear what is expected of the Planning Commission and it was not thought that direction has been provided to the Planning Commission in the past. Mr. Wyman confirmed that when he was on the Committee, it was not known what the Select Board's expectations were. Doug Bailey stated with the issues of making a

quorum, the members chosen will have to be people that will show up and participate. The Select Board needs to provide better direction and assure that the people appointed will make it to meetings. Mr., Fuller suggested getting the Planning Commission some professional development. Mr. Atherton stated it would be good to bring someone in with a good planning background. There is training that is needed and the Town will provide the funding for training and Mr. Atherton would encourage members of the Planning Commission to attend training. Ethan Swift stated a couple of people have expressed their desire to be reappointed and some have had training. Because by statute any member may be removed by unanimous vote of the Select Board, it does provide the ability to remove those people that do not participate in the meetings. Mr. Swift expressed concern in limiting the membership. Mr. Guevin has advised that he is taking the larger share of the work. Mr. Bailey stated the Select Board should stay in touch with the Planning Commission Chair to assure that the committee is working. Mr. Swift suggested there should be more communication between the Select Board and the Planning Commission. Seth Hopkins noted that it is common in the board world that when one is absent from three consecutive meetings, one is deemed to have resigned. It was noted that by making the board smaller, it is not excluding people from participating in the committee. Mr. Atherton stated the Zoning Administrator attends all of the Planning Commission meetings and Ms. Scheck could report back to the Town Manager on what is discussed during the meetings.

Motion by Seth Hopkins/Tracy Wyman to set the number of Planning Commission members to five.

Devon Fuller stated he has had discussions regarding this topic and he felt that going with five members could help the Planning Commission with meeting a quorum. If it is found that this membership number is not working for the Commission, the Select Board could make a future adjustment. Ethan Swift also noted that it is not an easy issue to resolve.

The motion passed with one opposition – Ethan Swift.

b. Appointments to the Planning Commission

Dave Atherton reported there are three people currently on the Planning Commission: Marty Feldman – term ending 6/30/17, Jeff Guevin- term ending 6/30/18 and Phyllis Aitchison – term ending 6/30/17. Seth Hopkins suggested leaving the current three representatives and filling two vacancies with three-year terms and making all subsequent appointments three-year terms.

Motion by Seth Hopkins/Tracy Wyman to appoint Maria Ammatuna to a three-year Planning Commission term to expire June 30, 2019. **The motion passed unanimously.**

Motion by Devon Fuller/Tracy Wyman to nominate Mike Lufkin to a three-year Planning Commission term to expire June 30, 2019. **The motion passed unanimously.**

Devon Fuller asked the Town Manager to write a letter to the Planning Commission members that have been on the Committee to thank them for their service. Doug Bailey stated in the letter it should be noted that the meetings are public and all are welcome to still attend the meetings. Mr. Bailey requested the Town Manager advise the Select Board when the Planning Commission meetings are to be held so that members of the Select Board could attend.

6. Segment 6/Bridge 114/Overflow Culvert

Dave Atherton reported there was a conference call with CLD, VTrans and people associated with storm water permitting regarding Segment 6. The project is on track and Town has the permit. There are three rights of ways remaining to be signed, the final plans are being drafted and the Town is waiting for the last two appraisals to complete the process. There will be a prebid meeting tomorrow for the Overflow Culvert project and Mr. Atherton will advise the Select Board who is in attendance. Mr. Atherton spoke with John Byatt last week concerning Bridge 114 and they are doing a 4-F study, as only the railing had been done previously. This project is on schedule. Mr. Atherton advised the closing date for Newton Road is August 2nd. After that, the Town can start the bid process for demolition.

10. Fiscal

a) FY 2015/16 Warrant – July 25, 2016 - \$55,356.38

Motion by Tracy Wyman/Devon Fuller to approve the FY2015/16 warrant of July 25, 2016 in the amount of \$55,356.38. **The motion passed unanimously.**

It was questioned why warnings are sometimes placed in the Rutland Herald rather than the local paper. It was noted that sometimes there needs to be a time-sensitive warning inserted in the Rutland Herald.

b) FY2016/17 Warrant – July 25, 2016 - \$90,253.46

The invoice for a tent rental was questioned and it was noted it was for the Brandon Auction and the Wednesday event in the park the following evening.

Motion by Ethan Swift/Devon Fuller to approve the FY2016/17 warrant of July 25, 2016 in the amount of \$90,253.46. **The motion passed unanimously.**

Motion by Devon Fuller/Ethan Swift to enter into executive session pursuant to 1VSA 313(a)(3) regarding the appointment or employment or evaluation of a public officer or employee at 8:05PM to include the Town Manager and the Zoning Administrator. **The motion passed unanimously.**

11. Executive Session Pursuant to 1VSA 313(a)(3) – The appointment or employment or evaluation of a public officer or employee

Motion by Devon Fuller/Tracy Wyman to come out of executive session at 8:30PM. **The motion passed unanimously.**

Motion by Devon Fuller/Seth Hopkins to offer Anna Scheck a contract for Zoning Administrator for the remaining three-year term at \$50,648.00 per year. **The motion passed unanimously.**

13. Adjournment

Motion by Seth Hopkins/Ethan Swift to adjourn the Select Board meeting at 8:32PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

**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 Bisette, 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,

Janet Mondlak

Town Manager's Report for the Weeks of August 8th & August 15th

Route 7 Overflow: Bids were opened on 8/5/16. There were 3 bidders, Markowski Excavation (\$2,124,938.38), ECI (\$2,275,000.00), and Belden (\$2,358,515.00). The lowest bid from Markowski Excavation came in \$514,000 over what the town had procured for construction. After multiple conversations and paperwork, we have sent in a request for the additional \$514,000. The town's portion for this will be \$93,000.00. Lauren Oates, Hazzard Mitigation Officer for the Division of Emergency Management and Homeland Security, felt very confident that we will be approved for the additional funding on the Overflow Culvert. With this information and the time restraints for the project, the Public Works Director has awarded the project to Markowski Excavation and sent the Notice to Proceed. We have a plan to come up with the \$93,000 that is needed, the Town has bonded for the whole amount of the Champlain Street Pump Station at \$680,000, Rural Development will be letting us know in the next few weeks the amount of the Grant we will receive for the Pump Station. The extra that was bonded will be more than enough to cover the \$93,000 needed. If there are any other suggestions from the Board on where to obtain the funding needed to complete the overflow project, we can discuss this.

Route 7 Segment 6: We are finishing the last four ROW's that are awaiting further review. As soon as we receive the last appraisal from O&K, we will be starting the condemnation process. We should be receiving final plans in the beginning of September. Utility Agreement is almost complete, as soon as we have final plans the overhead utilities will start to be replaced this fall.

Underground utilities is \$736,000 we have \$280,000. This is a 50% match, which means we are \$88,000 short for the underground utilities for segment 6. ...LONG PAUSE... Where is this money coming from??? Your Guess is as good as mine!!!ANOTHER LONG PAUSE.....

Bernie Carr has been selected to be the liaison between the MPM (, RE, Contractor and the Town. This will be a paid position reimbursable by FHWA. The RFQ is complete for inspection services for Segment 6. As soon as we have final plans the RFQ will go out.

Cobb Hill: The footers for the Pipe Arch have been poured. The bottom has been filled. The pipe arch construction has started today, Monday. The road tentatively should be open in two weeks.

Police Department Building: The siding on the existing building is complete! The contractor, Gearwar Builders, has done a fantastic job. We went a little over budget due to change order on existing windows that were not installed correctly. The garage addition, the DRB hearing is going to be held on August 24th. We do not foresee any problems as the town had a permit for this addition but it has expired.

