

Brandon Select Board Meeting  
June 25, 2018

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

**Board Members in Attendance:** Doug Bailey, Seth Hopkins, Brian Coolidge, Tracy Wyman

**Others in Attendance:** Dave Atherton, Bernie Carr, Richard Baker, Mike Frankowicz, Stephanie Jerome, Pat Hogan, Mickeen Hogan, Lee Kahrs, Dick Kirby, Butch Shaw, Chris Brickell.

### **1. Call to Order**

The meeting was called to order by Seth Hopkins at 7:03pm.

a) **Agenda Adoption:** Motion by Doug Bailey/Tracy Wyman to adopt the agenda. **The Motion passed unanimously.**

### **2. Approval of Minutes**

a) **Approval of Minutes-June 18, 2018- Select Board Meeting**

Motion by Doug Bailey/Brian Coolidge to approve the June 18, 2018 Select Board Meeting minutes as amended.

In Others in Attendance the spelling needs to be corrected to Mickeen Hogan.

**The motion passed 3-0-1**

### **3. Town Manager's Report**

Dave Atherton reported over the last two weeks in regards to Segment 6: 1) Installation of duct banks within Union Street, Central Park, Upper Carver Street and US Rte. 7 South of the monument. 2) Continued box cut: Union Street from Hannaford's towards US Rte. 7, and Upper Carver Street. 3) Installation of Sewer Main near Crescent Park both North and South within US Rte. 7 4) Completion of installation testing both water and sewer piping installations as well as manholes resulting in passing tests. 5) Installation of water main within US Rte. 7 south of the Monument and Park Street con of DIstisting (Ductile Iron) and C-900 ("Plastic") piping and associated components such as valves, tees, elbows, etc. 6) Installation of fire hydrant adjacent to US Rte. 7 South of the Library. 7) Initiation of ornamental light pole bases and wiring the intersection of Union Street and US Rte. 7. Over the next two weeks the following Segment 6 work is scheduled: 1) Continued installation of roadway base material potential base paving in the Central Park area. 2) Continued installation of ornamental light pole bases within the Central Park area. 3) Continued installation of water and sewer components within US Rte. 7 near the Monument area and near Crescent Park both North and South. 4) Blasting of existing solid rock within US Rte. 7 North of Crescent Park for water, sewer and drainage installations. 5) Initiation of traffic control signal bases and operational wiring. 6) Continued removal of existing concrete roadbed at various locations. 7) Vehicular and pedestrian traffic control at each of the above locations. There was a pre-construction meeting with Alpine Construction. The VAST bridge has been removed. Construction will start on June 25, 2018. The Town received the reimbursement from FEMA in the amount of \$395, 178,53 for the July 1, 2017 Newton Road flood. We are now able to receive the 17.5% from the State. In the Rec Department: 1) Bill presented at the Wallingford Community Visit

Resource Meeting and was asked to present by the Vermont Council on Rural Development. 2) The Brandon Independence Day Celebration is July 6, 2018 and July 7, 2018. We are on track for a wonderful celebration. Street Dance is at the Seminary Hill Playground and Parade at Park Village. It is not too late to have a float: contact Susan Stone. 3) Tonight Bill is attending the meeting of the Quality of Life Committee for the Regional Marketing Initiative. This is part of the economic development regional marketing around the Killington Valley. 4) Thank you to all of our baseball coaches, sponsors and volunteers. What a great season! 5) Summer camp sign-ups are heating up! Sign-up today. 6) There are only 9 tickets left for the July 15<sup>th</sup> Red Socks trip. 7) This year our rec group headed by Pat Hogan got 2 scenes in the Crowd Sourced Cinema production of Ferris Bueller's Day off! Interested in acting or being a volunteer? Contact Bill or Pat.

Doug Bailey asked if the park in front of the Brandon Inn was going to be expanded on now Route 7 side. He was approached by a community member with this question. Dave Atherton stated that the park would not be expanded into what is now Route 7. It will be connected to the Civil War Monument. If anyone wants a visual of what it will look like, please stop into the Town Office to see the rendering of the project.

#### **4. Zoning Administrator's Report**

There was no report from the Zoning Administrator.

#### **5. Comments for Items Not On the Agenda**

Seth Hopkins was made aware of upcoming lawsuit from the Vermont Law School against the BLSG and is asking if the town will be asking for interested party status in the litigation. Dave Atherton said that we would support the BLSG. **Motion by** Seth Hopkins, Brian Coolidge and Tracy Wyman that the town request interested party status of the Vermont Law School lawsuit of the BLSGP. **The motion passed unanimously.**

Butch Shaw reported an updated to last September's meeting with the Department of Environmental Conservation where there was a discussion on helping people with the 25% match that was required for the FEMA buy-outs. After that meeting he started to look for funding through the State. After much looking and research the money has been found to provide the 3 current properties with the 25% that was required for the buy-outs. VHSV-Grant Program estimated the match at \$125,554 for those three properties. Dave Atherton stated that they will still need to wait for FEMA to give instructions and this could continue for at least two years. The appraisal process has not started on these properties yet. Seth Hopkins asked if this allows the homeowners to receive the full value of the home between what FEMA pays and the grant money.

Nicole McPhee attended the meeting to announce her running for the Rutland County Probate Judge position that William Candon will be vacating. The primary for the Probate Judge in Rutland County is on August 14, 2018 and she is asking for people to come out and vote during the Primary. If you have any questions for her, please see her FaceBook Page or call her directly.

#### **6. Financial Management Questionnaire**

Town Treasurer has submitted the questionnaire.

Doug Bailey asked about the 4<sup>th</sup> line down in regards to dual control of opening mail and completing the deposits. He would like to see dual control with the opening of mail and depositing of checks as that is not done currently. He would suggest that it would be changed.

Seth Hopkins asked about the Board Members attended financial training-the training is more geared towards auditor that is currently available. Stated that they might want to look into having some financial training for the Board.

Seth Hopkins also asked about non-town money being deposited into Town Accounts. The Chamber had deposited some money that was non town money-they were funds that had been liquidated from the chamber revolving loan fund. This should no longer happen as Bernie Carr believes that there are no longer any loans being paid this way.

Seth Hopkins also asked about receiving copies of the financial operations policy/procedures: Requested fresh copies to take home for the Board to have.

There were no objections to signing the Financial Management Questionnaire stating that they have received it with the above comments made.

## **7. Davenport Solar-Update Resolution of Support**

Update to the resolution that was given to them two years ago.

Motion by Doug Bailey/Tracy Wyman to approve the updated resolution of support for Davenport Solar.

This was an update to the resolution that was given to Davenport Solar two years ago. They wanted to have an updated resolution as they had merged with another company and the original resolution being over two years old.

An S needs to be added to the last paragraph that states ... "The Brandon Selectboard submits a copy of this resolution."

**The Motion passed unanimously.**

## **8) Appointments**

- a) BLSG Insect Control District Rep- Art Doty
- b) Development Review Board-Bob Clark
- c) Historic Preservation Commission- Richard Baker; Frank Bump, Lance Mead; Jeff Stewart
- d) Planning Commission- Stephanie Jerome
- e) Revolving Fund Committee- Frank Spezzano; Tom Whittaker
- f) Rutland Region Transportation Council Rep- Executive Session
- g) Rutland Region Transportation Council Alt- Executive Session
- h) Rutland Region Planning Commission Rep- Michael Shank
- I) Rutland Region Planning Commission Alt- David Atherton

Motion by Brian Coolidge/Tracy Wyman to approve the appointments in Elaine Smith's memo for A, B, C, D, E, H and I. **The motion passed unanimously.**

## 9) Assignment of fund for FY 17/18

Motion by Doug Bailey/Brian Coolidge to assign the funds of \$3,894.41 for Recreation Football and \$1,017.44 for Recreation basketball for the 2017-2018 fiscal year. **The motion passed unanimously.**

## 10) Fiscal

a) Consider purchase of FY 18/19 Gasoline, Diesel Fuel and Heating Fuel

Champlain Valley Fuels will provide #2 Fuel Oil and Off Road Diesel to the Town of Brandon at Valero Rack plus 10 cents with a cap of \$2.25. Gasoline will be provided at the rate of Global Albany Rack plus 20 cents with no cap.

Motion by Tracy Wyman/Doug Bailey to approve the purchase through Champlain Valley Fuels.

Champlain is the current supplier and the Town was in a three year contract which was done this year. The bid was for a one year contract. There were other bids that were received, as verbal bids. Champlain Valley was the best bid that was received. Motion by Brian Coolidge to table the motion until other bids are available to view. With no Second motion the motion failed.

**Original motion passed 3-1.**

b) Consider purchase of FY 18/19 propane

Fyles Brothers, Inc. will provide 13,000 gallons of propane for \$1.45 a gallon.

Motion by Doug Bailey/Tracy Wyman to approve the Fyles bid.

**The motion passed unanimously.**

c) Warrant-June 25, 2018 \$50,883.90

Motion by Doug Bailey/Tracy Wyman to approve the general fund warrant.

There was a question on the small Mastercard on the second page for Game Camera SD cards. They are used for the police department.

**The motion passed unanimously.**

d) Route 7 Construction warrant-June 25, 2018 \$431,712.93

Motion by Brian Coolidge/Doug Bailey to approve the construction warrant.

**The motion passed 3-0-1.**

e) Bridge 114 Warrant-June 25, 2018 \$82, 573.64

Tracy Wyman/Seth Hopkins/Doug Bailey/Brian Coolidge motions to approve the bridge warrant/all seconded. **The motion passed unanimously.**

The Select Board Recessed at 7:50pm.

The Select Board reconvened at 8:15pm.

Motion by Brian Coolidge/Doug Bailey to enter executive session in accordance with 1 V.S.A 313(a)(3) the appointment or employment or evaluation of a public officer or employee. **The motion passed unanimously.**

**11) Executive Session: 1 V.S.A 313(a)(3)**

The appointment or employment or evaluation of a public officer or employee

Motion by Tracy Wyman/Doug Bailey to come out of executive session. **The motion passed unanimously.**

Motion by Tracy Wyman/Doug Bailey to appoint Richard Baker as Regional Transportation Rep. And David Atherton as alternate. **The motion passed 3-1.**

Motion by Doug Bailey/Brian Coolidge to enter executive session in accordance with 1 V.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.**

**Executive Session: 1 V.S.A. 313 (a)(3)**

The appointment or employment or evaluation of a public officer or employee.

Motion by Tracy Wyman/Doug Bailey to come out of executive session. **The motion passed unanimously.**

There were no actions required.

**12: Adjournment 7:50pm**

Motion by Tracy Wyman/Doug Bailey to adjourn at 9:26. **The motion passed unanimously.**

Respectfully Submitted,

Hillary Knapp  
Recording Secretary