

Brandon Select Board Meeting October 22, 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, Tracy Wyman, Devon Fuller, Brian Coolidge

Others In Attendance: Dave Atherton, Steve Bissette, Matthew Ricket, Miranda Ricket, Mickeen Hogan, Dick Kirby, Chris Brickell, Jim Hogan, Stephanie Jerome, Abby Wyckoff, Peter Brooks

1. Call to order

The Even Better Brandon drawing was held with Gavin Preseau the winner of the \$50.00 of Brandon Green.

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

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

Add following Item 5 - Sidewalk Snow Removal Equipment

2. Approval of Minutes

a) Approval of Minutes – October 8, 2018 - Select Board Regular Meeting

Motion by Tracy Wyman/Doug Bailey to approve the October 8, 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 Two Weeks:

- . Sidewalk grading at various locations within Segment 'B'.
- . Sidewalk installation within Segment 'B' inclusive of brick banding and brick walkway surfaces.
- . Installation of granite curbing within Segment 'B', Church and other areas.
- . Monument relocation at the museum site.
- . Installation of water, sewer and storm water infrastructure within Prospect Street.
- . Continued roadway box cut, (subbase preparation) and underdrain installation within Route 7 Jiffy Mart, (South).
- . Continued installation of traffic signals and street lighting within Segment 'B'.

- . Continued installation of water services within Grove, Champlain, Pearl and Conant Square Areas.
- . Completion of water main connections, C 900 to existing within Champlain and Pearl Streets.
- . Gazebo foundation preparations and initiation of construction.
- . Installation of landscape back fill and topsoil within Segment 'B'.

Next Two Weeks:

- . Sidewalk grading at various locations within Segment 'F', (Jiffy Mart area and South towards Crescent Park)
- . Storm water drainage improvements within Segment 'E', (Area near Crescent Park).
- . Continued roadway box cut (subbase preparation) and underdrain installation within Route 7 Segment 'E', (Area near Crescent Park). Looking at paving November 8th or 9th.
- . Water improvements and connection to existing main near Prospect Street.
- . Water services installations near Prospect Street.
- . Continued installation of concrete and brick sidewalks in the Central Park area, (Segment 'B').
- . Installation of granite curbing within both Segments E & F, (Jiffy Mart area towards Crescent Park).
- . Gazebo construction.

For Bridge 114, Alpine set the precast sidewall slabs and continue stonework on the arch face. They will over fill the area around abutment No. 1 to build a large crane pad. Following the sidewalk installation, Alpine will complete the face stones and stonework under the sidewalk. They will back fill in front of 4 Conant Square and begin the cast in place sidewalk there as well. The concrete guardrail will be formed and poured after the sidewalk slabs are set and then the black metal guardrail will be installed.

Updates on Churchill Road Bridge: the top base was poured, the deck is on and they are prepping for the railing. Mr. Atherton encouraged people to visit to view the project.

For the Route 73 project, J. Hutchins continues to replace and install culverts, including the drop inlets and headwalls in Goshen and are working westward toward Brandon. Please use caution while traveling over the gravel pipe trenches until the crossings are paved in. Kubricky will continue paving in the pipe trenches behind the installation crew. J. Hutchins started clearing trees on October 22nd and will continue until completed.

In other news, the easements for the Union Street sidewalk are completed and have been sent to VTrans. The RFP is being prepared for spring construction. Northeast Archaeology Research Center, Inc. will be completing the archaeological resource assessment of the first three buyout properties on Newton Road on Wednesday.

Devon Fuller questioned who pays for the archeological studies and Mr. Atherton reported that FEMA pays for 75% of the report. Mr. Fuller questioned if there is any action concerning the 4-way stop for Park and Marble Streets. Mr. Atherton advised there had been a previous study done with regard to the number of cars, but nothing about crosswalks. Mr. Atherton stated there

is nothing that says the Town cannot do a crosswalk, but a 4-way stop would require a traffic study.

Seth Hopkins thanked Mr. Atherton for the work he did on the Union Street easements. Mr. Hopkins questioned if the Town has a plan for the Churchill Road Bridge beyond the bridge to the parking lot. Mr. Atherton reported a box culvert would have to be done, but the timing is not known. Alpine Construction is moving along with the project and the box culvert has been measured and weather permitting, it will be installed by next spring at the latest.

Tracy Wyman stated with regard to traffic flaggers, he was stopped by the park for 15 minutes and during that time had been approached by some residents concerning the length of the delays. Mr. Wyman expressed concern that this is hindering people from getting to the local businesses downtown. Mr. Atherton stated there has been an effort to keep two lanes open as much as possible, however, they are running pipe and have to trench it. Mr. Atherton and Mr. Carr have been contacting the contractor when there have been issues with traffic backups. Mr. Carr has some ideas for the flaggers and will discuss this item with Mr. Burlett and Mr. Atherton tomorrow. Mr. Atherton advised the box cuts are always the most difficult part and there are 10,000 to 12,000 vehicles that go through the town daily. Mr. Carr reported the box cut on the bank corner will be done tomorrow. It was noted the contractor is working hard to get things done before winter sets in. Mr. Carr noted, business-wise, between the time that foliage is over and holiday time, it is a slow time and would be a good time to get as much done as possible.

4. Comments for Items Not on the Agenda

Dick Kirby asked what the process is if a zoning violation is received and no action takes place from the letter. Chief Brickell advised the Zoning Administrator can issue a civil complaint and the person has 20 days to respond. If there is no response, the person would be in default and could be brought to court. This would require the person issuing the ticket to go to court and it would still be up to the town to collect the fine. Mr. Atherton noted the Zoning Administrator is aware of the situation. Mr. Kirby stated he has talked with the Zoning Administrator, but he has not heard anything from him. Chris Brickell suggested the Select Board could advise the Zoning Administrator to contact him to discuss a plan. Mr. Atherton stated the property has been cleaned up to where it is not in violation and the Zoning Administrator cannot issue a violation if it does not exist. Devon Fuller suggested the Select Board ask the Zoning Administrator to keep an eye on this situation. Mr. Atherton will discuss this item with the Zoning Administrator.

Seth Hopkins noted Mr. Wyman and he would not be able to attend the next regularly scheduled meeting. It was the consensus of the Board to maintain the regular schedule.

5. Town Farm Road Posting

Seth Hopkins advised this item was discussed at the last meeting, but was postponed for action until there was a full board. The Select Board has received information from Chief Brickell about some enforcement. There is consideration to post no thru trucks on the dirt portion of Town Farm Road. Tracy Wyman noted there have been trucks using this road for 50 plus years. He has noted the speed of some of the trucks on the Leicester end are a little excessive and he did see

where a truck had tipped over into the ditch, where speed had been a factor. Mr. Wyman thinks this is a temporary truck problem due to the construction. Mr. Hopkins noted the Town can change speeds between 35mph and 50mph without traffic studies, but going down to 25mph requires a traffic study. Mr. Fuller thought a temporary speed limit change would be good. Brian Coolidge stated the construction and farm vehicles would be ending for this year. Matthew Ricket has seen trucks coming to the gravel pits on the paved road and then going down the dirt road, which does not appear to have anything to do with the construction. Mr. Wyman noted there is also construction in Middlebury. Mr. Atherton thought having a no thru truck sign would alleviate the problem, as lowering the speed limit will be adhered to those that honor the speed limit. Mr. Wyman expressed concern that more trucks using the Class 1 roads would affect many more residents with regard to walking traffic. Mr. Rickert reported that he has timed both routes and it only takes one more minute to go the paved route. Mr. Atherton stated it is Mr. Burlett's desire to keep the trucks on the Class 1 roads as a large amount of truck traffic is likely to do more damage to dirt roads than paved roads. Chief Brickell stated the traffic reports did not indicate a high amount of speeding, not to say that it does not happen. He did note a large amount of truck traffic, which is likely doing damage to the dirt roads that they are not doing on the paved roads. Chief Brickell noted this is similar to the complaints the Police Department is getting from the secondary road residents due to the increased traffic from the construction. Mr. Hopkins stated there had been a recommendation from Public Works to prohibit thru trucks that are 24,000 pounds or larger on Town Farm Road. The Select Board had approved the rest of Public Works' recommendations previously, except that one, however, it is still Mr. Burlett's professional judgement that this should be posted. Doug Bailey asked if the speed cart could be placed on the dirt portion of the road. Chief Brickell did not think that speed is the issue, rather the amount of trucks on the road from his observation. The speed cart would be taken away from areas that need it. Chief Brickell noted there needs to be updates done to the ordinance and suggested doing all of the changes at once, rather than piece meal. Mr. Brickell suggested because of the change of configuration in the downtown and the traffic lights, there will need to be consideration to having Mr. Atherton, Mr. Burlett and Mr. Brickell work on a rewrite of the ordinance. Mr. Fuller would like to see the road closed to thru trucks due to increased maintenance, but suggested revising the entire traffic ordinance first. Mr. Atherton advised the Town would start work on the traffic ordinance because it will require an update when the traffic lights are turned on. Mr. Atherton noted the no thru truck posting will not prohibit the trucks from doing business, but will prohibit trucks from going through the road because it is a shorter distance. Brian Coolidge thought the no thru truck posting should be placed on the dirt portion of Town Farm Road. Mr. Bailey suggested there needs to be some additional cautionary signage at the town line.

Motion by Brian Coolidge/Devon Fuller to post Town Farm Road to no thru trucks over 24,000 pounds from the intersection of Richmond Road northerly.

Motion by Doug Bailey/Devon Fuller to amend the motion to include installation of cautionary signage at the town line coming south at the dirt portion. **The motion passed with one "No" vote – Tracy Wyman.**

Mr. Atherton stated he will note on the sign 24,000 pounds so that there will be no questions concerning pick-up trucks. He will work on the traffic ordinance and will bring a draft to the

Select Board at a future meeting. Devon Fuller thought the Select Board should wait until the traffic ordinance is complete before changing Town Farm Road. Seth Hopkins thought this action would assist in improving the quality of life for the residents of that area.

The question was called to the original motion – the motion passed with two “No” votes – Tracy Wyman and Devon Fuller.

6. Sidewalk Snow Removal Equipment

Dave Atherton advised that the current equipment for sidewalk snow removal could not be used, as it would tear up the new sidewalks, as there are more spots with curving. There has been research done on this type of equipment and the prices range between \$40,000.00 to \$100,000.00. There is a Vermont business that has a system that has multi-uses and can plow, mow and snow blow that is in the lower price range at \$46,000.00. There will be further research done and it is planned for Town staff to view this equipment. Devon Fuller stated in discussing this item with Mr. Burlett and Mr. Atherton, the overall price could be less if not all the accessories are needed. Mr. Fuller noted he is not surprised that the Town has to spend additional money to maintain the \$20 million construction project. Mr. Atherton reported there have been three quotes received for this type of equipment. Mr. Atherton will be bringing quotes to the Select Board for their consideration in the near-term future.

7. Land Purchase Discussion

Seth Hopkins advised there was a \$2,500.00 offer made on a lot behind the American Legion that was discussed at the last Select Board meeting, with the decision to postpone action until there was a full board. Tracy Wyman did not think the assessment is correct, as the lot is being assessed like a swamp property, however, it could be made assessable more than a swampland could be. Mr. Wyman thought that the \$2,500.00 offer was okay, as it could cost several thousand dollars to make an access. Mr. Wyman stated if someone owns the property, the Town would receive taxes; however, it would not be able to be built on. Devon Fuller stated it would be more advantageous for the Town to keep it and potentially log it again.

Motion by Brian Coolidge/Devon Fuller to decline the offer received for the parcel. **The motion passed with one “No” vote – Tracy Wyman.**

7. Fiscal

a) General Fund Warrant – October 22, 2018 - \$83,611.10

Motion by Devon Fuller/Brian Coolidge to approve the General Fund warrant of October 22, 2018 in the amount of \$83,611.10. **The motion passed with one abstention – Tracy Wyman.**

Doug Bailey questioned the payment for Innovative Surface Solutions. Dave Atherton reported it is an additive that is added to the salt and sand mixture. Mr. Bailey questioned why there is a payment for an RNESU bus for a game. Mr. Atherton reported it was football related and there

were likely funds raised for this charge. Devon Fuller questioned the charge for a pre-employment exam. Mr. Atherton advised this is a charge for a lie detector test.

b) Route 7 Construction Warrant – October 22, 2018 - \$543,401.96

Motion by Doug Bailey/Devon Fuller to approve the Route 7 Construction warrant of October 22, 2018 in the amount of \$543,401.96. **The motion passed with one abstention – Tracy Wyman.**

c) Bridge 114 Warrant – October 22, 2018 - \$39,963.17

Motion by Devon Fuller/Doug Bailey to approve the Bridge 114 warrant of October 22, 2018 in the amount of \$39,963.17. **The motion passed unanimously.**

d) Churchill Road Bridge Warrant – October 22, 2018 - \$1,897.08

Motion by Tracy Wyman/Brian Coolidge to approve the Churchill Road Bridge warrant of October 22, 2018 in the amount of \$1,897.08. **The motion passed unanimously.**

10. Adjournment

Motion by Brian Coolidge/Devon Fuller to adjourn the Select Board meeting at 8:09PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary