

**Brandon Select Board Meeting
August 22, 2016**

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

In Attendance: Seth Hopkins, Tracy Wyman, Ethan Swift

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

1. Call to order

The meeting was called to order by Seth Hopkins, Vice-Chair at 7:00PM.

a) Agenda Adoption – Motion by Tracy Wyman/Ethan Swift to adopt the agenda. **The motion passed unanimously.**

2. Approval of Minutes

a) Motion by Tracy Wyman/Ethan Swift to approve the July 25, 2016 Select Board meeting minutes as presented. **The motion passed unanimously.**

b) Motion by Ethan Swift/Tracy Wyman to approve the August 8, 2016 Select Board meeting minutes as amended. **The motion passed unanimously.**

Correction on Page 3 – 5th bullet – a correction in the first sentence to read storm water management, rather than wastewater management

3. Town Manager's Report

Dave Atherton advised that he was on vacation last week and his Town Manager's report was submitted by Daryl Burlett, Acting Town Manager. With regard to the Route 7 Overflow project, bids were open on August 5th. There were three bidders and the lowest bidder came in \$514,000.00 over what the town had procured for construction. A request for the additional funding was submitted to the Division of Emergency Management and Homeland Security and they are confident the Town will be approved the additional funding. The Public Works Director awarded the contract to Markowski Excavation and the Notice to Proceed was received from Hazard Mitigation. With regard to Route 7 Segment 6, the final four appraisals are awaiting further review and as soon as the Town has received the last appraisal the condemnation process will be started. There is an \$88,000.00 shortfall in the funding for the underground utilities. There will be research done to determine the funding. Bernie Carr has been select as the Municipal Project Manager. This will be a paid position reimbursable by FHWA. The RFQ is

complete for the inspection services for Segment 6 and as soon as the final plan is received, the RFQ will go out. The footers for the pipe arch for Cobb Hill have been poured. The pipe arch construction started today and the road tentatively should be open in two weeks. The siding on the existing Police Department building is complete up to the south end and Gearwar Builders has done a fantastic job. A DRB hearing will be held on August 24th for the garage addition. There are no foreseen problems as the Town had a permit for this addition, but it had expired. There have been two claims submitted to the Town's insurance company. One was for the fence at the Newton Road pump station that was damaged from a motor vehicle accident and one for damage to the sound and light board at the Town Hall due to being struck by lightning. The Planning Commission now has an opening as Jeff Guevin, Chairman, has resigned. The Town will be advertising for any interested residents to send a letter of interest to the Town Manager. The Town would like to thank Mr. Guevin for his work and dedication to the Planning Commission and the Town over the last several years. With regard to the Highway Department, the Town still has not received delivery of the roadside mower. The new Mack dump truck should be arriving on August 26th. The Public Works Department would like to thank the Select Board and the taxpayers for their support in purchasing this new equipment. There was a project tracker report provided to the Select Board for their review. Seth Hopkins questioned the reason the bids came in higher than expected for the overflow structure. Dave Atherton stated the biggest concern with all bidders was to assure that the Blue Moon building is safe. The increased cost is for shoring up the building. Mr. Hopkins stated the report also talks about the bond for the Champlain Street Pump Station and the potential to provide the additional funds the Town will need for the overflow culvert from this bond. Mr. Hopkins stated the bond is to be paid through the waste water user fees. Mr. Atherton advised he will have additional information on how this will work at the next meeting. Sue Gage will be discussing this matter with the bond board. Mr. Hopkins noted it is too late to make a change with regard to the underground utilities. Mr. Hopkins suggested it might be expeditious to commit funding from the fund balance for this project. Dave Atherton stated the Town has discussed this option, but this would require approval from the Select Board. Chris Brickell confirmed that the DRB hearing for the Police Station is to be held Wednesday, August 24th. Dick Kirby asked about the contract for Markowski and where the extra money will come from. Mr. Atherton stated the majority of the funding will be from FEMA, but the Town had to resubmit for the funding. This is a 75/25 match with 75% coming from FEMA. Mr. Atherton reported he recently had a meeting with Historic Preservation, who have assisted the Town with getting grants for the Town Hall. He stated it was a good meeting that included a review to determine if there are opportunities for more grants.

4. Comments for Items not on the Agenda

Richard Baker reported this Sunday is the 5th anniversary of tropical storm Irene.

Ethan Swift stated the Town has accomplished a great deal of work and he feels it is his time to step down from the Select Board to allow another member of the community to serve. Mr. Swift is grateful for the support of the residents over the years. He has

chosen this time to step down so that someone can benefit in participating in the budget building process. Mr. Swift's last Select Board meeting will be the next meeting, September 12th.

Seth Hopkins appreciated that Mr. Swift will be present at the next board meeting. In speaking for the Board, Mr. Hopkins stated the Town has benefited from Mr. Swift's professional knowledge and congenial way of working that has been beneficial for the Town and the people of Brandon. Mr. Hopkins thanked Mr. Swift for his professionalism and his work with the state agencies.

5. Planning Commission Vacancy

Seth Hopkins advised there is a vacancy on the Planning Commission. Mr. Hopkins requested the Town send Jeff Guevin a letter of thanks for his years of service to the Planning Commission and the Town. Dave Atherton stated he would like to place an ad for a Planning Commission member in The Reporter. Mr. Guevin's term was to expire in 2018 and it was suggested to advertise to fill the balance of Mr. Guevin's term. Bernie Carr will also include this information in the Chamber newsletter. Mr. Hopkins expressed the Select Board's gratitude for the work Mr. Guevin has done for the Town.

6. Wood Lane Reimbursement Request

Dave Atherton stated this is the TA65 request for the Town's reimbursement for the Wood Lane Culvert project that requires Select Board approval. The project is now complete.

Motion by Ethan Swift/Tracy Wyman to approve the TA65 Request for Reimbursement in the amount of \$13,506.39. **The motion passed unanimously.**

7. Segment 6/Bridge 114/Overflow Culvert

Dave Atherton advised that his cohorts covered this agenda item in the Town Manager's report and the projects are also noted in the Project Tracker report. Bernie Carr stated there is discussion of hosting another barn-raising in October and it has been suggested to have Segment 6 as the topic of discussion. Dave Atherton stated the last Main Street meeting also discussed this item. Mr. Atherton suggested waiting until sometime this winter after the Town has hired a contractor to enable them the opportunity to be included in the discussion. Mr. Atherton reported Bridge 114 has a final design and the only item remaining is the historic review. Mr. Atherton does not anticipate any issues as Historic Preservation was previously involved with the rail review.

8. Fiscal

a) FY2016/17 Warrant – August 22, 2016 - \$1,019,611.57

Motion by Ethan Swift/Tracy Wyman to approve the FY2016/17 warrant of August 22, 2016 in the amount of \$1,019,611,57. **The motion passed unanimously.**

Dave Atherton reported the majority of the warrant was for the school district payment.

Dave Atherton also noted that BHOP was on vacation this week and the Town was feeling the pain of them being closed. Seth Hopkins reported there are two remaining concerts in the park. Richard Baker reported there will also be a silent film shown at the Town Hall this Saturday.

9. Adjournment

Motion by Tracy Wyman/Ethan Swift to adjourn the Select Board meeting at 7:21PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary