

Brandon Select Board Meeting September 10, 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, Devon Fuller

Others In Attendance: Dave Atherton, Dick Kirby, Mickeen Hogan, Bill Moore, Steve Bissette, Eric Jason, Edna Sutton, Michael Shank, Ray Jobst

1. Call to order

The meeting was called to order by Seth Hopkins at 7:01PM.

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

2. Approval of Minutes

a) Approval of Minutes – August 27, 2018 - Select Board Regular Meeting

Motion by Tracy Wyman/Brian Coolidge to approve the August 27, 2018 Select Board meeting minutes. **The motion passed unanimously.**

3. Town Manager's Report

Dave Atherton provided the following update for the Segment 6 Project:

Last Three Weeks:

Park Street box cut, sand and subbase placement.

Lot 'A' box cut, sand and subbase placement.

Pavement placement within Lot 'A' and Park Street.

Installation of water main within Grove and Pearl Streets.

Underdrain, initiation of box cut, sand and subbase placement adjacent to former Brandon Auto and South thereof.

Concrete placement for headwall at former Brandon Auto culvert.

Concrete placement for traffic control mast arm at the intersection of Park Street and Route 7 North.

Curb installation within Park Street and Lot 'A'.

Sidewalk preparation at various locations, (Segment 'B').

Sewer and services installations from Pearl Street towards Prospect Street.

Parking lot improvements associated with Rite Aid.

Parking lot improvements to assisted living facility adjacent to Post Office, (South).

Storm water drainage installations adjacent to Crescent Park, Pearl Street.

Upcoming Two Weeks:

Sidewalk grading at various locations.

Sidewalk installation within Segment 'B', (Hannaford's and Dentist/ Bank, (Carver Street)).

Continued roadway box cut, (subbase preparation) and underdrain installation within Route 7 Jiffy Mart, (South).

Continued installation of traffic signals and street lighting installations within Segment 'B'.

Continued installation of water services within Grove Street.

Completion of curb installations within Segment 'B', Central Park area/others.

Completion of concrete headwall installation former Brandon Auto Culvert (backfilling).

For Bridge 114, Alpine Construction poured the wall and wing at abutment No. 1 (in the park).

Next week, after proper curing they will strip the forms and backfill the wall. They will then begin to excavate in the park for retaining wall No.1, which runs south along Route 7. Alpine will continue to construct the shoring for the arch stones replacement and repair work. They have drilled large rods into the arch for support and will be grouting in those rods and setting up the shoring framing. The footing for wing wall No. 2 in front of 4 Conant Square will be excavated in the next two weeks as well. The tying of the reinforcing steel will follow.

For Churchill Road Bridge, the contractor has excavated the north abutment to bedrock.

Work is being done on a change order to anchor the footing to the bedrock and adjust the design for the bedrock. If the change order is complete next Monday/Tuesday, the plan is to pour the footing on Wednesday. After this is complete the stem wall on the north abutment still has to be done and the associated backfill after that.

The Town has received approval from VTrans Right-of-Way to proceed with the easement negotiations for the Union Street sidewalk construction. Mr. Atherton will be setting up appointments with landowners this week.

The Town filed a Notice of Intervention for the Conti/Babcock Solar project on 9/6/18.

Devon Fuller confirmed Bridge 114 will be completed this fall, which should allow traffic flow to be better. Dave Atherton stated the bridge is not part of the traffic problem because they are maintaining traffic from both sides. The north side of the bridge will be night work that will alleviate traffic issues. Mr. Fuller asked what will be done with the old Churchill Bridge. Mr. Atherton advised the 1920 bridge is gone and the top bridge was owned by VAST and they have removed it.

Doug Bailey requested clarification of the Conti/Babcock notice of intervention. Dave Atherton advised this is similar to what was filed for previous solar projects to assure that the Town is involved in the process.

Ray Jobst noted Park Street looks very good. Mr. Atherton stated the skim coat that was placed on the top will be reclaimed in the work next spring.

Edna Sutton asked if there will be more opportunity for discussion of the Conti solar project as there is not a time frame on the project and she is concerned with the residents being kept informed. Dave Atherton advised the Public Utility Commission's (PUC) website has information on the application process for projects. Seth Hopkins noted there is a requirement that notifications are sent from the developer and the Town will continue to discuss this project at the meetings. Mr. Atherton stated he has talked with some of the landowners and has encouraged them to view the PUC website for updates on the project.

It was questioned if there will be a new gazebo built for central park. Mr. Atherton advised there will be a new gazebo built and it will look very similar to the previous one, but will be much sturdier and will be more centered in the park.

4. Comments for Items Not on the Agenda

Seth Hopkins thanked Dave Atherton and Daryl Burlett for the speed in addressing a concern about the Steinberg Road signage due to a spelling error.

Devon Fuller requested status of the Park Street storm water plans. Mr. Atherton advised they are still with Aldrich & Elliott.

5. Discuss Discontinuance of the Northern Section of Old Basin Road

Doug Bailey recused himself from the Select Board. Seth Hopkins noted that the Select Board had a site visit and held a hearing on this subject on August 16th and is required to act on this subject within 30 days.

Motion by Devon Fuller/Tracy Wyman to discontinue the northern section of Old Basin Road. **The motion passed unanimously.**

Tracy Wyman stated there needs to be adequate turnaround at the end. Ray Jobst had photos available to show there is a radius turn that will accommodate vehicles and he has made a cut that will allow for a turn around by the snowplows. Dave Atherton and Daryl Burlett will visit the site to confirm that it is an adequate turn around. Mr. Wyman also noted there should be a sign that indicates "No Outlet" at the beginning of the road. It was noted there is currently a sign indicating "Dead End". Doug Bailey, petitioner, also suggested the size of the turnaround or any additional changes that need to be made will be done to make it easy for people to turn around. Seth Hopkins noted this action is per Title 19 VSA 701 and 771.

6. Approve Purchase and Sale Contract for Real Estate Conveyance

Dave Atherton advised this item is the approval of the 1061 for the Purchase and Sales contract that was approved at the last meeting. This is a notice that is required.

Motion by Devon Fuller/Tracy Wyman to approve the 1061 for the Purchase and Sales contract that was approved at the last meeting. **The motion passed unanimously.**

7. Fiscal

a) General Fund Warrant – September 10, 2018 - \$74,622.04

Motion by Devon Fuller/Brian Coolidge to approve the General Fund warrant of September 10, 2018 in the amount of \$74,622.04. **The motion passed unanimously.**

Devon Fuller questioned the invoice for Beldon Company, Inc. and it was noted this is the final payment for the Champlain Street Pump Station.

b) Route 7 Construction Warrant – September 10, 2018 - \$674,400.18

Motion by Devon Fuller/Brian Coolidge to approve the Route 7 Construction warrant of September 10, 2018 in the amount of \$674,400.18. **The motion passed with one abstention – Tracy Wyman.**

c) Bridge 114 Warrant – August 27, 2018 - \$49,630.87

Motion by Tracy Wyman/Doug Bailey to approve the Bridge 114 warrant of September 10, 2018 in the amount of \$49,620.87. **The motion passed unanimously.**

The Select Board recessed at 7:20PM and reconvened at 7:24PM.

Motion by Tracy Wyman/Brian Coolidge to enter into executive session at 7:24PM in accordance with 1VSA 313(a)(3) – Appointment or Employment of a Public Officer or Employee to include the Town Manager. **The motion passed unanimously.**

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

Motion by Doug Bailey/Tracy Wyman to come out of executive session at 7:27PM. **The motion passed unanimously.**

Motion by Doug Bailey/Devon Fuller to appoint the Town Manager, Dave Atherton, as the Deputy Health Officer. **The motion passed unanimously.**

9. Adjournment

Motion by Devon Fuller/Brian Coolidge to adjourn the Select Board meeting at 7:40PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary