

**Brandon Select Board Meeting  
November 26, 2018**

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

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

**Others In Attendance:** Dave Atherton, Steve Bissette, Dick Kirby, Bernie Carr, Arlen Bloodworth, Mickeen Hogan, Mike Frankiewicz, Russell Jones

The 16<sup>th</sup> Month of the Even Better Brandon drawing was held and Sally Cook won the \$50.00 in Brandon Green.

**1. Call to order**

The meeting was called to order by Seth Hopkins at 7:02PM.

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

Addition of Meeting Date Discussion under Town Manager’s Report

Addition of an Executive Session in accordance with VSA 313(a)(3) Appointment or Employment or Evaluation of a Public Officer or Employee

**2. Approval of Minutes**

**a) Approval of Minutes – November 11, 2018 - Select Board Regular Meeting**

**Motion** by Devon Fuller/Tracy Wyman to approve the November 11, 2018 Select Board meeting minutes. **The motion passed with one abstention – Seth Hopkins.**

**3. Town Manager’s Report**

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

***Last Two Weeks:***

- . Installation of concrete and brick sidewalks in the Central Park area, Segment B.
- . Existing sidewalk removal and back fill placement adjacent to business, (Lot 'A' across from Central Park).
- . Continued installation of traffic control signals and ornamental lighting near Central Park, (Segment 'B') and near Crescent Park, (Segment E).

- . Continued roadway box cut, (subbase preparation) and underdrain installation within Route 7; Crescent Park area to the South and adjacent roadways.
- . Sidewalk preparation adjacent to Route 7 Jiffy Mart and to the South.
- . Temporary and permanent pavement placement within Route 7, side roads, drives and sidewalks.
- . Temporary pavement markings placement.
- . Resetting of circular curbing around the monument.
- . Gazebo construction.
- . Continued placement of topsoil, seed, fertilizer and hay mulch at various locations.

***Next Two Weeks:***

- . Gazebo construction/completion.
- . Equipment demobilization and project cleanup.
- . Installation of traffic control signage.
- . Continuation of temporary pavement markings placement.
- . Final installation of traffic control signals with potential test operation near Central Park (Segment B).
- . Continued ornamental lighting installation within Central and Crescent Park areas.
- . Preparation and planning for the installation of the large storm water treatment structure to be located adjacent to 8 Conant Square.

***Bridge 114:***

Alpine will be moving out this week. The concrete work has been completed and there is only minor repointing on the arch face to be done before the catwalk along the arch outlet is removed. Warming tents and blankets will remain until early cure has been reached next week. As the spoils behind the barriers are removed, the jersey barriers will be pushed back more to the curb and the road will be swept again. Most of the equipment will be pulled from the park. Alpine may keep a small portion of the park taped off near the excavation. Alpine will grade and mulch the open ground, waiting to seed in the spring. Alpine has filled the void under the road plate and in front of the town office and that area will be re-constructed with the new sidewalk in the spring. Message boards north and south of town will be pulled and the job trailer is open for discussion as Alpine's contract has been extended. Due to late season temperatures, the Route 7 centerline will not be able to be repainted after the barriers are moved back. Drainage structures will be installed next spring along with the road and sidewalk work. Casella is expecting to move into the park after Alpine leaves to install and temporarily power the streetlight at 4 Conant Square.

***Route 73:***

This project has shut down for the season.

***Recreation Department News:***

The Brandon Rec Cross Country team finished their season with the Middlebury Parks and Rec Turkey Trot. Eight runners represented Brandon with two placing in the top 3 in the 15 and under division. Thanks to Coach Sam Stone who worked with the Rec Director to lead this 3<sup>rd</sup> year offering. The basketball U12 registration has closed with 45 children in the 5<sup>th</sup>/6<sup>th</sup> grades participating in the program beginning the week of December 2<sup>nd</sup>. Other youth fall-winter activities include cheerleading, theatre arts and U6, U8 and U10 basketball. Brandon Idol will be coming to the town hall, which is an open singing competition will start January 12<sup>th</sup> and run monthly until the final at the 2019 Brandon Carnival.

***Other News:***

Dave Atherton has received the archeological site assessments for 37, 419 and 449 Newton Road. There appears to be evidence of possible historic artifacts and the Town will have to move forward with an archeological phase one survey. Mr. Atherton attended the Davenport Solar presentation at the November 20<sup>th</sup> RRPC meeting. There is a preconference hearing scheduled in December in Montpelier for this project.

Devon Fuller questioned the winter construction of Route 7, as the DBA and Chamber are working with the merchants to bring people back to Town that have been bypassing during the busy construction season. Mr. Atherton advised there might be some minimal delays, but not like the summer. Most of the work will be done outside the roadway.

Tracy Wyman received a comment from a Forestdale resident concerning an issue of a residence on Route 53. Mr. Atherton reported letters from the Zoning Administrator have been sent to the residents that appear to have issues. The Town and the Zoning Administrator are aware of the problems. Mr. Wyman noted the issue in question is on North Street. Mr. Atherton will confirm with the Zoning Administrator about this issue.

***Set Meeting Dates for December:***

Seth Hopkins noted the second Select Board regular meeting falls on Christmas Eve and suggested due to the December workload that the regular meetings on the 10<sup>th</sup> and 24<sup>th</sup> be omitted and one meeting be scheduled for December 18<sup>th</sup>. Dave Atherton advised the warrants could be approved at the December 11<sup>th</sup> Budget meeting, as well as a discussion of the Public Works and Buildings/Grounds budgets.

**Motion** by Doug Bailey/Devon Fuller to eliminate the regular scheduled December 10<sup>th</sup> and 24<sup>th</sup> meetings and set the Budget meeting for December 11<sup>th</sup> at 7PM and a Special Select Board meeting for December 18<sup>th</sup> at 7PM. **The motion passed unanimously.**

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

Doug Bailey questioned whether the equipment approved for purchase at the last Select Board meeting has been ordered and if so, when it would be delivered. Dave Atherton reported the equipment has been ordered and is scheduled for delivery on December 15<sup>th</sup>. The Town was able

to purchase the shooter attachment at a very good discount. The financing will consist of a \$24,000.00 payment upfront from the General Fund and the first lease payment will be in the budget year to be developed this year. This will save the Town \$7,000.00 at the end of the lease.

Steve Bissette asked when the traffic lights would be turned on. Dave Atherton advised the lights are being worked on and it is hoped to have them running this week. Doug Bailey asked if the lights would be on all the time. Dave Atherton reported the Federal Highway requires the lights to be installed; however, the Town has control over their use and can be adjusted as needed. It is thought the Union and Carver Street lights will be needed, but the Park Street light is not certain. Mr. Bailey agreed that he does not see the Park Street light will be necessary at all times. Seth Hopkins asked if the lights would be on timers. Mr. Atherton reported the lights on Carver and Union Streets would have sensor control; however, he is not certain how they work.

## 5. Fiscal

### *a) General Fund Warrant – November 26, 2018 - \$1,069,049.62*

**Motion** by Devon Fuller/Doug Bailey to approve the General Fund warrant of November 26, 2018 in the amount of \$1,069,049.62. **The motion passed unanimously.**

Dave Atherton reported \$953,000.00 was the school warrant.

### *b) Route 7 Construction Warrant – November 26, 2018 - \$526,059.10*

**Motion** by Brian Coolidge/Devon Fuller to approve the Route 7 Construction warrant of November 26, 2018 in the amount of \$526,059.10. **The motion passed with one abstention – Tracy Wyman.**

### *c) Bridge 114 Warrant – November 26, 2018 - \$130,142.54*

**Motion** by Doug Bailey/Tracy Wyman to approve the Bridge 114 warrant of November 26, 2018 in the amount of \$130,142.54. **The motion passed unanimously.**

Devon Fuller questioned whether the cost would increase due to the extended construction next year. Dave Atherton reported it will not increase the cost and noted the project came in well under budget.

### *d) Churchill Road Bridge Warrant – November 26, 2018 - \$50,600.51*

**Motion** by Devon Fuller/Brian Coolidge to approve the Churchill Road Bridge warrant of November 26, 2018 in the amount of \$50,600.51. **The motion passed unanimously.**

The Board recessed at 7:22PM.

The Board reconvened at 7:28PM.

**Motion** by Brian Coolidge/Tracey Wyman to enter into executive session at 7:28PM in accordance with VSA 313(a)(3) Appointment or Employment or Evaluation of a Public Officer or Employee, with the session to include the Town Manager. **The motion passed unanimously.**

#### **6. Executive Session**

**Motion** by Devon Fuller/Doug Bailey to come out of Executive Session at 8:22PM. **The motion passed unanimously.**

There was no action required.

#### **10. Adjournment**

**Motion** by Brian Coolidge/Devon Fuller to adjourn the Select Board meeting at 8:23PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary