

Brandon Select Board Meeting
February 10, 2025
7:00 p.m.

The Brandon Select Board will meet Monday, February 10, 2025 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 – January 27, 2025
 - b) Special Select Board & Budget Advisory Committee Meeting Minutes – January 30, 2025
 - c) Warrant – February 10, 2025 - \$126,660.68
- 4) Town Manager's Report
- 5) Community Development Report
- 6) Boundary Line Adjustment – Faivre Circle
- 7) Approve Vermont Gran Fondo Request to use Roadways on Saturday, June 28th, 2025
- 8) Approve Assessor's Certificate – No Appeal or Suit Pending
- 9) Consider Allegation of Ethics Violation
- 10) Public Comment and Participation
- 11) Executive Session

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

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

- 12) Adjournment

**Brandon Select Board Meeting
January 27, 2025**

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, Tricia Welch, Patrick Snow, Ray Marcoux, Jeff Haylon, Vicki Disorda, Karen Rhodes, Sandy Mayo, Cecil Reniche-Smith, Jack Schneider, Jeff Cohen, Cindy Cohen, Janet Coolidge, Steve Bisette, Steven Jupiter, Mike Bailey, Isaiah Webb, Sue Gage, Ken Manning, Tom Kilpeck, Jim Emerson

Others by Zoom: Bruce Jenson, Adam Murach, Chris Brickell, Neil Silins, J. Johnson

1. Call to Order

The meeting was called to order at 7:02PM by Doug Bailey – Board Chair.

a. Agenda Adoption

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

Addition of an executive session to include the Town Clerk

2. Select Board Remarks

Doug Bailey encouraged all to be civil and treat each other nicely. For any public comments, all were asked to speak at the podium for public record. Heather Nelson noted all are here for the good of the Town and everyone has good intentions.

3. Recurring Matters

a. Approval of Select Board Meeting Minutes – January 13, 2025

Motion by Brian Coolidge/Ralph Ethier to approve the Select Board minutes of January 13, 2025. **The motion passed unanimously.**

b. Approval of Select Board Special Meeting Minutes – January 17, 2025

Motion by Ralph Ethier/Heather Nelson to approve the Select Board minutes of January 17, 2025. **The motion passed.**

c. Warrant – January 27, 2025

Motion by Tim Guiles/Brian Coolidge to approve the warrants of January 27, 2025, in the amount of \$104,244.57. **The motion passed unanimously.**

Doug Bailey questioned the \$500 invoice for Lucky Stiff Music. Bill Moore reported at the beginning of September there was an adult theater program and this musician had not received payment for this event. Mr. Bailey also questioned the \$3,298 invoice for Watershed Consulting. Seth Hopkins advised this is regarding a grant the Town is a pass-through for concerning the 3-acre Impervious Surface Rule. The Town paid for engineering and the State will reimburse the Town once the project is complete.

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.

Brandon Select Board Meeting
January 27, 2025

Mr. Hopkins noted that Chief Kachajian has secured a commitment from the Vermont State Police (VSP) to cover the community when officers are not on duty. Calls will be screened by Brandon officers to determine if the VSP is to be dispatched to assure that there is local decision-making informing the response priorities in this reduced level of service.

The Town had a successful Municibid auction and the results were 28 bids on the Dodge Charger with a winning bid of \$3,100, 30 bids on the Ford Taurus with a winning bid of \$4,200, 66 bids on the Chevy Silverado with a winning bid of \$4,652 and 92 bids on the International dump truck with a winning bid of \$16,700 for a total revenue of \$28,652.

Brian Coolidge asked if there was any feedback on the police department's electric motorcycle and Mr. Hopkins noted there has not been any received to date. Mr. Coolidge questioned if Mr. Hopkins had received any complaints about the roads around Park and Marble Streets and the Country Club Road. Mr. Hopkins stated there was a complaint regarding the work initially done on the Country Club Road and Marble Street. Mr. Coolidge hoped that the Water District would take care of them. Mr. Hopkins stated they were put in touch with VTrans and there is a plan.

Mr. Hopkins reported the Sanderson Bridge was struck a 3rd time at the town end, but the truck came from the far end and damaged the bridge coming out of it. This is the first time that the driver or vehicle could not be identified and the Town is working with Naylor/Breen to incorporate the repair with the work that they are scheduled to do. The bridge is safe and they can fold the work into what they were going to do on the West end of the bridge. Mr. Hopkins and Mr. Disorda have been discussing different strategies to avoid future damage. There were quotes received for flashing lights but are in the \$40,000 to \$50,000 range.

Doug Bailey asked about the status of the town report. Seth Hopkins advised the town report is at the printer and will be mailed to every household with a registered voter. A digital version of the report will be on the Town's website tomorrow.

Sue Gage stated the school will not be included in the town report this year as they opted not to include their information. Mr. Hopkins reported the Town will carry the cost for all of the postage this year as it used to be a collaborative effort.

Vicki Disorda had asked the Board Chair about having the town employees' salaries put back in the report and questioned the status of this request. Mr. Hopkins stated the salaries were not published, but the information can be made available. Mr. Hopkins advised the Board had voted to not include it for people's privacy but the information can be provided, and the Board can vote to include them in the future. Doug Bailey noted concern that this information can be used when people are stealing people's identities. Sue Gage reported this information was requested by Open the Books Vermont and can be found there. Ms. Disorda asked if the concern for identify theft would be the same for the information in the Board's meeting packet. Mr. Hopkins stated the hourly rate is generally not a verifying question and noted there is a distinction between making information available and publishing it.

5. Community Development Report

Bill Moore reviewed his report that is available for viewing in the Board packet on the Town's website.

“. Recreation sponsorship opportunities are opening up for baseball. These range from banners to team naming rights for youth that will be participating in the Randy Adams Youth Baseball League.

. Youth baseball registration will be opening up on February 17th. Will be looking for coaches.

. Ben Wimet from the Vermont Assistive Technology Program/University of Vermont will be moving into the town hall office space this week. He is also assisting with moving all of our heat controls to digital solutions that should allow for the temperatures in these meeting spaces to be more comfortable while also balancing the need to be energy conscious.

. The working group for the event calendar solution met and are closer than ever to having a functional digital solution that will easily transfer to analog.

The Rutland Regional Medical Center sponsored "Sweating to the Oldies" group has added a second day. In addition to Thursdays at 6pm, there will be a Sunday at 2pm. Both of these are generally held upstairs on the big screen at the town hall and will run through May 1st."

Brian Coolidge asked if the Water District has paid their portion of the water fountain. Bill Moore reported that Jackie Savela has advised that the payment has not been received and she will be contacting them regarding the payment.

6. Reappointment of Otter Creek Communications Union District Rep & Alternate

Seth Hopkins stated currently Peter Werner is the Representative and Bill Moore is the Alternate to the Otter Creek Communications Union District and they are willing to continue serving on this board.

Motion by Heather Nelson/Tim Guiles to reappoint Peter Werner as the Representative and Bill Moore as the Alternate to the Otter Creek Communications Union District. **The motion passed unanimously.**

7. Request for Letter of Support for Grant Application: Walking Path for Solar Fest

Seth Hopkins provided information that was received regarding a request from Solar Fest for a letter of support for a grant application for a walking path that included a map of the proposed path, and a letter of support from both the RRPC and the Downtown Brandon Alliance. Mike Bailey of Solar Fest reported they are applying for a \$50,000 Recreation Trails grant to help connect the downtown to Estabrook Park and beyond. Their segment would start at the florist shop where the sidewalk ends and continue .4 mile avoiding the wetlands and wetland buffer. The trail will cut across the top of the ridge that would provide magnificent views of the mountains and downtown Brandon. It would provide natural beauty and a safe path away from traffic and was found to be part of Brandon Greenways project. The RRPC and Downtown Brandon Alliance have provided letters of support. Tim Kingston reviewed the property due to the sewer right of way and there would be no problem with accessing the sewer for maintenance. Bill Moore has been working on an MOU to allow for obtaining private funding.

Heather Nelson asked if there would be a Town match required. Mr. Bailey stated there is a 20% match from Solar Fest but nothing from the Town. They are contributing \$10,000 in labor and support, plus some other grants. Mr. Bailey stated this would end at Steinberg Road. There is a commitment from Elemental Partners who are planning a road using the existing 50 feet that will put them within 80 feet of Estabrook Park. Mr. Bailey noted the path will be for non-motorized bikes and walking and there is a plan for ADA compliance. Solar Fest will be responsible for maintaining the path and will be part of the MOU. Karen Rhodes asked if it includes electric bikes and Mr. Bailey confirmed electric bikes are not considered motorized.

