

Brandon Select Board Meeting
May 13, 2024
7:00 p.m.

The Brandon Select Board will meet Monday, May 13, 2024 at 7:00 p.m. at the Brandon Town Hall (*upstairs*) located at 1 Conant Square expecting to consider the items on this agenda.

ZOOM: Meeting ID (253 279 4161)

- 1) Call to Order
 - a) Adopt Agenda (posted or as amended)
- 2) Approval of Minutes
 - a) Public Hearing Minutes (Vicious Dog Complaint) – April 22, 2024
 - b) Select Board Meeting Minutes – April 22, 2024
 - c) Special Select Board Meeting Minutes – May 6, 2024
- 3) Town Manager's Report
- 4) Rec Director's Report
- 5) Public Comment and Participation
- 6) Consider Certificate of Approval for Location of a Salvage Yard
- 7) Approve Brandon Revolving Loan Fund – Common Ground, LLC
- 8) Approve Brandon Revolving Loan Fund – 22 Park Eatery
- 9) Receive Results of FY23 Audit
- 10) Fiscal
 - a) Warrant – May 13, 2024 – \$299,082.67
- 11) Executive Session

Regarding the appointment or employment or evaluation of a public officer or employee per 1 V.S.A. § 313(3)(a)(3) to include the Town Manager.
- 12) Adjournment

Brandon Select Board Vicious Dog/Wolf-Hybrid Hearing
April 22, 2024

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

Board Members in Attendance: Doug Bailey, Heather Nelson, Tim Guiles, Brian Coolidge, Ralph Ethier

Others In Attendance: Seth Hopkins, Bill Moore, Scott Scribner, Barbara Scribner, George Fjeld, Carol Fjeld, Brent Buehler, Steve Bissette, Billy Bullock, Patricia Welch, Sandy Mayo, Jack Schneider, Cecil Reniche-Smith, Judy Bunde, Kevin Thornton, Ethan Nelson, Karen Farwell, Jonathan Langevin, Alan Bloodworth, Debra Jennings, Jan Coolidge, Vicki Disorda, Susan Benedict, Jennifer Wedge, Jerry Tanner, Joanne Casey, Samantha

Others by Zoom: Bruce Jensen, Tom Kilpeck, Neil Silins

Others by Zoom:

1. Open Hearing

Doug Bailey, Board Chair, opened the public hearing at 6:30PM.

Doug Bailey read the warning/notice of hearing:

Notice is hereby given that the Town of Brandon Selectboard will hold a Public Hearing pursuant to 20.VSA.3546 on Monday, April 22, 2024, at 6:30PM to consider and act upon a complaint of a vicious dog in the Park Village neighborhood. Public comment will be taken.

2. Public Comment

Doug Bailey read the complaint received and remind all present that this hearing is mandated by State law 20 V.S.A.3546 and will be conducted in an orderly manner and that all statements must be directed to the Chair.

Mr. Bailey requested the complainant and all others providing evidence thereafter to take the following oath: I hereby solemnly swear (or affirm) that the evidence I give in the cause under consideration shall be the whole truth and nothing but the truth.

Mr. Bailey opened the hearing by having Tim Kingston, Animal Control Officer, provide comments. Mr. Kingston reported he received a call on April 2nd from the Brandon Police Department in the nature of a dog attack in Park Village. Cash, owned by Jerry Tanner and Jennifer Wedge got loose and ran on to 149 Mulcahy Drive and attacked a dog owned by Joanne Casey. Cash is a large American bulldog and is unregistered and had unknown vaccinations. The dog was separated from the other dog and Ms. Casey's dog sustained serious injuries that required surgery and Ms. Casey was also knocked down during the fight. Mr. Kingston was not a witness to the fight. He spoke with Jerry Tanner, and he admits the dog was leashed but got away from a family member when the attack happened. It was a serious attack and could have been prevented and people have to be cautious of aggressive breeds.

Joanne Casey, owner of the dog that was attacked, stated she lives at 149 Mulcahy Drive and owns a Border Collie that is a small breed, who is spade and vaccinated. Ms. Casey noted she is on social security disability and was knocked over and her dog was leashed and on her property. Millie is very friendly and is her emotional support animal. Ms. Casey provided letters for the Select Board to substantiate this. The dog that attacked her was being walked by a teenage girl and the dog pulled her down and knocked Ms. Casey down. The dog bit the inside of her dog's mouth and the next day she found that the attacking dog also had bitten her neck. The attack lasted 15 minutes and people came to her aid and were unable to get the dog off her dog. The child ran to get Jerry Tanner, the attack dog's owner. Ms. Casey stated there are 18 units in their building and it is reasonable to believe that many people heard the commotion and had statements from four different tenants on the incident.

The attack was on April 2nd and it was noted that children are often the ones that are taking the dog out. Ms. Casey stated the Brandon Police Department knows the owner well. She noted that she is afraid to go to her house but will have to return. Her dog is on high alert, as well as she is. The bills for the dog are \$1600.00 and reiterated she is on social security disability. Ms. Casey stated she is a responsible pet owner and she wants to be sure that Millie will not turn into a reactive dog and is now afraid of other dogs. She noted it took Mr. Tanner a long time to get the dog off Millie. Ms. Casey played an audio of the incident to the Board and stated this incident has changed her life and her dog's life. Ms. Casey is concerned about what will happen next time, when it is a person or a child. She noted two of the parents of children have provided statements and provided copies to the Select Board.

Samantha advised she lives next to Ms. Casey and she is an animal lover and owns a pitbull. She is also the mother of two children and her 9-year-old took the video and she does not think this is funny, a game and is disgusting. She is concerned about how this animal was raised as it is not the breed of the dog. She stated that responsible pet owners take precautions to assure that no one gets hurt. Mr. Bailey encouraged order in the hearing and noted the Board is trying to gather evidence to work with. She stated this dog is dangerous and is not muzzled. She asked what kind of conversation there would be when it attacks her child and she hoped that something is done.

Brian Bach, a friend of Ms. Casey's stated he was not there to witness the attack and his observation and opinion is from seeing the video. He noted that Vermont has a One-Bite Law and some animals get a second chance but this is not one bite and was 12 to 15 bites and the dog tore the flesh of the Border Collie. There were injuries all over the dog's back and it was a mauling. He does not understand the One-Bite Law and it would appear this is a vicious dog and there is a lot of evidence and he believes that a dog like this would snap again and given another opportunity would attack or kill another dog. He is also concerned with the children that live there. Summit Management indicated they are starting eviction proceedings but this could take several months. Ms. Casey is not of financial means to pick up and move somewhere else. Mr. Bach asked the Select Board to consider the ramifications of leaving this dog in the area and requested them to end this threat now in a manner that they see fit. He noted Ms. Casey suffers from clinical depression and is a good friend and moved to Vermont for a better life, but this is not a better life. If Cash gets a second chance, it will be devastating. He also loves animals and it is not the breed's fault but is asking the Board to do the right thing and consider the effects of leaving the dog there.

Jennifer Wedge stated people abused their dog and he had difficulty walking from where they hit him. She stated Cash is not an aggressive dog and she has a worker that walks into her home and he has never attacked her. She has a 12-year-old that was walking the dog when it happened. Ms. Wedge stated the comment regarding eviction is a lie. Jerry Tanner stated he has offered to pay the vet bill, but the other dog's owner has not responded to them.

Doug Bailey asked Tim Kingston if the dog had been impounded. Mr. Kingston reported the dog was quarantined for 10 days at home as the vaccination status was not known and if there were any infections from the attack it would have shown up in 10 days. The dog could go outside but not associate with other animals or people. Mr. Kingston would like to hear from the owner how this happened and what has been done to remedy the event.

Jerry Tanner stated he received a phone call from the girl that had taken the dog outside and he went outside to get the dog off the other dog. He stated it was not long from the time he received the call. Mr. Tanner advised that no other children have taken the dog out since. Mr. Tanner stated he told Ms. Casey that he would pay the vet bill.

Doug Bailey questioned if Tim Kingston had any recommendations. Mr. Kingston stated he does not have any at this point and will leave it up to the Board's discretion. Mr. Bailey advised the Select Board will deliberate later this evening during executive session and there will be written decisions sent to the parties involved. He understands these are emotional times and the Board will do its best to render a decision.

3. Close Hearing

The hearing closed at 7:04PM.

Respectfully submitted,

Brandon Select Board Hearing - Vicious Dog/Wolf-Hybrid Hearing
April 22, 2024
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Charlene Bryant
Recording Secretary

**Brandon Select Board Meeting
April 22, 2024**

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

Board Members in Attendance: Doug Bailey, Heather Nelson, Tim Guiles, Brian Coolidge, Ralph Ethier

Others In Attendance: Seth Hopkins, Bill Moore, Scott Scribner, Barbara Scribner, George Fjeld, Carol Fjeld, Brent Buehler, Steve Bisette, Billy Bullock, Patricia Welch, Sandy Mayo, Jack Schneider, Cecil Reniche-Smith, Judy Bunde, Kevin Thornton, Ethan Nelson, Karen Farwell, Jonathan Langevin, Alan Bloodworth, Debra Jennings, Jan Coolidge, Vicki Disorda, Susan Benedict

Others by Zoom: Bruce Jensen, Tom Kilpeck, Neil Silins

1. Call to Order

The meeting was called to order at 7:09PM by Doug Bailey – Board Chair.

a. Agenda Adoption

Motion by Brian Coolidge/Heather Nelson to approve the agenda, as amended. **The motion passed unanimously.**

Item 11 – Executive session was not required.

2. Approval of Minutes

a) Select Board Meeting Minutes – April 8, 2024

Motion by Brian Coolidge/Heather Nelson to approve the Select Board minutes of April 8, 2024, as amended. **The motion passed unanimously.**

Bottom of Page 5 regarding Newton Road, a correction to the figure from \$8,000 to \$800,000.

3. Town Manager's Report

A Town Manager's report was provided by Seth Hopkins and is available for viewing in the Board packet on the Town's website.

Mr. Hopkins provided the following additions since the Board packet had been distributed. For the awareness of the community, the informational meeting for the upcoming revote on the budget will begin at 6:00PM rather than 7:00PM next Monday. Voting will take place on Tuesday at the American Legion from 7AM to 7PM. The audit was delivered and is now on the Town's website. The Town Treasurer will review the audit and provide comments at the next Select Board meeting. The highway crew is now on a four day per week, 10-hours-per day schedule that allows for better mobilization through less setting up and taking down, and helps the crew with a predictable schedule. The town crew has removed sand barrels, cleaned culverts, and is grading roads in Brandon. The seasonal road postings are no longer in effect. event. The highway department worked several hours on service of the grader that was a cost-savings to the Town. Mr. Meacham was starting the reconstruction work today and Mr. Hopkins and the Highway Chief will be meeting with him tomorrow. Jan Coolidge requested Mr. Hopkins provide information on the cost for mailing absentee ballots at the next meeting.

4. Rec Director's Report

A Rec Director's report was provided by Bill Moore and is available for viewing in the Board packet on the Town's website.

Mr. Moore reviewed the Director's Report:

With baseball registration closed, our numbers of participant are up; 168 vs 145 in 2023. This means 14 teams playing on 4 fields over the course of the next 8 weeks. Field clean-up day is scheduled for April 28th at 11am. Reach out if you are interested in participating in helping!

Swim Lessons are back on the menu! Brandon Rec lessons at the Brandon Inn Pool have 3 different 1-week sessions scheduled for the weeks of June 24, July 15, and July 29.

2 more Bus Trips have been scheduled. An October 3rd trip to Salem, MA, and the annual winter NYC trip (December 14th) Once the parking has been confirmed, these will be live on the Brandon Rec website and will fill up in a matter of a week.

With the return of the Buildings and Grounds person, park clean-ups are going well. The reinstallation of picnic tables and deployment of extra reuse receptacles to accommodate the move outdoors will occur over the next couple of weeks.

Vermont Tennis Court Resurfacing is to be visiting by the end of April to help with the work plan for the conversion of the Estabrook court into a multi-use court.

Some Rec affiliated events and dates to keep in mind as summer approaches:

- . July 6 Independence Day Parade and Fireworks (Downtown)
- . July 25-28 Brandon Carnival (Estabrook)
- . August 3 Punk Rock Festival (Estabrook)
- . August 17 For the Luv of Dogs Car Show (Estabrook)
- . August 18 Waterslide Day and Nerf War (Estabrook)

Heather Nelson questioned if a bus trip is not filled to a certain amount if the event would be cancelled. Mr. Moore stated the Salem bus trip is a first-time add-on, but the New York City bus trip has never been a problem filling. When tickets had to be purchased, like the Celtic bus trip, the Town sold the tickets to a 3rd party vendor when the event was cancelled. Ralph Ethier asked how many of the 168 baseball registrants are from Brandon. Mr. Moore reported the vast majority are from Brandon, but there are children from Leicester, Whiting and Sudbury who do participate. Mr. Moore followed up that 43 participants are non-residents and the Town collected \$387 in non-resident fees and the top three towns were Leicester - 17, Whiting - 17 and Sudbury - 5.

5. Public Comment and Participation

Tim Guiles noted concern that he was advised there was an article in the Rutland Herald describing the Select Board's work as deceptive and deceitful. He found this to be troublesome as the Board strives to have open meetings and work in an open process. There can be disagreements but it is harmful to characterize the Board in this way and he would like to clarify the issue. Brian Coolidge stated the budget is a numbers game and is deceptive and deceitful as the budget is being lowered by moving things around and minimal cuts were made. Heather Nelson stated an entire road job was eliminated and anything not done this year is a reduction, and the Board cannot speak to the following year. Mr. Guiles stated this was done in the open without smoke and mirrors. Mr. Coolidge stated he stands by his words and his vote. Ms. Nelson disagreed and stated that she was neither deceitful nor deceptive and the choices were to take money from other places that resulted in a larger decrease by taking from the 1% fund and postponing roadwork to be done.

Karen Farwell stated when talking about making cuts, there was a discussion of the town hall roof and a comment from the Town Manager that having checked with the State, it was felt that using different materials or not staying as it is now could cause the Town to be ineligible for state funds and grants. In Ms. Farwell researching this topic a letter that the Town Manager received indicated a change in material would change the historic character of the building. Ms. Farwell subsequently spoke with the State's history officer who told her that she was not aware of a historic building that had been delisted due to changing a slate roof would not disqualify the Town for future grants. Ms. Farwell noted she was a proponent of historic preservation but across the State towns are grappling with budget issues. She stated there is a roof in another town

that had replaced standing seam on a temporary basis. Ms. Farrell stated she is offering this up to potentially allow the ARPA funds to be used for something creative.

Cecil Reniche-Smith asked for clarification if the suggestion was to not spend the money for a slate roof but for reducing the budget and noted that several options were provided by the Town Manager regarding the cost of various materials and standing seam was more expensive. Doug Bailey advised the roof for the Town Hall is not a budget item and does not have an effect on the budget. Whether the Town puts a roof on or not will not change the budget or tax rate. When looking at the bids, the difference in value of the slate versus standing seam is very little in dollars yet a standing seam will only last 20 to 25 years and the cost will be even more to replace at that time. The slate roof has been on this building for 160 years and a new one could last 100 years without any maintenance with the slate roof saving money. Ms. Farwell stated we are using the low end of the life of a standing seam versus the high end of the slate. Slate roofs should be inspected and taking it all apart it will not be known what one is getting into. If the ARPA funds were not used, it would free up ARPA funds and she does not know if they could be diverted to something else at this point.

Vicki Disorda wanted to remind everyone there was a gentleman who made specific suggestions for adjustments to the budget who indicated he was losing faith in the process. She is losing faith in the people and she would like to speak of Mr. Hopkins FPF post. She wanted to clarify why she did not go to anyone in the town office, and rather to the website. She felt she was lied to about the attendance of the last Select Board meeting and felt it was to discourage audience participation and she plans to file a complaint. She requested to participate on the DEI committee several times and Mr. Hopkins did not respond until nine months later when another appointment was made. She has complained about a town employee and a DEI member approving a home mortgage at a 3.5% interest rate when the rest of Vermont was paying 6.6%. Ms. Disorda suggested the Town Manager rectify his post. With regard to disrespect from the former and current Board members, she noted that she had an issue with Heather Nelson's budget description. Ms. Disorda had used the word "man-splaining" and acknowledges that she desires to be part of the solution but has become part of the problem. Her intention was to modify her language and be more mindful of feelings and apologized to Ms. Nelson.

Jim Leary reminded everyone of the upcoming Green Up Day on May 4th from 8AM to 10AM. Mr. Leary stated assignments and bags will be distributed at Central Park beginning at 8AM and this is an opportunity to beautify the Town. If unable to participate on that day, Mr. Leary can provide an assignment and bags for another day. He encouraged those with young children to participate and he hopes to see a large number of participants.

Sandy Mayo advised she wrote a letter to the Chair of the Select Board. She noted she is shocked with Tim Guiles rants and disrespect for the audience and requested he be removed as a member of the Brandon Select Board. Doug Bailey advised that he responded to Ms. Mayo one day after receipt of the letter. In his response, he noted that regarding the April 8th meeting, the public was allowed to speak with the Board to hear their ideas and concerns about the budget. It is his feeling that the conversation repeated the prior meetings and budget discussions and the elected board members must decide what they feel is best for the entire population, which is what the last Board and the new Board has done. Mr. Bailey does not feel that Mr. Guiles disrespected the audience, and noted he is also a resident and taxpayer of the Town, as well as a Select Board member. The budget will be in the hands of the voters on April 30th. In a response from Ms. Mayo from his letter, she noted concern there was a special meeting to discuss this matter and Mr. Bailey responded that a special meeting did not take place and would have to be warned. Ms. Mayo had indicated the people in attendance are speaking for many others regarding the budget being too high with no cuts being done. She stated this does not support anything and is against DEI. Mr. Bailey noted that Ms. Mayo had indicated that Ms. Nelson had sent her husband to her house to talk with her about not supporting Vicki Disorda and was threatening to her. Mr. Bailey advised there is no mechanism in Vermont for removing a Select Board member and read from statute that voters must abide by their decision and there is no removal or recall of a Select Board member. Tim Guiles stated he always appreciates people coming to the meeting and always listens with an open mind but sometimes all are not in agreement and government is to work through a process and come to collective decisions. He noted he will continue to listen to what people say.

Ethan Nelson noted Sandy Mayo has been a close personal friend and he expressed some comments to his friend and neighbor, for whom he has assisted with many household tasks. He expressed that he is concerned that the message about policy items is being lost in personal attacks and is not going as planned, however, she responded with emotional anger. Mr. Nelson admires her for her intellect and her work with the children and he would like those to be the emphasis. He also noted

that he was raised in this Town and believes that one can be yourself in Brandon. Quoting a long-time resident of Brandon, Betty Moffett, we have a community that requires tending every day. Mr. Nelson noted that Ms. Moffett was referring to taking care of your neighbors, sharing things, and working through disagreements without making things personal. Mr. Nelson knows the majority of Board members have been small business owners and he knows that the Board is a working force. Mr. Nelson recollected a time when the budget was voted down five times regarding a controversy about a piece of equipment. He noted that for those who do not like what the Select Board is doing, he encouraged them to run for Board. He knows that the Select Board has experienced poverty and working in the business world and appreciates coming to a compromise. He thanked the Board for standing strong for the compromises and for keeping the Town safe.

Judy Bunde provided suggestions for the upcoming budget meeting next week noting a detailed outline was effective in past years. She liked the pie chart and would like to see what is proposed this year versus last year, particularly the percentages by department. Ms. Bunde thought that some people have not paid as much attention to the history of the budgets and it would be helpful to understand. The budgets have been held tight and she would like to see it in writing. Ms. Bunde also suggested the presentation include all the ARPA funds and how they have been allocated as she believes that a lot of people are confusing the necessity to use ARPA funds as a spending spree. She wanted to see the town do something with it as it is a one-time gift. Ms. Bunde suggested the budget money and the ARPA money be clearly outlined and she hopes that the majority of the voters will get a clear explanation and get out to vote.

Kevin Thorton stated he trusts the integrity of the Board and the individuals. There is no benefit to the Board members except to serve the Town as there is no money or glory and he appreciates their honesty and integrity. He also trusts the appointments to the DEI Commission were well thought out. With regard to the physical manifestation of this building, he reminded the Board that it was built in 1861 and provided historic facts noting that in 1865 two soldiers who had died laid in state and in the fall of 1865 the Brandon soldiers returned. He noted this building is the lifeblood of our community and there have been recreation events that he recently attended, in addition to tonight's stating our democracy. The building does not need vinyl siding or a cheap roof, and the 1861 roof is just wearing out now.

Karen Farwell stated with regard to the concept of respect, she has done a lot of DEI training and if stepping out of line, the team will remind one of this. It was reinforced that there is a difference between whether one thinks they are being respectful versus the perception of the other person. If people feel they are being disrespected, it is not enough that the Select Board feels they are being respectful. She noted there are regulations that can be adopted by towns that involves a complicated formula if x-percentage of voters in the same year as the person being questioned elect to remove from the Board, but Brandon has not adopted this. Ms. Farwell expressed concern with the swales in town. She understands why they are there and does not have a problem with citizens assisting with the upkeep, but when accepting the grant, the Town entered into a legal agreement that the swales would be maintained and noted concern that funds could be requested to be returned if not properly maintained. She stated someone needs to determine what was committed to and what latitude the Town has so that funds are not taken back. Ms. Disorda stated there have been official complaints back to 2021 about Mr. Guiles.

6. Appoint Downtown Parking Solutions Group

Seth Hopkins reported there is interest in developing a group and provided a list of six names received. Mr. Hopkins recommended the Select Board appoint the individuals to a Parking Solutions group. Heather Nelson asked if a Select Board member should be on the group and noted she would be willing to represent the Board. Mr. Hopkins had suggested there be a Select Board or Planning Commission member on the group. Tim Guiles thanked all who committed to serve on this group. Ralph Ethier noted a resident showed him a 1945 Brandon Town Report that listed parking as the #1 issue for the Town.

Motion by Tim Guiles/Heather Nelson to appoint Bernie Carr, Stephanie Corliss, Dorothea Langevin, Janet Mondlak, Bill Moore, Barbara Scribner, and Heather Nelson to the Parking Solutions Group. **The motion passed unanimously.**

7. Forest Dale Shared Use Path Engineering Study Proposal

Bill Moore advised the proposal from the Scoping Committee is being brought before the Select Board for consideration after an RFP had been sent out with one firm responding. The firm was evaluated and Mr. Moore is asking the Board to consider the proposal as it is outside the Town Manager's approval. Brian Coolidge asked where the funding would come from. Mr.

Moore advised the Select Board had previously approved the match of \$10,000 for a \$40,000 grant the Town had received with the funds coming from the 1% tax fund. Susan Benedict asked if there is information on the trails. Mr. Moore stated the scoping study will determine what routes would work between Forest Dale and Brandon. There will be public engagement with the engineering firm to obtain comments. The Town had applied for the planning grant for the baseline design, but the trail will cost much greater than \$50,000. This would be a multi-use trail and will be a connector between Brandon and Forest Dale for both biking and walking. Ms. Benedict asked with the trail accommodating children, bikes, and adults, who will supervise the trail. Mr. Moore advised this will be made clearer once it is determined what the alternatives are. This project has been discussed for many years and started as a Safe Routes to Schools and is an important connector to provide a safe opportunity for travel between Forest Dale and Brandon. Ms. Benedict noted she would like to volunteer.

Motion by Tim Guiles/Doug Bailey to support the proposal and the engineering study for the Forest Dale shared use path. **The motion passed with one no vote – Brian Coolidge.**

8. Request for Letter of Support for Solar array on Clark’s Mill Road

Seth Hopkins reported a request was received from the Planning Commission regarding the Select Board’s consideration of a letter of support for a solar array on Clark’s Mill Road. Jack Schneider stated the process for a renewable energy proposal is detailed in the Enhanced Energy Plan. SolarFest presented to the Energy Committee and Planning Commission. The Planning Commission is in support of sending a letter of support to the PUC regarding the project. SolarFest bought the 10 acres of land behind Ron’s Auto that is totally screened. SolarFest owns most of the adjoining property and there is one other adjacent landowner. Information on the project is in the Planning Commission minutes of April 15th. It is a 125-kilowatt solar array that could accommodate 15 households and people will be able to buy shares in the project and receive credits on their electric bill. Clark’s Road is located on Route 73 a short distance past the highway department. SolarFest is a non-profit organization that owns the land and there is no town involvement in this project.

Motion by Tim Guiles/Heather Nelson to approve a letter of support for a SolarFest solar array on Clark’s Mill Road. **The motion passed unanimously.**

9. Updating Declaration of Inclusion

Seth Hopkins advised the Declaration was ratified on 1/25/2021 that made Brandon the 3rd community to adopt a statewide Declaration of Inclusion. That was effective unanimously and there has now been an update to it. The modification of the Declaration provided additional language that is indicated on the one-page memo and Mr. Hopkins recommended updating the Declaration to be in line with the statewide initiative. Tim Guiles suggested the Town stay up to date with the Declaration as this is a necessary document.

Motion by Tim Guiles/Ralph Ethier to approve the update of the Declaration of Inclusion. **The motion passed unanimously.**

10. Fiscal

a) Warrant – April 22, 2024 - \$161,926.73

Motion by Tim Guiles/Brian Coolidge to approve the warrant of April 8, 2024, in the amount of \$161,926.73. **The motion passed unanimously.**

The Board recessed at 8:29PM

The Board reconvened at 8:47PM

Motion by Tim Guiles/Heather Nelson to enter into executive session at 8:47PM for the appointment or employment or evaluation of a public officer or employee per 1 V.S.A. 313(3)(a)(3). **The motion passed unanimously.**

12. Executive Session

The Board came out of executive session at 9:35PM.

The Board completed the Town Manager's assessment. Heather Nelson encouraged Mr. Hopkins to take a vacation.

Motion by Brian Coolidge/Doug Bailey to enter into deliberative session regarding the Vicious Dog hearing at 9:36PM. **The motion passed unanimously.**

13. Deliberative Session

The Board came out of deliberative session at 9:56PM.

The Town Manager was instructed to draft a letter on behalf of the Select Board to the dog owners.

14. Adjournment

Motion Brian Coolidge/Doug Bailey to adjourn the Select Board meeting at 9:57PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

Selectboard present: Doug Bailey, Heather Nelson, Ralph Ethier, Brian Coolidge, Tim Guiles
Others: Seth Hopkins, Bill Moore, Susan Benedict, Dorothea Langevin, Barbara White, Tom White, Steven Jupiter, Mat Clauser, Patricia Welch, Jeff Haylon, Lisa Alderman, Barry Varian, Billy Bullock, Janet Coolidge, Bill Dick, Tracy Wyman, Claire Astone, Diana Williams, Jack Schneider, Ben Wimett, Bill Claessens, Karen Farwell, Karen Rhodes, Brent Buehler, Jim Emerson, Chris Conlin, Ray Marcoux, Patrick Snow, Cecil Reniche-Smith, Vicki Disorda, Scott Scribner, Barbara Scribner, Neil Silins. By Zoom: Sue Gage, Bruce Jenson, Eve Beglarian, Jesse Therrien.

1 The meeting was called to order at 6:45PM by Chair Doug Bailey. The posted agenda was amended to remove item 4 approval of minutes and substitute a new item 4 public comment and participation. The **amended agenda** was moved by Heather Nelson, seconded by Tim Guiles, and **VOTED 5 - 0**.

2 On motion by Heather Nelson, seconded by Ralph Ethier, and **VOTED 5 - 0**, the board and town manager entered **executive session** regarding the appointment or employment or evaluation of a public officer or employee per 1 VSA § 313(3)(a)(3) at 6:48PM.

3 The board returned to public session at 7PM. **No action resulted from the executive session.** Chair Doug Bailey shared some quotes from a recent “60 Minutes” interview with Rep. Hakeem Jeffries regarding the necessity in government of finding common ground, ensuring safety and security, and improving infrastructure. Bailey stated that these are the same kinds of goals we have here at the local level in Brandon.