Insurance Claims: We had two claims that we have submitted to our insurance company, VLCT. (1) The fence at the Newton Road pump station was damaged from a Motor Vehicle Accident. We have asked five fence companies for quotes, and only have received two quotes. These have been forwarded to the auto insurance company along with pictures of the damaged fence. (2) Lightning at the Town Hall occurred on Saturday August 13th. The only damage was the sound and light board that is used for performances. The claim has been submitted to VLCT, and they have approved the quote for \$11,145.16. We do have \$1,000.00 deductible that we will be billing to the Friends of the Town Hall.

Planning Commission: We now have an opening on the Planning Commission. Jeff Guevin, Chairman has resigned from the PC. We will be advertising for any interested Town Resident to apply, by sending a letter of interest to the Town Manager. I personally would like to thank Jeff for all his hard work and dedication to the PC and the Town of Brandon over the last several years. You will be greatly missed.

Highway Department: Update of the Roadside mower: we still have not received a delivery date for this. New Mack Dump Truck: Should be arriving on this Friday, August 26th!! We have plans to park the new truck downtown so the taxpayers can look at their new piece of equipment.

Public Works would like to extend their Thanks to the Select Board and the taxpayers in Brandon for their support in the purchase of this new equipment.

Please see the attached project tracker, for your entertainment purposes only!!

General Information: BHOP will be closed this week for vacation. This will be tragic for the Town, as we will have to go somewhere else for lunch. ☹ While Dave was on vacation during the week of August 15th, we have gotten this all completed!! 😊

Respectively Submitted,

Daryl Burlett, A.T.M.

Acting Town Manager



Request for Reimbursement

MUNICIPALITY	DISTRICT NO.	EA & Contract NO.	TOWN NO.
Brandon	3	THS30016 BC1716	1102

CHOOSE ONE BELOW:	% of Work Completed:	Amount Previously Paid Town:
<input checked="" type="checkbox"/> Final Claim <input type="checkbox"/> Partial Claim	_____ 100 %	\$ 79,856.10

Name and address of claimant: Town of Brandon 49 Center Street Brandon, VT 05733 802-247-3635 x211 -Public Works Director	Emergency Fund Grant	<input type="checkbox"/>
	Structures Grant	<input checked="" type="checkbox"/>
	Class 2 Roadway Grant	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>

I (WE) SWEAR TO THE CORRECTNESS OF THE STATEMENTS MADE IN THIS CLAIM AND THAT: 1. THE WORK IS COMPLETE AND HAS BEEN ACCEPTED BY THE MUNICIPALITY. 2. THE WORK HAS BEEN PERFORMED IN ACCORDANCE WITH THE GRANT AGREEMENT WITH THE VERMONT AGENCY OF TRANSPORTATION FOR THIS PROJECT. 3. THE TOWN HAS PAID FOR THE EXPENSES SHOWN HEREON (LABOR, EQUIPMENT, AND MATERIALS). _____ (sign) _____ (sign) _____ (sign) _____ (sign) _____ (sign)	Original Award Amount: \$ 93,362.49 Amended Award Amount: \$ 0.00 Total state funds awarded: \$ 93,362.49
	<hr/> PROJECT COSTS: Total project costs to date: \$ 139,929.00 Minus previous payments: \$ 79,856.10 Minus municipality portion: \$ 46,566.51 Amount of payment: \$ 13,506.39
	<hr/> Authorized District Representative (sign)
	Approved Date _____
	TA 65 Rev. 11-2015

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 62736 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 08/22/16 To 08/22/16

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
100458	A.W. CHESTERTON COMPANY 2722346/912	mechanical seal	1179.85	0.00	1179.85	42483	08/22/16
310631	AMERICAN HIGHWAY PRODUCTS, LTD 24312	manhole risers	629.24	0.00	629.24	42484	08/22/16
100856	APPLIED INDUSTRIAL TECHNOLOGIE 7008487056	bearings for pump	208.61	0.00	208.61	42485	08/22/16
100190	BLUE SEAL FEEDS 329-4445	trash bags	36.97	0.00	36.97	42486	08/22/16
100280	BRANDON LUMBER & MILLWORK CO. 508262/3	hedge shears	24.99	0.00	24.99	42487	08/22/16
200218	BRANDON REPORTER JULY 2016	JULY REC ADS	624.75	0.00	624.75	42488	08/22/16
310390	BTS, INC 11814	ACTIVATE MULT JACKS	86.45	0.00	86.45	42489	08/22/16
100860	CARROLL, BOE & PELL P.C. 29374	misc matter July	247.00	0.00	247.00	42490	08/22/16
100462	CASELLA WASTE MANAGEMENT INC. 1301671	dumpster	665.88	0.00	665.88	42491	08/22/16
100462	CASELLA WASTE MANAGEMENT INC. 1952515	trucking of sludge	975.00	0.00	975.00	42491	08/22/16
301503	CHAMPLAIN VALLEY PLUMBING 651380	diesel fuel	693.94	0.00	693.94	42492	08/22/16
100900	CHARLES, STEPHEN & KRISTEN 0024-0149	overpayment 1st quarter	1148.47	0.00	1148.47	42493	08/22/16
300796	CLD CONSULTING ENGINEERS 54458	CLD ref 12-0177	1281.68	0.00	1281.68	42494	08/22/16
300796	CLD CONSULTING ENGINEERS 54498	Water Design Seg 6	4047.99	0.00	4047.99	42495	08/22/16
300796	CLD CONSULTING ENGINEERS 54499	Seg 6 Sewer Design	456.90	0.00	456.90	42496	08/22/16
300796	CLD CONSULTING ENGINEERS 54500/54501	Seg 6 Roadway Design	25414.00	0.00	25414.00	42497	08/22/16
310097	COMCAST 8-9-16 TH	august phone	138.41	0.00	138.41	42498	08/22/16
310177	COTT SYSTEMS, INC. 111298	sept host fee	227.00	0.00	227.00	42499	08/22/16
100470	CROSBY'S SALES & SERVICE 0058648	maint/repair snowblower	79.17	0.00	79.17	42500	08/22/16
100073	E J PRESCOTT INC 5105651	riser rings, MH covers	823.66	0.00	823.66	42501	08/22/16
100494	ENDYNE INC 207557	testing	90.50	0.00	90.50	42502	08/22/16
100494	ENDYNE INC 209326	testing	123.50	0.00	123.50	42502	08/22/16
100547	ENVIRONMENTAL RESOURCE ASSOCIA 801284	pH	115.00	0.00	115.00	42503	08/22/16
310037	FAIRPOINT COMMUNICATIONS HWYAUG2016	Aug 6 to Sept 05	188.98	0.00	188.98	42504	08/22/16
100925	FOLEY SERVICES INC 1038563	uniforms	47.58	0.00	47.58	42505	08/22/16
100925	FOLEY SERVICES INC 1039871	uniforms	20.64	0.00	20.64	42505	08/22/16
100925	FOLEY SERVICES INC 1039872	uniforms	47.58	0.00	47.58	42505	08/22/16
310054	FULLER, DEVON 23	Painting TO-pymt#2	2823.33	0.00	2823.33	42506	08/22/16
310610	GEARWAR BUILDERS INC 414	vinal siding	17359.68	0.00	17359.68	42507	08/22/16
100725	GREEN MOUNTAIN GARAGE 090602	inspection of pickup	30.00	0.00	30.00	42508	08/22/16
100725	GREEN MOUNTAIN GARAGE 090718	filters	127.61	0.00	127.61	42508	08/22/16
310233	GREEN MOUNTAIN POWER AUG 2016	august electric	8730.92	0.00	8730.92	42509	08/22/16
310512	HIRSCHBERGER, CHARLOTTE AUG182016	class	100.00	0.00	100.00	42510	08/22/16
300600	HOLLAND COMPANY INC 105327	sodium bisulfite	1708.50	0.00	1708.50	42511	08/22/16
310552	INNOVATIVE SURFACE SOLUTIONS INV34048	proguard mag	3604.00	0.00	3604.00	42512	08/22/16
101030	JOBST, RAYMOND AUG2016	bulbs for PD lighting	72.02	0.00	72.02	42513	08/22/16
310564	MAGEE OFFICE PRODUCTS 886168	toner	115.86	0.00	115.86	42514	08/22/16
100588	MARKOWSKI EXCAVATING, INC. V-17256	gravel	693.00	0.00	693.00	42515	08/22/16
300747	MELANSON COMPANY INC 00067466	modify gear coupling	35.00	0.00	35.00	42516	08/22/16
310602	MITCHELL, DAVID A. AUG182016	umpiring	40.00	0.00	40.00	42517	08/22/16
100788	NEW ENGLAND MUNICIPAL RESOURCE 37111	annual support agreement	1336.85	0.00	1336.85	42518	08/22/16
310617	OTTER VALLEY UNIFIED UNION SCH AUGUST 2016	portion of taxes	931871.50	0.00	931871.50	42519	08/22/16
310530	PATCH ELECTRIC 571	Lightning strike investi	100.00	0.00	100.00	42520	08/22/16
100283	PIKE INDUSTRIES, INC 881102	Ledge Pak	4950.51	0.00	4950.51	42521	08/22/16
310609	RICKERT, MATTHEW & MIRANDA A-314	refund of damage deposit	300.00	0.00	300.00	42522	08/22/16
100478	ROYAL GROUP, INC. 629519	service call	253.50	0.00	253.50	42523	08/22/16
100005	RUTLAND COUNTY SOLID WASTE DIS 22977	JULY SURCHARGE	896.34	0.00	896.34	42524	08/22/16
100005	RUTLAND COUNTY SOLID WASTE DIS 23007	july recycling	75.42	0.00	75.42	42524	08/22/16
330470	SHIELDS CONSTRUCTION 08132016	Fix rot on trim	959.92	0.00	959.92	42525	08/22/16
300264	SKI DOOR INC 23767	replaced key cylinder	107.00	0.00	107.00	42526	08/22/16

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 62736 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 08/22/16 To 08/22/16

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
300247	SURPASS CHEMICAL CO INC 299835	sodium hypochlorite	485.52	0.00	485.52	42527	08/22/16
200277	THUNDER TOWING & AUTO RECOVERY 4231	oil filter, oil	54.81	0.00	54.81	42528	08/22/16
200277	THUNDER TOWING & AUTO RECOVERY 4236	tire repair, inspection	45.00	0.00	45.00	42528	08/22/16
200277	THUNDER TOWING & AUTO RECOVERY 4240	lube, oil and filter	29.95	0.00	29.95	42528	08/22/16
100682	USA BLUE BOOK 018555	gas sensor cartridge	386.65	0.00	386.65	42529	08/22/16
310045	VERMONT DEPARTMENT OF HEALTH 8-17-2016``	engraved paper	10.00	0.00	10.00	42530	08/22/16
300581	VERMONT OFFENDER WORK PROGRAMS SS0801	signs	238.48	0.00	238.48	42531	08/22/16
200284	VMCTA AUG 2016	annual meeting Sue 9-19	65.00	0.00	65.00	42532	08/22/16
200284	VMCTA OCTOBER 2016	annual membership	55.00	0.00	55.00	42533	08/22/16
310046	W.B. MASON CO INC I36794159	sheet protectors	164.95	0.00	164.95	42534	08/22/16
100202	WATER INDUSTRIES INC 120336	air release valve	961.65	0.00	961.65	42535	08/22/16
100202	WATER INDUSTRIES INC 120376	120376	496.35	0.00	496.35	42535	08/22/16
100900	ZELIS, MARK & REBECCA 0035-0002	overpaid 1st quarter tax	703.51	0.00	703.51	42536	08/22/16
Report Total			1,019,611.57	0.00	1,019,611.57		

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 \$ *1,019,611.57
Let this be your order for the payments of these amounts.