Motion by Tim Guiles/Heather Nelson to authorize the Town Manager write a letter of support for the walking path for SolarFest. **The motion passed unanimously.**

8. Update on Contact with Pittsford Select Board re: Carver Street

Doug Bailey reported that Ralph Ethier and he met with the Pittsford Select Board last Wednesday about the dumping on Carver Street. They advised that they had discussed something similar to what this Select Board had discussed regarding cameras. They are agreeable to signage if that were to be done, with fines assessed. Dave Mills had some suggestions in certain areas of the road that Mr. Bailey was not familiar with. There are some places the town could shut off access to so that vehicles cannot get close for dumping. Mr. Bailey stated in driving the area there is the usual array of mattresses, refrigerators, shop vacs and a truck cap and was amazed at how much is being dumped in this area. It was agreed that lines of communication will be kept open in trying to find solutions to this problem. Ralph Ethier stated Mr. Mills is also concerned that his field is being used for target practice and people are leaving glass bottles in the field.

Karen Rhodes asked if it is the State's responsibility to remove the garage. Mr. Bailey advised the State is not responsible for picking up trash on a town road. Isiaah Webb noted he agreed with everything Mr. Mills had said at the meeting and his suggestions are a good starting point. Tricia Welch thought the situation is only going to get worse due to the reduced police force in Town. Vicki Disorda stated the Pittsford Select Board thought that the Town paid an excessive amount for the

garbage removal and suggested looking into different places to take debris if it should happen again. Mr. Bailey noted there were additional costs in the removal discussed. Mr. Hopkins advised there were disposal fees and hours of equipment and staff for the removal. Ralph Ethier stated it was \$140/ton to dispose of it but at the meeting it was not known how much was removed. Mr. Bailey stated it cost more than \$1,000 and there was not a direct quote of what was spent. Trash should not be dumped but has always been dumped in this area. Mr. Bailey noted that Mr. Mills removed himself from the Board table and advised he has been cleaning up trash for as many years as he has been there and wishes that he didn't have to, but realizes as the major landowner that he has to do it to be able to cut and bale hay. Heather Nelson stated it had been discussed about blocking some of the parking places and it is good to know that Pittsford was thinking the same thing. Ms. Nelson suggested if the issue is the cost for people that the Town could brainstorm supporting people to get rid of things that they cannot afford to get rid of. Vicki Disorda noted people that are not from here are also abusing the land and it is not just a local dumping issue. Bill Moore stated the Town is looking into options and noted all landowners in that area are in favor of either closing or controlling it as people are utilizing their land without permission that is not respectful and closing the road would curb that if people could either walk, bike or ATV into the area. Sue Gage noted she walks that area and there is one section where there is about 150 tires if you walk further off the road. She likes the idea of gating it as it is a lovely area, except for the trash. Mr. Webb stated there is also the issue of people shooting on Mr. Mills' land because they are not just shooting in that area but across the creek. Mr. Bailey stated they do not have permission to shoot but are leaving their litter and the glass and Mr. Mills would like not to have to deal with the problem. Patrick Snow stated Mr. Mills was not told about a path and was not in favor of changing the classification of the road.

9. Update Employee Blanket Payroll Authorization

Motion by Tim Guiles/Brian Coolidge to approve the updated employee blanket payroll authorization. **The motion passed unanimously.**

10. Public Comment and Participation

Brian Coolidge stated with regard to the ethics and conflict of interest discussion, he felt that the complaints should go to the elected State Representative and not the Select Board. Seth Hopkins advised that it has to be an officer, group, or employee of the Town according to the VLCT guidance because it is their intent for the town to handle the initial receipt and processing of the ethics complaint. Sandy Mayo spoke with the Director of the State's Ethics Commission and if there is a complaint, one can take it to the legislature as they deal with those issues. Mr. Hopkins advised the Town cannot designate someone who is not an officer of the Town. Ms. Mayo stated if there is an issue she was advised that one could go to the representative. Mr. Hopkins reported the State requires the Town to designate an officer, group, or employee of the Town. Ms. Mayo suggested it would be good to clarify whether you can go to your representative or not. Doug Bailey stated when discussing this subject, it was felt that the largest number of complaints would likely come in against the chair or the town manager and that is why it was decided that one could talk to any member of the Select Board and all complaints get passed on to the State that come in. Mr. Hopkins noted it is designed to be handled in the town's first. Tim Guiles stated it was a requirement to appoint the designees by January 31st.

Cecil Reniche-Smith stated it is a lot like HR in employment. She noted it was discussed at the last meeting that sometimes the person you are reporting to is the person you are reporting about, but you can go around them in those instances. This process allows for having designated people, but if someone has a problem with the entire board one could also take it to your elected representative. She is all for filing the report to the designee, but the state representative could also be copied.

Brian Coolidge noted his disappointment with the school district and found it fiscally irresponsible for the school to opt for a separate report. Tim Guiles stated the school district had other needs in creating a book from what could be included in the town's report and hoped that in future years there could be collaboration with the school district. Doug Bailey was disappointed that the decision was at the last hour in finding out the school was not going to be included as it held up the publication of the town's report.

Tricia Welch understood the Town in the past voted to make Brandon a town to accept cannabis stores and the State requires the town cannot restrict the number. Ms. Welch asked if the Town could have another vote and what the process would be. Seth Hopkins advised there would have to be another Australian vote and if successful, the ones currently in Town would be

grandfathered. Ms. Welch asked if people want another vote, would it be for the next town meeting. Sue Gage stated there would have to be a 5% petition completed and that could prompt a special meeting, however, the time has passed for this year's town meeting. Mr. Hopkins reported the State is not issuing new licenses for retail shops and the most recent ones approved were applications that were started and in progress prior to the hiatus.

Isaiah Webb noted he grows his own personal cannabis and one can give seeds away or sell them. He is giving away free seeds to Rutland County and there is no license needed for giving them away.

Ray Marcoux questioned Mr. Hopkins about his conversation he had with him about the police at the Union Street Store. Mr. Hopkins spoke with the Chief and the officer did not say he was there the length of time that Mr. Marcoux indicated he had observed. Mr. Marcoux also asked about the snow removal for the steps of the Ayrshire building. Mr. Hopkins advised he spoke with Public Works about the steps in front of the building and it will require hand-shoveling and it has been suggested the Town clear a portion of the steps.

Heather Nelson reported there is Narcan and fentanyl test strips available at the town office and at the library, with no questions asked.

Bill Moore stated there is a special budget presentation meeting scheduled for Thursday at 7PM.

The Select Board recessed at 8:01PM.

The Select Board reconvened at 8:13PM.

Motion by Heather Nelson/Brian Coolidge to enter into executive session at 8:13PM 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 and Town Clerk **The motion passed unanimously.**

11. Executive Session

The Board came out of executive session at 8:36PM. There were no actions required.

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

Motion by Heather Nelson/Ralph Ethier to enter into executive session at 8:37PM to discuss the Town's pending labor relation agreement with New England Police Benevolent Association Local, per 1 V.S.A. 313(a)(1)(b) for labor relations agreements with employees, to include the Town Management Team. **The motion passed unanimously.**

12. Executive Session

The Board came out of executive session at 8:57PM. There were no actions required.

17. Adjournment

Motion by Brian Coolidge/Tim Guiles to adjourn the Select Board meeting at 8:57PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

**Minutes of Special Meeting of Brandon Selectboard
Joint Meeting with Budget Advisory Committee
30 January 2025, Brandon Town Hall**

Selectboard present: Doug Bailey, Ralph Ethier, Heather Nelson, Brian Coolidge

Budget Advisory Committee present: Barry Varian, Karen Rhodes, Jan Coolidge, Gabe McGuigan, Tricia Welch

Public present: Seth Hopkins, Bill Moore, Kathleen Rausenberger, Wayne Rausenberger, Bill Claessens, Steve Koch, Jeff Cohen, Cindy Cohen, Ken Manning, Wyatt Waterman, Tim Kingston, Brent Buehler, Jeff Haylon, Barbara Scribner, Noah O'Connor, Steven Jupiter, Billy Bullock, Jessica Doos, Shiraz Daya, Matt Lewis, Carrie Lewis, Owen Lewis, Jay Merluzzi, Cecil Reniche-Smith, Vicki Disorda, Devon Fuller; several present by Zoom

Doug Bailey called the meeting to order at 7PM.

The selectboard presented its FY26 budget proposal with a series of slides and commentary on the information in those. This presentation appears in full at this link and is incorporated into these minutes: <https://www.townofbrandon.com/fy26-proposed-town-budget/>

This took about the first half hour. The floor was then opened to public questions, which were fielded by the selectboard, town management team, and budget advisory committee. This took about 90 minutes. Key points raised focused on capital planning and funding, affordability, police staffing levels, grants and other non-budget revenues, and the relationship of the selectboard-requested appropriation article to the operating budget and the tax rate. When it appeared there were no further questions or comments forthcoming, the meeting adjourned at 8:55PM.

Respectfully submitted,



Seth M Hopkins, town manager

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63827 Current FY Invoices
All Invoices For Check Acct 01(10 General Fund) 02/10/25 To 02/10/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310220	01/29/25	ACCESS MOBILITY LLC lift maintenance @ TO S6326	10-5-22-43100 Town Office	275.00	2643	02/10/25
310220	01/29/25	ACCESS MOBILITY LLC lift maintenance @ TH S6329	10-5-22-43150 Town Hall Repair/Maint.	375.00	2643	02/10/25
311028	01/30/25	AMERICAN LEGION POST #55 appropriation FEB 2025	10-5-25-70170 American Legion Post #55	6250.00	2644	02/10/25
310590	01/30/25	AMERICAN WINDOW CLEANING cleaning 1-29-25 012925	10-5-22-43100 Town Office	65.00	2645	02/10/25
300541	01/30/25	ARC RUTLAND AREA appropriation FEB 2025	10-5-25-70330 ARC of Rutland	1000.00	2646	02/10/25
311015	10/16/24	BEN'S UNIFORMS pants 201426	10-5-14-10320 Clothing Allowance	112.00	2647	02/10/25
100245	01/30/25	BRANDON AREA CHAMBER OF C appropriation FEB 2025	10-5-25-70140 Chamber of Commerce	250.00	2648	02/10/25
100305	01/30/25	BRANDON AREA RESCUE SQUAD appropriation FEB 2025	10-5-25-70130 Brandon Rescue Squad	20645.00	2649	02/10/25
100255	02/03/25	BRANDON FIRE DISTRICT #1 January water payments 2/3/25	90-5-15-90600 Paid To BFD No 1	27618.49	2650	02/10/25
100275	01/30/25	BRANDON FREE PUBLIC LIBRA appropriation FEB 2025	10-5-25-70470 Brandon Library	7666.67	2651	02/10/25
100625	01/30/25	BRANDON INDEPENDENCE DAY appropriation FEB 2025	10-5-25-70110 BIDCC -4th of July Com.	1750.00	2652	02/10/25
100280	01/24/25	BRANDON LUMBER & MILLWORK drill bit, screws 77042/3	10-5-22-43080 Highway Bldg Maint	38.99	2653	02/10/25
100280	01/31/25	BRANDON LUMBER & MILLWORK nylon twine, lamp holder 77825/3	10-5-22-43080 Highway Bldg Maint	23.58	2653	02/10/25
100280	02/04/25	BRANDON LUMBER & MILLWORK ice melt 78278/3	20-5-55-43160 Maint. Supplies - General	24.64	2653	02/10/25
100280	02/05/25	BRANDON LUMBER & MILLWORK fasteners 78400/3	10-5-22-43080 Highway Bldg Maint	1.68	2653	02/10/25
310688	01/28/25	BRANDON POLICE DEPT postage 01/28/25	10-5-14-30132 Postage Expenses PD	48.05	2654	02/10/25
100310	01/30/25	BRANDON SENIOR CITIZENS C appropriation FEB 2025	10-5-25-70480 Senior Citizen Center	1291.67	2655	02/10/25
310390	01/29/25	BTS INC moved extensions 15841	10-5-10-30130 Service Contracts	95.00	2656	02/10/25
100198	01/15/25	CARGILL INCORPORATED salt 2910506720	10-5-15-47110 Road Salt	5564.81	2657	02/10/25
100198	01/16/25	CARGILL INCORPORATED salt 2910515643	10-5-15-47110 Road Salt	4744.65	2657	02/10/25
100860	02/04/25	CARROLL BOE PELL KITE PC legal 39513	10-5-14-21110 Legal Services	45.00	2658	02/10/25
301503	01/23/25	CHAMPLAIN VALLEY FUELS diesel fuel 556335	10-5-15-41130 Fuel - Vehicles HW	492.60	2659	02/10/25
301503	01/21/25	CHAMPLAIN VALLEY FUELS heating fuel @ HWY 556366	10-5-22-42110 Heating Fuel	315.70	2659	02/10/25
301503	01/31/25	CHAMPLAIN VALLEY FUELS deisel fuel 557065	10-5-15-41130 Fuel - Vehicles HW	782.65	2659	02/10/25
301503	01/29/25	CHAMPLAIN VALLEY FUELS diesel fuel 557847	10-5-15-41130 Fuel - Vehicles HW	913.84	2659	02/10/25

