

**Brandon Select Board Meeting
February 12, 2018**

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

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

Others In Attendance: Dave Atherton, Arlen Bloodworth, Richard Baker, Bernie Carr, Jeff Stewart, Steve Bissette, Lee Kahrs, Dick Kirby

1. Call to order

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

a) Agenda Adoption

Motion by Tracy Wyman/Devon Fuller to adopt the agenda as presented. **The motion passed unanimously.**

2. Approval of Minutes

a) January 22, 2018 – Select Board Meeting Minutes

Motion by Devon Fuller/Tracy Wyman to approve the minutes of the January 22, 2018 Select Board meeting. **The motion passed unanimously.**

b) Select Board Public Information Meeting Minutes – January 23, 2018

Motion by Devon Fuller/Brian Coolidge to approve the minutes of the January 23, 2018 Select Board Public information meeting. **The motion passed with one abstention – Tracy Wyman.**

c) Select Board Minutes Union Contract Negotiations – January 31, 2018

Motion by Doug Bailey/Brian Coolidge to approve the minutes of the January 31, 2018 Select Board Union Contract Negotiations meeting as amended.

Addition of the following motion that was inadvertently omitted from the minutes following the sentence; Mr. Hopkins expressed concern about turning over the Town proposal without receiving Unions in return:

“Motion by Devon Fuller/Doug Bailey to find that premature general public knowledge of upcoming negotiations with AFSCME will clearly place the Town at a substantial disadvantage

by disclosing the Town's negotiation strategies. **The motion passed with one abstention – Tracy Wyman.**”

Seth Hopkins stated when going into executive session, there has to be a motion to explain why and then a motion to go into executive session.

The motion passed unanimously.

3. Town Manager's Report

Dave Atherton reported utility work continues on Conant Square and Grove Street for Segment 6. The apparent low bidder for Bridge 114 was Alpine Construction from Schuylerville, NY. VTrans is currently reviewing the bids to confirm. The Town received four RFQ's for the construction inspection and are currently reviewing them, with a decision to be made soon. These bids were also sent to VTrans to review. The Churchill Road Bridge did not go out to bid in January. The Town was waiting for an MOU from the Federal Lands and the draft was received today. The bid documents are ready to go. They wanted the Forest Service to take delivery of the bridge, but it was realized the Town needs to assume the role, which the Town was already doing. Once the agreement is signed, it will be posted for bids. Last week the Vermont Advisory Council on Historic Preservation met to award the 2018 Certified Local Government grants. The following projects were awarded funding: for Brandon, a 2018 Historic Preservation and Downtown Conference Support in Bristol on June 8, 2018. Brandon was asked by Historic Preservation to apply for the Town of Bristol because they are not yet a certified local government. This does not cost the Town of Brandon anything to host it for the Town of Bristol. The proposed easement deeds, plans and waivers for the Union Street Sidewalk project have been sent to VTrans right-of-way for review. Due to the amount of snow/ice storms this season, the Town is anticipating going over budget on road salt this year, as well on temporary part-time plowing. The Town had people out all weekend sanding and salting roads. In the Rec Department, tryouts for the March 9th Brandon Rec/Neshobe PTO talent show was held February 5th. The next try-out will be February 19th at the Town Hall. The Middlebury Snow Bowl Ski Program is scheduled for Sundays in March, with the bus leaving OVHUS at 7:30AM and will include lessons and skiing until 12:30PM. Sign-up is on-line. The “Week of Fun” vacation camp at the Compass Music and Arts Center for the week of February 19th is nearly full. The Brandon Rec Basketball fundraising 80's themed dance will be held February 24th at Paddlers Pub thanks to the hard work of Stephanie Chicoine of Cattails/Paddlers Pub. Tickets are \$10.00 and the event starts at 8PM. The Rec Department is looking for coaches for the following sports: youth lacrosse, baseball, indoor soccer and track & field. Bill Moore attended the Vermont Community Development Association meeting. The May conference will focus on marketing strategies for Vermont communities. Workforce training money has been awarded to New England Woodcraft from a Vermont Department of Economic Development grant, thanks to the efforts of REDC and New England Woodcraft President, Gary Marini. The grants cover up to ½ the cost for training new hires and existing workers on jobs that pay at least \$13.17 per hour. There is \$167,591.00 available in the Brandon Revolving Loan Fund as of 2/8/18. This money is available to businesses that are looking for help with start-up costs, a move to Brandon or expansion of current operations with an eye toward job creation. Contact Bill Moore for more information.

Devon Fuller requested clarification of the Churchill Road Bridge MOU. Dave Atherton advised that because funding is coming from Federal Lands, the Forest Service had offered to do the engineering and construction for the Town's in-kind match and the funding could be kept internally. When reviewing the project, it was determined the Forest Service could not stamp the plan and it then reverted back to the original plan of the Town doing the bidding and oversight of the project and the Forest Service will still do their in-kind support. The Town will not have to pay as much of the percentage and it will help the Town out. When the project is completed, Brandon will own the bridge and will maintain it.

