

**Brandon Select Board Meeting**  
**June 24, 2024**  
**6:45 p.m.**

The Brandon Select Board will meet Monday, June 24, 2024 at 6:45 p.m. at the Brandon Town Hall 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) 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 and candidates for Fire Warden and Deputy Fire Warden.

  - Linwood Bovey
  - Tom Kilpeck
  - Jon Wyman
- 3) Recurring Matters
  - a) Approval of Select Board Meeting Minutes – June 10, 2024
  - b) Approval of Warrant - June 24, 2024 - \$452,323.54
  - c) Approval of Warrant for Library Grant – June 24, 2024 - \$1,322.50
- 4) Town Manager’s Report
- 5) Rec Director’s Report
- 6) Appointments
  - a) Fire Warden (5-year term ending June 30, 2029)
  - b) Deputy Fire Warden (5-year term ending June 30, 2029)
  - c) Rutland Region Transportation Council Representative (1-year term ending June 30, 2025)
    - Jeremy Disorda
  - d) Rutland Region Transportation Council Alternate (1-year term ending June 30, 2025)
    - Seth Hopkins
  - e) Rutland Regional Planning Commission Alternate (1-year term ending June 30, 2025)
    - Lisa Peluso
- 7) Letter of Support for VCRD Community Visit
- 8) Request for Use of Local Option Tax Funds
- 9) Assignment of Funds
- 10) Public Comment and Participation
- 11) Executive Session

“I move to find that premature general public knowledge of the pending contract negotiation with New England Police Benevolent Association Local 422 will clearly place the Town of Brandon at a substantial disadvantage by disclosing its negotiation strategy.”

“I move to enter into executive session to discuss the Town’s pending labor relation agreement with New England Police Benevolent Association Local 422, per 1 V.S.A. § 313(a)(1)(b) for labor relations agreements with employees, to include the Town Manager.”
- 12) Adjournment

**Brandon Select Board Meeting  
June 10, 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, Dorothea Langevin, Karen Farwell, Karen Rhodes, Sandy Mayo, Steven Jupiter, Vicki Disorda, Janet Coolidge, Jack Schneider, Judy Bunde, Steve Cijka, Jenna Koloski, Faith Daya, Scott Scribner, Barbara Scribner, Jason Sica, Roy Murdock, Billy Gillam, Sarah-Lynne Carrara

**Others by Zoom:** Alyssa Johnson, Bruce Jenson, Keith Whitcomb, Neil Silins, Tom Kilpeck

**1. Call to Order**

The meeting was called to order at 7:08PM by Doug Bailey – Board Chair.

***a. Agenda Adoption***

**Motion** by Heather Nelson/Ralph Ethier to approve the agenda. **The motion passed unanimously.**

**2. Recurring Matters**

***a. Approval of Select Board Meeting Minutes – May 27, 2024***

**Motion** by Heather Nelson/Brian Coolidge to approve the Select Board minutes of May 27, 2024. **The motion passed unanimously.**

***b. Approval of Warrant – June 10, 2024 - \$60,680.54***

**Motion** by Tim Guiles/Brian Coolidge to approve the warrant of June 10, 2024, in the amount of \$60,680.54. **The motion passed unanimously.**

Heather Nelson had a question about the warrant for Awesome Graphics and Seth Hopkins advised it was for lettering of one of the police cruisers.

**3. Presentation by Vermont Council on Rural Development on Community Visit Program**

Jenna Koloski and Alyssa Johnson of the Vermont Council on Rural Development were present to discuss a Community Visit program with the Select Board. Ms. Koloski advised their role is to convene and facilitate community conversations and be a liaison between federal and state resources. Most of their work is at the community level but they also work at the state level regarding topics that impact rural communities. The Community Visit program has been running for 30 years in 90 communities around the state. They work with both large and small towns, and the Program provides a neutral platform for community conversation and brings out as many voices as possible in the community. They want to hear from as many voices to help the community brainstorm ideas and set priorities for the town. It is not another town plan but is narrowing down to some concrete actions and engaging volunteers. They only work when invited by a select board but serve the full community. One goal is to bring new voices into the process and determine what community members want to work on for their town. They have seen towns prioritize initiatives with some communities going large with infrastructure improvement, and some communities prioritize recreation or community events. It is a 4-to-6-month process in gathering community representatives to frame the process. They rely on people to determine what is to be discussed and then open it up to the community. They host fun, but community-based events to have forums to do brainstorming. They then do surveys and collect information, followed by voting on priorities to provide a way for the community to deliberate. The final step is action

planning, steps that can be taken, and resources available. They will bring visiting teams and other community leaders who can help provide technical assistance and provide information on what their communities have done. They provide on-going technical assistance, coaching, and help to build local task forces. At the end of the process, there are notes, action plans, and contact information that is put in a final report. Ms. Koloski stated they offer the process free of charge and it costs them about \$45,000 that is paid through a variety of funding resources. There are two things that they ask from the Select Board which is to support the community event dinner and for the Town to cover the cost of a mailing that goes out to everyone in the community. In terms of their schedule and how a community goes about requesting this program, they are committed to communities through this year and are deciding who to work with in 2025. She noted the Vermont communities have been through a lot and there is interest in assistance. Those decisions will be made in August by the advisory group and their board finalizing the decisions in September for 2025. The way to be considered would require a letter from the Select Board requesting a Community Visit process. It is helpful to include comments as to why this would be useful for the community.

Bill Moore reported he has sat in on some community visits and advised that Mr. Hopkins and he have previously discussed doing this as there has been a lot of change over the last 10 years. Heather Nelson noted the Town Plan was just completed and asked how it is different and complementary. Mr. Moore did not think this is redundant as the Town Plan is mandated by the State and is not as engaging of a process with the community. These are actionable items that can be community driven. Jenna Koloski felt that this process worked well either right before or right after a town plan process. The town plan lays out the important strategies, but their process can be complimentary as it helps to build momentum that aligns with town plan goals. There are many actions that can be taken and this can help to narrow down the list and bring community energy to help drive items forward.

Karen Farwell stated this has been a difficult budget season for Brandon and she felt this is a good community but is deeply divided along financial lines. It would be important to engage some of the sectors that are not accustomed to being engaged. Jenna Koloski stated she has facilitated a process in towns that were in a moment of issue and they are comfortable facilitating amidst challenge and tension. She stated often it either involves ways to build trust or sometimes talking to different groups and finding ways to connect.

Doug Bailey advised the Select Board will be discussing this topic. Ms. Koloski asked that the Select Board let them know if they have any questions and if the community decides to move forward with this program, a letter from the Select Board would be needed to bring to the group in August.

#### **4. 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 wished to highlight that the goal-setting meeting was useful and suggested the Select Board schedule a public goal-setting meeting in the future.

Mr. Hopkins reported that Neil Silins, the Town's Tree Warden, was recognized at the State level with the 2024 Tree Steward Award. Mr. Hopkins read the following letter that was received from Mr. Silins:

*"Whether you're a tree hugger or tree tolerater, there's no question that trees add a lot to a community.*

*We know that trees moderate the temperature, reduce rainwater runoff, reduce crime, and make people happier.*

*We have a lot of trees in Brandon and Forest Dale. Are any trees better, or best? Not really. But, which one is bigger, or biggest? The Brandon Tree Group, or BTG (the new name for the tree committee) is hosting a "biggest tree" contest. Not the tallest tree, but the biggest around. In Brandon and Forest Dale.*

*We would like you to submit your choice for biggest tree. Usually mature trees are measured using "diameter at breast height (DBH)". We're making it easier. Measure the circumference at breast height", which is about 4 ½ feet from the ground. Measure in inches. Take a picture if you can. Tell us where it is and the species (oak, maple, ash or whatever or?). Email this*

information to [Brandontreeward@ gmail.com](mailto:Brandontreeward@ gmail.com) along with the best way to contact you.

The contest will run until Thanksgiving 2024. BTG will review the submissions for the biggest diameter trunk and have a ceremony to announce the winner(s). Prize(s) to be announced.”

Mr. Hopkins reported the Town has received substantial funding from FEMA and will be working with the State. At a subsequent meeting there will be a discussion regarding designating funds for the end of the year.

Bill Moore read the following from the Sue Gage, Town Treasurer, regarding the effect of the late education vote for the schedule of tax bills and due dates:

- “If Budget Passes on Tuesday, June 11 - Tax Bills will be DELAYED
- . Must wait for 30 days before election can be certified, July 11
- . Must wait 14 days for Dept of Ed to issue a Homestead Tax Rate, July 25
- . Tax Bills will be going out week of August 5 - 9 with due dates of 9 /15, 11/15, 2/15 and 5/15
- . School Taxes will be delayed until tax bill due date of 9 /15.

If Budget Fails on Tuesday, June 11 - Tax Bills will NOT be delayed, but will require two separate billings, Interim Billing and Supplemental Billing

- . Will be able to bill any Non-residential properties without a supplemental billing
- . Homestead properties will receive an estimated bill, where we estimate the school budget based on the prior year. A TAX BILL WILL STILL BE ISSUED AND NEED TO GET PAID. We will pay the school an estimated share after the August 15 due date, per normal.
- . Once a budget passes, 30 days pass for certification, and 14 days for Dept of Ed to revise the tax rate, and we will then do a Supplemental Bill to all homesteads.”

**5. 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 Rec Director’s report submitted:

The 2024 Baseball/Softball season is ending. A big thank you to our sponsors and coaches:

Coach	Sponsor
Scott Quenneville	Mountainside Flooring
Darcie Heitmann	Mae’s Place
Robin Douglas	Graph-X
Justin Martelle	Pockette Pest Control
Chad Disorda	McCullough Bros.
Justin McKeighan	Shady J’s BBQ
Justin Martelle	Black Diamond Builders
Paul Quesnel	McCullough Bros.
Megan & DJ Dickinson	Townline Equipment
Meghan & Bill Rose	Carter Insurance Agenda
Colton Leno	Brandon Masons
Kayla Griswold	Stone Motors
Lexi Duby	Black Diamond Builders
Noah O’Connor	McCullough Bros.

Banner Sponsors for 2024 – Brandon Masons, Stone Motors, and Townline Equipment

Summer Softball practice starts this week with coaches Thomas Hobbs and Adam Parker.

We will be partnering with SolarFest and the Brandon Area Chamber of Commerce to apply for a Transformational Tourism, Events, and Regional Marketing (T-TERM) Grant. This program requires no match and is designed to create destination tourism events. This creates funding for existing events and new events that will generate out-of-state attendance, increase visitor spending, and generate community revenue. This grant is due June 17<sup>th</sup>. The concept in Brandon would fold our Davenport Celebration into the SolarFest relaunch for a 10-day long multi-location event that would take place in mid-July with weekend bookends being the end of the Chamber Auction and Basin Bluegrass Festival and SolarFest's event on their Steinberg Road property in 2025. Mr. Moore advised this was something that was just provided to them that is from the Vermont Department of Tourism using ARPA funds available and there is no match required from the Town. The grants range from \$50,000 to \$150,000 for creating events and encouraging tourism. This will bolster Solarfest as they have not been able to relaunch what they were able to do in the past, plus to relaunch the Davenport Festival. It is an opportunity to work with community partners. The events will take place July 12<sup>th</sup> through July 19<sup>th</sup>, 2025. Mr. Moore noted SolarFest drew from out-of-state and they are looking for other local groups to put on events.

Doug Bailey thanked the sponsors and the coaches of the baseball/softball teams.

## 6. Appointments

Development Review Board (3-year term ending June 30, 2027) – Robert Clark

Planning Commission (1-year term ending June 30, 2025) – Neil Silins

Revolving Loan Fund Committee - 2 seats (3-year terms ending June 30, 2027)- Frank Spezzano & Tom Whittaker

Revolving Loan Fund Committee Alternate (1-year term ending June 30, 2025) – Judy Bunde

Revolving Loan Fund Committee Alternate (3-year term ending June 30, 2027) – Jack Schneider

Rutland Regional Planning Commission (1-year term ending June 30, 2025) – Jack Schneider

Seth Hopkins advised Elaine Smith reached out to the incumbents and they have indicated they would like to be reappointed. The positions had been posted and no one else had expressed interest. Doug Bailey noted Lisa Peluso's name was misspelled. Mr. Bailey read the list of current vacancies that include a constable, DRB alternate, deputy fire warden, deputy health officer, historic preservation committee position, two positions on the Otter Creek Watershed Insect Control Board and an alternate to the RRPC. Anyone interested in filling one of the vacancies is encouraged to contact the Town Manager.

**Motion** by Heather Nelson/Ralph Ethier to approve the reappointments as presented. **The motion passed unanimously.**

## 7. Select Fuel Suppliers for FY2024-2025 Based on Quotes Received

Seth Hopkins reported bids went out to 8 suppliers for #2 fuel oil and diesel, and 6 bids to suppliers for propane. The current suppliers submitted the lowest prices.

**Motion** by Heather Nelson/Brian Coolidge to approve Suburban Propane for propane @ \$1.535/gallon, and Champlain Valley Fuels for on-road diesel at 15 cents over Valero Rutland rack and #2 fuel oil at a fixed price of \$2.87/gallon. **The motion passed unanimously.**

## 8. Request for Scouting Salute to Veterans Parade on November 9<sup>th</sup>

Seth Hopkins reported he had a conversation with Roy Murdock and Sarah-Lynne Carrara regarding a scouting salute to veterans parade. They were in attendance at the meeting with Billy Gillum of the Scout Council. Roy Murdock advised they were looking for support from the Select Board to have the scouts do a parade and salute to the veterans on November 9<sup>th</sup>. They would need assistance from the Police Department for the parade, with a memorial at the center green at the end of the parade. The remainder of the details will be handled through the American Legion. They have not determined a route but would ask that the Police Department make it a safe environment for the parade. There was a suggestion of it being the same route as Memorial Day. They need permission from the Town to start making a plan. Billy Gillum stated these events have

been held all over the State and the American Legion funds the cost for the lunch. It is a teaching moment for the youth in teaching them respect for the military and veterans. It can involve police and fire departments and can also include local bands for the parade. This will be the first time it will be held in southern Vermont. Mr. Gillum stated the lunch is usually at the end of the parade and could possibly be done at the town green. The Council provides a certificate of insurance so there is no harm for the Town. All students, leaders, and participants in the parade are covered by insurance. They ask the Police Department to assist and Mr. Gillum suggested staying away from Route 7, and possibly holding the parade from a side street. The parade is usually around a mile and the seasoned veterans ride in cars for the parade. Bill Moore stated he has worked with Sarah-Lynne Carrara about logistics and suggested starting at Park Street extension and moving down Park Street. Mr. Moore volunteered to assist with the organization of the event. Mr. Gillum noted the parade would be rain or shine. Heather Nelson agreed with Mr. Moore that the route is a convenient route. Tim Guiles noted he has deep respect for people who have made decisions to fight for something they believe in but is concerned with glorifying war to young people. He has deep respect for the intent but has an issue with the event. Mr. Gillum advised that at prior events there were veterans who spoke with students and it was a teaching moment, but the intent is also to respect the people who served.

**Motion** by Ralph Ethier/Heather Nelson to approve a Scouting Salute to Veterans Parade on November 9<sup>th</sup>. **The motion passed with one no vote – Tim Guiles.**

Mr. Murdock noted he will reach out to Mr. Hopkins and Mr. Moore to discuss the organization of the event.

#### **9. Letter of Support for Private Solar Array on Robert Wood Drive with Town as Offtaker**

Seth Hopkins advised that a letter of support from the Select Board is important for success at the PUC hearing and the Town does plan to be the offtaker of the solar credits.

Jack Schneider reported the developer is out of Montpelier and there are no neighbors near the project and it is adjacent to the Green Lantern project. Novus Energy is looking to provide a 15% discount on electricity for the Town. They completed the solar questionnaire for the Energy Committee and it was submitted to the Planning Commission. The Planning Commission is providing information to the Select Board for consideration of a letter of support for the project.

Mr. Hopkins stated the discount would be for municipal accounts to include the wastewater. The cost the Town would be paying for power would be less and it would replace some oil-based energy.

Ralph Ethier asked if the decommissioning cost was included and whether this item is revisited to assure that it keeps up with the cost. It was noted that the decommissioning plan will be what the PUC requires. There is no bond required and they will follow the State requirement. Mr. Hopkins stated the Town won't be involved and the Brandon Industrial Corporation is working with the developer.

Janet Coolidge asked if it is the same land where the Energy Committee had wanted to place a solar project and it was confirmed this is the same land. Karen Farwell stated the Brandon Industrial Corporation is a 502(3)C and asked how the Town Manager can be a registered agent for a 502(3)C as she has never heard of that arrangement before. Heather Nelson stated the Brandon Industrial Corporation committee has only a few people and the Town Manager, whoever it is, has always been on the committee. Ms. Farwell stated he is the registered agent and this is unusual, as he has fiscal authority. Seth Hopkins stated the Select Board had wanted the Town Manager to be involved. Mr. Hopkins noted that Ms. Farwell has brought this up before and advised that this is the way the Corporation has always operated and it exists for the benefit of the community. This was a gift of a parcel of land and he is not the first town manager to be the registered agent. When he became town manager, there were only two people on the committee. Frank Farnsworth had previously indicated that he had been town manager and was also on the committee, and this is the way it has always been. Mr. Hopkins is the registered agent and he is only doing clerical things. Mr. Hopkins stated that he used his own money to file the change and noted Ms. Farwell's comments are tiresome and border on harassing of public officials. The Brandon Industrial Corporation chooses their own directors and they have a president, vice-president, and a treasurer, none of whom are Mr. Hopkins.

**Motion** by Tim Guiles/Heather Nelson to authorize the Town Manager to submit a letter of support to the PUC for the Novus solar array project on Robert Wood Drive. **The motion passed unanimously.**

## **10. Repeal of Act 250 Jurisdiction Ordinance Requiring One-Acre Review**

Seth Hopkins stated if the Board takes action to repeal the Act 250 ordinance, the BLUO and Brandon subdivisions will still be in effect. Every parcel will still be subject to those requirements at the town level and enforced by the Town's Zoning Administrator. If repealed, it indicates that for parcels under 10 acres there is not the requirement to go through a full Act 250 process. Doug Bailey noted a number of years ago he subdivided his acreage and had to follow both the Town's regulations and Act 250. All Act 250 did was delay things for a year and cost him more money. The State is acknowledging that Act 250 is old and he is in favor of the change.

**Motion** by Tim Guiles/Heather Nelson to approve the repeal of the Act 250 Jurisdiction Ordinance requiring one-acre review.

Brian Coolidge did not see the need to push this through and suggested waiting until the changes at the State level. Tim Guiles stated housing is an issue and impediments need to be removed to allow housing to happen. He stated Act 250 does play a role at the scale it is designed for and this will allow affordable housing more readily. Mr. Guiles noted the current laws allow more density within walking distance to downtowns and in removing this requirement it will allow people to build where they want to. Seth Hopkins stated this is not related to the current reform to Act 250 at the State level. This has come up from the present Planning Commission and Zoning Administrator, and prior ones, and the RRPC. The situation is something the Economic Development Officer has indicated is an impediment to businesses and the Town still has controls. Ralph Ethier noted he has a business on Pearl Street that was grandfathered and he would not have had a business if it had not been, as he would not have gone through Act 250 and he felt this is a good change. Faith Daya was concerned with commercial businesses that could be detrimental to the environment and asked if this would provide a loophole with no due diligence that Act 250 would provide. Mr. Hopkins provided an example of the parcel that has a car wash and fuel station that was under one acre and did not have to go through Act 250, but they had to go through State permitting that a business would have to go through that is outside of Act 250. Mr. Hopkins stated the options that are given under Act 250 is either a one-acre or ten-acre town. Bill Moore stated there is a lot of oversight with the BLUO and a map that designates where development can happen and anything that does not conform to that has to go to the DRB. If someone does not agree with a DRB decision, they can go through the environmental court. Doug Bailey stated the Town is trying to encourage development and new business to encourage growth to help the tax base. Vicki Disorda asked if it is only the abutting people that can contest at the DRB level. Mr. Moore stated he did research to determine the zoning fees and advised there is the ability to change the fees. He also noted that one does not have to be an abutter to appeal a decision. It is a \$100 charge to appeal a zoning permit. Karen Rhodes asked if it is the DRB that does redesignations and it was noted that it is the Brandon Planning Commission that is making an amendment to the BLUO. Ms. Disorda asked if someone who could benefit from the change should recuse themselves from the vote. Seth Hopkins advised that if there is an actual gain or conflict of interest the members of the Select Board can choose to disclose and can recuse from voting. Mr. Hopkins stated the whole Select Board can act unless there is a direct conflict of interest. Heather Nelson questioned if Ms. Disorda had specific concerns and she noted that she would rely on the personal ethics of the Board.

**The motion passed with one no vote – Brian Coolidge.**

## **11. Consider Changes to Holiday List in Personnel Policy**

Seth Hopkins recommended the following changes to the Holiday List in the Personnel policy: remove the day before Christmas Floating holiday and replace it with Juneteenth (June 19<sup>th</sup>) as this is a State holiday, change Columbus Day to Indigenous Peoples Day and change the 4<sup>th</sup> Friday of November to the Friday after Thanksgiving as this is not always the 4<sup>th</sup> Friday.

Mr. Hopkins read the following regarding Juneteenth:

*“Juneteenth...is a federal holiday in the United States. It is celebrated annually on June 19 to commemorate the ending of slavery...on June 19, 1865, ...the final enforcement of the Emancipation Proclamation in Texas at the end of the American Civil War. – Wikipedia. Juneteenth marks our country's second Independence Day. Although it has long been celebrated in*

*the African American community, this monumental event remains largely unknown to most Americans. The historical legacy of Juneteenth shows the value of never giving up hope in uncertain times. – National Museum of African American History and Culture”*

**Motion** by Tim Guiles/Heather Nelson to approve the changes to the Holiday List in the Personnel Policy as recommended. **The motion passed unanimously.**

## **12. Public Comment and Participation**

Bill Moore reminded everyone to vote tomorrow.

Heather Nelson noted the recent Otter Valley Walking Stick Theatre play was amazing.

The Board recessed at 8:34PM.

The Board reconvened at 8:45PM.

**Motion** by Heather Nelson/Doug Bailey to move that premature general public knowledge of the pending contract negotiation with New England Police Benevolent Association Local 422 will clearly place the Town of Brandon at a substantial disadvantage by disclosing its negotiation strategy. **The motion passed unanimously.**

**Motion** by Heather Nelson/Dough Bailey to enter into executive session at 8:46PM to discuss the Town’s pending labor relation agreement with New England Police Benevolent Association Local 422 per 1VSA 313(a)(1)(b) for labor relations agreements with employees, with the session to include the Town Manager. **The motion passed unanimously.**

## **13. Executive Session**

The Board came out of executive session at 9:10PM. No action was required.

## **14. Adjournment**

**Motion** Brian Coolidge/Tim Guiles to adjourn the Select Board meeting at 9:10PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary



All Invoices For Check Acct 01(10 General Fund) 06/24/24 To 06/24/24

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
200263	06/01/24	ALDRICH & ELLIOTT, PC WWTF upgrade step III 82222	40-5-20-20120 Engineering	2460.00	1697	06/24/24
101068	06/10/24	BENJAMIN, MONICA refund swimming lessons 823734	10-5-18-30000 Swim Lesson Expense	44.00	1698	06/24/24
100190	05/18/24	BLUE SEAL FEEDS JD clothing 40297381	10-5-15-10320 Clothing Allowance	208.21	1699	06/24/24
100190	06/12/24	BLUE SEAL FEEDS IB clothing 70898	20-5-55-10320 Clothing Allowance	48.43	1699	06/24/24
100280	06/12/24	BRANDON LUMBER & MILLWORK nozzle 41332/3	10-5-22-43160 Parks Maint.	9.99	1700	06/24/24
100280	06/15/24	BRANDON LUMBER & MILLWORK batteries 41859/3	20-5-55-43160 Maint. Supplies - General	45.98	1700	06/24/24
100280	06/17/24	BRANDON LUMBER & MILLWORK painting supplies 42249/3	20-5-55-42140 Maint. Supplies - Bldgs	269.33	1700	06/24/24
100280	06/17/24	BRANDON LUMBER & MILLWORK mender clamps, wash/wax 42299/3	10-5-15-41160 HW Maint. Supplies-Vehicl	11.99	1700	06/24/24
100280	06/17/24	BRANDON LUMBER & MILLWORK mender clamps, wash/wax 42299/3	10-5-22-43080 Highway Bldg Maint	14.36	1700	06/24/24
100280	06/17/24	BRANDON LUMBER & MILLWORK epoxy 42395/3	20-5-55-43160 Maint. Supplies - General	9.59	1700	06/24/24
310688	06/10/24	BRANDON POLICE DEPT reimburse PD petty cash 06/10/24	10-5-14-30110 Office Supplies	13.36	1701	06/24/24
310688	06/10/24	BRANDON POLICE DEPT reimburse PD petty cash 06/10/24	10-5-14-30132 Postage Expenses PD	39.01	1701	06/24/24
200218	05/15/24	BRANDON REPORTER ad - town budget revote 119910	10-5-10-30310 Legal Advertising	91.00	1702	06/24/24
200218	05/15/24	BRANDON REPORTER ad - property tax notice 119911	10-5-10-30310 Legal Advertising	39.00	1702	06/24/24
200218	05/22/24	BRANDON REPORTER ad - job posting 120006	10-5-10-30310 Legal Advertising	58.50	1702	06/24/24
311203	06/10/24	BRUCE MEACHAM PROPERTY MA Newton Rd repair-final 1029	56-5-60-50100 FEMA-July 2023 Newton Rd	121966.10	1703	06/24/24
100860	06/13/24	CARROLL, BOE, FELL & KITE PD legal: abandoned items 38816	10-5-10-21110 Legal Services	337.50	1704	06/24/24
100462	06/01/24	CASELLA WASTE MANAGEMENT May trucking of sludge 3015380	20-5-55-50170 Trucking	1980.00	1705	06/24/24
301503	06/12/24	CHAMPLAIN VALLEY FUELS diesel fuel 533490	10-5-15-41130 Fuel - Vehicles HW	1021.20	1706	06/24/24
301503	06/06/24	CHAMPLAIN VALLEY FUELS diesel fuel 533882	10-5-15-41130 Fuel - Vehicles HW	751.40	1706	06/24/24
300755	06/04/24	CHEMSEARCHFE degreaser 8714431	20-5-55-43160 Maint. Supplies - General	289.95	1707	06/24/24
310097	06/02/24	COMCAST service: Jun 09 to Jul 8 EST 06/02/24	10-5-18-42100 Recreation Telephone	193.95	1708	06/24/24
310097	06/09/24	COMCAST service: Jun 16 to Jul 15 TH 06/09/24	10-5-10-42100 Telephone Exp. Admin.	96.02	1709	06/24/24
310037	06/06/24	CONSOLIDATED COMMUNICATIO service: May 06 to Jun 05 HWY 06/06/24	10-5-15-42100 HW Telephone	129.62	1710	06/24/24
310037	06/06/24	CONSOLIDATED COMMUNICATIO service: May 06 to Jun 05 PD 06/06/24	10-5-14-42100 PD Telephone Service	53.46	1710	06/24/24

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63770 Current Prior Next FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 06/24/24 To 06/24/24

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
100235	06/12/24	COOLIDGE, BRIAN school revote #2 6-11-24	10-5-13-10160 Election Workers	30.00	1711	06/24/24
100470	06/13/24	CROSBY'S SALES & SERVICE push mower 0071803	20-5-55-41110 New Equipment-Misc Tools	150.00	1712	06/24/24
101150	06/18/24	DECKER, AIDAN officiating 06/18/24	10-5-18-30070 Little League Expenses	290.00	1713	06/24/24
100456	06/19/24	DUBOIS & KING INC Union St sidewalk PR#19 624098	46-5-21-20120 Union Sidewalk Engineer	1464.49	1714	06/24/24
300466	06/04/24	DUNDON PLUMBING & HEATING portable toilet fee 89957	10-5-18-30070 Little League Expenses	135.00	1715	06/24/24
300466	06/04/24	DUNDON PLUMBING & HEATING portable toilet fee 89958	10-5-18-43130 Estabrook	130.00	1715	06/24/24
300466	06/04/24	DUNDON PLUMBING & HEATING portable toilet fee 89958	10-5-18-60100 Seminary Hill	130.00	1715	06/24/24
300466	06/11/24	DUNDON PLUMBING & HEATING portable toilet 90157	10-5-18-30070 Little League Expenses	135.00	1715	06/24/24
100494	06/18/24	ENDYNE INC testing 491905	20-5-55-22120 Testing	25.00	1716	06/24/24
101147	06/11/24	FARWELL, KAREN refund of damage deposit E-286	10-2-00-02710 Deposits Payable	300.00	1717	06/24/24
300492	05/20/24	FASTENAL COMPANY parts for roadside mower VTRUT129641	10-5-15-44120 Roadside Mower- Maint	339.61	1718	06/24/24
300187	05/31/24	FLORENCE CRUSHED STONE sand 234619	10-5-15-47120 Winter Sand	417.00	1719	06/24/24
300187	06/08/24	FLORENCE CRUSHED STONE sand 234673	10-5-15-47120 Winter Sand	1291.18	1719	06/24/24
300187	06/15/24	FLORENCE CRUSHED STONE sand 234715	10-5-15-47120 Winter Sand	1664.55	1719	06/24/24
310985	06/11/24	GAHAGAN ENTERPRISES Fall 2023/Spring 2024 20230530A	10-5-18-50070 Dance Lessons	1035.00	1720	06/24/24
100650	02/06/24	GALLS LLC boots for M50 027017739	10-5-14-30120 Professional Supplies	135.00	1721	06/24/24
311128	06/03/24	GREEN MOUNTAIN GARAGE fan belt 214563	20-5-55-41180 Maintenance-Vehicles	12.87	1722	06/24/24
311128	06/04/24	GREEN MOUNTAIN GARAGE locking hub, Armorall 214618	10-5-15-41160 HW Maint. Supplies-Vehicl	271.27	1722	06/24/24
311128	06/04/24	GREEN MOUNTAIN GARAGE battery for loader 214658	10-5-15-41160 HW Maint. Supplies-Vehicl	347.98	1722	06/24/24
311128	06/11/24	GREEN MOUNTAIN GARAGE fluid transfer pump 214985	10-5-15-41160 HW Maint. Supplies-Vehicl	131.99	1722	06/24/24
310233	06/04/24	GREEN MOUNTAIN POWER 7 Conant Sq - lighting 06/24 047828	10-5-22-42130 Bldgs & Grounds Electric	40.18	1723	06/24/24
310233	06/06/24	GREEN MOUNTAIN POWER WWTP 480 volt service 06/24 079168	20-5-55-42130 Electric	3129.13	1723	06/24/24
310233	06/05/24	GREEN MOUNTAIN POWER Central Pk/traffic lights 06/24 170028	10-5-22-42130 Bldgs & Grounds Electric	632.87	1723	06/24/24
310233	06/05/24	GREEN MOUNTAIN POWER Estabrook Park 06/24 240302	10-5-22-42130 Bldgs & Grounds Electric	70.85	1723	06/24/24
310233	06/05/24	GREEN MOUNTAIN POWER Carver St pump station 06/24 290502	20-5-55-42130 Electric	45.33	1723	06/24/24

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63770 Current Prior Next FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 06/24/24 To 06/24/24

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
310233	GREEN MOUNTAIN POWER	06/05/24 Green Park	10-5-22-42130	24.57	1723	06/24/24
		06/24 317702	Bldgs & Grounds Electric			
310233	GREEN MOUNTAIN POWER	06/05/24 Country Club pump station	20-5-55-42130	28.16	1723	06/24/24
		06/24 338602	Electric			
310233	GREEN MOUNTAIN POWER	06/04/24 7 Conant Sq car chargers	10-5-22-42500	192.93	1723	06/24/24
		06/24 339840	Electric EV Car Stations			
310233	GREEN MOUNTAIN POWER	06/06/24 Town Hall	10-5-22-42130	173.15	1723	06/24/24
		06/24 451302	Bldgs & Grounds Electric			
310233	GREEN MOUNTAIN POWER	06/05/24 Brookdale pump station	20-5-55-42130	32.81	1723	06/24/24
		06/24 467702	Electric			
310233	GREEN MOUNTAIN POWER	06/04/24 Crescent Park	10-5-22-42130	253.15	1723	06/24/24
		06/24 737937	Bldgs & Grounds Electric			
310233	GREEN MOUNTAIN POWER	06/05/24 street lights	10-5-22-42130	3052.64	1723	06/24/24
		06/24 851302	Bldgs & Grounds Electric			
310233	GREEN MOUNTAIN POWER	06/05/24 WWTP security light	20-5-55-42130	27.16	1723	06/24/24
		06/24 860302	Electric			
310233	GREEN MOUNTAIN POWER	06/06/24 Champlain St pump station	20-5-55-42130	42.85	1723	06/24/24
		06/24 867202	Electric			
101149	GREEN, RENAY	06/18/24 refund swim fee	10-5-18-30000	40.00	1725	06/24/24
		823755	Swim Lesson Expense			
301086	LABEN-HARDT, MELINDA	06/08/24 spring archery	10-5-18-40040	800.00	1726	06/24/24
		INV-872	After School Activity			
311176	LILY WHITE CLEANING SERVI	06/19/24 cleaning	10-5-22-10120	157.50	1727	06/24/24
		061924	PD Custodian			
311176	LILY WHITE CLEANING SERVI	06/19/24 cleaning	10-5-22-10130	341.25	1727	06/24/24
		061924	Admin Custodian			
101145	MASON, SARA	05/13/24 swim lessons canceled	10-5-18-30000	98.00	1728	06/24/24
		823642	Swim Lesson Expense			
310630	MASTERCARD	05/30/24 tire-zero turn mower	10-5-22-43120	36.93	1694	06/20/24
		12191	Municipal Mowing-maint			
310630	MASTERCARD	05/06/24 2019 F550- Brake pads	10-5-15-41160	130.53	1694	06/20/24
		12192	HW Maint. Supplies-Vehicl			
310630	MASTERCARD	05/28/24 5ft brush hog	10-5-15-90100	1799.99	1694	06/20/24
		12193	New Equip. Purchase			
310630	MASTERCARD	05/30/24 sponsorship banners	10-5-18-30070	67.43	1694	06/20/24
		12194	Little League Expenses			
310630	MASTERCARD	05/13/24 batting cage	10-5-18-40010	1407.16	1694	06/20/24
		12195	Middle School Football			
310630	MASTERCARD	05/13/24 engine heatr,seat,BB,flag	10-5-18-40040	33.99	1694	06/20/24
		12196	After School Activity			
310630	MASTERCARD	05/13/24 engine heatr,seat,BB,flag	10-5-22-43150	47.38	1694	06/20/24
		12196	Town Hall Repair/Maint.			
310630	MASTERCARD	05/13/24 engine heatr,seat,BB,flag	10-5-22-43180	49.95	1694	06/20/24
		12196	Maint. Supplies Bldgs.			
310630	MASTERCARD	05/13/24 engine heatr,seat,BB,flag	10-5-18-30070	39.95	1694	06/20/24
		12196	Little League Expenses			
310630	MASTERCARD	05/13/24 engine heatr,seat,BB,flag	10-5-18-30070	42.48	1694	06/20/24
		12196	Little League Expenses			
310630	MASTERCARD	05/13/24 engine heatr,seat,BB,flag	20-5-55-43160	124.00	1694	06/20/24
		12196	Maint. Supplies - General			

06/20/24  
04:20 pm

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63770 Current Prior Next FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 06/24/24 To 06/24/24

Page 4 of 6  
Jacolyn

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
310630	05/13/24	engine heatr, seat, BB, flag	12196	10-5-15-41120 Safety Equipment	97.48	1694	06/20/24
310630	05/13/24	engine heatr, seat, BB, flag	12196	10-5-18-20600 Equipment /Supplies	373.83	1694	06/20/24
310630	04/29/24	flash drives	12317	10-5-14-30110 Office Supplies	65.98	1694	06/20/24
310630	04/30/24	batteries	12318	10-5-14-30120 Professional Supplies	50.46	1694	06/20/24
310630	05/14/24	evidence room supplies	12319	10-5-14-30120 Professional Supplies	244.12	1694	06/20/24
310630	05/15/24	clipboards	12320	10-5-14-30110 Office Supplies	23.98	1694	06/20/24
310630	05/24/24	gloves	12322	10-5-14-30120 Professional Supplies	65.54	1694	06/20/24
101140	06/18/24	officiating	06/18/24	10-5-18-30070 Little League Expenses	360.00	1729	06/24/24
101144	06/05/24	test lines, drain	06/05/24	10-5-22-43100 Town Office	262.50	1730	06/24/24
101144	06/10/24	install new outdoor unit	06/10/24	10-5-22-43100 Town Office	3681.76	1730	06/24/24
310721	06/18/24	officiating	06/18/24	10-5-18-30070 Little League Expenses	120.00	1731	06/24/24
311226	06/10/24	Theatre mater-Lucky Stiff	9903093	10-5-18-40120 Play Group/ Family Activi	1845.00	1685	06/11/24
100156	06/24/24	WWTF PR #19	WWTF PR#19	40-5-20-50500 Contractor	277454.83	1695	06/20/24
310720	06/03/24	swim lessons canceled	823721	10-5-18-30000 Swim Lesson Expense	120.00	1732	06/24/24
101092	06/20/24	spring dance	2024	10-5-18-50070 Dance Lessons	9136.30	1733	06/24/24
100122	06/03/24	exam, tests, medications	1257	10-5-14-40440 Police Dog Expenses	507.06	1734	06/24/24
300028	06/12/24	school revote #2	6-11-24	10-5-13-10160 Election Workers	30.00	1735	06/24/24
310736	06/10/24	pest control: Police Dept	35145	10-5-22-43090 PD Bldg Maint.	65.00	1736	06/24/24
310736	06/14/24	pest control: Town Hall	35260	10-5-22-43150 Town Hall Repair/Maint.	40.00	1736	06/24/24
310736	06/14/24	pest control: Town Office	35261	10-5-22-43100 Town Office	70.00	1736	06/24/24
310736	06/14/24	pest control: storage	35264	10-5-18-20500 Storage Unit Supply/Maint	50.00	1736	06/24/24
300114	06/18/24	2024 softball league fees	2024	10-5-18-30070 Little League Expenses	600.00	1737	06/24/24
310334	06/18/24	officiating	06/18/24	10-5-18-30070 Little League Expenses	120.00	1738	06/24/24
100977	06/18/24	refund of overpayment	6309	10-4-12-04310 Land Use Permit Revenue	47.00	1739	06/24/24
100489	06/13/24	overpaid taxes	0003-0484	10-2-00-02120 Anticipated Tax Credits	103.53	1740	06/24/24

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63770 Current Prior Next FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 06/24/24 To 06/24/24

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
310921	06/17/24	STEARNS SERVICES LLC Consult Fee- 5/24 PR 1244	10-5-10-30130 Service Contracts	360.00	1741	06/24/24
200277	06/06/24	THUNDER TOWING & AUTO REC Hub Vacuum Actuator 7581	10-5-14-41180 PD Vehicle Maintenance	338.33	1742	06/24/24
200277	06/10/24	THUNDER TOWING & AUTO REC HVAC-resistor&motor, oil 7587	10-5-14-41180 PD Vehicle Maintenance	344.13	1742	06/24/24
200277	06/11/24	THUNDER TOWING & AUTO REC oil, tire change over 7589	10-5-14-41180 PD Vehicle Maintenance	150.20	1742	06/24/24
200277	06/08/24	THUNDER TOWING & AUTO REC tire repair 7590	10-5-14-41180 PD Vehicle Maintenance	15.00	1742	06/24/24
200277	06/18/24	THUNDER TOWING & AUTO REC wheel bearing,tire change 7602	10-5-14-41180 PD Vehicle Maintenance	436.78	1742	06/24/24
310534	06/18/24	TRAYNOR, NATHAN J officiating 06/18/24	10-5-18-30070 Little League Expenses	480.00	1743	06/24/24
311227	06/12/24	TRUCHON, LISA reimburse for postage 06/12/24	10-5-11-10310 Travel & Expenses	4.40	1744	06/24/24
311227	06/18/24	TRUCHON, LISA reimburse for postage 06/18/24	10-5-11-10310 Travel & Expenses	11.10	1744	06/24/24
311227	06/11/24	TRUCHON, LISA assess. change notices JUNE 2024	10-5-11-10310 Travel & Expenses	33.30	1744	06/24/24
311217	06/13/24	VALSOFT CORP INC DBA COTT june host fee 221173	10-5-13-30123 Records Preservation	295.00	1745	06/24/24
310046	06/12/24	W.B. MASON CO INC calculators, notebooks, 24158556	10-5-10-30110 Office Supplies	23.49	1746	06/24/24
310046	06/12/24	W.B. MASON CO INC calculators, notebooks, 24158556	20-5-55-30110 Office Supplies	62.16	1746	06/24/24
310046	06/07/24	W.B. MASON CO INC paper/folders/boxes/tape 247058368	10-5-10-30110 Office Supplies	268.99	1746	06/24/24
310046	06/07/24	W.B. MASON CO INC rolls for cash register 247059800	10-5-10-30110 Office Supplies	129.99	1746	06/24/24
101090	06/18/24	WADE, ERIC officiating 06/18/24	10-5-18-30070 Little League Expenses	60.00	1747	06/24/24
311070	05/31/24	WEX BANK Fuels cards - May 2024 97413195	10-5-15-41130 Fuel - Vehicles HW	366.25	1696	06/20/24
311070	05/31/24	WEX BANK Fuels cards - May 2024 97413195	10-5-14-41130 Fuel - Vehicles	1829.84	1696	06/20/24

06/20/24  
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TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63770 Current Prior Next FY Invoices  
All Invoices For Check Acct 01(10 General Fund) 06/24/24 To 06/24/24

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
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		Report Total		452323.54		
				=====		

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 \$ \*\*\*452,323.54  
Let this be your order for the payments of these amounts.

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06/20/24  
05:06 pm

TOWN OF BRANDON Accounts Payable  
Check Warrant Report # 63771 Current Prior Next FY Invoices  
Manually Selected For Check Acct 01(10 General Fund) 06/24/24 To 06/24/24

Page 1 of 1  
Jacolyn

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
100275	06/17/24	BRANDON FREE PUBLIC LIBRA	VCDF-Req #2, Acces Mod Gra 56-5-85-21000	1952.50	1748	06/24/24
	6/17/24		Library reimburse-grant f			
100275	06/17/24	BRANDON FREE PUBLIC LIBRA	VCDF-Req #2, Acces Mod Gra 56-5-85-21000	-630.00	1748	06/24/24
	6/17/24		Library reimburse-grant f			
Report Total				1322.50		

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 \$ \*\*\*\*\*1,322.50  
Let this be your order for the payments of these amounts.

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**FOR THE AWARENESS OF PROPERTY OWNERS WITHIN THE DESIGNATED DOWNTOWN**  
Applications for the 2024 round of Downtown Tax Credits are available, with a deadline of 1 August. Please connect with Seth Hopkins or Bill Moore if you are interested.

#### FOLLOW-UP ITEMS FROM PREVIOUS MEETINGS

The oversized plate glass windows at the Town Clerk's office have been replaced. Old windows were removed and lead safely abated by Jesús Mancinas of JM Environmental (licensed by the State of Vermont for lead abatement of public buildings), and replacement windows were installed by a team from Royal Glass. Both of these are Rutland County businesses, and their work is of high quality. Royal will return in July to exchange three panes due to an error in manufacture. This work was funded by the selectboard through use of the local option (1%) fund. Because of the size, the new windows are divided similarly to the windows at the sidewalk level of Café Provence as well as 4 Conant Square, so they are in keeping with the appearance of close neighbors Brandon's downtown. Reducing pane size by increasing framing was necessary to secure a warranty on the glass, which is important protection for the Town's investment. The old window design, perhaps obviously, was not original from 1828, but a 20th century modification.

Mr Kyle Leedom of Brandon has been hired to fill the public works vacancy (Buildings & Grounds / Highway). He holds a CDL and will be a welcome addition to our Town crew. He will begin work with the Town on July 1st.

I worked with Chris Hoar of the New England Police Benevolent Association to verify the terms of the proposed contract renewal with our police officers and secretary. The contract is before the board for consideration at this meeting.

I have identified a nearby hub town which operates a recreation program for its outlying towns and is supported by appropriations from those towns. Bill Moore will reach out. This will help inform a potential discussion with our own surrounding towns.

#### FOCUS AREAS DURING REPORTING PERIOD

Building on recommendations from our chief wastewater system operator Steve Cijka, I worked with an engineering firm the Town has long partnered with to draft and send a response to the Watershed Management Division regarding a site visit they conducted this Spring. Our plan has been acknowledged and is under evaluation by state officials.

I distributed updated Open Meeting Law guidance to all town boards and committees following Legislative action this session. New Open Meeting Law requirements begin 1 July 2024.

I have obtained from VTrans a determination that, per 19 VSA § 702, the right-of-way for Town highways is three rods unless otherwise properly recorded. Our VTrans District 3 manager confirms that the Town's maps were destroyed during Tropical Storm Irene, while he was Brandon's public works director, and there are no record copies at VTrans. He therefore advises that in the absence of other documentation, the Town would have to proceed on the working basis that all the Town highways are three rod roads. Researching individual property deeds is a potential way to ascertain those few streets where a five rod right-of-way has sometimes been suggested.



I participated in the quarterly session of the Rutland Region emergency management directors.

I participated in the monthly conference with the engineers and contractor completing the Town's \$5.9MM wastewater treatment facility upgrade. Other than the known outstanding issue of the replacement of the delivered damaged transfer switch, the work is now 100% complete and further meetings will focus on tying up financial obligations rather than actual improvements. A selectboard and public open house has been proposed so the community can learn about the wastewater treatment process as well as see the results of its investment in clean water.

I worked with the Vermont Housing and Conservation Board regarding certification of the status of properties in Brandon that the Town has obtained via FEMA hazard mitigation buyouts.

I had many other meetings with town officers, staff, townspeople and journalists, and responded to a number of requests for information from various parties. Various tax repayment situations, Legislation (Act 250 in particular) and public works matters were the most frequent topics.

FINANCIAL SNAPSHOT	
FY24 Revenue Budget \$3,448,880 Actual \$3,762,330	107.84% thru funds / 100% thru year
FY24 Expense Budget \$3,346,150 Actual \$3,378,032	100.95% thru funds / 100% thru year
Actual Revenue Minus Actual Expense / Net Gain or (Loss)	\$384,298+
<i>***Expect adjusting entries by Town Bookkeeper and Treasurer during July***</i>	
Unrestricted / Unassigned Fund Balance	\$560,265
1% (Local Option) Tax Fund Available / Undesignated [\$100,000 board-reserved for paving not included at right]	\$213,507
Known Grant Matches Not Yet Designated	UNION STREET
Delinquent property taxes (prior years)	\$572,321 (was \$568,965)
Delinquent wastewater (prior years ['over 120 days'])	\$198,514 (was \$199,943)
Tax Sale Status	70 accounts at attorney for letters

#### FOR AWARENESS OF THE SELECTBOARD

A cooling shelter was activated on Tuesday, Wednesday, and Thursday afternoon this week thanks to our partners at Brandon's American Legion.

#### 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**

June 24, 2024

The Brandon Rec will be partnering with Otter Valley's Walking Stick Theatre to offer a community musical production of the **"Lucky Stiff"** an offbeat, hilarious murder mystery farce. **Auditions On June 27<sup>th</sup> and 30<sup>th</sup>**. Practices for the September performances will be held in the Otter Valley Auditorium. To sign up for an audition slot visit. <https://tinyurl.com/3xejf6vm>

**June 28<sup>th</sup>** will see the Brandon Rec host a **Summer Kickoff Car Meet** in the **Otter Valley Union High School parking lot**. This is geared (pun intended) toward owners who want to show off "tuner" cars but all types are welcome from **5pm – 9pm**.

The first of 3 sessions of **"Summer Dance Intensives with Miss Michaela"** kick-off today at the **25 Rossiter Street** dance studio. Other weeks: **July 22<sup>nd</sup> and August 12<sup>th</sup>**

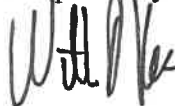
Thanks to enthusiastic parent-coach, **Alex Barnhardt**, kiddos in grades **Pre-K - 6th** can have some Summer Baseball fun! Starting on **July 9<sup>th</sup>**, this weekly baseball clinic-experience will be hosted at the **Neshobe School**.

**Summer Adult Basketball** sees a change in venue. The schedule for pick-up: **Tuesdays 7 – 9 pm at The Neshobe School Gym, Thursdays 7 – 9 pm and Sundays 7 – 9 am at Otter Valley**.

Due to some summer maintenance work being performed at the OV North Campus Gym, **Pickleball** times and locations have changed. **The Neshobe School** will host: **Thursdays 4- 8, Saturdays 11 – 1 and Sundays 11-3**

Met with Becca Washburn from VT Agency of Natural Resources – Department of Forests, Parks & Recreation at Estabrook on June 20<sup>th</sup>. This was a site visit to help with determining our compliance with the terms agreed to when accepting the Land & Water Conservation Fund monies that helped establish the park in the 1980's. She also informed us that a new round of LWCF funding is available and encouraged the town to consider applying. A project that we would consider that is closest to "shovel ready" is the Disc Golf Course on the town owned parcel behind the American Legion. She is also sending new stickers for signage helping to identify LWCF sites; the Estabrook one is "tired" and we will be putting one up in Kennedy Park.

Respectfully submitted,



Bill Moore



## Community Visit Program

Vermonters know that local action makes our communities vibrant. But local action often needs support from regional, state, and even federal resources to achieve goals for prosperity. The Vermont Council on Rural Development's (VCRD) **Community Visit program** is a way for towns to engage and bring together their residents, set common goals and directions in a neutral and facilitated structure, and access resources that will help them take action on those goals. The program gets citizens engaged in working for their communities and connects them to the resources they need to be successful.

### How It Works

The Community Visit program is a three month series of public meetings, bringing together a broad mix of community members with a **Visiting Team**, made up of state, federal, non-profit, and philanthropic experts, to create intensive partnerships and tailored work plans for long-term local success. VCRD provides the structure and neutral facilitation each step of the way. The Visit begins with a series of focus forums (STEP 1) followed by a community wide discussion where residents champion their ideas for the future of their town and choose their priorities (STEP 2). Then, interested citizens join local task forces to work forward on the community goals set through the process (STEP 3). Each task force has a *chairperson* who will manage meetings and keep work moving forward. A local *Community Visit chairperson* ("chair of the chairs") will help to keep the community informed and involved as the program progresses. While the program is provided to towns for free, residents are expected to assist with logistics, outreach, and community meals; and the Town is expected to cover the costs of a community meal and mailed invitation to residents.

*"VCRD hosted its first community visit to Bellows Falls, at a time when the community was really at a loss on how to move forward. Ten years later we have an active main street, a strong arts community and a great integration between our industrial park and downtown."*

~ Robert McBride, RAMP,  
Bellows Falls

*"I have been involved in dozens of planning sessions and community forums here in St. Johnsbury over the last 15 years and I can truly say that this event was, by far, the best – and will, without a doubt, result in productive outcomes for St. Johnsbury."*

~ Mike Welch, St. Johnsbury  
Community Visit Chair

*"It is genuinely thrilling to see the different constituencies come together and do good things for our community. The most significant results of the process are the lasting effects in the town around community engagement. The town has been transformed."*

~ April Tuck, Cambridge Community  
Visit Chair



**Roles**

**Planning Committee:** Community members representing diverse interests of the community meet once – a month before Community Visit Day – to brainstorm Forum topics, logistics and outreach strategies.

**Community Members:** All decisions rest in the hands of the community. Community members participate each step of the way and have the opportunity to join Task Forces to take action on selected priorities.

**Community Visit Chair:** A community member serves as the local point person and helps to keep the community informed and involved as the program progresses.

**Visiting Resource Team:** a Visiting Team of state, federal, business, non-profit, and philanthropic leaders attend Community Visit Day and Resource Day and act as listeners, advisors, and resources for the Community. They help Task Forces develop action plans for the best chance of success and are available as resources as the work moves forward.

**Vermont Council on Rural Development:** VCRD provides the overall structure and neutral facilitation of each meeting, and manages an extensive invitation process to ensure that all members of the community are welcome, encouraged to attend, and are heard.

**What Does a Community Visit Produce?**

The Community Visit program is built from the priorities that a community decides together, so results vary from town to town. Overall, towns report energized volunteers, better community engagement, and new connections to state, federal, and regional resources. For some towns, the Visit creates community goodwill and celebrations, such as Rutland’s Friday Night Live series; outdoor each summer week with live music, food and shopping opportunities. For others, it is used to leverage funds or planning resources, such as Pownal’s affordable housing project or Johnson’s downtown redesign. For some towns, the Visit provides a mechanism to talk about important issues and begin long term work for the future, as in Killington’s 4-season tourism planning, or Vernon’s village revitalization. And for still others, it is a chance to help the community get healthier; Troy, Westfield, Jay, and Woodstock built and advertised new walking trails and Brighton started a recreation program.

*“I have never seen as much activity, excitement, and accomplishment in our town. VCRD is doing meaningful work that will improve the quality of life in Vermont towns for generations to come. I will always be grateful.”*  
~ Sandy Kilburn, Swanton Resident

*“I have been hearing such a great buzz today after all of the fun yesterday. Thanks again for helping our community get reinvigorated. I really believe in the task forces that have been formed and their determination and ability to better serve our community.”*  
~ Emily Maclure, Craftsbury Community Visit Chair

Find out more about the Community Visit program:  
<http://vtrural.org/programs/Community-Visits>.





June 30, 2024

REQUEST FOR USE OF LOCAL OPTION TAX FUNDS

Request that Brandon Select Board approve transfer of \$24,453.29 from LOT Fund 70 to Fund 46 to close out the Route 7, Segment 6 project. This is the final payment on Route 7.

\_\_\_\_\_  
Susan Gage, Treasurer

Board Approves

\_\_\_\_\_  
Doug Bailey

\_\_\_\_\_  
Heather Nelson

\_\_\_\_\_  
Ralph Ethier

\_\_\_\_\_  
Brian Coolidge

\_\_\_\_\_  
Tim Guiles

June 20, 2024

## FY 23-24 YEAR END NOTES

GASB 54 defines Assigned Funds as amounts that are intended to be used by the Town for specific purposes as authorized by the Selectboard. The Fund Balance Policy explains this in further detail.

We are requesting the following funds to be Assigned:

### Highway:

Winter Sand - \$10,000 – Pre-paid winter sand to stockpile.

Tree Removal - \$7,000 – Tree Warden has warned removal of designated trees.

### Clerk:

Office Equipment - \$1,000 – Computers that need replacement.

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The following require no action by the Selectboard, this is for information only:

Restricted Funds that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Our Restricted Funds are:

Records Preservation

Prepaid Expenses

Recreation Donations:

- Dog Park -donations
- Hawk Hill -donations
- Carnival -donations
- Brandon Ski Club Donation
- Cheerleading -donation
- Basketball – donations
- Football -donations
- EV Festival - donations