

Brandon Select Board Meeting

June 26, 2017

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

Board Members In Attendance: Seth Hopkins, Devon Fuller, Brian Coolidge, Tracy Wyman (arrived after start of meeting)

Others in Attendance: Dave Atherton, Richard Baker, Susan Gage, Jeff Stewart, Bernie Carr, Raymond Jobst, Steve Bisette, Bill Moore, Jackie Savela, Brent Buehler

1) Call to Order

The meeting was called to order by Seth Hopkins, Chair at 7 pm. Devon Fuller asked that the board and those in attendance take a moment of silence for Phyllis Reed who died last week. Mr. Fuller stated that Ms. Reed was very active in her community, and particularly in local politics, rarely missing a Select Board meeting. She served on the Budget Committee and was an appointed auditor for the town in the past. Her absence will be felt.

a) Agenda Adoption – Motion by Devon Fuller/Brian Coolidge to adopt the agenda. Seth Hopkins asked that the agenda be modified to add an item under fiscal: h) Town Manager Bonus. Mr. Fuller asked to add an executive session to the agenda following item number 7 under 1 VSA Section 313(a)(3) regarding the appointment of employment of evaluation of a public officer or employee. Agenda was adopted as amended.

2) Approval of Minutes

a) Select Board Minutes - June 12, 2017 – Seth Hopkins asked that the approval of minutes be tabled until a missing board member could be present. Motion to table by Devon Fuller/Brian Coolidge. Motion approved unanimously.

3) Town Manager's Report

Dave Atherton reported on the weeks of June 12 and June 19. Town has received preliminary schedule and critical path activities from Casella on Segment 6. Tentatively scheduling a groundbreaking ceremony for July 31st. Waiting for state confirmation. Nothing to report on the overflow culvert. The bat study for Bridge 114 has been completed and although bats are present, they are not roosting in the structure. Right of way negotiations have begun on the Churchill Road Bridge, and we are hoping to complete this process shortly. Only two parties involved. The tax sale redemption period ended on June 22nd, and the town acquired property that we will be noticing as for sale soon. Three mobile homes will be demolished. The town has received a 2017 Energy Management Award from Efficiency Vermont for the Wastewater Treatment Plant. The Highway Department is continuing roadside mowing and grading. The Recreation Department had a successful spring baseball season which just came to a close with the largest number of kids participating, 189 of them. Thanks to all sponsors and coaches:

Aubuchon Hardware	Bull Dogs	Gus Letourneau & Brian Thomas
Hayes Pallets	Redsox	Ricky Hayes & Matt Roberts
American Legion	Post 51	Duke Whitney, Mike Lufkin & Tim Comes
Markowski Excavating	Diggers	Jessica Ketcham & Jamie Deforges
McCullough Bros	Hawks	Jeff & Dallas Ladd, Aaron Kerins
Dubois & King	Bombers	Gary Benoit & Lilly Bixby
Letourneau Lawn Care	Bees	Kristle Wheeler & Jason Donaldson
McCullough Bros	Hawks	Dan Pitner & Lance Laraway
Graph-x	Gators	Joe Desabrais & Melissa Bassette
Naylor & Breen	Extreme	Chrysty & Chad Palmer, Heather LaPorte & Keith Wetmore
From the Ground Up	Bob Cats	Lilly Bixby & Gary Benoit
Dubois & King	Engineers	Brent Wilbur & Kyle Trudo
Mae's Place	Moose	Darcie & Ian Heitmann
Patch Electric	Chargers	Jeff Guevin & Kelly Trayah

The Brandon Carnival was a great success raising \$3,300 for the Brandon Area Toy Project, and another \$3,300 to support Estabrook Park improvements. Swimming lessons at the Brandon Inn will start on July 17th and at the Autumn Mountain Winery the week of July 31st. Practice for the Vermont State Track Meet will start on July 12th. Brandon Recreation will be sending a team for the first time to Saint Johnsbury on July 29th.

Devon Fuller asked what the soft start on July 10th meant for Segment 6. Mr. Atherton explained that there may not be earth moved but we will begin seeing activity, such as the removal of trees. Mr. Fuller asked if the Bat report concludes we may move forward with Bridge 114, and Mr. Atherton confirmed.

4) Comments for Items not on the Agenda

Bill Moore reminded everyone that the Brandon 4th of July celebration will begin on Friday, June 30th with a street dance and vendors in Estabrook Park, followed by parade and vendors at Park Village on Saturday, July 1st. The activities and vendors begin at 10 am with a parade at 1:00. There will be parking in Park Village as well as shuttles running from Rite Aid and the Post Office. The shuttle will be running all day. Bernie Carr noted that the first Brandon 4th of July parade started 41 years ago at the Brandon Training School, so we are returning to our roots. Bill Moore also requested that lawn chairs be set up off the pavement as the roads are very narrow through Park Village and the parade will need the entire roadway.

Sue Gage mentioned that she passed out year-end general fund projections, and an updated sheet on project match needs. She apologized for not getting this information into the board packets on Friday.

Ray Jobst stated that he has built and installed an ashtray at the post office and is hoping to see less cigarette butts on the ground with this addition to town. Mr. Moore thanked Mr. Jobst for his contribution.

5) Approve Loan “Bond” Agreement

Motion to approve and sign the bond agreement paperwork Devon Fuller/Tracy Wyman. Seth Hopkins clarified with Dave Atherton that this paperwork relates to the bond that was approved by voters in 2016. Mr. Atherton confirmed. Motion approved unanimously.

6) Assignment of funds for FY 16/17

Devon Fuller/Tracy Wyman moved to assign the following amounts in the fund balance remaining after Fiscal Year 2016-2017:

1. \$17,000.00 – Interest Short Term
2. \$6,000.00 – Town Office Awning and Storm Windows from Capital Improvements
3. \$3,751.00 – Recreation - Basketball
4. \$3,300.00 – Recreation – Summer Programs from Carnival
5. \$3,300.00 – Recreation – Brandon Toy Project from Carnival

Motion approved unanimously.

Devon Fuller/Brian Coolidge moved to reserve the following amounts in the fund balance remaining after Fiscal Year 2016 - 2017:

1. \$3,965.83 – Recreation – Football
2. \$10,000.00 – Funds voted at Town Meeting for Brandon Boys and Girls Club, now defunct

Motion approved unanimously.

7) Fiscal

- a) **Consider Purchase of FY 17/18 Diesel Fuel**
- b) **Consider Purchase of FY 17/18 Heating Fuel**
- c) **Consider Purchase of FY 17/18 Gasoline**
- d) **Consider Purchase of FY 17/18 Propane**

Dave Atherton explained that the quotes on fuel enclosed are the low bidders. Seth Hopkins clarified that pricing was solicited from more than one vendor. Mr. Atherton confirmed that this is part of our procurement process. Motion to approve items a) – d), the purchase of Diesel, Heating Fuel, Gasoline and Propane as presented Brian Coolidge/Tracy Wyman. Motion approved unanimously.

- e) **FY 2016/2017 Warrant - June 26, 2017 - \$31,487.16**

Motion to approve warrant Devon Fuller/Tracy Wyman. Motion approved unanimously.

- f) **FY 2017/2018 Warrant - June 26, 2017 - \$13,005.54**

Motion to approve warrant Tracy Wyman/Brian Coolidge. Motion approved unanimously.

- g) **Route 7 Construction Warrant - June 26, 2017 - \$962,784.47**

Motion to approve warrant Devon Fuller/Brian Coolidge. Tracy Wyman abstained. Payment of warrant was approved with one abstention.

h) Town Manager Bonus \$1,250

Motion to approve Bonus Devon Fuller/Brian Coolidge. Motion approved unanimously.
Meeting was recessed at 7:35 pm.

Meeting reconvened at 7:58 pm.

8) Executive Session - 1 VSA Sect 313(a)(3) regarding appointment, employment or evaluation of public officer or employee

Motion to go into Executive Session Devon Fuller/Tracy Wyman. Motion to come out of Executive Session Brian Coolidge/Tracy Wyman. No Action Taken

9) Adjournment

Meeting Adjourned at 8:25 pm.

Respectfully Submitted,

Susan Gage, Town Clerk