

Brandon Select Board Meeting December 11, 2017

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

Board Members In Attendance: Seth Hopkins, Brian Coolidge, Devon Fuller, Doug Bailey, Tracy Wyman

Others In Attendance: Dave Atherton, Arlen Bloodworth, Richard Baker, Lee Kahrs, Chris Brickell, Dick Kirby, Bernie Carr, Chris Kilmer, Fred Colburn, Mike Denis, John Capen, Constance Pell

1. Call to order

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

a) Agenda Adoption

Motion by Tracy Wyman/Doug Bailey to adopt the agenda as amended. **The motion passed unanimously.**

Addition of Item 2b, c and d – approval of Budget Committee/Select Board special meeting minutes.

Addition of a third Executive Session Pursuant to 1V.S.A. 313(a)(3) – The Appointment or Employment or Evaluation of a Public Officer or Employee

2. Approval of Minutes

a) November 27, 2017 – Select Board Meeting Minutes

Motion by Brian Coolidge/Devon Fuller to approve the minutes of the November 27, 2017 Select Board meeting.

Doug Bailey reported the Select Board received an email from a constituent regarding the minutes of the November 27th meeting. Mr. Bailey has reviewed the Select Board Meeting policy from the VLCT handbook and noted that it states that by law, the minutes need to reflect the business transacted, board members present and active participants that talk, motions, proposals, resolutions and any votes. The suggestion that the minutes are edited is something that Mr. Bailey takes strong offense to as the Board is open and transparent and the minutes are also recorded. Mr. Bailey feels the minutes clearly reflect the business of the Select Board. Seth Hopkins stated the recording secretary submits the minutes and no editing happens until the next Select Board meeting. The minutes as taken and written by the recording secretary are posted with no input from the Town

Administration or Select Board and Mr. Hopkins has complete confidence in the recording secretary who has served in this capacity for many years.

The motion passed unanimously.

b) November 21, 2017 – Special Select Board/Budget Committee Meeting Minutes

Motion by Devon Fuller/Doug Bailey to approve the minutes of the November 21, 2017 special Select Board/Budget Committee meeting as amended. **The motion passed unanimously.**

A change in the meeting start time from 6:30PM to 6:00PM.

b) November 28, 2017 – Special Select Board/Budget Committee Meeting Minutes

Motion by Doug Bailey/Tracy Wyman to approve the minutes of the November 28, 2017 special Select Board/Budget Committee meeting as amended. **The motion passed unanimously.**

A change in the meeting start time from 6:30PM to 6:00PM and omit Seth Hopkins name from the list of attendees.

b) December 5, 2017 – Special Select Board/Budget Committee Meeting Minutes

Motion by Devon Fuller/Tracy Wyman to approve the minutes of the December 5, 2017 special Select Board/Budget Committee meeting as amended. **The motion passed unanimously.**

A change in the meeting start time from 6:30PM to 6:00PM.

3. Town Manager's Report

Dave Atherton reported the Budget meeting scheduled for tomorrow night has been rescheduled to Wednesday, December 20th at 6PM in the town office conference room. Mr. Atherton advised the Segment 6 work continues on the storm water structure on Franklin Street and the drainage work at the former Mobile Station site for Segment 6. The Town is planning to put Bridge 114 out to bid the first week of January and the Churchill Road Bridge the following week. The piping has been replaced on the Champlain Street pump station and the station is running fine. A meeting is scheduled with A & E and Belden for December 13th to discuss the add-on alternates. Mr. Atherton met with Dave Cramer from FEMA on December 7th to follow up on the July 1, 2017 flood damage and repairs. The Town has submitted all requested documents and is hoping to see reimbursement by the end of the year. A closing was held on the Champlain Street tax sale lot and the closing on the River Street property should take place before Christmas. The current delinquent tax total is \$196,263.33 of which \$124,727.81 is the collectable amount. The Town is going to be working with the attorney to determine what can be done with the abandoned properties. The delinquent sewer total is \$106,359.70, of which \$94,850.77 is collectable and the

rest is the same situation as the taxes. In the Rec Department, over 200 attended the Brandon Youth Theatre production, with a huge thanks to Director Nancy Manney, Dallas Ladd, Chris Naylor, Jeff Ladd, Chantelle Huff and Nichole LoPinto for making this a huge success. This is the last year that Nancy Manney will be directing. The Youth Wrestling sign-ups are open with the program starting 3 weeks earlier this year. Greg Babcock, Duke Whitney and Derric Miner will be the coaches again this year. The remaining 25 Flagship Cinema movie booklets that are good through April 30th have been reduced from \$25 to \$20. Mr. Moore wished to thank the Friends of the Town Hall for all the work they have done in preserving and restoring the Town Hall and for securing a grant that is supporting the stage rebuild. An information meeting is scheduled for January 2nd for the Brandon Rec/Blueberry Hill Ski Club. The U6/U8 basketball signups are open and practices start January 6th. The February Celtics trip is nearly sold out. The Brandon and Pittsford Recs will be collaborating to offer Teen Dances again this year, with the first one having taken place on December 8th.

4. Park Street Update

Dave Atherton received an email from VTrans last Friday regarding the Town's timeline for the water and sewer for Park Street because VTrans does not think the paving will be done until 2020. Mr. Atherton advised the Town will proceed as scheduled and a base coat will be done following completion of the water, sewer and storm water, with the final paving done according to VTrans schedule in 2020. Doug Bailey stated it likely also means that Route 73 will again be postponed and not paved until 2020. Mr. Atherton stated there will need to be a conversation with VTrans concerning that paving. Mr. Bailey stated it appears the project is much further down the line than initially thought.

5. Comments for Items not on the Agenda

Seth Hopkins stated at a previous meeting, there was a consensus of the Board to cancel the December 25th Select Board meeting. Dave Atherton advised warrants could be approved during the December 20th special Select Board/Budget Committee meeting since it is a warned meeting.

Motion by Doug Bailey/Devon Fuller to omit the second regularly scheduled Select Board meeting of December 25th. **The motion passed unanimously.**

Doug Bailey advised that merchants had indicated there was good business during the Moonlight Madness Event and he congratulated the Brandon Chamber on another successful event.

Dick Kirby questioned if there is just going to be another layer of pavement added to Park Street. Dave Atherton stated VTrans had come to the Town with Class I highway paving funds to finish the areas not done with Segment 6. Park Street is going to be brought down and made flatter with upgrades to the storm water, sewer and water.

6. Fiscal

a) Warrant – December 11, 2017 - \$111,977.50

Motion by Brian Coolidge/Tracy Wyman to approve the December 11, 2017 warrant in the amount of \$111,977.50. **The motion passed unanimously.**

Doug Bailey asked about the \$5,200.00 warrant for repairs on the town trucks. Dave Atherton reported one had a spring replaced and one had a brake job, plus items such as work on the augers for the sanders and chains installation. Mr. Bailey questioned the warrant for the Downtown Brandon Alliance for \$3,552.00. Mr. Atherton reported this amount was budgeted for items such as the downtown flowerpots, Christmas decorations and the Downtown Segment 6 Palooza event. Devon Fuller stated there has been discussion of doing payments on a quarterly basis.

b) Route 7 Segment 6 Construction Warrant – December 11, 2017 - \$506,787.14

Motion by Doug Bailey/Devon Fuller to approve the December 11, 2017 Route 7 Construction warrant in the amount of \$506,787.14. **The motion passed with one abstention – Tracy Wyman.**

The Board recessed to convene as the Board of Sewer Commissioners meeting at 7:23PM.

The Select Board reconvened at 7:38PM.

Motion by Tracy Wyman/Doug Bailey to enter into Executive session at 7:40PM Pursuant to 1V.S.A. 313(a)(3) – The Appointment or Employment or Evaluation of a Public Officer or Employee to include Constance Pell, Chris Kilmer, Fred Colburn, Mike Denis and John Capen. **The motion passed unanimously.**

7. Executive Session Pursuant to 1V.S.A. 313(a)(3) – The Appointment or Employment or Evaluation of a Public Officer or Employee

Motion by Brian Coolidge/Tracy Wyman to come out of executive session at 8:04PM. **The motion passed unanimously.**

There were no actions required.

Motion by Doug Bailey/Brian Coolidge to enter into Executive session at 8:08 Pursuant to 1V.S.A. 313(a)(3) – The Appointment or Employment or Evaluation of a Public Officer or Employee to deliberate from the first Executive session. **The motion passed unanimously.**

Motion by Doug Bailey/Brian Coolidge to come out of executive session at 8:35PM. **The motion passed unanimously.**

There were no actions required.

Motion by Tracy Wyman/Devon Fuller to enter into Executive session at 8:40PM Pursuant to 1V.S.A. 313(a)(3) – The Appointment or Employment or Evaluation of a Public Officer or Employee to include the Town Manager. **The motion passed unanimously.**

8. Executive Session Pursuant to 1V.S.A. 313(a)(3) – The Appointment or Employment or Evaluation of a Public Officer or Employee

Motion by Doug Bailey/Tracy Wyman to come out of executive session at 9:08PM. **The motion passed unanimously.**

Motion by Doug Bailey/Devon Fuller to separate the Code Enforcement position from the Zoning position and create two positions; a Zoning position at 20 hours per week and a Code Enforcement position at 8 hours per week. **The motion passed unanimously.**

Motion by Tracy Wyman/Doug Bailey to authorize the Board Chair to allow the Zoning Administrator to attend classes funded by the Zoning budget. **The motion passed unanimously.**

Motion by Doug Bailey/Tracy Wyman to enter into Executive session at 9:18PM Pursuant to 1V.S.A. 313(a)(3) – The Appointment or Employment or Evaluation of a Public Officer or Employee to include the Town Manager. **The motion passed unanimously.**

9. Executive Session Pursuant to 1V.S.A. 313(a)(3) – The Appointment or Employment or Evaluation of a Public Officer or Employee

Motion by Devon Fuller/Doug Bailey to come out of executive session at 9:53PM. **The motion passed unanimously.**

There were no actions required.

9. Adjournment

Motion by Brian Coolidge/Doug Bailey to adjourn the Select Board meeting at 9:55PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary