

## **Brandon Select Board Meeting July 9, 2018**

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

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

**Others In Attendance:** Dave Atherton, Richard Baker, Steve Bisette, Jeff Biasuzzi, Bernie Carr, Arlen Bloodworth, Dick Kirby

### **1. Call to order**

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

**a) *Agenda Adoption* – Motion** by Devon Fuller/Brian Coolidge to adopt the agenda. **The motion passed unanimously.**

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

**a) *Approval of Minutes – June 25, 2018 - Select Board Public Hearing and Select Board Regular Meeting***

**Motion** by Brian Coolidge/Doug Bailey to approve the June 25, 2018 Select Board Meeting minutes and the Select Board Public Hearing minutes as amended. **The motion passed with one abstention – Devon Fuller.**

In the Regular Meeting minutes under the Warrants, it should be noted that Tracy Wyman abstained from the Route 7 Construction warrant of June 25<sup>th</sup>.

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

Dave Atherton noted he was on vacation one of the weeks since the last meeting. Mr. Atherton provided the following update on the Segment 6 project: the installation of duct bank within Union Street, Central Park, Upper Carver Street and Route 7 South of the monument. Continued box cut: Union Street from Hannaford's towards Route 7, Upper Carver Street and Route 7 South of the Monument. Installation of sewer main near Crescent Park both North and South within Route 7. Installation of water main within Park Street consisting of DI, (Ductile Iron), piping and associated components such as valves, tees, elbows etc. Installation of underdrain within Route 7 South of the Monument. Initiation of ornamental light pole bases, wiring and traffic control signal conduits adjacent to Union Street and Upper Carver Street. Capital Rock, subcontractor to CCI conducted blasting of existing ledge near Crescent Park North within Route 7. In the next two weeks: Continued installation of roadway base material and initiation of base paving in the Central Park area. Continued installation of ornamental light pole bases within the Central Park area.

Installation of storm water drainage, water and sewer lines near Crescent Park South, Park Street and Route 7 near the Brandon Inn. Munson Excavating to be on site as a subcontractor to CCI with a focus on water line installation within Route 7 and Crescent Park South. Installation of traffic control signal bases and operational wiring.

With regard to Bridge 114: Alpine is working in the west arch. They will be pumping concrete on Tuesday, July 10<sup>th</sup> to repair the center pier skirt. They will be coring the west arch for weep holes and then flying the skid steer into the de-watered arch to place the large stone into the river channel to fill scour holes. Again the stone will be lowered into the channel by crane, one at a time. Alpine will be working at abutment No. 2 in front of 4 Conant Square and removing some last concrete from the arch stones. Alpine is waiting on redesigns for both abutments from CLD and direction on how to approach the repair of the arch face where stones are missing from the arch. Mr. Atherton reported there is way less stone than thought. This is currently in review with Historic Preservation and VTrans. The stone had been removed and there is concrete that had been installed in the middle portion of the bridge. Mr. Atherton received an email from Historic Preservation indicating this was possibly done when the sidewalk was installed. There is discussion of whether to replace with stone or concrete and the need to alter the design. A recommendation will be brought to the Board at a subsequent meeting. Seth Hopkins stated the Town does not want to see the project stalled. Mr. Atherton advised there have been two alternatives recommended to either replace the concrete with stone or create a new pier of concrete. Devon Fuller suggested obtaining the cost for both options, as it would be more desirable to replace with stone, depending on cost. Mr. Atherton advised that this was not a pre-existing issue and whatever is decided needs to be sent to the State for their approval. Doug Bailey and Seth Hopkins noted replacing the concrete with stone would likely be a cost the Town would have to absorb after speaking with Dubois and King. The stones must have been pulled out to support the sidewalk and the stone is now gone. There are a few pieces in the lower arch that are also missing. Mr. Hopkins stated Daryl Burlett and an engineer from Dubois and King had suggested pouring concrete against a form that looks like blocks, but that option was not mentioned. Mr. Hopkins suggested the most cost efficient route would be to use a stamped concrete that looks like stone. The Town Manager will request an RFI for both stamped concrete and stone. If stone were not structurally sound for the sidewalk, the stone option would not need to be pursued. Mr. Atherton and Mr. Burlett will have another conversation with Scott Robertson about this subject.

In the Rec Department: The baseball program has ended. Thanks to all sponsors and coaches. Awesome Afternoons companion SOAR program has started. Attendance is low and there is still room to sign up. Only 8 tickets remain for the July 15<sup>th</sup> Red Sox Trip. There will be a Car Show on July 28<sup>th</sup> at Estabrook Park. Only 2 spots remains for the Cornhole league that starts on July 10<sup>th</sup> at 6PM at Estabrook Park.

Devon Fuller asked where the Town is on the Segment 6 schedule. Mr. Atherton reported there had been some issues with the stone that was going around the south side of the park that was a bit of a setback, but in the next two weeks there will be some drastic changes seen.

Brian Coolidge asked if the load of stone near Crescent Park could be moved. Mr. Atherton reported they only want one road coming out on to Route 7 and the load of stone is there by design. Bernie Carr suggested having a discussion with the contractor.

Dick Kirby asked when the contractor will begin digging up Main Street through Town. Mr. Atherton reported it is tentatively scheduled to be August. Steve Bissette asked if the other areas are going to be done prior to digging up another area. Mr. Atherton advised the traffic patterns will change with Segment B and the traffic will flow, but the subcontractors will still be working in the area to complete the park. Mr. Atherton noted the contractor is working on two of the six segments and will continue to work on two sites, but the downtown work will also be done at night. Mr. Kirby stated in spite of the delays, he thinks they have been doing a good job of moving traffic through Town. Devon Fuller agreed they are doing a fantastic job and also do a good job on Fridays cleaning up the areas for the weekend. Mr. Bissette expressed his gratitude to Steve Cijka for cutting the high grass in the parks.

#### **4. Comments for Items Not on the Agenda**

Seth Hopkins wished to highlight the work being done by Youth Works with the painting they have been doing around Town that includes the floor in the town office, two garages at the Wastewater Department, the dugouts at Neshobe School and Estabrook Park and sealing the steps at Kennedy Park. Mr. Hopkins requested an update on Park Street. Dave Atherton reported there has been discussion about setting up a meeting to go over aesthetics and will advise the Select Board when a date is set.

Bernie Carr advised the Brandon Auction is scheduled for July 17<sup>th</sup> at 4PM that will include a van and a 1979 750cc motorcycle. On Saturday, July 21<sup>st</sup> from 6PM to 9PM at the Town Hall, the DBA will be hosting a Hard Hat dance with music provided by Jam Man. There will be drawings for gift certificates and the Friends of the Town Hall will be selling refreshments. On Sunday, July 22<sup>nd</sup> at 7PM at the Town Hall, there will be a showing of "Something in the Rye" that is from the Middlebury Film Maker's Festival and has received great reviews.

Dave Atherton advised there has been discussion about truck traffic on Richmond and Town Farm Road regarding no thru trucks. The roads are still getting a lot of truck use and a resident has complained they are driving too fast. Daryl Burlett and Mr. Atherton are working on a no thru truck ordinance that will be brought before the Select Board that will allow the Brandon PD to deal with the issues.

#### **5. Set FY2018/2019 Tax Rate**

The Town Treasurer provided a tax rate calculation.

**Motion** by Devon Fuller/Doug Bailey to approve the combined Homestead tax rate of \$2.2901 and a Non-Residential combined tax rate of \$2.4813 for 2019. **The motion passed unanimously.**

Dave Atherton noted the Homestead tax rate has decreased by .0077 cents and is 4 cents less than two years ago. Part of this decrease is due to the Act 46 incentive. The tax rate is based on the budgets that were passed.

## **6. Discuss Discontinuance of Northern Section of Old Basin Road**

The Town Manager received a letter from residents of Old Basin Road to “throw-up” the north end of the road. This section has not been passable for traffic for many years and is very wet on one end. Mr. Atherton has discussed this request with Mr. Burlett and they do not see an issue with discontinuing it. This is a Class 4 road that is graded and plowed to the cul-de-sac. The section beyond that goes through a swamp and is listed as unpassable and unused. Devon Fuller confirmed there is no maintenance done on the portion of the road that is being requested to throw up. Mr. Atherton advised maintenance is done only up to the last house on the road. Mr. Atherton stated if the northern part of the road were to be maintained, it would require building a bridge. The property would go to the underlying landowners if it is thrown up. Mr. Atherton provided the Select Board the statutory requirements for this process that includes a petition, notice of hearing, a hearing held, a survey or order of discontinuance and then within 60 days the Select Board could make a decision and record it. There needs to be a 30-day notice sent to the petitioners. A site visit was scheduled for August 13<sup>th</sup> at 6PM.

**Motion** by Brian Coolidge/Devon Fuller to schedule a site visit of the Old Basin Road for August 13<sup>th</sup> at 6PM. **The motion passed with one abstention – Doug Bailey.**

## **7. Fiscal**

### ***a) General Fund Warrant FY2017/2018 – July 9, 2018 - \$39,690.08***

**Motion** by Devon Fuller/Doug Bailey to approve the FY2017/2018 General Fund warrant of July 9, 2018 in the amount of \$39,690.08. **The motion passed unanimously.**

Dave Atherton advised this is the close out for last year’s warrants. Devon Fuller questioned the invoice for a boiler from Fyles Brothers. Mr. Atherton reported the boiler had been approved by the Select Board and was just installed at the wastewater plant.

### ***b) General Fund Warrant FY2018/2019 – July 9, 2018 - \$110,028.22***

**Motion** by Doug Bailey/Devon Fuller to approve the FY2018/2019 General Fund warrant of July 9, 2018 in the amount of \$110,028.22. **The motion passed unanimously.**

### ***c) Route 7 Construction Warrant – July 9, 2018 - \$878,993.93***

**Motion** by Devon Fuller/Brian Coolidge to approve the Route 7 Construction warrant of July 9, 2018 in the amount of \$878,993.93. **The motion passed unanimously.**

### ***d) Bridge 114 Warrant – July 9, 2018 - \$65,610.85***

**Motion** by Brian Coolidge/Devon Fuller to approve the Bridge 114 warrant of July 9, 2018 in the amount of \$65,610.85. **The motion passed unanimously.**

The Select Board recessed at 7:42PM

The Select Board reconvened at 8:10PM.

**Motion** by Doug Bailey/Brian Coolidge to enter into executive session at 8:10PM in accordance with 1VSA 313(a)(3) – Appointment or Employment of a Public Officer or Employee to include the Town Manager and Jeff Biasuzzi. **The motion passed unanimously.**

### **8. Executive Session: 1VSA 313(a)(3) - Appointment or Employment or Evaluation of a Public Officer or Employee**

**Motion** by Brian Coolidge/Devon Fuller to come out of executive session at 9:10PM. **The motion passed unanimously.**

**Motion** by Brian Coolidge/Devon Fuller to hire Jeff Biasuzzi as the Brandon Zoning Administrator starting July 15<sup>th</sup> for a 3-year Term. **The motion passed unanimously.**

### **9. Adjournment**

**Motion** by Brian Coolidge/Doug Bailey to adjourn the Select Board meeting at 9:15PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary