

Brandon Select Board Meeting
November 11, 2024
7:00 p.m.

The Brandon Select Board will meet Monday, November 11, 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 Hearing Minutes – October 28, 2024
 - b) Select Board Meeting Minutes – October 28, 2024
 - c) Select Board & Budget Advisory Committee Meeting Minutes – November 4, 2024
 - d) Warrant – November 11, 2024 - \$217,341.03
- 4) Town Manager's Report
- 5) Community Development Report
- 6) Public Comment and Participation
- 7) 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 Management Team
- 8) 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 Management Team
- 9) Adjournment

**Brandon Select Board Hearing - Objection to Noticed Removal of Shade Tree Between 42 and 44 Park Street
October 28, 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, Tanner Romano, Karen Rhodes, Jack Schneider, Steve Bisette, Neil Silins, Barry Varian, Billy Bullock, Steven Jupiter, Jan Coolidge, Judy Bunde, Tom Kilpeck, Helyn Anderson

Others by Zoom: Keith Whitcomb, Tricia Welch

Heather Nelson recused herself and removed herself from the Board table.

1. Open Hearing

Doug Bailey, Board Chair, opened the public hearing at 8:09PM.

Doug Bailey requested Neil Silins, Brandon's Tree Warden, to speak to the request to remove the tree. Mr. Silins advised the tree was brought to his attention. The juncture in the tree catches moisture and makes it prone to rotting and deterioration. The Town does not have a resident arborist so Mr. Silins requested an arborist from the State Forest, Parks, and Recreation department to view the tree and he agreed that it was questionable. Over a period of months, the tree grew fungus that made it more obvious there is damage to the tree and the fungus was identified as bracket fungus that indicates that there is likely significant structural damage and occurs when a tree is dying and it is likely to fail sooner rather than later. From the input of Ms. Anderson, the tree was explored further and an official analysis of the tree was done. A letter was received from Adam McCullough and he stayed with his decision that it is a tree that needs removal. Mr. Silins stated he relies on the professional's assessment and he has to take their decision seriously. If the tree remains and it fails, it could damage one or two houses.

2. Public Comment

Helyn Anderson read the following:

"Thank you for rescheduling the October 14, 2024 public hearing so I could be present.

My objection to taking down the tree living between 42-44 Park Street was based on 47 years of daily observation, which never sent signals that this tree posed any higher public risk than any other historic public shade tree in Brandon. Most questions and concerns voiced in my "Request for a Stay of Execution" letter have been answered by our State Urban Forester, Mr. Adam McCullough. He evaluated the tree in person on October 10, 2024. His resistograph inspection was not conclusive, so not helpful in assessing the tree's core density. The ISA (International Society of Arboriculture) Basic Tree Risk Assessment ratings indicates this tree is a low to moderate risk to people and property (see attached). The overall moderate risk rating is most relevant to the 42 Park Street property. Any risk to other property is mitigated by the presence of the nearby 150 plus year old tree to its east and the cabling between its codominant stems.

Mr. McCullough can reevaluate the tree annually. Although he has no actual authority in Brandon, he can assess this tree, offer support and advice. It is up to you, the Select Board, to make the final decision as to "where in the list of tree removal priorities this tree falls. (McCullough 10/10/24 ISA)" The ISA assessment indicates that, currently, it does not pose an extreme or high risk hazard to public safety. Given that the tree's current overall evaluation by our State arborist rates it to be moderate risk; it is not infested by a recognized tree pest and is rated a low possible risk to the public, I request that you please consider removing this tree from your 2024 priority list, marking it for a follow-up reevaluation in October of 2025.

Thanks for allowing me to express my opinion and feelings about the importance of not just this tree but any tree, that has survived 150-170 years of life in our public way. Trees of this size are becoming increasingly rare. Each is a significant landscape feature of our beautiful Town of Brandon. I'm confident that you will be taking Vermont's Urban Forester's ISA assessment, my observations and a concern for facts into consideration in your final decision. Thank YOU for all YOU do."

Ms. Anderson stated the fungus is actually an edible fungus and it is hard to know if the trunk is truly solid. Its overall rating was moderate and her property has the greatest risk.

Jan Coolidge asked what the liability is to the Town if the tree falls now that the Select Board is aware of the condition of the tree and is it a high risk to the town. Doug Bailey stated now that the tree has been highlighted as a risk, if property gets damaged or if someone gets hurt the Town is more liable. There is a risk of dead limbs falling as this has happened in the past.

Judy Bunde previously owned 69 Park Street and she noted the Town removed two large historic maple trees near her property. The tree in question has a broad canopy and the ones in front of her property did not. Those trees were designated for removal by the prior tree warden and when removed it was shocking to see that the top and bottom third of the trees were intact and the center 1/3 had been hollowed out. The removal of the trees made a huge difference in the landscape. There was also a tree taken down in front of 63 Park Street. She understands the trees are at the end of life but the Town has not done anything to replace them and there is not a good tree planting program with the trees that are replanted being tiny. If on a scale of 1 to 4, and this is a 2, why is it being removed. There was also talk of reevaluating it in a year. Ms. Bunde did not feel it is a danger to leave the tree and review it in another year. After the trees were removed near her house, she had 6 inches of water in her basement for 6 weeks in the spring and her neighbor also had 6 inches of water in their basement that would not go away. A cause was never determined why there was now water in her basement but she spent a lot of money to remediate the basement. The remediation failed the next year after she sold the house and she noted something changed in the water table after those trees were removed. She noted concern that the tree in question is much closer to the river and the water table. Ms. Bunde suggested giving it another year as she understands the tree is not dropping branches like the trees near her property.

Ms. Anderson stated there is not a Town Shade Tree plan and in walking through Town, this tree is less of a risk than others she has seen. There is a tree on Grove Street north of the Steven Douglas House that should have been removed, but it collapsed prior to removal. There are many trees of greater risk than this one and no limbs have dropped with the recent high winds. Ms. Anderson requested the Select Board consider this not a high risk at this point and possibly trim the dead limbs.

Bill Moore stated with regard to liability and with Ms. Anderson indicating her house had the greatest risk whether she would sign a waiver of liability if the tree were to remain. Ms. Anderson stated Adam McCullough indicated that her house is of greatest risk, but the tree is cabled. If the two dead limbs were trimmed, Ms. Anderson noted she would be willing to sign a waiver.

Doug Bailey viewed the tree and what is most at risk is the sidewalk and the fence that belongs to Ms. Anderson's neighbor. He stated the tree height could reach part of the neighboring house, also. Mr. Bailey noted that the arborist report was somewhat confusing as on one page it indicates the failure is minor, but on another page, it indicates the likelihood of failure is probable and he also listed the overall risk rating is high. Mr. Bailey sees those comments as being more of a problem.

Judy Bunde noted there are two different reports dated October 9th and October 10th, with the report on the 10th was from his physical inspection. The mushrooms were not on the tree in the 1st report. The second report was a moderate conclusion and she thought that he wrote the first report from an earlier viewing of the tree.

Helyn Anderson advised Mr. McCullough's October 9th report was based on photos he had seen in April and it wasn't a day between visits. He summarized his experience of 6 months prior and is a very difficult report to read. It was rated as moderate and is not an extreme risk tree. There are trees on Carver Street, Steinberg Road, Fox Road and others on Park Street that are also highly dangerous and the Urban Forestry Department has not yet received the assessment on those trees.

Tim Guiles stated when he first moved to Vermont, he worked on a farm that had a beautiful tree and a limb fell off and killed someone and he does not want to be responsible for someone getting hurt. He appreciates the beauty of the tree and will do everything he can to get the planting program up and running. From what he has read, he would support the removal of the tree.

Brian Coolidge stated the Tree Warden does not want the tree to be removed, however, he trusts Mr. Silins' and Mr. McCullough's recommendation.

Motion by Brian Coolidge/Tim Guiles to approve the removal of the tree. **The motion passed unanimously.**

Doug Bailey stated once the Select Board has been notified of the problem, it is the direction that the Board needs to go.

Ms. Anderson stated there is statutory requirements prior to the removal of the tree. Mr. Hopkins advised that the requirements talk about the Tree Warden posting the acknowledgement that was done in the spring, but the process was delayed to the fall due to nesting. Objections have been heard, and the objector submitted a letter to the legislative body. The legislative body held the hearing and the decision of the Select Board is considered to be final. Mr. Hopkins noted this is the third step in the process, not the first step. Mr. Hopkins will review the guidance and will advise the Board.

3. Close Hearing

The hearing was closed at 8:41PM.

Respectfully submitted,

Charlene Bryant
Recording Secretary

**Brandon Select Board Meeting
October 28, 2024**

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

Others In Attendance: Seth Hopkins, Bill Moore, Tanner Romano, Karen Rhodes, Jack Schneider, Steve Bissette, Neil Silins, Barry Varian, Billy Bullock, Steven Jupiter, Jan Coolidge, Judy Bunde, Tom Kilpeck, Helyn Anderson

Others by Zoom: Keith Whitcomb, Tricia Welch

1. Call to Order

The meeting was called to order at 7:20PM by Doug Bailey – Board Chair.

a. Agenda Adoption

Motion by Brian Coolidge/Ralph Ethier to approve the agenda as amended. **The motion passed unanimously.**

Add an 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 – October 14, 2024

Motion by Brian Coolidge/Ralph Ethier to approve the Select Board minutes of October 14, 2024. **The motion passed unanimously.**

b. Select Board & Budget Advisory Committee Minutes – October 15, 2024

Motion by Brian Coolidge/Ralph Ethier to approve the Select Board & Budget Advisory Committee minutes of October 15, 2024. **The motion passed unanimously.**

Doug Bailey advised next Monday night will be the next Budget Advisory Committee meeting.

c. Warrant – October 28, 2024 - \$140,459.04

Motion by Heather Nelson/Doug Bailey to approve the warrants of October 28, 2024, in the amount of \$140,459.04. **The motion passed unanimously.**

Ralph Ethier questioned the warrant for Bow Wow Babysitters. Bill Moore reported this is an outside contractor that provides 2-hour hikes for people with their dogs and has a fee that is collected. There was also a question regarding the Burlington Communications vehicle maintenance. Mr. Hopkins advised this is for replacing the radios and a base station for the Police Department and is a one-time expense that will last a number of years. Doug Bailey questioned the warrant for GMP regarding the Town's EV charging station as to whether the Town is breaking even. Mr. Hopkins stated the Select Board changed the rate a year ago and it would be good to download the revenues and compare them to the GMP bills the Town has paid. Mr. Bailey also questioned the warrant of \$1054.00 for the drug enforcement dog training. Mr. Hopkins stated this was

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not actually for dog training but was for drug enforcement training for two officers and the warrant being for five days for lodging expense with the training funded by a federal grant.

4. Regional Plan Update from Jeremy Gildrien, RRPC

Jeremy Gildrien of the RRPC attended the meeting to provide an update on the RRPC's regional plan that is written for the county, minus Pittsfield and is updated every 8 years. Phase 1 that included public outreach is complete. The outreach included presentations in every town, pop-up events and a survey that received 1200 responses. They are now in Phase 2, which includes checking with everyone to determine if their interpretations were correct on the information received and are doing outreach to get opinions if they are on the right track with the plan. Mr. Gildrien advised the next feedback session will be held on Wednesday at the RRPC building. Information will be provided on what was heard, what policies were written and how they worked the feedback into the policies. This is the opportunity to have feedback on where the RRPC is on the plan and what will be included in the regional plan.

Doug Bailey asked about possible expansion of rail services and whether there may be a chance that a stop could be added in Brandon. Mr. Gildrien advised the feedback session on Wednesday would be the time to ask that question. Bill Moore advised he had previously worked with Dave Atherton and the State House requesting a whistle stop be added in Brandon but have been denied. Steve Bissette stated it would be good to have a whistle stop in Brandon due to the speed that the trains travel through Town.

5. 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 reported last Friday the Town was awarded three different grants. The Select Board has encouraged staff to secure non-property revenues for property tax relief that the staff has pursued for many years. Through efforts of Bill Moore and Kyle Leedam of Buildings and Grounds, the Town is eligible for equipment grants through VLCT. Police Chief Kachajian has secured a grant for \$1,500 to replace bullet proof vests and will also apply for the Leahy Bulletproof Vest Fund for the remainder of the cost. Also, through efforts of Mr. Moore, the Town was awarded funding through a Rec grant to acquire parkland to expand the Seminary Hill Park in the amount of \$12,500 and is half of the purchase price. Mr. Hopkins recommended using the Town Farm Fund as a potential non-budget match. Through efforts of the BEC and Jack Schneider, the Town has been approved for a \$50,000 grant to establish an energy navigator project to assist Brandon residents in securing contractors and funding sources to weatherize their homes and other initiatives. There is no Town match required for this award. On behalf of the Town, Mr. Hopkins would like to thank all who located and brought these grants through the application process as it takes a lot of people for these grants to come together.

Regarding updated financials, Mr. Hopkins reported at the end of FY24 there was \$100,000 taxes owed that were not paid and that is why the delinquent property taxes increased. He has made progress with the attorneys and have requested them to write a letter for the Town under their signature regarding the statutory tax sale process. The perception is another notice from the Town may be disregarded and a letter from the attorney is required. Mr. Hopkins advised some budget line-item numbers that may be of interest were included. Several are annual fees that have to be paid all at one and there will not be further expenses later. The police radio maintenance will exceed its budget and there should be a reduction in police overtime over October through December and Mr. Hopkins is working with the Police Chief for an over run on the department. Expenses are running a little more over pace and there was \$9,000 for paving the hoop house that will have to be moved to another method for those funds.

Doug Bailey thanked everyone involved with the grants, noting that the Board is excited about obtaining the remainder of the land for the Seminary Hill Park as some had assumed that the Town already owned it.

Mr. Hopkins advised he will post the updated report on the website in the Board packet.

6. Community Development Report

A Community Development Manager's report was provided by Bill Moore and is available in the Board packet on the Town's Website. Mr. Moore reviewed the report:

"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.

- a) *U8 & U6 Soccer - Jonathan Fries & Justin Martelle*
- b) *U10 Boys Soccer- Brian Thomas, Smith Remy*
- c) *U10 Girls Soccer - Miles Krans and Justin Martelle*
- d) *U12 Boy Soccer - Ron Coble, Kassandra Cole*
- e) *1-2 NFL Flag Football - Bill Rose, Meghan Rose & OV Varsity Football Players*
- f) *3-4 Padded Flag Football - Justin Mannell, Mike Stark, Nate Bradbury*
- g) *5-6 Padded Flag Football - Joe Desabrais, Duke Whitney*
- h) *7-8 Padded Flag Football - Duke Whitney, Daniel Whitney*
- i) *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 on the land that is behind the American Legion.

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."

Mr. Moore also advised that as part of the Building and Grounds grants, there was an economic development grant and one business in town, Morningside Bakery, received \$6,500.00 that is to be part of a larger project for them to expand their business.

Tricia Welch asked what the show will be for the NYC trip. Mr. Moore suggested checking out the information on the Rec Department's page of the Town's website or reaching out to Colleen Wright who is spearheading the trip.

7. Consider Proclamation of Steve Cijka Day in Honor of His Retirement

Seth Hopkins stated Steve Cijka has been an outstanding Department Head and has always made complicated information understandable. Doug Bailey appreciated Mr. Cijka providing clear and concise information to the Select Board when bringing forth purchases for the wastewater treatment plan. Mr. Cijka will be retiring after 38 years this Friday and Mr. Hopkins requested the Board consider a proclamation of Steve Cijka Day in honor of his retirement.

Bill Moore read the following proclamation to be considered by the Board.

"WHEREAS Stephen 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''

Mr. Hopkins will present a certificate to Mr. Cijka at a gathering on Thursday and encouraged any Board members who were able to attend.

Motion by Doug Bailey/Tim Guiles to approve the proclamation of Steve Cijka Day for November 2, 2024 in honor of Mr. Cijka' s retirement. **The motion passed unanimously.**

8. Tax Stabilization Request: 333 Jones Drive

Seth Hopkins reported this request would be stabilizing the taxes for converting the property into 20 plus rental housing units and Mr. Hopkins encouraged the Select Board's approval. Bill Moore stated that the tax stabilization process was approved by the voters in 1962 to allow for tax stabilization for people who are investing in the community. In 2016, there was a policy based on dollars invested and this application represents a small portion of a larger project that will be impactful for the Town to house people. The Town needs people here to work the jobs that Naylor and Breen and other businesses have and the amount meets the criteria of the policy. Doug Bailey stated the current value of the property is \$449,900.00 and Naylor & Breen will invest \$250,000.00 into the project that gives them 6 years of tax stabilization. The valuation will not change from the \$449,900.00 and after 6 years it will be reappraised. This encourages people to spend money and improve property in the Town and the policy has worked well. Mr. Moore stated this is only the municipal portion and not the school tax.

Motion by Brian Coolidge/Ralph Ethier to approve the tax stabilization request of 333 Jones Drive. **The motion passed unanimously.**

9. Consider Purchase Order 45042 to H. P. Fairfield for a 2024 International Truck - \$173,924.00

Seth Hopkins reported that one of the town trucks that is used for snow plowing and general service is not able to continue in the current condition. The recommendation is to go to a smaller truck that could be purchased and not require ordering. The lead time for ordering a truck is in excess of a year with a cost of \$300,000. Mr. Hopkins has spoken with the highway employee that would use the truck and discussed different applications. It is believed the smaller truck that is available in November is suitable and may be better for the plow routes like Mt. Pleasant, Prospect Street and Seminary Hill. The truck will come with the offset plow, wing, and spreader and also includes the undercoating. Jeremy Disorda and Mr. Hopkins traveled to Hopkinton, NH and were able to choose the equipment. Mr. Hopkins suggested the Board waive the purchasing policy as the current truck will not pass inspection and authorize the purchase order. This truck is \$125,000 less expensive than ordering and there is a concern with the lead time.

Motion by Heather Nelson/Ralph Ethier to waive the purchasing policy and approve purchase order 45042 to H. P. Fairfield for a 2024 International truck in the amount of \$173,924.00. **The motion passed unanimously.**

Doug Bailey advised there was also financing options provided and after discussion with Mr. Hopkins concerning using \$70,000 of the \$100,000 delegated towards paving, there could be \$73,000 paid and \$100,000 financed. There were quotes received from 4 different institutions of which the best is the National Bank of Middlebury with two options of a five-year loan at 4.5% or 7 years @ 4.75%.

Motion by Brian Coolidge/Tim Guiles to approve the financing of a five-year loan @ 4.5% with the National Bank of Middlebury. **The motion passed unanimously.**

Seth Hopkins reported the total interest to be paid over the life of the loan is \$12,049 and annual payment begins at about \$24,000 and reduces each year. This would be less than 10% of the local option tax revenue each year, but this does not need to be decided at this moment.

It was noted this beats all lease rates and can possibly be prepaid sooner and is the best plan. The current truck will be sold through the municipal bid platform as it has functionality and a farmer may be interested in it. Mr. Disorda did not intend to keep the current plow. The frame on this 2011 truck is totally cracked and will not pass inspection and \$10,000 was spent on it last year.

10. Consider Proposals for Sanderson Covered Bridge Repair

Seth Hopkins reported the bridge was hit at the beginning of October. There are two proposals and the recommendation is the Town choose Naylor & Breen as the local preference and low bidder. There has been talk of an electric eye with an alarm being installed prior to the bridge that will allow for a turnaround, or a sway bar, or solar signs. The person who damaged the bridge is known and the Town is working with his insurance company and the cost of the repair will not be the Town's insurance.

Motion by Heather Nelson/Tim Guiles to approve the Sanderson covered bridge repair bid from Naylor & Breen, Inc. **The motion passed unanimously.**

Tricia Welch questioned the closure of the bridge for the repairs. Seth Hopkins advised he will work with the Barn Opera and the owners along the street regarding the scheduled repair. Heather Nelson asked if there could be something installed to avoid further damage to the bridge. Tim Guiles stated something needs to be installed before the bridge and allows vehicles to turn around safely. It was noted there will be a performance at the Barn Opera the week of November 11th to the 17th.

The Select Board recessed at 8:08PM.

The Select Board reconvened at 8:42PM.

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

Hearing minutes reported under separate cover.

12. Public Comment and Participation

Karen Rhodes thanked Mr. Hopkins for the explanation of whether they are full grants or requiring a match as it helps to clarify how much and who is receiving the grants.

Jan Coolidge was surprised to read about the Brandon Rec proposal for a community building. Bill Moore advised the community center project has nothing to do with the Brandon Rec and is being proposed by a group of people that formed a committee and have done a study and is something that this committee is pursuing. Ms. Coolidge asked how this will affect the Town's budget and who will be paying to build it. Doug Bailey advised no one has talked to the Select Board about this subject. Tricia Welch asked if this project would affect the Rec Department as this could affect the budget planning and should be keyed into how this proposal will affect the Town and the Rec Department. Mr. Moore considered this as he made his budget and noted the group is at the very early stage in their process. They are a group of people that have done research and approached the OVUU Board to request land for the project. They need to acquire land and secure funding from 6 or 7 communities. This is something the Rec Department is aware of and at this point it is a dream. Heather Nelson stated the Select Board has not been approached on this project and has no information. Mr. Moore advised the group will need to approach each of the towns and at that point, the Rec Department would talk to them about using the facility.

The Select Board recessed at 8:48PM.

The Select Board reconvened at 9:04PM.

Motion by Ralph Ethier/Tim Guiles to enter into executive session at 9:04PM 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.**

11. Executive Session

The Board came out of executive session at 9:47PM. There was no action required.

12. Adjournment

Motion by Brian Coolidge/Tim Guiles to adjourn the Select Board meeting at 9:47PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

Minutes of Joint Meeting of Brandon Selectboard and Budget Advisory Committee
4 November 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, Tricia Welch. Public present: Seth Hopkins, Bill Moore, Billy Bullock, Stephen Jupiter, Todd Nielsen, Jackie Savela. Present by Zoom: Cecil Reniche-Smith, Tom Kilpeck

Selectboard Chair Doug Bailey called the meeting to order at 7PM. On motion of Heather Nelson and second by Tim Guiles, the posted agenda was adopted by the selectboard 5-0.

Selectboard Remarks Doug Bailey gave brief remarks about the process. The town manager had provided a second draft with some changes based on the previous workshops, as well as a one-year projection of the local option tax fund (1% fund) revenues and obligations. These were touched upon. All agreed that an overall strategy of rebuilding trust is paramount; some expressed that last year's negative experience was based on voters' dissatisfaction not with the process but with the product that resulted (an initial recommendation of a 19% increase in the amount to be raised by taxes).

Line by Line Budget Examination In the first half hour, a line by line examination of the HWY budget resulted in broad expressions of confidence in the projections of the HWY division chief. The second half hour took in the administration, assessor, code, clerk, and (incomplete) intergovernmental and debt service departments in a line by line method. The third half hour made line by line examination of recreation; perennial issues like potential support from the surrounding Towns and the fact that cutting program expenses must also mean cutting program revenue came up. The recreation director highlighted the new responsibility and opportunity the Town has with the year-round programming of the Town Hall as the Friends of the Town Hall will disband next month. The final half hour covered buildings & grounds and the staff cost of living increase. A budget committee member had the view that not all taxpayers benefit from a cost of living increase in their own jobs. A selectboard member noted the social security cost of living adjustment for 2025 will be 2.5%. This led to a discussion about the idea of a pool of money available for the town manager to fund merit increases rather than a single cost of living adjustment. It was noted that the police have negotiated a cost of living adjustment plus a step each year. The matter was unresolved, with the selectboard to give more thought before the next workshop.

Executive Session The meeting was recessed at 9:05. On motion of Tim Guiles seconded by Brian Coolidge and voted unanimously, at 9:12 the selectboard entered executive session per 1 VSA § 313 (a) (3) regarding the evaluation of an employee. The board returned to public session at 10:15. No action was required.

On motion of Brian Coolidge seconded by Tim Guiles and voted unanimously, the board adjourned at 10:15PM.

Respectfully submitted,



Seth M Hopkins, town manager

11/08/24
12:14 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63810 Current Prior Next FY Invoices
All Invoices For Check Acct 01(10 General Fund) 11/11/24 To 11/11/24

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Jacolyn

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
100015	10/31/24	chlorine		20-5-55-50120	3462.50	2288	11/11/24
			11250566101	Sodium Hypochorite			
101169	11/06/24	officiating		10-5-18-40010	220.00	2289	11/11/24
			FB241106	Middle School Football			
311028	10/30/24	APPROPRIATION		10-5-25-70170	6250.00	2290	11/11/24
		NOV 2024		American Legion Post #55			
310590	10/30/24	OCT WINDOWS		10-5-22-43100	65.00	2291	11/11/24
		B403		Town Office			
300541	10/30/24	APPROPRIATION		10-5-25-70330	1000.00	2292	11/11/24
		NOV 2024		ARC of Rutland			
311126	09/27/24	decals for utility truck		10-5-15-41180	381.50	2293	11/11/24
		18808		HW Outside Maint. - Vehic			
310648	11/05/24	refund of equip deposit		10-5-18-40010	50.00	2294	11/11/24
		FOOTBALL2024		Middle School Football			
101114	11/05/24	refund of equip deposit		10-5-18-40010	100.00	2295	11/11/24
		FOOTBALL2024		Middle School Football			
301128	11/05/24	refund of equip deposit		10-5-18-40010	100.00	2296	11/11/24
		FOOTBALL2024		Middle School Football			
101178	11/05/24	refund of equip deposit		10-5-18-40010	50.00	2297	11/11/24
		FOOTBALL2024		Middle School Football			
100190	10/24/24	JD - clothing		10-5-15-10320	131.74	2298	11/11/24
		31088		Clothing Allowance			
100190	10/24/24	KL - clothing		10-5-15-10320	488.65	2298	11/11/24
		39787		Clothing Allowance			
101112	11/05/24	refund of equip deposit		10-5-18-40010	50.00	2299	11/11/24
		FOOTBALL2024		Middle School Football			
101142	10/24/24	dog hiking Oct 8, 15, 22		10-5-18-50090	120.00	2300	11/11/24
		000059		Adult Activities			
100245	10/30/24	DBA FUNDS FOR NOV		10-5-21-75100	1500.00	2301	11/11/24
		11-11-24		Designated Downtown			
100245	10/30/24	APPROPRIATION		10-5-25-70140	250.00	2302	11/11/24
		NOV 2024		Chamber of Commerce			
100305	10/30/24	APPROPRIATION		10-5-25-70130	20645.00	2303	11/11/24
		NOV 2024		Brandon Rescue Squad			
100255	11/01/24	October water payments		90-5-15-90600	29819.51	2304	11/11/24
		11/01/24		Paid To BFD No 1			
100255	10/30/24	APPROPRIATION		10-2-00-02136	84400.00	2305	11/11/24
		NOV 2024		Fire District Payable			
100275	10/30/24	APPROPRIATION		10-5-25-70470	7666.67	2306	11/11/24
		NOV 2024		Brandon Library			
100625	10/30/24	APPROPRIATION		10-5-25-70110	1750.00	2307	11/11/24
		NOV 2024		BIDCC -4th of July Com.			
100280	10/25/24	sealers, weatherstrip etc		10-5-12-40100	183.06	2308	11/11/24
		63824/3		Energy Cm Public Outreach			
100280	10/27/24	batteries		20-5-55-43160	22.99	2308	11/11/24
		64089/3		Maint. Supplies - General			
100280	10/28/24	bluetooth headset		10-5-15-41120	109.99	2308	11/11/24
		64229/3		Safety Equipment			
100280	10/28/24	batteries for headset		10-5-15-41120	6.99	2308	11/11/24
		64231/3		Safety Equipment			

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100280	BRANDON LUMBER & MILLWORK	10/29/24 floor paint 64395/3	20-5-55-42140 Maint. Supplies - Bldgs	160.68	2308	11/11/24
100280	BRANDON LUMBER & MILLWORK	10/29/24 snap for flag pole 64475/3	10-5-22-43160 Parks Maint.	8.59	2308	11/11/24
100280	BRANDON LUMBER & MILLWORK	10/30/24 fasteners 64682/3	10-5-22-43160 Parks Maint.	1.60	2308	11/11/24
100280	BRANDON LUMBER & MILLWORK	11/05/24 plywood, snaps, links 65618/3	10-5-22-43080 Highway Bldg Maint	132.00	2308	11/11/24
100280	BRANDON LUMBER & MILLWORK	11/05/24 screws 65632/3	10-5-22-43080 Highway Bldg Maint	30.00	2308	11/11/24
100280	BRANDON LUMBER & MILLWORK	11/05/24 for truck #1 sideboards 65671/3	10-5-15-41160 HW Maint. Supplies-Vehicl	45.44	2308	11/11/24
100280	BRANDON LUMBER & MILLWORK	11/05/24 for truck #1 sideboards 65679/3	10-5-15-41160 HW Maint. Supplies-Vehicl	22.72	2308	11/11/24
310688	BRANDON POLICE DEPT	11/04/24 reimburse petty cash 11/04/24	10-5-14-30132 Postage Expenses PD	71.46	2309	11/11/24
100310	BRANDON SENIOR CITIZENS C	10/30/24 APPROPRIATION NOV 2024	10-5-25-70480 Senior Citizen Center	1291.67	2310	11/11/24
101116	BRUSO, MIA	11/05/24 refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2311	11/11/24
301126	BUZZELL, JENNIFER	11/05/24 refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	100.00	2312	11/11/24
101180	CASSEL, ONICIA	11/05/24 refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	100.00	2313	11/11/24
301503	CHAMPLAIN VALLEY FUELS	10/23/24 diesel fuel 543502	10-5-15-41130 Fuel - Vehicles HW	617.88	2314	11/11/24
301503	CHAMPLAIN VALLEY FUELS	10/24/24 heating fuel @ Highway 842944	10-5-22-42110 Heating Fuel	85.82	2314	11/11/24
101181	CHAPIN, CAYLEEN	11/05/24 refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2315	11/11/24
310962	COLALUCA, CHRIS	11/05/24 refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2316	11/11/24
310097	COMCAST	11/02/24 service: Nov 9 to Dec 08 EST 11/02/24	10-5-18-42100 Recreation Telephone	154.55	2317	11/11/24
310097	COMCAST	09/27/24 service: Oct 24 to Nov 3 PD 09/27/24	10-5-14-42100 PD Telephone Service	442.22	2318	11/11/24
310097	COMCAST	10/27/24 service Nov 4 to Dec 3 PD 10/27/24	10-5-14-42100 PD Telephone Service	442.96	2319	11/11/24
310097	COMCAST	10/27/24 service: Nov 4 - Dec 3 TO 10/27/24	10-5-10-42100 Telephone Exp. Admin.	634.60	2320	11/11/24
310097	COMCAST	10/21/24 service: Oct 28 - Nov 27 WW 10/21/24	20-5-55-42100 Wastewater Telephone	206.37	2321	11/11/24
311234	COMFORT HILL KENNEL, INC.	10/20/24 kennel fee for Guinness 613696	10-5-14-40440 Police Dog Expenses	196.00	2322	11/11/24
101182	COMPAGNA, LEANNA	11/05/24 refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2323	11/11/24
311142	CROSSMAN, CHELSIE	11/05/24 refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2324	11/11/24
101183	DENIS, DANIELLE	11/05/24 refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2325	11/11/24

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310733	11/01/24	Oct rubbish removal OCT 2024	20-5-55-50160 Sludge Disposal	460.00	2326	11/11/24
311067	11/04/24	0120-0099 OVER PAID NOV 2024	10-2-00-02120 Anticipated Tax Credits	115.38	2327	11/11/24
301123	11/05/24	refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2328	11/11/24
310658	11/05/24	refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2329	11/11/24
101121	11/05/24	refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2330	11/11/24
100456	09/19/24	Scoping Study- Inv #1 924157	56-5-18-20120 Engineer-TAP Forest Dale	3205.64	2331	11/11/24
300466	10/29/24	portable toilet fee 94395	10-5-18-43130 Estabrook	130.00	2332	11/11/24
300466	10/29/24	portable toilet fee 94395	10-5-18-60100 Seminary Hill	130.00	2332	11/11/24
101174	11/06/24	officiating SOC241106	10-5-18-40000 Youth Soccer	150.00	2333	11/11/24
101175	11/06/24	officiating SOC241106	10-5-18-40000 Youth Soccer	400.00	2334	11/11/24
100494	10/25/24	testing 509531	20-5-55-22120 Testing	155.00	2335	11/11/24
100494	10/25/24	testing 509532	20-5-55-22120 Testing	45.00	2335	11/11/24
100494	10/29/24	testing 509729	20-5-55-22120 Testing	25.00	2335	11/11/24
300187	10/31/24	rock fines and sand 235399	10-5-15-46140 Gravel	660.03	2336	11/11/24
300187	10/31/24	rock fines and sand 235399	10-5-15-47120 Winter Sand	2201.72	2336	11/11/24
101189	11/05/24	refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2337	11/11/24
101177	11/05/24	refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2338	11/11/24
101184	11/05/24	refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2339	11/11/24
301114	11/06/24	officiating SOC241106	10-5-18-40000 Youth Soccer	100.00	2340	11/11/24
101195	11/06/24	officiating SOC241106	10-5-18-40000 Youth Soccer	500.00	2341	11/11/24
101172	11/06/24	officiating FB241106	10-5-18-40010 Middle School Football	90.00	2342	11/11/24
100835	10/31/24	membership renewal 798	20-5-55-10330 Dues & Subscriptions	300.00	2343	11/11/24
311128	10/28/24	inspection of truck #6 220634	10-5-15-41180 HW Outside Maint. - Vehic	90.00	2344	11/11/24
311128	10/29/24	hose end fittings, hose 220701	10-5-15-41160 HW Maint. Supplies-Vehicl	93.44	2344	11/11/24
101185	11/05/24	refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2345	11/11/24

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311242	11/04/24	HAYES FAMILY TRUST TAX OVERPAYMENT 0064-1035	10-2-00-02120 Anticipated Tax Credits	11.44	2346	11/11/24
310197	11/06/24	HAYES, WALLACE E officiating FB241106	10-5-18-40010 Middle School Football	85.00	2347	11/11/24
301118	11/05/24	HENDEE, ALISON refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2348	11/11/24
310335	10/31/24	KAS, INC groundwater monitoring 609210052-6	10-5-22-22130 Testing/Monitor Fee	4730.90	2349	11/11/24
311243	11/04/24	KASUPSKI, ROBIN P OVER PAID TAXES 0068-0016	10-2-00-02120 Anticipated Tax Credits	3310.60	2350	11/11/24
101186	11/05/24	KENNEDY, STEPHANIE refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2351	11/11/24
101118	11/05/24	LAFAYETTE, ROXANNE refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2352	11/11/24
310961	11/05/24	LAFAYETTE, TRISH refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2353	11/11/24
101194	11/06/24	LEE, ANNA officiating SOC241106	10-5-18-40000 Youth Soccer	300.00	2354	11/11/24
311176	10/30/24	LILY WHITE CLEANING SERVI cleaning 103024	10-5-22-10120 PD Custodian	87.50	2355	11/11/24
311176	10/30/24	LILY WHITE CLEANING SERVI cleaning 103024	10-5-22-10130 Admin Custodian	157.50	2355	11/11/24
311176	11/06/24	LILY WHITE CLEANING SERVI cleaning 110624	10-5-22-10130 Admin Custodian	148.75	2355	11/11/24
311176	11/06/24	LILY WHITE CLEANING SERVI cleaning 110624	10-5-22-10120 PD Custodian	87.50	2355	11/11/24
101117	11/05/24	LIZOTTE, NATASHA refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2356	11/11/24
101111	11/05/24	LUCIA, KARINA refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	100.00	2357	11/11/24
101187	11/05/24	MAHONEY, GRIFFITH refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2358	11/11/24
310667	11/05/24	MALLORY, JENNIFER refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2359	11/11/24
101176	11/05/24	MANELL, ALEXANDRIA refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	100.00	2360	11/11/24
101188	11/05/24	MARKOWSKI, JESSICA refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2361	11/11/24
300087	11/06/24	MARRO, STEPHEN R officiating FB241106	10-5-18-40010 Middle School Football	255.00	2362	11/11/24
101190	11/05/24	MASON, TAYLOR refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2363	11/11/24
101191	11/05/24	MCKEIGHAN, SARAH refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2364	11/11/24
101106	11/05/24	MILLS, BRYAN refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2365	11/11/24
310843	11/01/24	MISSION COMMUNICATIONS, L Brookdale service package 1093402	20-5-55-20240 Contractors	347.40	2366	11/11/24
101113	11/05/24	MITCHELL, KATIE refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2367	11/11/24

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310906	10/31/24	MODERN CLEANERS & TAILORS uniform maintenance 4CD9A5	10-5-14-10320 Clothing Allowance	144.00	2368	11/11/24
101192	11/05/24	MORIN, ASHLEY refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2369	11/11/24
311081	11/06/24	OTTER CREEK WATERSHED INS nov appropriation 16	10-5-17-71800 Mosquito Control	12808.00	2370	11/11/24
310763	11/06/24	PEASE, UNA officiating FB241106	10-5-18-40010 Middle School Football	170.00	2371	11/11/24
301088	11/05/24	PETE'S TIRE BARNS, INC 4 tires 025668	10-5-14-41110 New Equipment - Vehicles	610.80	2372	11/11/24
310804	11/05/24	QUENNEVILLE, ALICIA refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	100.00	2373	11/11/24
310969	11/05/24	QUENNEVILLE, JAIME refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2374	11/11/24
310740	11/05/24	QUESNEL, AMANDA refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2375	11/11/24
300375	10/24/24	RUTLAND CITY Sept sludge processing 36640 SLUDG	20-5-55-50160 Sludge Disposal	7200.00	2376	11/11/24
100006	10/30/24	SOUTHWESTERN VT COUNCIL O APPROPRIATION NOV 2024	10-5-25-70190 SW VT Council on Aging	725.00	2377	11/11/24
101109	11/05/24	STARK, JAIME refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	100.00	2378	11/11/24
310099	10/30/24	STEPHEN A DOUGLAS BIRTHPL APPROPRIATION NOV 2024	10-5-25-70430 Stephen A. Douglas Inc.	1250.00	2379	11/11/24
311010	11/05/24	STONE, ERICA refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2380	11/11/24
300592	10/23/24	SUBURBAN PROPANE, L.P. propane @ Town Office 546204	10-5-22-42100 Heating - Propane	32.54	2381	11/11/24
101193	11/05/24	TENCH, JENNA refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2382	11/11/24
311152	11/05/24	THOMAS, TAMMY refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2383	11/11/24
200277	10/25/24	THUNDER TOWING & AUTO REC repairs to 2020 F150 7773	10-5-14-41180 PD Vehicle Maintenance	346.68	2384	11/11/24
200277	11/01/24	THUNDER TOWING & AUTO REC repairs: 2016 Interceptor 7785	10-5-14-41180 PD Vehicle Maintenance	712.37	2384	11/11/24
310534	11/06/24	TRAYNOR, NATHAN J officiating FB241106	10-5-18-40010 Middle School Football	85.00	2385	11/11/24
310534	11/06/24	TRAYNOR, NATHAN J officiating SCC241106	10-5-18-40000 Youth Soccer	300.00	2385	11/11/24
101179	11/05/24	TURNER, LEEANN refund of equip deposit FOOTBALL2024	10-5-18-40010 Middle School Football	50.00	2386	11/11/24
311173	10/23/24	USABLUBOOK sample dippers INV00522338	20-5-55-41110 New Equipment-Misc Tools	288.99	2387	11/11/24
300018	08/22/24	VCDA conference attendance 102	10-5-21-75000 Economic Development	45.00	2388	11/11/24
330348	10/23/24	VERIZON WIRELESS service: Sep 24 - Oct 23 9977005967	10-5-14-20233 MDT/Aircards	320.32	2389	11/11/24
310045	11/05/24	VERMONT DEPT OF HEALTH engraved paper 1496	10-5-13-30110 Office Supplies	158.00	2390	11/11/24

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100485	VNA & HOSPICE OF THE SOUT	10/30/24	APPROPRIATION NOV 2024	10-5-25-70200 RAVNA	2550.00	2391	11/11/24
101090	WADE, ERIC	11/06/24	officiating FB241106	10-5-18-40010 Middle School Football	85.00	2392	11/11/24
311070	WEX BANK	10/31/24	fuel cards- Nov 2024 10/31/24	10-5-14-41130 Fuel - Vehicles	1200.36	2393	11/11/24
311070	WEX BANK	10/31/24	fuel cards- Nov 2024 10/31/24	10-5-15-41130 Fuel - Vehicles HW	174.07	2393	11/11/24
311070	WEX BANK	10/31/24	fuel cards- Nov 2024 10/31/24	20-5-55-41130 Fuel - Vehicles	151.45	2393	11/11/24
311070	WEX BANK	10/31/24	fuel cards- Nov 2024 10/31/24	10-5-22-43120 Municipal Mowing-maint	169.67	2393	11/11/24
311244	WHIPPLE, BARBARA	11/05/24	overpaid taxes 0005-0142 NOV 2024	10-2-00-02120 Anticipated Tax Credits	341.82	2394	11/11/24
310570	WHOLESALE DISTRIBUTORS	10/29/24	carbide blades for plows B20952	10-5-15-41160 HW Maint. Supplies-Vehicl	3531.00	2395	11/11/24
Report Total					----- 217341.03 =====		

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 \$ ***217,341.03
Let this be your order for the payments of these amounts.



I have sought suggestions from the public for review by the traffic ordinance working group.

The initial site visit for the town clock mechanism has been advanced and may be this month.

Pike Industries was in Brandon and has completed the milling and paving of North Street (south end), the patch on River Street, and the resurfacing of Union Street (south of Otter Creek). The Town Crew has been rebuilding shoulders following the Union Street resurfacing. I have met a number of Brandon residents (sidewalk, Chamber mixer, etc.) who complimented the work. Vermont Roadworks will do the "add-on" West Seminary sidewalk improvements as their first job in the spring due to other projects keeping them busy as the season winds down.

The town office staff done extensive work with the fire district and clerk's office and been able to correct unit billing inconsistencies for 19 additional properties connected to Town wastewater. This is important to ensure equitable sharing of the cost of operating the system among all users.

I worked with staff on the FY26 budget project, including extensively with the chief regarding options for police scheduling and funding levels. I had many meetings with town officers, staff, townspeople, and responded to a number of requests for information from various parties. Staff performance evaluations / reviews are underway.

Respectfully submitted,

FINANCIAL SNAPSHOT	
FY25 Budget Operating Expenses	40% thru funds /38% thru year
FY25 Police Budget Operating Expenses	45% thru funds /38% thru year
Unrestricted / Unassigned Fund Balance	\$566,633
1% (Local Option) Tax Fund Available / Undesignated [\$100,000 board-reserved paving now \$35,000 per board action 12 Aug 2024 not included at right]	\$250,223
Known Grant Matches Not Yet Designated	UNION STREET
Delinquent property taxes (prior years)	\$501,741 (was \$507,730)
Delinquent wastewater (prior years ['over 120 days'])	\$221,049 (was \$203,478)
Tax Sale Status — I have requested a letter under the Town attorneys' letterhead — pending	70 accounts at attorney for letters



November 11, 2024

- The majority of the youth winter programming is up on the website for registration. New programming for this winter includes a K-2 Cheer offering. This will be a once-per-week offering on Sundays.
- Speaking of Sundays, Neshobe Sunday Skating will return Sunday, November 25 with Jill Doody
- We are working with again with Otter Valley Varsity basketball teams and the Pittsford Rec to have a weekly student led in-season basketball clinics. Area youths from grades K – 6 will be working with current boys and girls varsity players/coaches to refine their skills on Sundays starting December 8th and running through February 9th.
- Only 18 tickets remain for the Brandon Rec bus trip to see the Celtics play on December 19th.

Respectfully Submitted,


Bill Moore