4 Tracy Wyman stated that while he had proposed adding the \$300,000 in paving to the budget, he had also proposed \$150,000 in cuts that were not acted upon. There was no further public comment at this time.

5 Chair Doug Bailey called upon town manager Seth Hopkins to introduce the budget revision under consideration at this meeting. The town manager’s remarks are attached to these minutes.

Board discussion of the budget’s second revision (“FY25C”) followed, with consideration of the advisability of an paving appropriation article, a step-down use of a smaller amount from the reserve fund, and resulted in a motion by Heather Nelson, seconded by Tim Guiles, to request an **appropriation article for \$85,000 to be raised by taxes for road paving**. Further discussion including the public followed, with more than a dozen questions and answers covering infrastructure, recreation, technology, winter operations, grants, planning, process, and whole-community values. The question on asking for the appropriation article for paving was called and **VOTED 3 in favor** (Guiles, Nelson, Bailey) and **2 opposed** (Ethier, Coolidge).

The **FY25 budget**, with \$3,328,882 in spending (down 0.52% from FY24) and \$2,804,212 in the amount to be raised by taxes (up 2.45% from FY24) was then moved by Tim Guiles, seconded by Ralph Ethier, and **VOTED 5 - 0**.

6 The **warning and ballot**, with meeting at 7PM on Monday, May 20 at the Town Hall and voting 7AM - 7PM on Tuesday, May 21 at the Legion, was moved by Tim Guiles, seconded by Heather Nelson, and **VOTED 5 - 0**.

7 On motion by Brian Coolidge, seconded by Ralph Ethier, and **VOTED 5 - 0**, the board, without the town manager, entered **executive session** regarding the appointment or employment or evaluation of a public officer or employee per 1 VSA § 313(3)(a)(3) at 9:04PM. The board returned to public session at 9:12PM. On motion by Tim Guiles, seconded by Heather Nelson, and **VOTED 5 - 0**, the board voted to **approve a cost of living adjustment** for the town manager as called for in the employment agreement, and to **authorize his participation** in the 2024-2026 cohort of the Vermont certified public manager program if he is accepted.

8 On motion by Brian Coolidge, seconded by Heather Nelson and **VOTED 5 - 0**, the board **adjourned** at 9:12PM.

Respectfully submitted,



Seth M Hopkins, town manager

TO Selectboard
RE FY25 Budget - two scenarios
DATE 2 May 2024

In an effort to support the selectboard's consideration of a revised FY25 budget proposal, I have exported the information from NEMRC into a spreadsheet. This will allow the board to work with line items and understand in real-time the projected impacts of specific decisions.

The spreadsheet I am providing for your evaluation includes, in addition to the greyed-out and struck-through columns detailing the two failed FY25 budget proposals, a green column ("FY25C") which is my careful exploration of the form a 0% budget proposal could take. In this scenario:

- a The FY25 to be raised by taxes (TBRBT) is exactly the FY24 TBRBT
- b The FY25 spending is held to FY24 spending, minus 0.52%
- c $\frac{2}{3}$ of the approximately \$100,000 surplus from the Arnold District paving project is

REQUIRED to balance the budget, and $\frac{1}{3}$ of this surplus can be returned to the General Fund

The data.bls.gov inflation calculator result of 5% in the period from crafting the FY24 budget in December 2022 to March 2024 is disregarded and has to be absorbed by the budget by making cuts.

The most significant actions taken are in the Notes column: remove all paving from the budget (as in FY24), remove all police vehicle replacement from the budget (as in FY24), and reduce the Highway Crew from 4 to 3 by not filling a newly-vacant position.

As has been observed: An extremely tight budget forecast will not accommodate any unforeseen grant opportunities, expenses, projects, or increases in prices of materials, equipment, utilities, or labor. An excessively tight budget runs the risk of incurring a deficit. Deficits are not a transparent way to use taxpayer funds. They require, in effect, after-the-fact use of fund balance.

As has also been observed: The Town's fund balance has been called upon by previous budgets in an intentional way, to lessen the taxation. The Town should endeavor to bolster its fund balance rather than allow it to erode. The fund balance at the moment is trending toward the low-limit of the selectboard's fund balance policy. This momentum ought to be stopped and reversed back toward a healthier cash position. Using fund balance (or Arnold District surplus) this year to "get to zero" means we would be starting the FY26 budget workshop in the same position we started the FY25 workshop: being behind where we were before we spend the first dollar. I do not recommend this to the board as the most sound approach to managing the Town's finances.

A substantially cut budget which maintains FY24 spending levels in FY25 (a "level-funded budget" or "level-spending budget" which is not the same thing as a "level-service budget") could and in my view would better be obtained by proposing an increase of 2½% to the amount to be raised by taxes. Adding 2½% to the FY24 amount to be raised by taxes would generate \$2,805,691 for FY25. Together with the forecast non-property tax revenue of \$524,670, the Town's total FY25 forecast revenue would be \$3,330,361, which balances the budget without using either fund balance or surplus from the Arnold District project, and allows the surplus to be returned in full to fund balance.

Respectfully submitted,



To the Brandon Selectboard, Town Manager and Assistant Town Manager:

I am unable to attend your special meeting Monday evening and so write to express my views on the budget impasse. I am in favor of responsible budgeting that maintains town services and avoids creating additional “deferred maintenance” situations in the future. I do not think that the town should be “penny wise and pound foolish,” nor do I think that our local elected and appointed officials should surrender to the demands of the most vocal and most angry constituents.

I supported the original and first revised budgets, not because I want taxes to go up, but because I recognized that (1) over a number of years, the budget has only increased a small amount, which is a testament to good management over time—despite national inflationary pressures; and (2) having a separate appropriation item for paving hid the true amount of the budget *in past years*, and so pulling this back in to the main town budget made sense from an accountability standpoint (thought it would result in what *appeared to be* a large, one-time increase). It is unfortunate that this issue seems to be missed in the debate.

It is hard to argue with folks in tight financial circumstances, but looking around, it seems that *some* of the most vocal and angry members of the community do not fit that category. It unfortunately needs to be stated outright that *some* members of the community have personal quarrels against particular town officials and are using the budget issue to further their agendas. This is regrettable. For some others, there is a general feeling of frustration and anger about the state of the nation and of the world, which may be understandable. The town government is an easy target, but it is not the right target.

For those who really are on tight budgets, your arguments should not be directed to the town, but to the general state of the economy, the state legislature and the national governments that set policy which local governments cannot control. The town is not immune from general inflationary pressures, and when it chooses to do anything, it must buy at inflated prices and it must follow state and national regulations—e.g., road standards, accessibility, clean water, personnel, even accounting.

For those who frame the current budget debate as being about “economic justice,” I think you are misguided. It is not economic justice to cut government services that often benefit most those with the least financial resources. When local governments start cutting services, it is the poorest among us who suffer first. And, while it is true that the town portion of the property tax is essentially regressive, it is state policy—not the town’s—that makes it so. If you want to work for economic justice, do something at the state and national level to work to alleviate the conditions that contribute to economic distress and disparity.

I think that people complain to town governments because it is the one place where you can have a direct impact. And it is the one place where we exercise direct democracy over an issue that matters—the budget. But, we must exercise that vote responsibly. The irony is that people complain that local officials “don’t listen” to them when, actually, it is local officials who listen the most. Let’s appreciate that, and let’s let our local officials do their job. And then take your complaints to Montpelier and Washington.

So, yes, go over the budget with a fine-tooth comb and eliminate any redundancies and inefficiencies and anything that can be cut or trimmed *without* cutting services. Do no harm. And thank you for your service to the town and people of Brandon.

Respectfully submitted,

Mitch Pearl

FOR THE AWARENESS OF THE TOWNSPEOPLE

Informational meeting on the Town budget 7PM on Monday, May 20, at the Town Hall
Voting by ballot from 7AM to 7PM on Tuesday, May 21, at the American Legion

FOLLOW-UP ITEMS FROM PREVIOUS MEETINGS

The annual external audit of Town financial operations was received from the auditors and has been posted to the Town website for public information. The selectboard has a staff memo along with the Auditor's Governance and Management Letters in the packet.

Vermont Emergency Management has officially approved Brandon's Emergency Management Plan which the board adopted at its April 8th meeting.

A volunteer group is scheduled to meet at the bioswale in front of 44 Park Street on Saturday morning (May 11th) at 10 to learn how to rejuvenate and care for the bioswales (rain gardens) on Park Street and Pearl Street. The Town has been provided confirmation by both Watershed Engineering and Aldrich & Elliott (A&E) Engineering that properly instructed organized volunteer gardeners can, and in most communities would be the best way to, maintain the function and aesthetic appearance of the rain gardens. Our sole Town buildings & grounds person plans to attend as do I. The maintenance plan from Watershed is suitable for both Park Street and Pearl Street, as Watershed was subcontracted by A&E to design the Park Street bioswales.

FOCUS AREAS DURING REPORTING PERIOD

Much attention was given to assisting the selectboard in the second revision of the proposed operating budget (FY25C) and communicating the same.

I met with our State river management engineer and Town highway division chief at Barlow Avenue regarding the scouring action of the Neshobe there which is threatening the road by undermining. The Town will obtain a permit to armor that embankment; the Town crew will do the work; to stay within waterway seasonal restrictions, this work will begin after July 1st.

I had two phone calls and an in-person meeting with a person concerned about geoen지니어ing and provided the selectboard with the information she gave me.

I began the process of the ten-year recertification of the Brandon transfer station with staff from Rutland County Solid Waste District.

I had many other meetings with town officers, staff, townspeople and a journalist, and responded to a number of requests for information from various parties, and provided referrals to training opportunities for town committees and boards as those came to my attention.

FINANCIAL SNAPSHOT	
Operating Expenses	91% thru funds / 87½% thru year
Unrestricted / Unassigned Fund Balance	\$560,265
1% (Local Option) Tax Fund Available / Undesignated	\$313,125
Known Grant Matches Not Yet Designated	UNION STREET
Delinquent property taxes (prior years)	\$332,663 (was \$333,530)
Delinquent wastewater (prior years ['over 120 days'])	\$204,585 (was \$185,413)
Number of payment plans for delinquent accounts	23 active

FOR AWARENESS OF THE SELECTBOARD

The State has advised the Town Treasurer that Q1 2024 local option (1%) tax receipt will be \$64,099. This puts our 1% Fund at \$313,125.

Requests for quotes for FY25 heating and diesel fuels, as well as requests for sealed bids for Wastewater chemicals and sludge trucking and processing have been sent by Elaine Smith; results will be reported to the board at the first regular meeting in June.

I have signed the Town up for the FY25 Municipal Roads General Permit grants-in-aid program. Results will be provided when received.

Spring work has begun in earnest. The Town crew has been grading and ditching. All roads now have been graded at least one time after the winter — this is very early in this season to reach that milestone. The stone wall in Green Park is being repaired, and the first street sweeping has been done in the downtown. Final items with the wastewater treatment facility upgrade are being addressed. Lafayette was in town on Thursday, May 9th installing guardrails on Marshall Phillips Rd, Lower Carver Street (bridge approach), Wheeler Road, and Wood Lane. The highway division chief has inspected and accepted the quality of work.

The semi-annual groundwater sampling at the closed landfill was completed Tuesday, May 7th.

Thanks to Tree Warden Neil Silins for creating Brandon’s Vermont Arbor Day observance at the Senior Center on May 3rd.

Thanks to Green Up Day Coordinator Jim Leary for again leading our community in its annual spring cleaning of our outdoors. Gratitude to all who took part in Greening Up Brandon.

TOWN MANAGER’S RECOMMENDATIONS FOR ITEMS ON THIS AGENDA:

I recommend approval / adoption of all warned items presented tonight.

Respectfully submitted,



Town Manager



TOWN of
BRANDON
VERMONT
RECREATION

May 13, 2024

All 3 sessions of **swimming lessons at the Brandon Inn** are open for registration – they will run the weeks of **June 24, July 15 and July 29.**

The popularity of the **October 3rd Brandon Rec Bus Trip to Salem** cannot be overstated. 2 full buses sold out in less than 48 hours. A waiting list was created and now we have a **third bus that is nearly full.** These trips are in partnership (in parking lot only) with the **Rutland and West Rutland Rec departments.**

Safety Day was postponed; we will be reconstituting this event to be a more bike promotional event. Will be working with the **Brandon Area Bike Association** and other organizations. Stay tuned..

At the last meeting, select person Ethier asked for a break down of baseball participants that were not from Brandon. **43 non-resident** baseball registrations. We collected **\$387 in non-resident fees** – an extra **\$9 per.** The breakdown of residency from the top 3 towns: **Leicester (17) Whiting (17) Sudbury (5)**

A temporary practice field will be installed at Estabrook – drive-in side – to help alleviate the crowded field space. Nate from Buildings and Grounds (B&G) and I met with Jeff Zangla from **Vermont Tennis Court Surfacing at Estabrook** last week and a quote is coming for the plastic resurfacing/lining quote (not inclusive of the asphalt)


Met with VABIR about placement of a summer worker experience to **help with B&G.** This is a work training program for ages 17 – 24.

The **Brandon Idol Finale** is being held at the **Brandon Town Hall** on **Friday, May 17th.** **\$5/per person** entry. The 2024 winner will be crowned!

Otter Valley is holding their annual volunteer day and some projects we have targeted for their morning of service:

- Site 1: Seminary Hill Park – Spreading Chips at the playground
- Site 2: Downtown mulch spread in parks.
- Site 3: Estabrook Park – Chips Spread/Paint Picnic Tables
- Site 4: WWTP @ 500 Union Street: Paint Building/Possible clean out/organize a building
- Site 5: Neshobe School Ball field– Paint snack shack.

Respectfully submitted,



Bill Moore



CERTIFICATE OF APPROVAL FOR LOCATION OF A SALVAGE YARD

The application of THUNDER TOWING + AUTO RECOVERY whose address is
126 PAINTWORKS ROAD

dated MAY 08 to locate a junkyard on the land and premises in the city/town of
BRANDON owned by GERARD J. LOWELL

and described as follows PARCEL : 0083-1480

has been duly heard and acted upon by the SELECT BOARD
 (City Council, Selectboard, Trustees)

of said Brandon pursuant to the provisions of 24 V.S.A., §§ 2251- 2257
 the same is approved this _____ day of _____, 20 _____.

The certificate is valid for 5 years from date of issuance, subject to the provisions
 (1 through 5)

of State Statute or Municipal Ordinance presently or hereafter appertaining thereto. This
 certificate is for the exclusive use of the named applicant and is not assignable.

The application fee of \$25.00 and all other assessments authorized by 24 V.S.A. §2256 have
 been paid.

 (City Council, Selectboard, Board of Trustees)

of the City/Town/Village of _____



VERMONT

STATE OF VERMONT
AGENCY OF NATURAL RESOURCES
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
Salvage Yard Program
1 National Life Drive, Davis 1, Montpelier, VT 05620-3803



**APPLICATION FOR CERTIFICATE OF APPROVED LOCATION
OF A SALVAGE YARD**

To the SELECT BOARD of the City/
(City Council, Selectboard, Board of Trustees)

Town/Village of BRANDON in the county of RUTLAND

The undersigned hereby applies for a permit to locate and maintain a junkyard to be located on the land and premises as herein described.

1. Name of Applicant: THUNDER TOWING + AUTO RECOVERY
2. Address of Applicant: 126 PAINT WORKS ROAD
BRANDON, VT 05733
3. Owner of Land: GERARD J. LOWELL
4. Description of Land: COMMERCIAL BUILDING + 1.63 AC

Being all or part of the same land and premises conveyed to GERARD J. LOWELL
by deed of GEORGE W. McDONOUGH Page 364 of the BRANDON LAND RECORDS BOOK
(Grantor) (Grantee)
recorded in Book 240 Page 365 of the BRANDON
(City/Town)

Land Records; as described below:

Describe the land briefly, indicating dimensions to include reference to so-call permanent boundary markers.

SEE ATTACHED PAGES 1-3

CONTINUED ON BACK

Dated this 8th day of MAY, 20 24.

Signature of Applicant: [Handwritten Signature]

Consent of Owner (if land is leased, rented or otherwise permitted)

I hereby consent to the location and maintenance of the heretofore described junkyard on my land, dated this _____ day of _____, 20 _____.

Signature of Land Owner: _____

Attached is a certificate from the Zoning Board of Adjustment for the above cited location granted on this _____ day of _____, 20 _____.

This application is to be submitted to the Legislative Body in the municipality where the salvage yard is located. An application fee of twenty-five (\$25.00) made payable to the municipality named, and, if applicable, the Certificate from the Zoning Board of Adjustment in Accordance with 24 V.S.A. §2251 (as amended) must accompany this application.



May 9, 2024

Selectboard Members,

On May 7th, the Brandon Revolving Loan Fund committee met to consider a loan request from Erynn & Andy Doaner, principals for the Common Ground, LLC to help fund their creation of a custom catering food truck for the expansion of their business, Mae's Place.

"Mae's Mobile" will represent another way for their brick-and-mortar business to grow to fit the needs of the town. With their limited catering and food truck jobs that have served proof of concept for the last 6 years, (and without dedicated equipment), the unrealized growth and marketing opportunities will produce a significant revenue stream for their already successful business.

The meticulously researched project/business plan that accompanied the loan request, coupled with their stellar Brandon RLF track record, wowed the RLF members in attendance. Their decision to approve was unanimous.

The amount to be loaned is \$25,000. The terms would be a 6.5 % interest rate amortized as an 84-month loan with a balloon payment at 60-months secured by first security interest in all equipment purchased for the trailer, first security in account receivables for Mae's Place. second security interest in the trailer - VIN Provided.

As is customary with all RLF loans personal Loan Guarantees will be signed by all of the principals of the corporation.

Erynn and Andy have been that special type of business owners who respond to the varied needs of the Brandon community; this expansion will make that even easier for them to continue to do so.

Respectfully Submitted,

Bill Moore
Economic Development Officer



May 9, 2024

Selectboard Members,

On May 7th, the Brandon Revolving Loan Fund committee met to consider a loan request from Kenneth Lee for his new business venture, 22 Park Eatery.

This new venture represents a plan to provide a food service business that provides a dine-in and take out experience in a location that has seen much success serving both locals and tourists who visit Brandon. This eatery will be located in the annex building adjacent the Brandon Inn (Formerly Foley Taco & Bean) and will have a varied menu of food and beer as well as serving ice cream.). Their plan is to be open on Mondays as well!

The committee members were impressed by the energy and vision of the veteran chef and voted unanimously to approve the full amount requested.

The amount to be loaned is \$48,000. The terms would be a 6.5 % interest rate as amortized as an 84-month loan with a balloon payment at 60-months secured by first security interest accounts receivable of 22 Park Eatery, second security interest in equipment purchased from Foley Taco & Bean, and a lien on the personal real estate property of Kenneth Lee.

As is customary with all RLF loans personal Loan Guarantees will be signed by all of the principals of corporation.

The reopening of an eatery located at this prominent location will only help to provide Brandon residents and visitors with more options for an affordable quality dining experience in the heart of our downtown.

Respectfully Submitted,

Bill Moore
Economic Development Officer

TO Selectboard
FROM Town Manager
DATE 9 May 2024
RE FY23 Audit: Management Letter & Finance Staff Response

The Town received its FY23 Audit from RHR Smith & Company on 19 April 2024. The Audit itself (91 pages) has been published to the Town website in line with longstanding practice (Resources/ Reports) for selectboard and community information.

The Auditors state in their Management Letter: "These matters do not modify our opinion on the financial statements for the year ended June 30, 2023, where we expressed an unmodified opinion on our independent auditor's report dated April 18, 2024."

With this memo I am providing the Selectboard and the community the Governance Letter (SAS 114) and the Management Letter (SAS 115) from the Auditors. The Management Letter requires response/context which has been supplied by the Town's finance staff below.

Respectfully submitted,



Re: Staff Response to Management Letter received with Financial Audit

Finding #1 - Bank Reconciliations

Auditor noted that we had some stale-dated checks in the checking account. The amounts of those have varied over the years but are not material in nature. Typically our longer outstanding checks do not total more than \$5,000. We do have procedures to deal with those stale-dated checks. We contact individuals by phone or mail, ask whether they can find the check and cash it, or whether they would like a replacement check. After one year (required by the state) we submit those checks to the Vermont State Treasury, which publishes annual reports and encourages people to claim their funds. We did not send any payments to the Vermont State Treasury in 2022, because there were no checks over a year old at that time, which is required by the state.

Finding #2 – Cash Disbursements

Auditor noted that certain invoices were not marked approved for payment. These invoices are routine invoices such as electric and phone, which are consistent and regular. We have traditionally looked to budget comparisons for any aberrations in these areas when entering payments. The Town Manager does review all the invoices prior to the Board meetings. In the future, the Town Manager will approve these routine billings by signing or initialing each warrant.

/s/ Jackie Savela, Bookkeeper

/s/ Sue Gage, Treasurer



Proven Expertise & Integrity

April 18, 2024

Selectboard
Town of Brandon
49 Center Street
Brandon, Vermont 05733

We have audited the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Brandon, Vermont for the year ended June 30, 2023. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated April 20, 2023. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town of Brandon, Vermont are described in Note 1 of Notes to Financial Statements. All significant transactions have been recognized in the financial statements in the proper period.

As described in Note 1 of Notes to Financial Statements, the Town of Brandon, Vermont changed accounting policies related to Governmental Accounting Standards Board (GASB Statement) No. 94, "*Public-Private and Public-Public Partnerships and Availability Payment Arrangements*", No. 96, "*Subscription-Based Information Technology Arrangements*" and No. 99, "*Omnibus 2022*" in 2023. There was no impact in the financial statements based on the cumulative effect of these accounting changes.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Brandon, Vermont's financial statements were:

- Fair value of investments
- Depreciation expense which is based on the estimated useful lives of capital assets
- Pension related assets, liabilities and expenses which are based on actuarial valuations
- Accrued compensation
- Deferred revenues

Management's process for determining the above estimates is based on firm concepts and reasonable assumptions of both historical and future events. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements are reflected in the deposits and investments, capital assets, long-term obligations and fund balance footnotes.

The financial statement disclosures are neutral, consistent and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial and communicate them to the appropriate level of management. A schedule of any uncorrected misstatements has been presented to management with the management representation letter. We did not identify or propose any adjustments of misstatements as a result of audit procedures that were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 18, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the Town of Brandon, Vermont’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town of Brandon, Vermont’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

However, we noted certain other matters that we reported to management of the Town of Brandon, Vermont in a separate letter dated April 18, 2024.

Other Matters

We applied certain limited procedures to the Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund, Schedule of Proportionate Share of the Net Pension Liability, Schedule of Contributions and Notes to Required Supplementary Information, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues, Schedule of Departmental Operations - General Fund, combining and individual nonmajor fund financial statements, capital asset schedules and schedule of expenditures of federal awards, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the information and use of the Selectboard and management of the Town of Brandon, Vermont and is not intended to be and should not be, used by anyone other than these specified parties.

Very Best,

RHR Smith & Company

RHR Smith & Company, CPAs



Proven Expertise & Integrity

April 18, 2024

Select Board
Town of Brandon
49 Center Street
Brandon, VT 05733

MANAGEMENT LETTER

In planning and performing our audit of the financial statements of the governmental activities, business-type activities, each major fund and the aggregate remaining fund information of the Town of Brandon, Vermont as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control. We did so to determine our auditing procedures for the purpose of expressing an opinion on the financial statements, but not for expressing our opinion on the effectiveness of the Town of Brandon, Vermont's internal control over financial reporting or compliance.

During our audit we became aware of one matter referred to as "management letter comments" that offers an opportunity for strengthening internal control and improving operating efficiency of the Town of Brandon, Vermont. The following page summarizes our comment and suggestion on that matter.

This report is intended solely for the information and use of the Select Board, management, and others within the entity and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

These matters do not modify our opinion on the financial statements for the year ended June 30, 2023, where we expressed an unmodified opinion on our independent auditor's report dated April 18, 2024.

Bank Reconciliations:

While performing the audit for the above-mentioned fiscal year, we noted that the Town has outstanding checks remaining on bank reconciliations that were older than 6 months from the date of issuance. We recommend that management establish procedures that address all outstanding checks that are older than 6 months from the date of issuance to help ensure accuracy and completeness of transactions in the correct reporting period and to help avoid material misstatements in the financial statements. (Some examples of ways to address these checks are: voiding and reissuing a new check to the payee, contacting the payee directly, submitting the payment information through the State's Unclaimed Property Program for payees who cannot be contacted or who do not respond.)


Cash Disbursements:

While performing the audit for the above-mentioned fiscal year, we noted that invoices were not consistently being approved for payment prior to the board signing warrants. This control is put in place as an extra step to ensure that the purchases being made are acceptable. It is recommended that the entity review their current internal controls and adjust in order to properly approve invoices before payment.

We would like to thank Seth, Bill, Sue, Jackie and all of the staff at the Town of Brandon, Vermont for their cooperation throughout this audit process.

If there are any questions regarding this letter, please do not hesitate to call.

Very Best,



RHR Smith & Company, CPAs

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63762 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 05/13/24 To 05/13/24

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
200263	05/01/24	WWTF Upgrade Step III 82145	40-5-20-20120 Engineering	2460.00	1492	05/13/24
100619	05/06/24	rear brake pads 870194	10-5-15-41160 HW Maint. Supplies-Vehicl	113.99	1493	05/13/24
311028	04/22/24	appropriation MAY 2024	10-5-25-70170 American Legion Post #55	6250.00	1494	05/13/24
310590	04/23/24	windows 4-23-24 8043	10-5-22-43100 Town Office	60.00	1495	05/13/24
311044	05/02/24	revote 4/30/24 MAY 2024	10-5-13-10160 Election Workers	30.00	1496	05/13/24
310189	05/01/24	install gun holder 885449	10-5-22-43090 PD Bldg Maint.	81.61	1497	05/13/24
311218	05/08/24	polls 4-3-24 MAY 2024	10-5-13-10160 Election Workers	30.00	1498	05/13/24
100245	04/22/24	appropriation MAY 2024	10-5-25-70140 Chamber of Commerce	250.00	1499	05/13/24
100305	04/22/24	appopriation MAY 2024	10-5-25-70130 Brandon Rescue Squad	20645.00	1500	05/13/24
100255	05/01/24	April portion of payments 05/01/24	90-5-15-90600 Paid To BFD No 1	37609.55	1501	05/13/24
100275	04/22/24	appropriation MAY 2024	10-5-25-70470 Brandon Library	7666.67	1502	05/13/24
100625	04/22/24	appropriation MAY 2024	10-5-25-70110 BIDCC -4th of July Com.	1750.00	1503	05/13/24
100280	04/22/24	keys 31783/3	10-5-18-30070 Little League Expenses	15.96	1504	05/13/24
100280	04/23/24	drill bits 31917/3	20-5-55-43160 Maint. Supplies - General	56.98	1504	05/13/24
100280	04/24/24	washers 32004/3	10-5-22-43160 Parks Maint.	3.59	1504	05/13/24
100280	04/24/24	paint pails, grease 32104/3	10-5-18-30070 Little League Expenses	56.91	1504	05/13/24
100280	04/25/24	spray paint 32199/3	10-5-22-43160 Parks Maint.	19.98	1504	05/13/24
100280	04/25/24	for fountains 32202/3	10-5-22-43160 Parks Maint.	83.95	1504	05/13/24
100280	04/25/24	rule tape 32214/3	10-5-22-43160 Parks Maint.	18.99	1504	05/13/24
100280	04/30/24	fasteners 32962/3	10-5-22-43160 Parks Maint.	4.50	1504	05/13/24
100280	04/30/24	epoxy 33019/3	10-5-22-43160 Parks Maint.	9.59	1504	05/13/24
100280	05/01/24	batteries 33189/3	20-5-55-43160 Maint. Supplies - General	17.99	1504	05/13/24
100280	05/04/24	tarp, bungee cords 33856/3	10-5-10-91000 Animal Control Expenses	62.71	1504	05/13/24
100280	05/04/24	LED bulbs, trouble lite 34000/3	20-5-55-43160 Maint. Supplies - General	47.98	1504	05/13/24
100280	05/06/24	spray paint 34039/3	10-5-22-43160 Parks Maint.	10.99	1504	05/13/24

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100280	05/08/24	fasteners	10-5-15-41160	9.56	1504	05/13/24
		34397/3	HW Maint. Supplies-Vehicl			
310688	05/01/24	reimb petty cash	10-5-14-30132	16.68	1506	05/13/24
		05/01/24	Postage Expenses PD			
310688	05/01/24	reimb petty cash	10-5-14-40440	45.00	1506	05/13/24
		05/01/24	Police Dog Expenses			
100310	04/22/24	appropriation	10-5-25-70480	1125.00	1507	05/13/24
		MAY 2024	Senior Citizen Center			
310449	04/22/24	baseball gear	10-5-18-30070	2180.63	1508	05/13/24
		925549455	Little League Expenses			
100051	05/02/24	revote 4/30/24	10-5-13-10160	30.00	1509	05/13/24
		MAY 2024	Election Workers			
301503	04/17/24	diesel fuel	10-5-15-41130	502.15	1510	05/13/24
		529989	Fuel - Vehicles HW			
301503	04/29/24	heating fuel @ HWY	10-5-22-42110	164.54	1510	05/13/24
		530009	Heating Fuel			
301503	04/24/24	diesel fuel	10-5-15-41130	1079.58	1510	05/13/24
		530555	Fuel - Vehicles HW			
301503	05/01/24	diesel fuel	10-5-15-41130	319.37	1510	05/13/24
		531507	Fuel - Vehicles HW			
300799	05/02/24	alarm system Newton Rd	20-5-55-20240	4752.06	1511	05/13/24
		4590	Contractors			
311047	04/22/24	appropriation	10-5-25-70560	3000.00	1512	05/13/24
		MAY 2024	Charter House Coalition			
300755	05/02/24	drain cleaner	20-5-55-43160	267.45	1513	05/13/24
		8675531	Maint. Supplies - General			
310097	04/27/24	service: 05/04 - 06/03	10-5-14-42100	440.38	1514	05/13/24
		PD 04/27/24	PD Telephone Service			
310097	04/27/24	service: 05/04 - 06/03	10-5-10-42100	631.01	1515	05/13/24
		TO 04/27/24	Telephone Exp. Admin.			
310097	04/21/24	service: 04/28 - 05/27	20-5-55-42100	205.15	1516	05/13/24
		WW 04/21/24	Wastewater Telephone			
310037	04/18/24	Mar 18 to Apr 17	10-5-22-43150	83.40	1517	05/13/24
		TH 04/18/24	Town Hall Repair/Maint.			
311213	05/02/24	revote 4/30/24	10-5-13-10160	30.00	1518	05/13/24
		MAY 2024	Election Workers			
100235	05/02/24	revote 4/30/24	10-5-13-10160	30.00	1519	05/13/24
		MAY 2024	Election Workers			
301148	04/01/24	diesel exhaust fluid	10-5-15-41160	559.90	1520	05/13/24
		X12202882301	HW Maint. Supplies-Vehicl			
310733	04/30/24	grit removal	20-5-55-50160	460.00	1521	05/13/24
		APR 2024	Sludge Disposal			
300466	05/06/24	portable toilet fee	10-5-18-30070	135.00	1522	05/13/24
		89112	Little League Expenses			
100494	04/19/24	testing	20-5-55-22120	270.00	1523	05/13/24
		484996	Testing			
100494	04/19/24	testing	20-5-55-22120	25.00	1523	05/13/24
		484997	Testing			
100494	04/26/24	testing	20-5-55-22120	45.00	1523	05/13/24
		485562	Testing			

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100494	05/02/24	annual sludge testing 486434	20-5-55-22120 Testing	278.25	1523	05/13/24
100756	04/18/24	parts for chloride tank 85351823	10-5-15-41160 HW Maint. Supplies-Vehicl	59.89	1524	05/13/24
100756	04/29/24	chem tank valve 85406123	20-5-55-43160 Maint. Supplies - General	28.92	1524	05/13/24
310613	05/08/24	brake shoe kit 116682278	10-5-15-41160 HW Maint. Supplies-Vehicl	149.92	1525	05/13/24
300187	04/12/24	3/4 minus 234441	10-5-15-46140 Gravel	3887.60	1526	05/13/24
300187	04/30/24	stone 234472	10-5-15-46140 Gravel	606.11	1526	05/13/24
100650	04/24/24	chevrons 027752945	10-5-14-10320 Clothing Allowance	78.15	1527	05/13/24
101139	05/08/24	wall stone for Green Park 1970	10-5-22-43160 Parks Maint.	380.00	1528	05/13/24
300974	04/22/24	baseball uniforms 4922	10-5-18-30070 Little League Expenses	3021.00	1491	05/09/24
300974	05/09/24	baseball uniforms 4927	10-5-18-30070 Little League Expenses	2394.00	1529	05/13/24
310455	04/30/24	reimb for mileage 04/30/24	10-5-14-10310 Travel & Expenses	34.17	1530	05/13/24
311128	04/03/24	antifreeze 211828	20-5-55-41180 Maintenance-Vehicles	27.98	1531	05/13/24
311128	04/09/24	inspection of 2015 Ram 212029	20-5-55-41180 Maintenance-Vehicles	60.00	1531	05/13/24
311128	04/17/24	adapter trailer wire 212423	10-5-22-43160 Parks Maint.	15.15	1531	05/13/24
311128	04/18/24	fittings, hose 212450	10-5-15-41160 HW Maint. Supplies-Vehicl	106.42	1531	05/13/24
311128	04/22/24	cleaner, silicone, oil 212589	20-5-55-43160 Maint. Supplies - General	19.47	1531	05/13/24
311128	04/22/24	wiper blades 212597	10-5-14-41160 PD Maint. Supplies-Vehicl	55.98	1531	05/13/24
311128	04/25/24	oil 212778	10-5-15-41160 HW Maint. Supplies-Vehicl	71.88	1531	05/13/24
311128	05/01/24	bearing 213077	10-5-15-41160 HW Maint. Supplies-Vehicl	14.49	1531	05/13/24
311128	05/02/24	bearing 213109	10-5-15-41160 HW Maint. Supplies-Vehicl	14.49	1531	05/13/24
311128	05/06/24	radiator hose 213245	10-5-15-41160 HW Maint. Supplies-Vehicl	22.99	1531	05/13/24
311128	05/06/24	heater hose, hose clamp 213257	10-5-15-41160 HW Maint. Supplies-Vehicl	7.11	1531	05/13/24
311128	05/06/24	antifreeze 213283	10-5-15-41160 HW Maint. Supplies-Vehicl	59.94	1531	05/13/24
311128	05/07/24	track bar, pumice 213299	10-5-15-41160 HW Maint. Supplies-Vehicl	139.98	1531	05/13/24
311128	05/07/24	cap screw, locknut 213311	10-5-15-41160 HW Maint. Supplies-Vehicl	12.78	1531	05/13/24

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100322	04/22/24	GREEN UP VERMONT appropriation MAY 2024	10-5-17-71440 Green-Up Day	300.00	1533	05/13/24
300600	05/07/24	HOLLAND COMPANY INC sodium bisulfite PI-27162	20-5-55-50140 Sodium Bisulfite	2580.28	1534	05/13/24
100792	04/18/24	HULBERT SUPPLY CO INC nipples, coupling X022246	10-5-22-43080 Highway Bldg Maint	16.85	1535	05/13/24
310577	05/07/24	KINGSTON, TIMOTHY boot reimbursement 05/07/24	20-5-55-10320 Clothing Allowance	90.00	1536	05/13/24
310033	05/02/24	KNAPP, ELLEN revote 4/30/24 MAY 2024	10-5-13-10160 Election Workers	68.35	1537	05/13/24
100029	04/18/24	LAWES AGRICULTURAL SERVIC Roundup 33084	10-5-22-43160 Parks Maint.	87.50	1538	05/13/24
100029	04/25/24	LAWES AGRICULTURAL SERVIC grass seed for ditching 33218	10-5-15-44110 Ditching	100.00	1538	05/13/24
311176	05/08/24	LILY WHITE CLEANING SERVI cleaning 050824	10-5-22-10120 PD Custodian	262.50	1539	05/13/24
311176	05/08/24	LILY WHITE CLEANING SERVI cleaning 050824	10-5-22-10130 Admin Custodian	638.75	1539	05/13/24
310630	04/05/24	MASTERCARD business cards - JD 12182	10-5-15-10310 Travel & Expenses	41.71	1540	05/13/24
310630	04/08/24	MASTERCARD Apple iPad & Case-Grant 12183	56-5-21-10100 Tree Project-Material/Ser	466.49	1540	05/13/24
310630	04/05/24	MASTERCARD Prime,toner,baseball,safe 12190	20-5-55-41120 Safety Equipment	17.89	1540	05/13/24
310630	04/05/24	MASTERCARD Prime,toner,baseball,safe 12190 hard hat,eye wash,presure gauges.	20-5-55-51230 Outside Equip. - Pump St.	135.54	1540	05/13/24
310630	04/05/24	MASTERCARD Prime,toner,baseball,safe 12190 hard hat,eye wash,presure gauges.	10-5-15-41120 Safety Equipment	18.72	1540	05/13/24
310630	04/05/24	MASTERCARD Prime,toner,baseball,safe 12190 hard hat,eye wash,presure gauges.	10-5-18-30070 Little League Expenses	542.18	1540	05/13/24
310630	04/05/24	MASTERCARD Prime,toner,baseball,safe 12190 hard hat,eye wash,presure gauges.	10-5-13-30110 Office Supplies	103.26	1540	05/13/24
310630	04/05/24	MASTERCARD Prime,toner,baseball,safe 12190 hard hat,eye wash,presure gauges.	10-5-18-40040 After School Activity	1.99	1540	05/13/24
310630	04/05/24	MASTERCARD Prime,toner,baseball,safe 12190 hard hat,eye wash,presure gauges.	10-5-10-30110 Office Supplies	139.00	1540	05/13/24
310630	03/27/24	MASTERCARD hats-uvp. 12306	10-5-14-10320 Clothing Allowance	88.91	1540	05/13/24
310630	04/01/24	MASTERCARD hard drives,usb hub 12307	10-5-14-30110 Office Supplies	120.24	1540	05/13/24
310630	04/08/24	MASTERCARD business cards 12309	10-5-14-30110 Office Supplies	28.98	1540	05/13/24
310630	04/09/24	MASTERCARD gun locker 12310	10-5-14-30210 Office Equipment	258.24	1540	05/13/24

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310630	04/15/24	MASTERCARD Patrol Rifle Instructor 12311	10-5-14-10340 Professional Development	616.97	1540	05/13/24
310630	04/17/24	MASTERCARD wall hooks, soap 12314	10-5-22-43090 FD Bldg Maint.	23.27	1540	05/13/24
310630	04/17/24	MASTERCARD wall hooks, soap 12314	10-5-22-43180 Maint. Supplies Bldgs.	16.64	1540	05/13/24
310630	04/22/24	MASTERCARD usb charger,mailing envel 12315	10-5-14-30110 Office Supplies	55.73	1540	05/13/24
310630	04/24/24	MASTERCARD dog food 12316	10-5-14-40440 Police Dog Expenses	65.95	1540	05/13/24
310630	04/10/24	MASTERCARD MAPP train-cancel/refund 45174-1	10-5-14-10340 Professional Development	-498.00	1540	05/13/24
310843	05/01/24	MISSION COMMUNICATIONS, L serv pkgs @ ind park & CC 1087211	20-5-55-20240 Contractors	1126.80	1542	05/13/24
100201	05/09/24	MONDLAK, JANET refund DRB permit #6290 5/9/24	10-4-13-04580 Records Preservation	4.00	1543	05/13/24
100201	05/09/24	MONDLAK, JANET refund DRB permit #6290 5/9/24	10-4-13-04510 Land Records	11.00	1543	05/13/24
100201	05/09/24	MONDLAK, JANET refund DRB permit #6290 5/9/24	10-4-12-04310 Land Use Permit Revenue	318.00	1543	05/13/24
100156	04/15/24	NAYLOR & BREEN BUILDERS, WWTF PR #18 WWTF PR#18	40-5-20-50500 Contractor	109259.42	1544	05/13/24
311081	04/22/24	OTTER CREEK WATERSHED INS appropriation MAY 2024	10-5-17-71800 Mosquito Control	10427.50	1545	05/13/24
101138	04/29/24	PARR PUBLIC SAFETY EQUIPM hats INV101566	10-5-14-10320 Clothing Allowance	958.00	1546	05/13/24
310701	05/08/24	PEAK MOTOR & PUMP new Hayward Gordon pump 96755	20-5-55-41110 New Equipment-Misc Tools	26893.60	1547	05/13/24
310701	05/08/24	PEAK MOTOR & PUMP rotating asembly 97656	20-5-55-41110 New Equipment-Misc Tools	8179.87	1547	05/13/24
301088	04/16/24	PETE'S TIRE BARNs, INC tires 023008	10-5-14-41110 New Equipment - Vehicles	580.28	1548	05/13/24
300028	05/02/24	PETERSON, LAURA revote 4/30/24 MAY 2024	10-5-13-10160 Election Workers	30.00	1549	05/13/24
100219	04/02/24	PORTLAND GLASS windshield 366-1126441	10-5-14-41110 New Equipment - Vehicles	432.88	1550	05/13/24
311125	04/18/24	POULTNEY POOLS INC chlorine tabs S-INV033284	10-5-22-43160 Parks Maint.	119.00	1551	05/13/24
311125	05/09/24	POULTNEY POOLS INC filters for fountains S-INV034412	10-5-22-43160 Parks Maint.	279.80	1551	05/13/24
300315	10/03/24	PREMIER COACH CO., INC Charter to Salem, MA P/78398	10-5-18-60010 Bus Trips	6418.00	1552	05/13/24
310842	04/21/24	RHR SMITH & COMPANY field work 2014-1304	10-5-10-22110 Auditors	500.00	1553	05/13/24
300375	04/26/24	RUTLAND CITY March sludge processing 35556SLUDG	20-5-55-50160 Sludge Disposal	6300.00	1554	05/13/24
100566	04/22/24	RUTLAND COUNTY HUMANE SOC appropriation MAY 2024	10-5-25-70550 Rutland Co Humane Soc	1500.00	1555	05/13/24
100491	04/15/24	RUTLAND HERALD DRB notice 143778	10-5-12-30310 Legal Advertising	95.80	1556	05/13/24

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100493	03/31/24	RUTLAND REGIONAL PLANNING	MPM 1/24 - 3/24 4650	56-5-18-20100 MPM-TAP Forest Dale Path	2116.19	1557	05/13/24
310418	05/01/24	SILLOWAY NETWORKS INC	monthly monitoring 42221249	10-5-10-30134 Technical Support	821.75	1558	05/13/24
100006	04/22/24	SOUTHWESTERN VT COUNCIL O	appropriation MAY 2024	10-5-25-70190 SW VT Council on Aging	725.00	1559	05/13/24
310921	04/23/24	STEARNS SERVICES LLC	consulting fee 1240	10-5-10-30130 Service Contracts	360.00	1560	05/13/24
310099	04/22/24	STEPHEN A DOUGLAS BIRTHPL	appropriation MAY 2024	10-5-25-70430 Stephen A. Douglas Inc.	625.00	1561	05/13/24
300592	04/12/24	SUBURBAN PROPANE, L.P.	propane @ WW lab bldg 544063	20-5-55-42110 LP Gas - Bldgs	578.45	1562	05/13/24
300592	04/12/24	SUBURBAN PROPANE, L.P.	propane @ WW chem bldg 544064	20-5-55-42110 LP Gas - Bldgs	90.08	1562	05/13/24
300592	04/12/24	SUBURBAN PROPANE, L.P.	propane @ WW gen bldg 544065	20-5-55-42110 LP Gas - Bldgs	359.89	1562	05/13/24
300592	04/12/24	SUBURBAN PROPANE, L.P.	propane @ Police Dept 544068	10-5-22-42100 Heating - Propane	198.12	1562	05/13/24
101086	04/30/24	TOWNLIN EQUIPMENT SALES,	handle for excavator IP18251	10-5-15-41160 HW Maint. Supplies-Vehicl	11.69	1563	05/13/24
311173	04/25/24	USABLUBOOK	glass fiber filters INV00346124	20-5-55-30120 Professional Supplies	258.15	1564	05/13/24
311173	04/29/24	USABLUBOOK	phosphate standards INV00349677	20-5-55-30120 Professional Supplies	101.50	1564	05/13/24
311217	04/15/24	VALSOFT CORP INC DBA COTT	April host fee INV-191709	10-5-13-30123 Records Preservation	295.00	1565	05/13/24
330348	04/13/24	VERIZON WIRELESS	service: Mar 14 - Apr 13 9961644911	10-5-18-42100 Recreation Telephone	20.29	1566	05/13/24
330348	04/13/24	VERIZON WIRELESS	service: Mar 14 - Apr 13 9961644911	10-5-21-10310 Travel & Expenses	20.29	1566	05/13/24
330348	04/13/24	VERIZON WIRELESS	service: Mar 14 - Apr 13 9961644911	10-5-14-42100 PD Telephone Service	40.58	1566	05/13/24
330348	04/13/24	VERIZON WIRELESS	service: Mar 14 - Apr 13 9961644911	10-5-15-42100 HW Telephone	37.65	1566	05/13/24
330348	04/13/24	VERIZON WIRELESS	service: Mar 14 - Apr 13 9961644911	20-5-55-42100 Wastewater Telephone	40.58	1566	05/13/24
330348	04/23/24	VERIZON WIRELESS	service: Mar 24 - Apr 23 9962371436	10-5-14-20233 MDT/Aircards	320.30	1566	05/13/24
100317	05/01/24	VERMONT STATE TREASURER-D	MAY 2024	10-2-00-02112 Dog Lic. Fees to State	1280.00	1567	05/13/24
100485	04/22/24	VNA & HOSPICE OF THE SOUT	appropriation MAY 2024	10-5-25-70200 RAVNA	2550.00	1568	05/13/24
310046	04/12/24	W.B. MASON CO INC	rubber fingers 245873342	10-5-10-30110 Office Supplies	7.60	1569	05/13/24
311070	04/30/24	WEX BANK	Fuel cards - April 2024 96906266	10-5-15-41130 Fuel - Vehicles HW	160.13	1570	05/13/24
311070	04/30/24	WEX BANK	Fuel cards - April 2024 96906266	10-5-14-41130 Fuel - Vehicles	2192.07	1570	05/13/24
330427	05/07/24	WINNING IMAGE GRAPHIX	signs 21683B	10-5-15-45120 Signs & Posts	740.00	1571	05/13/24

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		Report Total		299082.67		
				=====		

Selectboard

To the Treasurer of TOWN OF BRANDON, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ***299,082.67
Let this be your order for the payments of these amounts.