Seth Hopkins stated there have been many nice comments received recognizing the hard work of the Public Works Department on the roads and sidewalks. Mr. Hopkins suggested if there are sidewalks that have been done, but have snow build-up due to plowing; home and business owners could possibly clear those piles, as there are some people that have mobility challenges.

4. Park Street Update

Dave Atherton reported the informational meeting for the Park Street project was well attended and there will be additional discussion of this topic at Town Meeting. The meeting was well attended and Jason Booth from A & E did a good job of explaining the project. A second public meeting about the bond for Park Street will be held during Town Meeting. Mr. Atherton advised the \$1.4 million amount that will be put forth to the voters is not what the cost will be for the project, but the Town is required to have a positive bond vote for consumer confidence. The Town has already received quite a bit of funding for the storm water and the Town is looking into a revolving loan fund for the wastewater. The Water District will also be covering the cost of the water portion of the project.

5. Comments for Items not on the Agenda

Dick Kirby expressed concern about the icy conditions of the sidewalk downtown on Sunday near the Brandon Artist Guild. He also noted there were other people further down the sidewalk who could not get their footing due to the ice. Mr. Kirby asked if the Town could get a tractor that would spread sand on the sidewalks. Seth Hopkins thanked Mr. Kirby for bringing this concern forward. Dave Atherton advised the Town does have a sander, however, there was a lot of territory for the Road Crew to cover throughout the weekend and it was difficult to keep up with the sanding due to the frequently changing temperatures. Bernie Carr stated there were literally hour-to-hour changes with this weather and there was nothing anyone could do about it. Mr. Carr suggested the Public Works Department keep the salt buckets filled and encouraged all business owners to do their part in taking care of the section of sidewalk near their business. Mr. Carr will place a reminder in the Chamber Newsletter.

6. Certificate of Completion and Opening of a Highway for Public Travel

Dave Atherton advised this is for the portion of the road the Town took over from Mr. Whittaker a year ago. The Board had taken action on this item and this is the official notification to the State. The Town is in the process of doing the mileage certificates for the year and is a good time to get it done properly.

Motion by Doug Bailey/Tracy Wyman to sign the Certificate of Completion and Opening of a Highway for Public Travel. **The motion passed unanimously.**

Mr. Atherton noted there might be a few more of these requests coming before the Select Board to clean up the files of items that had not been done years ago.

7. Consider Change to VMERS

Dave Atherton reported the change request for the Board's consideration is regarding the Vermont Municipal Employees Retirement System. VMERS is per the union contract whereby an employee has choices of the type of retirement system; however, the Union would like to follow a formal step for changes.

Motion by Doug Bailey/Brian Coolidge to acknowledge that six employees have been moved to Group C in VMERS per their union contract effective in 2018.

Devon Fuller did not think this action was necessary and noted this is the second gesture of good will the Board has given the Union. At the last meeting, the Union came unprepared; however, the Board provided them with the Town's proposal. Mr. Fuller hopes the Union considers these actions when the Town makes a request.

The motion passed unanimously.

8. Fiscal

a) Warrant – February 12, 2018 - \$106,962.34

Motion by Tracy Wyman/Brian Coolidge to approve the February 12, 2018 warrant in the amount of \$106,962.34. **The motion passed unanimously.**

Doug Bailey stated a couple of weeks ago there was a windshield warrant and this time there are two windshield warrants. Mr. Bailey suggested looking into windshield coverage the next time the Town negotiates its vehicle insurance. Dave Atherton will look into this the next time he negotiates the insurance.

Devon Fuller questioned the warrant for Foster Motors and Mr. Atherton reported it was for a police cruiser. Mr. Fuller also requested clarification of the Churchill Road Bridge warrant. Mr. Atherton reported it was for the planning and design engineers. Mr. Atherton noted they are the engineers that did the original design before Irene.

Doug Bailey questioned the warrants for Silloway Networks. Mr. Atherton reported this is the vendor that fixed the ransomware issue. The Town will be using this vendor for future security services for their computer system.

b) Segment 6 Warrant – February 12, 2018 -\$953,662.14

Motion by Doug Bailey/Devon Fuller to approve the Segment 6 warrant in the amount of \$953,662.14. **The motion passed with one abstention – Tracy Wyman.**

The Select Board recessed to convene as the Board of Liquor Commissioners at 7:32PM.

The Select Board reconvened at 7:47PM.

Motion by Tracy Wyman/Brian Coolidge to enter into Executive session at 7:48PM 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.**

11. 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/Doug Bailey to come out of executive session at 8:12PM. **The motion passed unanimously.**

Motion by Brian Coolidge/Tracy Wyman to have the Town Manager handle the zoning process with Foley Brothers Brewing. **The motion passed unanimously.**

12. Adjournment

Motion by Doug Bailey/Brian Coolidge to adjourn the Select Board meeting at 8:14PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary