

Brandon Select Board Meeting
October 28, 2024
7:00 p.m.

The Brandon Select Board will meet Monday, October 28, 2024 at 7:00 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
Zoom Link	https://zoom.us/j/2532794161
Dial-in only	(929) 205-6099; Enter Meeting ID 253 279 4161 #; # again

- 1) Call to Order
 - a) Adopt Agenda (posted or as amended)
- 2) Select Board Members' Remarks
- 3) Recurring Matters
 - a) Select Board Meeting Minutes – October 14, 2024
 - b) Select Board & Budget Advisory Committee Meeting – October 15, 2024
 - c) Warrant – October 28, 2024 - \$140,459.04
- 4) Regional Plan update from Jeremy Gildrien, RRPC
- 5) Town Manager's Report
- 6) Community Development Report
- 7) Consider Proclamation of Steve Cijka Day in Honor of his Retirement
- 8) Tax Stabilization Request: 333 Jones Drive
- 9) Consider Purchase Order 45042 to H.P. Fairfield for a 2024 International Truck - \$173,924.00
- 10) Consider Proposals for Sanderson Covered Bridge Repair
- 11) Public Hearing: Objection to Removal of a Shade Tree Between #42 and #44 Park Street per 24 VSA § 2509
- 12) Public Comment and Participation
- 13) Adjournment

**Brandon Select Board Meeting
October 14, 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, Brian Coolidge, Ralph Ethier, Tim Guiles

Others In Attendance: Seth Hopkins, Bill Moore, Billy Bullock, Neil Silins, Jan Coolidge, Steve Bissette, Ray Marcoux, Steven Jupiter, Cecil-Reniche Smith, Tricia Welch, Ken Manning, Karen Rhodes, Judy Bunde, Susan Benedict, Vicki Disorda, Chris Conlin

Others by Zoom: Bruce Jensen, Jack Schneider, 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 Ralph Ethier/Heather Nelson to approve the agenda as amended. **The motion passed unanimously.**

Addition of second executive session regarding the appointment or employment or evaluation of a public officer or employee per 1 V.S.A.313(3)(a)(3)

2. Select Board Remarks

Doug Bailey stated all in attendance are neighbors and encouraged all to be respectful with their comments.

3. Recurring Matters

a. Approval of Select Board Meeting Minutes – September 23, 2024

Motion by Brian Coolidge/Heather Nelson to approve the Select Board minutes of September 23, 2024, as amended. **The motion passed unanimously.**

Addition of Jan Coolidge to meeting attendees.

b. Select Board & Budget Advisory Committee Minutes – September 30, 2024

Motion by Brian Coolidge/Ralph Ethier to approve the Select Board & Budget Advisory Committee minutes of September 30, 2024. **The motion passed unanimously.**

c. Warrant – October 14, 2024 - \$590,620.51

Motion by Heather Nelson/Brian Coolidge to approve the warrants of October 14, 2024, in the amount of \$590,620.51. **The motion passed unanimously.**

Doug Bailey asked about the Otter Creek Engineering invoice for wetland delineation. Bill Moore reported it is for the Town's property behind the American Legion for a possible park and is money that was donated for recreation trails. The delineation was given. Heather Nelson asked about the US Bank bond payments. Seth Hopkins reported these are the semi-annual bond payments with a number of adjusted entries so that the principle gets noted properly. Jackie Savala and Sue Gage make sure that the Town's books are all in order. Tim Guiles noted there was an electric snow shovel purchased. Seth

Hopkins reported this will be used for the sidewalks when the sidewalk snowplow cannot be used. Mr. Guiles questioned the invoice for uniform maintenance and Mr. Hopkins advised it was for alternations for a police officer's uniform.

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.

Seth Hopkins highlighted the following from his report: The VLCT awarded the municipal road crews the Municipal Service Award for their flood response and recognizing the hard work of the town crews. The Town heard from VTrans about the 4-way intersection and they indicated the Town can assign it as a four-way stop and recommend public outreach prior to a change. Mr. Hopkins suggested there could be a more comprehensive review of the Town's traffic ordinance done. Mr. Hopkins reported the sidewalks on Pearl Street and Carver Street were completed and additional sidewalk improvements will be done along West Seminary Street. The road paving will also be done later this month. Kyle Leedom has completed resealing the front steps of the town hall. A truck hit Sanderson Bridge on October 4th and bids have been received for the repair and the Town will work with the insurer on a claim. On October 11th, the guardrail approach to the bridge was also heavily damaged and the Town will work with the driver's insurance company. There is a vacancy on the Historic Preservation Committee and this is a local government status requirement. The committee meets quarterly and have been unable to meet as there would not be a quorum. Mr. Hopkins encouraged anyone interested in this committee to apply for the vacancy.

Tim Guiles stated there are places on Carver Street where people park on the sidewalk and it makes it difficult to walk in those areas. Mr. Guiles asked if there could be a solution to this problem. Seth Hopkins will meet with the Police Chief regarding this matter.

Heather Nelson requested an update on whether the asphalt company can do the tennis courts. Bill Moore reported he spoke with the company and they indicated there is the possibility the work could be done in the spring.

Brian Coolidge asked if the payments from the individual that hit the lamppost are still being made. Mr. Hopkins noted that the payments are still being made regularly. Mr. Coolidge asked the cost of the new decals on the police cars and if the funding was in the police budget. Seth Hopkins advised they were funded from the police budget and he will get the information on the cost. Mr. Coolidge stated two years ago the police budget was over by \$30,000 and last year it was \$43,000 over budget and questioned where the overage is made up from. Mr. Hopkins advised the funds come from the unrestricted general fund and last year every other department was under budget and the overage in the police budget absorbed those funds first before using the unrestricted fund.

Doug Bailey asked when the vacancy on the Historic Preservation committee will be posted. Mr. Hopkins will create a list of all vacancies and post it on PFP, the Reporter and the Town's website.

With regard to the unrestricted fund, Ralph Ethier asked if the Town is still at about the minimum of 15%. Mr. Hopkins advised that figure would be \$495,000 and the Town is currently at \$441,000. Doug Bailey stated if the delinquent taxes were collected, the Town would likely be more in the middle. Seth Hopkins will follow-up with the attorney on this subject.

Vicki Disorda expressed an interest in the Historic Preservation committee vacancy.

Chris Conlin stated with the new Route 7, there was a collection box to sift out the water that has to be cleaned and Mr. Conlin asked if there was money set aside for that work. Seth Hopkins reported there is money in the Highway Department budget. The Town is to inspect it every year and clean it every 2 years and the stormwater responsibility is the Highway Department's budget. Heather Nelson noted the piece of machinery needed is very expensive to own and it is more cost effective to rent the equipment for a week. Mr. Conlin also noted that the airstream event made a mess of the back lawn of the Brandon Inn and needs to be repaired. Bill Moore advised he has been in contact with the Inn. Seth Hopkins has spoken with the owner of the Inn and he did not express concern about water and the Town crew will repair the lawn. The Inn's owner was glad that the event was there and that it was successful.

5. Community Development Report

Bill Moore noted the Brandon Rec's Halloween Ball is scheduled for October 19th at the Brandon Inn from 8PM to 11PM. Tickets are \$25 and can be purchased online.

Neil Silins stated there is mixed information about the airstream event and thought it was the Chamber who organized it and asked if they have the responsibility for repairing the lawn. Seth Hopkins stated he, Mr. Moore, Pat Wood and Bernie Carr approached the Brandon Inn about the event. The plan had been to use a public street that would have been the Town's responsibility. The Town asked if the Inn would be the venue and Mr. Hopkins did not think the Chamber has the where with all to do the repairs. It was an economic generator for the Town and the Town has used the Brandon Inn lawn as a public park. The Inn has been gracious to allow the Town to use the property for events and it behooves the Town to make good any damages. Cecil Reniche-Smith noted she was around Town that weekend and visited with the airstream people and they were buying out the pastries in the bakery, filling the restaurants and were at all of the shops. It would be interesting to talk to the shop owners as there was a lot of money coming into Town because of the airstream rally. Susan Fitzgerald asked if the money coming in would make her taxes go down. Mr. Hopkins reported there are funds that come from the 1% local option tax and the Town makes about ¼ million in receipts from the 1% tax.

6. Consider Planning Commission Nomination of Natalie Steen as Acting Zoning Administrator

Seth Hopkins advised that an Acting Zoning Administrator position is an unpaid, unstipend position for those times when the Zoning Administrator is not available or due to a conflict of interest. Natalie Steen has been on the Planning Commission for a number of years and is well-versed. The Planning Commission has nominated her for this position and she would be an excellent candidate when the Zoning Administrator cannot act.

Motion by Heather Nelson/Tim Guiles to appoint Natalie Steen as Acting Zoning Administrator in the event of a conflict of interest of the Zoning Administrator. **The motion passed unanimously.**

Heather Nelson noted Ms. Steen is an active member on several boards. Doug Bailey reiterated she would only be acting if Larry Stevens was unable and it would not be an active position.

7. Green Fleet Presentation

Tim Guiles reported at the end of each fiscal year he gathers data on the Town's carbon footprint. The State has established three goals for a 26% reduction of carbon by 2025, 40% reduction by 2030 and 80% reduction by 2050. The Town uses gas, diesel and propane. The propane usage has been steady and declining slightly. The wastewater department was higher this year and is attributed to the large construction project but Mr. Guiles is optimistic their usage can be reduced. The gas usage is less in many ways by slowly transitioning to electric and is on a declining curve, except for the police department that has increased 20% due to an increase in staffing. Heating oil is a large carbon producer and the Town has decreased this with the addition of heat pumps and moving to propane in some usages. The Town's overall carbon footprint was 329 and this year it is 311. It is mostly attributable to diesel usage that the Town does not have a lot of control over due to heavy equipment use. The good news is that the arc is not going up and there is an awareness to reduce the carbon footprint. Mr. Guiles suggested one way to meet the 2025 goal would be to shift away from propane to heat pumps and use propane as the backup. Another way would be to continue cutting back from heating oil and moving towards heat pumps whenever possible. An improved highway garage will assist in this effort. Gas usage is a function of moving from gas cars to electric cars and is a known solution to reducing carbon that other police departments have considered. When looking at the 2050 and 2080 numbers of where the Town needs to go, it will only be achieved by solving the problem of large vehicles. There are larger vehicles that are electric and will become an option. To do our part in reducing the carbon footprint it will mean transitioning vehicles to electric vehicles. Doug Bailey noted that not only are there more police officers, but the cars previously were used for the officers to commute from home, but that practice has ended and may also make a difference. The police department is also going from 7 cars to a 5-car fleet and may be a benefit.

Vicki Disorda stated there was an article on Guardian.com that is relevant as it is Indigenous Peoples Day and is an article titled, How US's Transition to Electric Vehicles Threatens Environmental Havoc. Ms. Disorda read the following:

"The transition, fueled by the rollout of historic funding for electric vehicles through Joe Biden's Inflation Reduction and Infrastructure Investment and Jobs Acts, could require three times as much lithium as is currently produced for the entire global market, causing needless water shortages, Indigenous land grabs, and ecosystem destruction inside and outside our borders.

Biden's strategy to fully decarbonize the transportation sector by 2050 may be a good idea, but there's a catch: lithium. Electric vehicles are already the largest source of demand for lithium - the soft, white metal common to all current rechargeable batteries.

The global demand for lithium, also known as white gold, is predicted to rise over 40 times by 2040, driven predominantly by the shift to electric vehicles.

Additionally, "The Inflation Reduction Act's EV purchase incentives apply only to vehicles whose battery minerals come from a list of countries that notably does not include China, which today is the source of most of the world's EV battery metals." (caranddriver.com)

The US's transition to electric vehicles is of major global significance.

The transition to lithium battery-powered electric vehicles by 2050 will deepen global environmental and social inequalities linked to mining - and may even jeopardize the global heating target.

The speed of the transition - as well as who benefits and who suffers from it (indigenous people) - will depend on the number and size of electric vehicles (and batteries) Americans opt for going forward.

Transportation is the biggest source of carbon emissions in the US - and the only sector in which emissions are still rising. 'Preserving the status quo might seem like the politically easier option, but it's not the fairest way to decarbonize,'

Mining lithium is a fraught business, and the rise in demand for EVs is contributing to a rise in social and environmental harms - and global supply chain bottlenecks.

Lithium mining is, like all mining, environmentally and socially harmful. More than half the current lithium production, which is very water intensive, takes place in regions blighted by water shortages that are likely to get worse due to global heating.

Most forecasters predict a supply crunch in the next five to 10 years - a period when rapid decarbonization must take place to avert even more catastrophic global heating. The price of lithium batteries - the most expensive component of an EV - went up for the first-time last year as demand outweighed supply.

Lithium car batteries, which are the main batteries used in electric vehicles, are not as easily recycled as lead-acid batteries and recycling them is an energy-intensive and costly process.

This is not yet a comprehensive or globally socially responsible change. More thought needs to go into this before we start throwing tax-payer money at the latest politically motivated Act.

'We can either electrify the status quo to reach zero emissions, or the energy transition can be used as an opportunity to rethink what's environmentally and socially just, both in the US and globally.'-and explore possibilities for a future without fossil fuels that minimizes mineral extraction and new harms to communities in lithium-rich areas."

8. Road Closure Request

- . *Saturday, November 9, 2024 – 10:30AM – 11:00AM*
- . *Scout's Salute to Veterans Parade*
- . *Park Street from Celebration Rentals (#86) West to Brandon Inn (#20)*

Seth Hopkins advised the Scouts provided a conceptual with a map and time details. This is a formal request to close Park Street from Celebration Rentals to the Brandon Inn on November 9th from 10:30AM – 11:00AM. The event would march down Park Street followed by a ceremony and lunch for the participants. Mr. Hopkins noted only the Select Board can approve a road closure. Doug Bailey suggested asking the Police Department to assist. Mr. Hopkins noted they are looking to use the parking lot behind the Brandon Inn and at the Masonic Lodge.

Motion by Ralph Ethier/Heather Nelson to approve the road closure for the Brandon Scouts on November 9th as outlined above. **The motion passed with one no vote – Tim Guiles.**

9. Public Hearing: Objection to Removal of a Shade Tree Between #42 and #44 Park Street per 24 V.S.A.2509

Seth Hopkins advised Helyn Anderson was unable to attend the meeting and requested to postpone the hearing until the October 28th meeting. She received Adam McCullough's report regarding the discussion of options and rendering of final decision. Mr. Hopkins noted Adam McCullough's assessment of the tree was as an urban forester and Mr. McCullough provided two tree risk assessment forms that he completed on this tree in recent weeks. It was noted that it was not a time-sensitive issue and all were in agreement to postpone the hearing.

Motion by Tim Guiles/Doug Bailey to postpone the hearing regarding the removal of a shade tree to the October 28th meeting. **The motion passed with one abstention – Heather Nelson.**

10. Public Comment and Participation

Tricia Welch stated she read that President Biden has indicated all lead water pipes will require replacement and asked if the Town has any of them and if so, who would pay for the replacement. Seth Hopkins advised the Fire District is aware of this as they provide the water to the municipality. They will be doing a lead service line audit for Brandon.

Vicki Disorda advised the United Methodist Church will be hosting a lasagna dinner this Saturday from 5PM to 7PM. The cost of the dinner is \$10.00 for adults and \$6.00 for children.

Doug Bailey reported the third Budget committee meeting will be held tomorrow beginning at 7:30PM downstairs in the Town Hall and is open to the public. The Candidates forum will be held upstairs in the Town Hall the same night. The next Budget committee meeting is scheduled for Monday, November 4th at 6:00PM. Mr. Bailey noted the meetings have been productive.

Ray Marcoux stated recently his son called the police station to file a complaint because someone passed three cars coming into Town. When speaking to the person that answered the phone, his son was given suggestions and when he indicated he wanted to talk with a police officer and not a receptionist, the person hung up on him. Mr. Marcoux expressed concern that his son should not have been disconnected. Seth Hopkins advised he will speak to the Police Chief about this incident. Mr. Marcoux also noted not letting the cars run could also assist with reducing the carbon footprint.

Vicki Disorda thanked the police for putting one of their speed carts in the middle of Union Street and she hoped it would slow the traffic down. Earlier this year, Ms. Disorda requested lowering the speed limit to 25mph due to the excessive speed as there are very young children living on this street. Seth Hopkins stated this is another point towards a comprehensive traffic study and suggested two Select Board members be part of that working group. Mr. Hopkins noted this is the largest ordinance that the Town has. Doug Bailey volunteered to be on the working group. Heather Nelson questioned when the last time the Town did a big picture look at the traffic ordinance. Mr. Hopkins stated the traffic ordinance was last done about 30 years ago. Ralph Ethier also volunteered to be on the traffic ordinance committee. Susan Fitzgerald expressed concern that cars drive very fast down River Street and turn around at the corner of Pleasant Street and River Street, and a turnaround space is needed. Karen Rhodes asked if the traffic light timing could be looked at. Mr. Hopkins reported he met with the

traffic signal company and reviewed the timers and they seem to be in disbelief that the traffic backs up as much as it does. Mr. Hopkins has seen this and has had to wait a long time and the company is aware and said that it cannot be an immediate adjustment. They are willing to do it and understand the Town wants a remedie. They will go back to the engineers and come back with a program. Ms. Rhodes noted concern that cars cut through the Brandon Inn parking lot and people are going to be injured. Heather Nelson stated Mr. Hopkins had shared that whoever changes the lights is personally liable and it has to be the company and not the Town. Mr. Hopkins advised the police officers have had training in traffic control and can change the lights to flashing, but the traffic signal company indicated if the Town does that and there is not a traffic signal certification the Town is responsible for disabling the traffic lights. The police will assist on special occasions when there is a good reason to disable it and the Town is trying to come up with an intentional solution. Mr. Bailey stated when the lights were blinking the traffic went through but the pedestrian crosswalk lights did not work. When solving one problem one is creating another.

The Select Board recessed at 8:14PM.

The Select Board reconvened at 8:28PM.

Motion by Tim Guiles/Heather Nelson to find that premature general public knowledge of confidential attorney-client communication made for the purpose of providing professional legal services to the Town will clearly place the Town at a substantial disadvantage by disclosing said advice and the Town's position in a possible civil matter. **The motion passed unanimously.**

Motion by Tim Guiles/Heather Nelson to enter into executive session at 8:28PM to discuss confidential attorney-client communication made for the purpose of providing professional legal services to the Town, per 1 V.S.A.313(a)(1) to include the Town Manager. **The motion passed unanimously.**

11. Executive Session

The Board came out of executive session at 8:52PM. There was no action required.

Motion by Brian Coolidge/Heather Nelson to enter into executive session at 8:52PM 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. **The motion passed unanimously.**

12. Executive Session

The Board came out of executive session at 9:53PM. There was no action required.

12. Adjournment

Motion by Brian Coolidge/Heather Nelson to adjourn the Select Board meeting at 9:53PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

Minutes of Joint Meeting of Brandon Selectboard and Budget Advisory Committee
15 October 2024, Brandon Town Hall

Attendance Selectboard present: Doug Bailey, Heather Nelson, Tim Guiles, Ralph Ethier, Brian Coolidge.
Budget committee present: Janet Coolidge, Gabe McGuigan, Karen Rhodes, Barry Varian. Public present: Seth Hopkins, Bill Moore, Cecil Reniche-Smith, Billy Bullock.

Selectboard Chair Doug Bailey called the meeting to order at 7PM. On motion of Ralph Ethier and second by Tim Guiles, the posted agenda was adopted by the selectboard 4-0 (Nelson not yet present).

Selectboard Remarks Doug Bailey gave brief remarks about the process and stated the Highway Department (HWY) would be tonight's topic, to be used as an example/exercise with the board and budget advisory committee. The town manager had provided a first draft with some notes and options and some background discussion on health insurance, current staff wages and organization, and a twelve-year lookback at how paving has been funded. These were touched upon.

Line by Line HWY Budget Examination During the review of the HWY budget, Heather Nelson led the group in a line by line examination of the non-labor HWY spending. Values were assigned by consensus of the group (1=must have, 2=questions, 3=reduce or delay). The town manager offered a cautious note that if the budget is cut too closely it may increase the possibility of an overrun as there would be less flexibility to accommodate an unforeseen expense. We are drafting this budget 20 months prior to its end point. With HWY especially, weather (snowier winter, icier storms, etc.) can have a big impact and we must allow for the full required winter operations. The group discussed that the reaction of the budget advisory committee members in particular could usefully be read as a signal of voter reaction, and appropriately addressed with communication and/or making modifications to the spending proposal before it goes to the voters.

The town manager and HWY division chief will estimate quantities of asphalt for the FY26 identified projects (Wheeler Rd, south end of McConnell Rd, next portion of Town Farm Rd). A capital fund, or partial capital fund and how to add resources to that was considered.

Doug Bailey floated the concept of a pre-town-meeting / budget hearing for community input in advance of the selectboard's adoption of the budget proposal, and all agreed this was a worthwhile effort to make.

On motion of Brian Coolidge seconded by Tim Guiles and voted 5-0, the meeting adjourned at 8:57PM.

Respectfully submitted,



Seth M Hopkins, town manager

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
310707	10/11/24	ADVANCED ANALYTICAL SOLUT retest residual chlorine 37328	20-5-55-30120 Professional Supplies	93.36	2232	10/28/24
100015	10/15/24	ALLEN ENGINEERING & CHEMI chlorine 11250560701	20-5-55-50120 Sodium Hypochorite	2786.00	2233	10/28/24
101142	09/30/24	BOW WOW BABYSITTERS, LLC Dog hiking series 000049	10-5-18-50090 Adult Activities	360.00	2234	10/28/24
310699	10/21/24	BRANDON GLC SOLAR, LLC monthly electric 214B	20-5-55-42130 Electric	1935.00	2235	10/28/24
310699	10/21/24	BRANDON GLC SOLAR, LLC monthly electric 214B	10-5-22-42130 Bldgs & Grounds Electric	2365.00	2235	10/28/24
100280	10/08/24	BRANDON LUMBER & MILLWORK tarp 60838/3	10-5-22-43080 Highway Bldg Maint	109.99	2236	10/28/24
100280	10/12/24	BRANDON LUMBER & MILLWORK floor paint, paint tray 61566/3	20-5-55-42140 Maint. Supplies - Bldgs	97.33	2236	10/28/24
100280	10/14/24	BRANDON LUMBER & MILLWORK fire extinguisher 61855/3	20-5-55-41150 Other Supplies - Vehicles	26.99	2236	10/28/24
100280	10/15/24	BRANDON LUMBER & MILLWORK wax ring, sand 62046/3	20-5-55-42140 Maint. Supplies - Bldgs	17.99	2236	10/28/24
100280	10/15/24	BRANDON LUMBER & MILLWORK wax ring, sand 62046/3	20-5-55-43160 Maint. Supplies - General	7.59	2236	10/28/24
100280	10/15/24	BRANDON LUMBER & MILLWORK key 62133/3	10-5-18-40000 Youth Soccer	3.99	2236	10/28/24
100280	10/16/24	BRANDON LUMBER & MILLWORK LED lighting 62161/3	10-5-22-43080 Highway Bldg Maint	65.97	2236	10/28/24
100280	10/17/24	BRANDON LUMBER & MILLWORK hinges for truck #4 62427/3	10-5-15-41160 HW Maint. Supplies-Vehicl	31.98	2236	10/28/24
100280	10/21/24	BRANDON LUMBER & MILLWORK fasteners 63070/3	10-5-22-43080 Highway Bldg Maint	20.03	2236	10/28/24
100280	10/22/24	BRANDON LUMBER & MILLWORK misc for Town Hall 63203/3	10-5-22-43150 Town Hall Repair/Maint.	71.48	2236	10/28/24
100280	10/23/24	BRANDON LUMBER & MILLWORK scraper 63372/3	20-5-55-43160 Maint. Supplies - General	25.99	2236	10/28/24
300235	08/26/24	BURLINGTON COMMUNICATIONS PM vehicles, base station BCS15495	10-5-14-20232 Radio Maintenance	2238.50	2237	10/28/24
300235	10/03/24	BURLINGTON COMMUNICATIONS tested radio BCS15741	10-5-14-20232 Radio Maintenance	143.00	2237	10/28/24
100860	10/15/24	CARROLL, BOE, PELL & KITE miscellaneous legal 39199	10-5-10-21110 Legal Services	135.00	2238	10/28/24
100462	10/01/24	CASELLA WASTE MANAGEMENT Sept trucking of sludge 3064892	20-5-55-50170 Trucking	2580.00	2239	10/28/24
301503	10/09/24	CHAMPLAIN VALLEY FUELS diesel 542008	10-5-15-41130 Fuel - Vehicles HW	729.25	2240	10/28/24
301503	10/16/24	CHAMPLAIN VALLEY FUELS diesel fuel 542779	10-5-15-41130 Fuel - Vehicles HW	372.56	2240	10/28/24
300755	10/17/24	CHEMSEARCHFE drain cleaner 8892400	20-5-55-43160 Maint. Supplies - General	382.90	2241	10/28/24
301043	10/15/24	CIVES CORPORATION, DBA parts for plows 4536475	10-5-15-41160 HW Maint. Supplies-Vehicl	1103.53	2242	10/28/24
310097	10/02/24	COMCAST service: Oct 9 - Nov 8 EST 10/02/24	10-5-18-42100 Recreation Telephone	154.55	2243	10/28/24

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
310097	10/09/24	COMCAST service: Oct 16 to Nov 15 TH 10/09/24	10-5-10-42100 Telephone Exp. Admin.	96.65	2244	10/28/24
310037	10/06/24	CONSOLIDATED COMMUNICATIO service: Sep 6 to Oct 5 PD 10/06/24	10-5-14-42100 PD Telephone Service	55.46	2245	10/28/24
310037	10/18/24	CONSOLIDATED COMMUNICATIO service: Sep 18 to Oct 17 TH 10/18/24	10-5-22-43150 Town Hall Repair/Maint.	83.40	2245	10/28/24
100861	10/21/24	DISORDA, JEREMY mileage 10/21/24	10-5-15-10310 Travel & Expenses	154.10	2246	10/28/24
100456	10/14/24	DUBOIS & KING INC Union Sidewalk PR# 21 1024090	46-5-21-20120 Union Sidewalk Engineer	397.52	2247	10/28/24
300466	10/08/24	DUNDON PLUMBING & HEATING portable toilet 93811	10-5-18-40000 Youth Soccer	135.00	2248	10/28/24
100494	10/24/24	ENDYNE INC testing 509363	20-5-55-22120 Testing	270.00	2249	10/28/24
300187	10/12/24	FLORENCE CRUSHED STONE gravel and sand 235296	10-5-15-47120 Winter Sand	213.71	2250	10/28/24
300187	10/12/24	FLORENCE CRUSHED STONE gravel and sand 235296	10-5-15-46140 Gravel	1945.90	2250	10/28/24
311128	10/08/24	GREEN MOUNTAIN GARAGE spring for skidsteer 219850	10-5-15-41160 HW Maint. Supplies-Vehicl	2.50	2251	10/28/24
311128	10/15/24	GREEN MOUNTAIN GARAGE wire, gloves, tape 220129	10-5-15-41160 HW Maint. Supplies-Vehicl	70.45	2251	10/28/24
311128	10/15/24	GREEN MOUNTAIN GARAGE ratchet, gauge 220149	10-5-15-41160 HW Maint. Supplies-Vehicl	63.98	2251	10/28/24
311128	10/17/24	GREEN MOUNTAIN GARAGE air chuck 220228	10-5-15-41160 HW Maint. Supplies-Vehicl	17.49	2251	10/28/24
311128	10/17/24	GREEN MOUNTAIN GARAGE cup brush crimped 220239	10-5-15-41160 HW Maint. Supplies-Vehicl	4.69	2251	10/28/24
311128	10/21/24	GREEN MOUNTAIN GARAGE motor oil 220362	10-5-15-41160 HW Maint. Supplies-Vehicl	79.96	2251	10/28/24
311128	10/22/24	GREEN MOUNTAIN GARAGE light, wire connectors 220450	10-5-15-41160 HW Maint. Supplies-Vehicl	42.97	2251	10/28/24
311128	10/24/24	GREEN MOUNTAIN GARAGE brake cleaner, motor oil 220509	10-5-15-41160 HW Maint. Supplies-Vehicl	123.50	2251	10/28/24
311128	10/24/24	GREEN MOUNTAIN GARAGE wire 220514	10-5-15-41160 HW Maint. Supplies-Vehicl	47.97	2251	10/28/24
310233	10/04/24	GREEN MOUNTAIN POWER 7 Conant Sq lighting 10/24 047828	10-5-22-42130 Bldgs & Grounds Electric	44.64	2252	10/28/24
310233	10/08/24	GREEN MOUNTAIN POWER WWTF 480 volt service 10/24 079168	20-5-55-42130 Electric	3889.01	2252	10/28/24
310233	10/07/24	GREEN MOUNTAIN POWER Central Pk/traffic lights 10/24 170028	10-5-22-42130 Bldgs & Grounds Electric	849.58	2252	10/28/24
310233	10/07/24	GREEN MOUNTAIN POWER Estabrook Park 10/24 240302	10-5-22-42130 Bldgs & Grounds Electric	87.09	2252	10/28/24
310233	10/07/24	GREEN MOUNTAIN POWER Carver St pump station 10/24 290502	20-5-55-42130 Electric	50.19	2252	10/28/24
310233	10/07/24	GREEN MOUNTAIN POWER Green Park 10/24 317702	10-5-22-42130 Bldgs & Grounds Electric	28.18	2252	10/28/24
310233	10/07/24	GREEN MOUNTAIN POWER Country Club pump station 10/24 338602	20-5-55-42130 Electric	31.64	2252	10/28/24

10/25/24
01:18 pm

TOWN OF BRANDON Accounts Payable
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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
310233	10/04/24	GREEN MOUNTAIN POWER 7 Conant Sq car chargers	10-5-22-42500	154.20	2252	10/28/24
		10/24 339840	Electric EV Car Stations			
310233	10/08/24	GREEN MOUNTAIN POWER Town Hall	10-5-22-42130	73.93	2252	10/28/24
		10/24 451302	Bldgs & Grounds Electric			
310233	10/07/24	GREEN MOUNTAIN POWER Brookdale pump station	20-5-55-42130	36.07	2252	10/28/24
		10/24 467702	Electric			
310233	10/04/24	GREEN MOUNTAIN POWER Crescent Park	10-5-22-42130	274.19	2252	10/28/24
		10/24 737937	Bldgs & Grounds Electric			
310233	10/07/24	GREEN MOUNTAIN POWER street lights	10-5-22-42130	3422.69	2252	10/28/24
		10/24 851302	Bldgs & Grounds Electric			
310233	10/07/24	GREEN MOUNTAIN POWER WWTf security light	20-5-55-42130	30.46	2252	10/28/24
		10/24 860302	Electric			
310233	10/08/24	GREEN MOUNTAIN POWER Champlain St pump station	20-5-55-42130	86.62	2252	10/28/24
		10/24 867202	Electric			
100559	10/21/24	HACH COMPANY chlorine testing supplies	20-5-55-30120	243.64	2254	10/28/24
		14231075	Professional Supplies			
300600	10/23/24	HOLLAND COMPANY INC sodium bisulfite	20-5-55-50140	2559.72	2255	10/28/24
		PI-30152	Sodium Bisulfite			
200215	10/23/24	JP COOKE CO 2025 dog tags	10-5-13-20250	161.50	2256	10/28/24
		855238	Dog License Expense			
310577	10/15/24	KINGSTON, TIMOTHY reimburse trailer hitch	20-5-55-41150	109.98	2257	10/28/24
		10/15/24	Other Supplies - Vehicles			
301076	10/21/24	LCS CONTROLS, INC. effluent flow meter	20-5-55-41110	1713.00	2258	10/28/24
		14717	New Equipment-Misc Tools			
311176	10/16/24	LILY WHITE CLEANING SERVI cleaning	10-5-22-10120	87.50	2259	10/28/24
		101624	PD Custodian			
311176	10/16/24	LILY WHITE CLEANING SERVI cleaning	10-5-22-10130	140.00	2259	10/28/24
		101624	Admin Custodian			
311176	10/23/24	LILY WHITE CLEANING SERVI cleaning	10-5-22-10120	87.50	2259	10/28/24
		102324	PD Custodian			
311176	10/23/24	LILY WHITE CLEANING SERVI cleaning	10-5-22-10130	201.25	2259	10/28/24
		102324	Admin Custodian			
101164	10/09/24	MARBLE VALLEY FIRE LLC inspection / extinguisher	10-5-22-43090	128.74	2260	10/28/24
		2393	PD Bldg Maint.			
310630	08/15/24	MASTERCARD drug test strips	10-5-14-30120	140.75	2230	10/25/24
		12133-1	Professional Supplies			
310630	08/20/24	MASTERCARD DEA training-lodging	10-5-14-10310	1054.00	2230	10/25/24
		12135	Travel & Expenses			
310630	09/12/24	MASTERCARD football jerseys	10-5-18-40010	630.00	2230	10/25/24
		12212	Middle School Football			
310630	09/17/24	MASTERCARD notary training	10-5-13-10340	35.00	2230	10/25/24
		12213	Professional Development			
310630	09/06/24	MASTERCARD business cards	10-5-10-30110	122.99	2230	10/25/24
		12214	Office Supplies			
310630	09/01/24	MASTERCARD FB, soccer, cornhole, gloves	20-5-55-41120	51.00	2230	10/25/24
		12215	Safety Equipment			
310630	09/01/24	MASTERCARD FB, soccer, cornhole, gloves	10-5-18-40000	163.66	2230	10/25/24
		12215	Youth Soccer			
310630	09/01/24	MASTERCARD FB, soccer, cornhole, gloves	10-5-18-40010	196.75	2230	10/25/24
		12215	Middle School Football			

10/25/24
01:18 pm

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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
310630	MASTERCARD	09/01/24 FB, soccer, cornhole, gloves	10-5-18-50090	119.91	2230	10/25/24
		12215	Adult Activities			
310630	MASTERCARD	09/11/24 shipping evidence	10-5-14-30132	21.25	2230	10/25/24
		12216	Postage Expenses PD			
310630	MASTERCARD	09/14/24 dog food	10-5-14-40440	130.94	2230	10/25/24
		12217	Police Dog Expenses			
310630	MASTERCARD	09/18/24 external hard drive	10-5-14-30210	140.39	2230	10/25/24
		12328	Office Equipment			
101152	MISTY KNOLL FARM	09/30/24 chicken tube ground bones	10-5-14-40440	75.00	2261	10/28/24
		391047	Police Dog Expenses			
101144	MOORE SERVICES	10/22/24 service call	10-5-22-43150	155.00	2262	10/28/24
		10/22/24	Town Hall Repair/Maint.			
300485	PATTIS, SARAH	10/15/24 reimburse: flower bulbs	10-5-22-43160	303.67	2263	10/28/24
		10/15/24	Parks Maint.			
301088	PETE'S TIRE BARNS, INC	10/21/24 tires for truck #4	10-5-15-41170	799.07	2264	10/28/24
		043715	HW Tires - Vehicles			
310736	POCKETTE PEST CONTROL	10/11/24 pest control: Police Dept	10-5-22-43090	65.00	2265	10/28/24
		38343	PD Bldg Maint.			
310736	POCKETTE PEST CONTROL	10/11/24 pest control: storage	10-5-18-20500	50.00	2265	10/28/24
		38345	Storage Unit Supply/Maint			
101173	PURION WATER TECHNOLOGY	10/08/24 cold weather bacteria	20-5-55-50110	1419.25	2266	10/28/24
		20765	Cold Weather Bacteria			
300895	RUTLAND PRINTING COMPANY,	07/26/24 raised print cards	10-5-18-10330	352.85	2267	10/28/24
		00028770	Advertising/Recruitment			
310545	SICA, JASEN	10/24/24 refund of damage deposit	10-2-00-02710	600.00	2268	10/28/24
		E-287	Deposits Payable			
310418	SILLOWAY NETWORKS INC	10/15/24 new computer	10-5-14-30210	1055.87	2269	10/28/24
		29752404	Office Equipment			
310921	STEARNS SERVICES LLC	10/22/24 consulting fee	10-5-10-30130	360.00	2270	10/28/24
		1264	Service Contracts			
200277	THUNDER TOWING & AUTO REC	10/07/24 wheel bearing etc	10-5-14-41180	660.63	2271	10/28/24
		7741	PD Vehicle Maintenance			
100487	TREASURER, COUNTY OF RUTL	10/21/24 county tax	10-5-17-71100	13313.26	2272	10/28/24
		NOV 2024	County Tax			
300853	USDA	10/15/24 WWTF Bond pymt #2	20-5-55-61070	48528.05	E 101624	10/15/24
		10/15/24	USDA-WWTF Upgrade '23-Pri			
300853	USDA	10/15/24 WWTF Bond pymt #2	20-5-55-61080	32741.95	E 101624	10/15/24
		10/15/24	USDA-WWTF Upgrade '23-Int			
311217	VALSOFT CORP INC DBA COTT	10/21/24 oct host fee	10-5-13-30123	295.00	2273	10/28/24
		283953	Records Preservation			
330348	VERIZON WIRELESS	10/13/24 service: Sep 14 - Oct 13	10-5-21-10310	20.22	2274	10/28/24
		9976282419	Travel & Expenses			
330348	VERIZON WIRELESS	10/13/24 service: Sep 14 - Oct 13	10-5-14-42100	40.44	2274	10/28/24
		9976282419	PD Telephone Service			
330348	VERIZON WIRELESS	10/13/24 service: Sep 14 - Oct 13	10-5-18-42100	20.22	2274	10/28/24
		9976282419	Recreation Telephone			
330348	VERIZON WIRELESS	10/13/24 service: Sep 14 - Oct 13	20-5-55-42100	40.44	2274	10/28/24
		9976282419	Wastewater Telephone			
330348	VERIZON WIRELESS	10/13/24 service: Sep 14 - Oct 13	10-5-15-42100	40.44	2274	10/28/24
		9976282419	HW Telephone			

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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
100067	VLCT	10/18/24 training re abatement 11107	10-5-13-10340 Professional Development	40.00	2275	10/28/24
100067	VLCT	10/21/24 training re abatement 11119	10-5-13-10340 Professional Development	10.00	2275	10/28/24
310046	W.B. MASON CO INC	10/10/24 ink cartridges 249743323	20-5-55-30110 Office Supplies	137.46	2276	10/28/24
310046	W.B. MASON CO INC	10/17/24 copy paper 249877737	10-5-10-30110 Office Supplies	154.47	2276	10/28/24
311070	WEX BANK	09/30/24 fuel cards- Sept 2024 100130519	10-5-14-41130 Fuel - Vehicles	1400.56	2231	10/25/24
311070	WEX BANK	09/30/24 fuel cards- Sept 2024 100130519	10-5-15-41130 Fuel - Vehicles HW	95.45	2231	10/25/24
311070	WEX BANK	09/30/24 fuel cards- Sept 2024 100130519	20-5-55-41130 Fuel - Vehicles	220.53	2231	10/25/24
311070	WEX BANK	09/30/24 fuel cards- Sept 2024 100130519	10-5-22-43120 Municipal Mowing-maint	132.02	2231	10/25/24
330427	WINNING IMAGE GRAPHIX	10/21/24 election date stickers 21919A	10-5-13-20010 Elections	40.00	2277	10/28/24
330427	WINNING IMAGE GRAPHIX	10/18/24 signs, door decals 22188	10-5-15-45120 Signs & Posts	161.00	2277	10/28/24
330427	WINNING IMAGE GRAPHIX	10/18/24 signs, door decals 22188	10-5-15-41160 HW Maint. Supplies-Vehicl	170.00	2277	10/28/24
Report Total				140459.04		

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 \$ ***140,459.04
Let this be your order for the payments of these amounts.

FOLLOW-UP ITEMS FROM PREVIOUS MEETINGS

I have provided the working group on the traffic ordinance review and update with the current ordinance and we are scheduling a meeting for initial review.

The energy committee now has two active grant applications, a mini grant for an expansion of the Toolship offerings and more substantial one for an energy navigator program to assist Brandon homeowners in weatherization efforts. Neither grant requires a Town match. Thanks to the Brandon Energy Committee for their enthusiasm and work to advance these initiatives.

We have been placed on the list for the next round of Building Resilient Infrastructure and Communities Funding for a potential engineering study for Newton Road buyout areas that may be reintegrated into a restored Neshobe River floodplain.

I again reached out to our traffic signal technicians regarding a solution for the late afternoon backup of southbound US7 traffic, as well as the suggestion to prioritize the left-turn green arrow onto Park Street rather than the northbound US7 traffic. Will advise what they offer.

Tim Kingston is working with a town clock specialist regarding the gears that have broken teeth and are causing the town clock not to function. This is a specialty field, and scheduling is long out. The earliest we expect a site visit is the springtime.

I provided information to a community member who at the October 14th selectboard expressed interest in serving on the historic preservation commission.

I worked with a taxpayer on a swamp lot title concern of which the board is aware. We do not expect further development on this for a month or so.

FOCUS AREAS DURING REPORTING PERIOD

As emergency management director of Brandon, I participated in the statewide emergency exercise on October 23 with Tim Guiles, emergency management coordinator. We were at the Rutland location with about thirty Rutland Region participants, and worked concurrently with nine other teams around the state. The scenario was a long-term (two-week) power outage caused by a blizzard and a simultaneous cyberattack. The State anticipates exercising this in a kinetic way (operational / movement of vehicles and so forth) in another year.

I worked with staff on FY26 budget preparation, including options for police staffing levels. In conjunction with that, I reached out to the Town department heads, officers, boards, and committees to request their FY24 annual report. Initial request is for 22 November due date to the town manager for compilation. The board will want to give some early consideration to its choice of honoree(s) for dedication of the town report book.

Town Treasurer Sue Gage has provided three possibilities for financing the replacement highway truck. As part of the purchase order discussion at the board meeting, the board can make its selection as to term and funding source [funding source can be changed if need be].

I had many meetings with town officers, staff, townspeople, and responded to a number of requests for information from various parties. Road, animal control, and political signage matters were the most frequent topics, though panhandling at the grocery store also came up a few times. I did make a Front Porch Forum post on October 23rd regarding the Town's policy on political signage which conforms to the guidance of the Vermont Secretary of State. I had further conversation with the Pittsford town manager about the possibility of reclassifying lower Carver Street and about recent press regarding the insect control district board.

FOR AWARENESS OF THE SELECTBOARD

Rutland Northeast Supervisory Union Superintendent of Schools Rene Sanchez is rescheduling his visit to the Selectboard for introductions and to hear from the Town's elected leadership.

FY26 BUDGET PROCESS NEXT STEPS

The selectboard and budget advisory committee will next meet on November 4th. Materials will be provided to participants in advance. All meetings are open to the public.

FINANCIAL SNAPSHOT

Due to my class in Montpelier on Friday, I will not be in the office when the warrant is finalized, so will provide a financial snapshot as an update to the board on Monday.

Respectfully submitted,

A handwritten signature in blue ink that reads "Seth M. Hopkins". The signature is written in a cursive style.



October 28, 2024

Fall Sports seasons have ended for the Brandon Rec. Want to thank our amazing coaches for their hundreds of hours of volunteer times enriching the lives of area youth.

- U8 & U6 Soccer – Jonathan Fries & Justin Martelle
- U10 Boys Soccer – Brian Thomas, Smith Remy
- U10 Girls Soccer – Miles Krans
- U12 Boy Soccer – Ron Coble, Cassandra Cole
- 1-2 NFL Flag Football – Bill Rose, Meghan Rose & OV Varsity Football Players
- 3-4 Padded Flag Football – Justin Mannell, Mike Stark, Nate Bradbury
- 5-6 Padded Flag Football – Joe Desabrais, Duke Whitney
- 7-8 Padded Flag Football – Duke Whitney, Daniel Whitney
- Fall Cheer – Robin Douglas, Lexi Duby

Winter Sports Registration opens November 1st

A NYC Broadway bus trip has been planned for January

The Brandon Rec is partnering with the Brandon Museum to sponsor a showing (with director Q&A to follow) of Kingdom County Productions Vermont Historical Film: Lost Nation. This will be held on December 15th, 2pm at the Brandon Town Hall. Tickets are free and available at the door.

Received information regarding recreational grants that are available that require a financial match. We are exploring the possibility of partnering with the folks at SolarFest for walking trails that connect to Estabrook. We are also considering applying for a grant for the proposed Disc Golf Course.

Letters of engagement for ROW/easement application will be sent to the property owners on Union Street in November as a part of the Sidewalk project.

Asbestos Inspection has been performed at the FEMA buyout property located at 317 North Street. Upon testing completion and remediation (if needed), we will proceed with permitting and RFP for demolition.

Respectfully submitted,

Bill Moore

A P R O C L A M A T I O N

WHEREAS Stephen J Cijka began work for the Town of Brandon as chief wastewater treatment operator on March 28, 1988, and

WHEREAS Steve has been an exemplary chief treatment system operator, providing outstanding quality of information and judgment to selectboards and town managers since then, and

WHEREAS the Town of Brandon operates a complex system of wastewater collection and treatment for the protection of public health and the environment, requiring a high degree of professional and technical knowledge, all of which Steve has and applies to his position, and

WHEREAS Steve's stewardship of public funds required to operate our wastewater system represents great care and prudence, and

WHEREAS Steve has demonstrated sustained dedication to public service and has kept the system functioning as required and responded to emergencies at all hours for many years, and

WHEREAS on November 1, 2024, Steve intends to retire from his position after more than thirty-six years and seven months, and

WHEREAS the Town of Brandon wishes to appropriately publicly recognize Mr Cijka for all he has done for the Town of Brandon and the people of Brandon during his career here, now, therefore

BE IT RESOLVED that the Town of Brandon formally extend its gratitude by hereby conveying its appreciation to STEPHEN J CIJKA for his expertise, diligence, and tireless service, and

BE IT FURTHER RESOLVED that the Town of Brandon designate Steve's first day of retirement, Saturday, November 2, 2024, as STEVE CIJKA DAY in Brandon, Vermont, and

BE IT FURTHER RESOLVED that the Brandon Selectboard encourages all members of the Brandon community to make opportunity to congratulate Steve on his retirement, and

BE IT FURTHER RESOLVED that this Proclamation be presented to STEVE CIJKA and that a copy be spread upon the Town records.

Given under our hands this 28th Day of October, 2024:

Selectboard of Brandon, Vermont

Doug Bailey, Chair

Heather Nelson, Vice-Chair

Ralph Ethier, Clerk

Tim Guiles, Selectman

Brian Coolidge, Selectman



Town of Brandon Tax Stabilization Application

Applicant Property Owner	Work Force Housing LLC
Applicant Property Contact	Tanner Romano
Contact Tax Bill Address	191 Alta Woods Brandon Vermont
Parcel Number	9999-0011
Current FY Assessed Value	\$449,900.00
Total Property Improvement (attach invoices)	250,000 (Estimated, actual per invoice)
Contract Length (per policy)	6 years
Fiscal Year Start of Contract	We are starting improvements October 2024

I affirm that all evidence provided as a part of this application does represent the true investment value and costs incurred by the property owner for the above-referenced property.

Submitted Digitally
Applicant Representative Signature

Tanner Romano
Representative Printed Name

[Signature]
Witness

10/25/24
Dated

Town Representatives	Approve	Date	Signatures
Econ Development Officer	Y/N	10/25/24	<u>[Signature]</u>
Town Manager	Y/N		
Select Board			

Bill Moore

From: Tanner Romano <tromano@naylorbreen.com>
Sent: Wednesday, October 23, 2024 4:22 PM
To: Bill Moore
Cc: Seth Hopkins
Subject: RE: 333 Jones Drive (Compass Building)

Thanks Bill!

Tanner

Tanner Romano
tromano@naylorbreen.com



Naylor & Breen Builders, Inc.

191 Alta Woods
Brandon, Vermont 05733
(802) 247-6527
Fax (802) 247-0048
www.naylorbreen.com

From: Bill Moore <community@brandonvermont.gov>
Sent: Wednesday, October 23, 2024 4:21 PM
To: Tanner Romano <tromano@naylorbreen.com>
Cc: Seth Hopkins <Manager@brandonvermont.gov>
Subject: RE: 333 Jones Drive (Compass Building)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I will hand write 250K (6 Years)

I will also include your plans.

From: Tanner Romano <tromano@naylorbreen.com>
Sent: Wednesday, October 23, 2024 4:08 PM
To: Bill Moore <community@brandonvermont.gov>
Cc: Seth Hopkins <Manager@brandonvermont.gov>
Subject: RE: 333 Jones Drive (Compass Building)

Tough to say. Contractors are a real PIA to predict... 😊

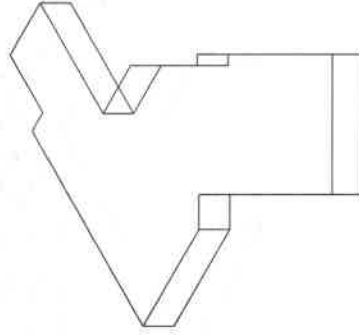
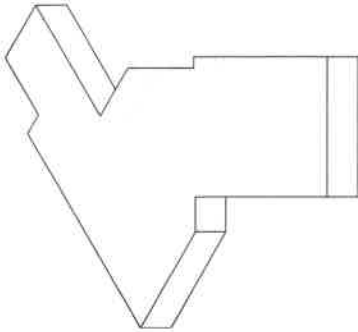
I would guess around 250-500K

T



<p>No. 1 Schematic Design</p> <p>No. 2 Not for Construction</p>		<p>Client</p> <p>Naylor & Breen Builders</p>	<p>Address</p> <p>333 Jones Drive Brandon Vermont</p>	<p>Scale</p> <p>1/32" = 1'-0"</p>	<p>Date</p> <p>JULY 2024</p>	<p>Drawn by</p> <p>MARLENA DESIGN ATELIER</p>	<p>PROPOSED MAIN FLOOR PLAN</p>

MARLENA
DESIGN ATELIER

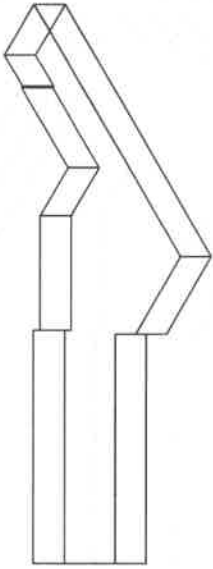
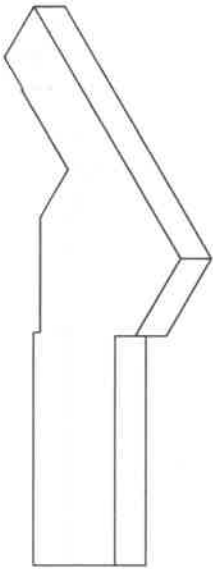


1

PHASE 1

- (2) 1 Bedroom Apartments
- (2) 2 Bedroom Apartments
- (1) 3 Bedroom Apartment
- (1) Laundry Room (Shared)
- (1) Tenant Lounge (Shared)

MARLENA DESIGN ATELIER		No. 1		Schematic Design		Client		Address		333 Jones Drive Brandon Vermont	
		No. 2		Not for Construction		Naylor & Breen Builders		Scale		N/A	
								Date		JUNE 2024	
								Drawn by		MARLENA DESIGN ATELIER	

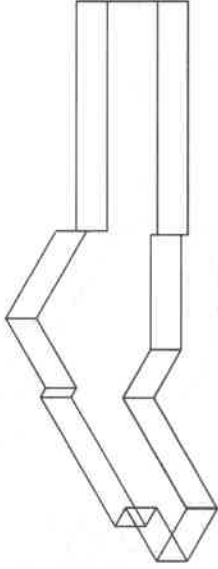
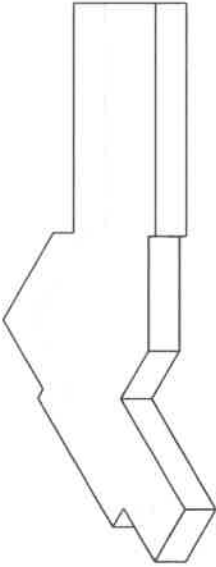


2

PHASE 2

- (2) 1 Bedroom Apartments
- (3) 2 Bedroom Apartments
- (1) Package & Mail Room
- (1) Tenant Lounge (Shared)

<p>MARLENA DESIGN ATELIER</p>		<p>No. 1</p>		<p>Schematic Design</p>		<p>Client</p>		<p>Address 333 Jones Drive Brandon Vermont</p>	
		<p>No. 2</p>		<p>Not for Construction</p>		<p>Naylor & Breen Builders</p>		<p>Scale N/A</p>	
								<p>Date JUNE 2024</p>	
								<p>Drawn by MARLENA DESIGN ATELIER</p>	

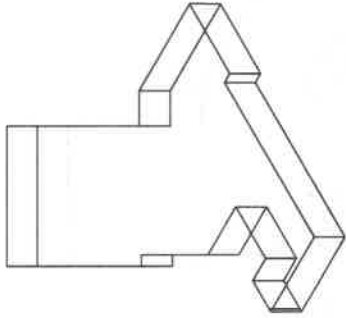
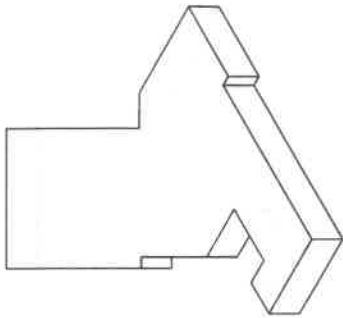


3

PHASE 3

- (2) 1 Bedroom Apartment
- (2) 2 Bedroom Apartments
- (1) 3 Bedroom Apartment
- (1) Laundry Room (Shared)
- (1) Tenant Lounge (Shared)

MARLENA DESIGN ATELIER		No. 1	Schematic Design	Client	Naylor & Breen Builders	Address	333 Jones Drive Brandon Vermont
		No. 2	Not for Construction				Scale
						Date	JUNE 2024
						Drawn by	MARLENA DESIGN ATELIER

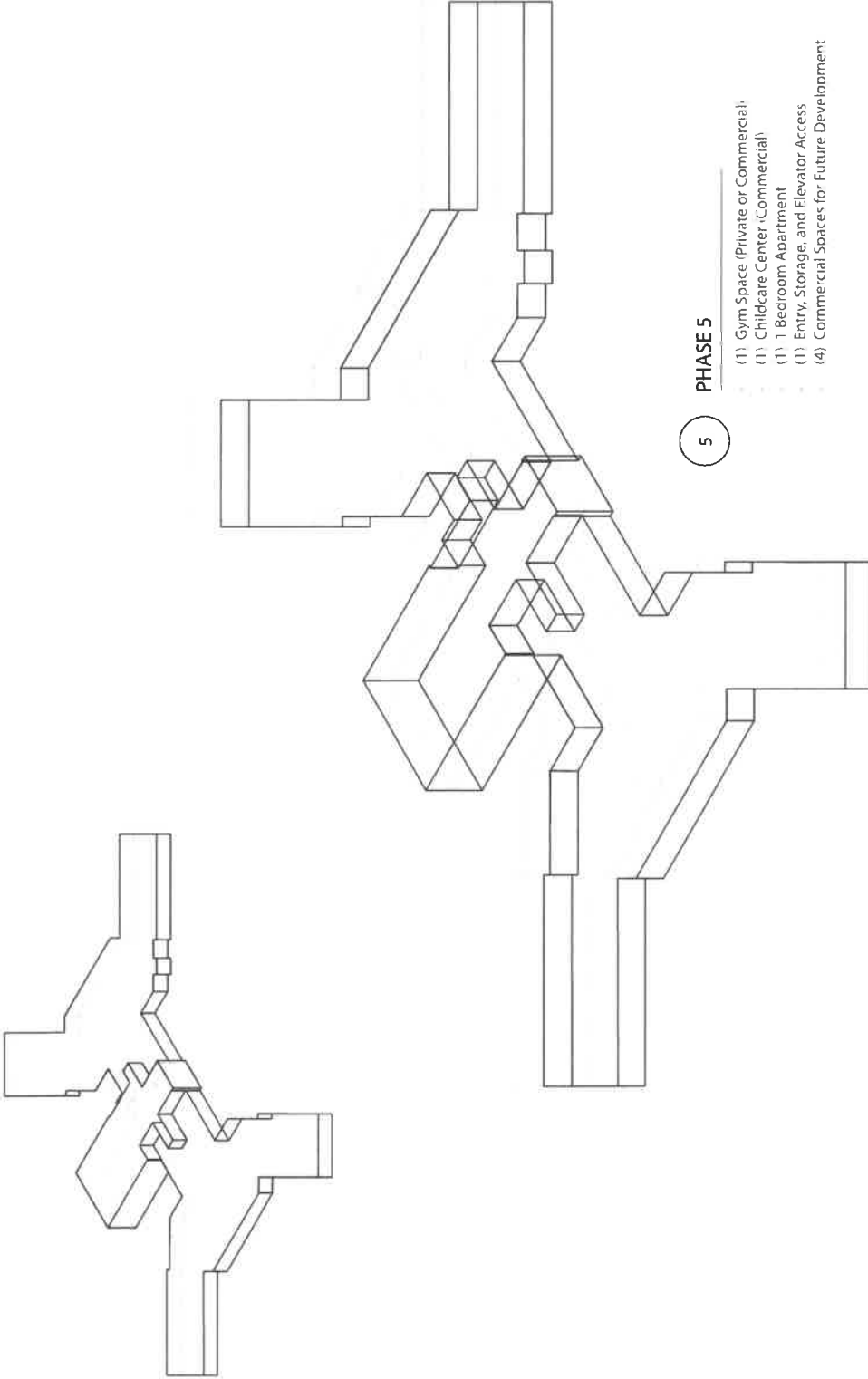


4

PHASE 4

- (3) 1 Bedroom Apartments
- (2) 2 Bedroom Apartments
- (1) Package & Mail Room
- (1) Tenant Lounge (Shared)

MARLENA DESIGN ATELIER		Schematic Design		Client	333 Jones Drive Brandon Vermont		
		No. 1	No. 2		Address		
		Not for Construction		Client	Naylor & Breen Builders	Scale	N/A
						Date	JUNE 2024
						Drawn by	MARLENA DESIGN ATELIER



5 PHASE 5

- (1) Gym Space (Private or Commercial)
- (1) Childcare Center (Commercial)
- (1) 1 Bedroom Apartment
- (1) Entry, Storage, and Elevator Access
- (4) Commercial Spaces for Future Development

<p style="text-align: center;">MARLENA DESIGN ATELIER</p>		<p>No. 1 Schematic Design</p>		<p>Client Naylor & Breen Builders</p>	<p>Address 333 Jones Drive Brandon Vermont</p>
		<p>No. 2 Not for Construction</p>			
				<p>Date JUNE 2024</p>	
				<p>Drawn by MARLENA DESIGN ATELIER</p>	

TOWN OF BRANDON

49 CENTER STREET
 BRANDON, VERMONT 05733
 (802)247-3635
 FAX: (802)247-5481

PURCHASE ORDER NO.
No 45042
 THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS AND ANY OTHER CORRESPONDENCE RELATED TO THIS ORDER.

TO: H-P. FAIRFIELD
554 MAPLE ST
HOPKINTON NH 03229

SHIP TO: TOWN OF BRANDON
356 CHAMPLAIN ST
BRANDON VT 05733

DATE	DATE REQUIRED	SPECIAL INSTRUCTIONS			VENDOR NUMBER	
QUANTITY	DESCRIPTION	ACCOUNT NO.		UNIT PRICE	AMOUNT	
		ORG.	OBJ.			
10/17/2024	11/17/2024					
1	SALES ORDER # 7561841-SQ				\$173,924.00	
	* 2024 INTERNATIONAL CV515					
	4X4 WITH INSTALLED EQUIP.					
	* SIDE DUMP BODY 10'					
	* EVEREST PLOW + WING					
	* SPREADER, LIGHT PKG, CAMERA					
	* UNDERCOATING					
	AS DETAILED ON QUOTE					

NOTE: THE TOWN OF BRANDON IS EXEMPT FROM STATE & LOCAL TAXES. TAX EXEMPT #26863. PLEASE NOTIFY IMMEDIATELY IF ANY PORTION OF THIS ORDER CANNOT BE SATISFIED BY THE DATE REQUIRED.

REQUESTED BY Lisa M. Hopkins for
Jeremy Disorde
 APPROVED BY SELECTBOARD SIGNATURES ABOVE

TOTAL \$173,924.00



NEW HAMPSHIRE
554 Maple Street
Hopkinton, NH 03229
P: (603) 225-9576

Sales Quote

IMPORTANT: All invoices are due and payable in U.S. Dollars in Guadalupe County, Texas, or where indicated below. No goods to be returned without our written permission. Goods must be returned transportation charges pre-paid. A handling charge will be made on all returned goods.
LATE CHARGE: A late charge of 1.5% of any past due balance of the customer's account as of the last day of the month will be billed as of the 15th day of the following month if payment has not been received by that date.

CUSTOMER NO	823299	TERRITORY	394	PAGE 1 of 1
ORDER DATE	10/17/2024	CUSTOMER PO	79328KAULBACH	
QUOTE DATE	10/17/2024	SHIPPED VIA		
SALES ORDER	7561841 - SQ	FREIGHT TERMS	EXW- CUSTOMER FRT ACCOUNT DIRECT BILL TRANSFER AT ORIGIN	
PAYMENT TERMS	Net 30 Days from Invoice Date		CODE	002
DELIVERY INSTRUCTIONS:				
			REQUESTED SHIP DATE	10/17/2024

SOLD TO:
TOWN OF BRANDON CHP
49 CTR ST
BRANDON VT 05733-1105

SHIP TO:
TOWN OF BRANDON CHP
49 CTR ST
BRANDON VT 05733-1105

DESCRIPTION/REMARKS
CV TURNKEY PACKAGE 2024 INTERNATIONAL CV515 SFA 4X4 165" WHEELBASE 84" CAB TO AXLE 6.6L TURBO DIESEL ENGINE W/ 350 HP & 700FT/LBS OF TORQUE ALLISON 2750RDS 6 SPEED AUTOMATIC TRANSMISSION MANUFACTURERS WARRANTY - PAINTED YELLOW
EQUIPMENT TWIN MG 10' ALL SEASON SIDE DUMP BODY. CORTEN STEEL, 15" SIDES 24" AIR OPERATED TAIL GATE. DUAL ACTING FRONT TELESCOPIC HOIST DRIVERS SIDE LADDER AND SHOVEL HOLDER, ELECTRIC LOAD COVER SYSTEM W/ ALUMINUM ARMS & MESH TARP, PINTLE PLATE, D-RINGS, 7 FLAT RV STYLE TRAILER PLUG, 2.5" RECEIVER, FRONT & REAR MUD FLAPS W/ SET OF ANTI-SAIL BRACKETS
EVEREST 3A7235 LOW MOUNT HITCH EVEREST ACPLF/ACPL12/ST/60 FRONT MOUNTED LOW MOUNT PATROL STYLE WING SYSTEM EVEREST W132-S-15 - 11' STEEL WING W/ 10' CUTTING EDGE EVEREST VRL120S2737CSA-H - 10' POWER ANGLE FRONT SNOWPLOW
CENTRAL HYDRAULIC PACKAGE INCLUDES CLUTCH PUMP, VALVES, CABLE CONTROLS, 25 GALLON STAINLESS STEEL HYDRAULIC TANK W/ SITE GAUGE, SHUT OFF & RETURN FILTER, MUNCIE SPREADER CONTROL, SS LINES LED LIGHT PACKAGE INCLUDES HEATED FRONT PLOW LIGHTS, FRONT & SIDE STROBES IN CAB SHEILD, REAR STROBES IN REAR POST, WING & SPREADER LIGHTS, BODY UP INDICATOR, STOP/TURN/TAIL & BACK UPS, ICC & PLATE LIGHTS
INSTALLED & PAINTED WHERE APPLICABLE - SUBJECT TO PRIOR SALE - 1 YEAR WARRANTY ON INSTALLED GEAR QUOTE VALID FOR 30 DAYS **A CANCELLATION OF A SIGNED QUOTE WILL BE SUBJECT TO A 10% RESTOCKING FEE**
SIGNATURE <i>Seth M. Hopkins</i> PRINT SETH M HOPKINS DATE 10/21/2024

ITEM NUMBER	BRANCH	DESCRIPTION	PICK SLIP# LOT/SERIAL	QUANTITY SHIPPED	LIST PRICE	DISC%	EXTENDED AMOUNT
7HDHPF	9958	26001-33000 GVW TRUCK		1	173,924.00	0	173,924.00

*Under consid
Backup camera 1 Rec 2*

R E M A R K S	NET DUE	CASH DISC.	IF PAID BY	SUB-TOTAL	173,924.00
	173,924.00	0.00	11/16/2024	FREIGHT & HANDLING	0.00
				SALES TAX	0.00
				TOTAL(USD)	173,924.00
				PREPAID AMOUNT	

IMPORTANT: Alamo Group or affiliates (Alamo Group) shall not be liable to any person for any claim for injuries or damages which claim for injuries or damages arises out of or which results from the repair of this product by a person or firm other than Alamo Group. Repair parts are intended for use only on equipment manufactured or sold by Alamo Group. Our general conditions of purchase are available at this address: <https://www.alamo-group.com/terms>



10/10/2024 9:18

Sanderson Bridge Repair to west end of structure

Description:

Repair damages from truck collision to the west end of the existing structure. Will involve removing the existing gable end to access and install new cross beam and associated cross bracing. Material will be replaced in kind with rough sawn hemlock, matching dimensions of the existing structure

Description:

TASK	QTY	UNITS	C/Unit	DESC	TOTALS
General Condition (see attached if applicable)					
Project Management:					
Lead foreman and Truck					

General Condition (see attached if applicable)

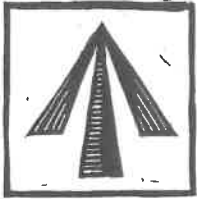
Itemized Scope of work

- Mobilize/Demobilize
- Manlift and forklift to conduct repairs inc fuel
- Demo what remains of the existing gable end
- Install cable tie to temporarily support the roof
- Demo damaged cross beam and associated cross ties
- Remove one roof panel to allow the new beam to slide into place
- Install Cross beam
- re-install roof panel
- Install a combination of new and salvaged cross ties and supports
- remove temp cable tie
- Install new framing and siding to the gable end
- Hemlock Materials, lags, screws and misc materials to complete
- Disposal fees from demo's materials
- Clean and clear work zone

SUBTOTAL					\$ 21,457.50
Added Bond Cost:					\$ -
Naylor & Breen OH & Fee	10%				\$ 2,145.75

TOTAL CHANGE IN CONTRACT PRICE FOR CP: \$ 23,603.25

Client

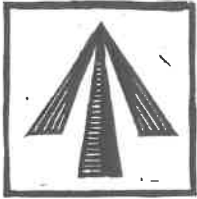


Proposal to restore the Sanderson covered bridge of Brandon Vt, 10/07/24

On Saturday the fifth, I was informed by my colleagues at the Vt Covered Bridge Society that the Sanderson bridge had been subject to oversize truck damage. I reached out to the Brandon town manager to let the town know I was planning to come down and do an inspection, and to make sure that was alright with the town. The town let me know that they had reached out to a local general contractor to be given an opinion on whether the bridge was safe to re-open, and with my experience and focus on covered bridges I offered to render an opinion for the town. Upon reaching the bridge, I inspected both the upper structure and the trusses and framing of the deck. The damage was confined to the roof structure, and after pulling down some hanging sections of broken beams, I felt the bridge was safe for travel.

The damage includes:

- The gable tie beam and collar tie are broken.
- The gable sheathing is damaged and much of it needs to be replaced.
- The two gable knee braces and two of the interior knee braces are broken or damaged.
- The interior tie beam is broken.
- The roof has been lifted and bent upwards, and the ridge cap is damaged.
- The rafters have been spread apart at the ridge and at the heel joint.



VERMONT HEAVY TIMBER

60 Sunrise Drive
Huntington, Vermont 05462
802.540.5988
VermontHeavyTimber.com

The cost for this proposed work is \$24,500, and the details of the work are as follows:

- We'll replace all of the broken timbers, including the two tie beams, the collar tie, and the four braces. To install the new tie beams, the roof will have to be lifted slightly, but we can do that carefully.
- The roof will be pulled back down to its original height, and the connections at the ridge and heel joints will all be re-fastened.
- The ridge cap will be repaired, or a section will be replaced if needed.
- The broken sheathing will be replaced.

To accomplish this work, we will need to close the bridge for at least two days. At very most we don't expect more than four days of closure. Our work days are from 7am-5pm, and the price for the work takes into account that the highway department would take care of any signage necessary for the road closure and detour. We can make time to do this work before winter, but to do that we'll need a fairly quick turn around from the town.

WARNING

PUBLIC HEARING

October 28, 2024 at 7PM

Brandon Town Hall (lower level), 1 Conant Square, Brandon, Vermont

OBJECTION TO NOTICED REMOVAL OF SHADE TREE BETWEEN 42 and 44 PARK STREET

The Brandon selectboard has received an appeal of the Tree Warden's notice that the Town intends to remove a public shade tree between 42 and 44 Park Street.

Pursuant to 24 VSA § 2509, the Brandon selectboard will conduct a public hearing regarding this tree within its regular meeting on Monday, October 28, 2024.

The selectboard will receive and consider testimony from interested parties regarding this tree during the hearing.

Complete text of 24 VSA § 2509 follows:

§ 2509. Cutting shade trees; notice and hearing

(a) The tree warden shall post public notice of the intent to cut or remove a shade tree. The notice shall be posted a minimum of 15 days prior to cutting or removing the tree. If the cutting or removal is appealed pursuant to subsection (c) of this section, the legislative body of the municipality shall hold a public hearing. This subsection shall not apply to the cutting or removal of a shade tree or trees that:

- (1) are infested with or infected by, or at risk to become infested with or infected by, a tree pest and are located in an infestation area designated by the Agency of Agriculture, Food and Markets and Department of Forests, Parks and Recreation;
- (2) are a hazard to public safety; or
- (3) must be removed for the municipality to comply with State or federal law or permitting requirements.

(b)(1) The tree warden shall post public notice of the intent to cut or remove a shade tree or group of shade trees pursuant to subsection (a) of this section in at least two conspicuous locations within the municipality. The tree warden shall post the public notice in or near the office of the clerk of the municipality.

(2) When the shade tree or group of shade trees are located on property held in fee by another, the municipality shall notify each abutting landowner at the landowner's address of record.

(c)(1) Within 15 days after the posting of public notice, a resident or landowner may appeal in writing to the legislative body of the municipality to object to the cutting or removal of a shade tree. The legislative body of the municipality shall give notice of the appeal to the tree warden.

(2) Within 10 business days after receipt of an appeal, the legislative body of the municipality shall hold a public hearing with the tree warden to receive public comment on the proposed cutting or removal of the shade tree. The tree warden shall stay action on the proposed removal until the legislative body of the municipality renders a final decision on the appeal.

(d) In all cases, the decision of the legislative body of the municipality shall be final.