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63827 Current FY Invoices
All Invoices For Check Acct 01(10 General Fund) 02/10/25 To 02/10/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
301043	01/22/25	CIVES CORPORATION, DBA led work lights, links 4539743	10-5-15-41160 HW Maint. Supplies-Vehicl	137.65	2660	02/10/25
310097	01/27/25	COMCAST service: Feb 4 - Mar 3 PD 01/27/25	10-5-14-42100 PD Telephone Service	452.34	2661	02/10/25
310097	01/27/25	COMCAST service: Feb 4 to Mar 3 TO 01/27/25	10-5-10-42100 Telephone Exp. Admin.	638.50	2662	02/10/25
310097	01/21/25	COMCAST service: Jan 28 to Feb 27 WW 01/21/25	20-5-55-42100 Wastewater Telephone	210.03	2663	02/10/25
100456	01/31/25	DUBOIS & KING INC Scoping Study- Inv #3 125189	56-5-18-20120 Engineer-TAP Forest Dale	2891.65	2664	02/10/25
300974	01/03/25	GRAPH-X INCORPORATED shirts 5011	10-5-18-40050 Youth Basketball	1219.00	2665	02/10/25
300974	01/03/25	GRAPH-X INCORPORATED t-shirts 5012	10-5-18-60015 Lego Expenses	168.00	2665	02/10/25
300974	01/29/25	GRAPH-X INCORPORATED cheer tees, logo transfer 5021	10-5-18-40090 Cheerleading	322.00	2665	02/10/25
300974	01/29/25	GRAPH-X INCORPORATED shirts 5024	10-5-18-40050 Youth Basketball	748.00	2665	02/10/25
311128	01/31/25	GREEN MOUNTAIN GARAGE windshield wipers 224260	10-5-15-41160 HW Maint. Supplies-Vehicl	79.96	2666	02/10/25
311128	02/03/25	GREEN MOUNTAIN GARAGE hose, hose fittings 224358	10-5-15-41160 HW Maint. Supplies-Vehicl	183.92	2666	02/10/25
311128	02/03/25	GREEN MOUNTAIN GARAGE fuel filters, oil filters 224359	10-5-15-41160 HW Maint. Supplies-Vehicl	71.56	2666	02/10/25
200322	01/21/25	HOWARD P FAIRFIELD LLC cutting edges for plows 9322563	10-5-15-41160 HW Maint. Supplies-Vehicl	2893.03	2667	02/10/25
100026	01/22/25	INTERNATIONAL ASSOCIATION membership dues 0376431	10-5-14-10330 Dues & Subscriptions	220.00	2668	02/10/25
101156	01/22/25	KONICA MINOLTA PREMIER FI contract & overage 547433789	10-5-10-30130 Service Contracts	430.64	2669	02/10/25
200256	02/05/25	L BROWN & SONS PRINTING I ballots for March 4 1031-01	10-5-13-20010 Elections	475.75	2670	02/10/25
311176	01/29/25	LILY WHITE CLEANING SERVI cleaning 012925	10-5-22-10130 Admin Custodian	183.75	2671	02/10/25
311176	01/29/25	LILY WHITE CLEANING SERVI cleaning 012925	10-5-22-10120 PD Custodian	87.50	2671	02/10/25
311176	02/05/25	LILY WHITE CLEANING SERVI cleaning 020525	10-5-22-10120 PD Custodian	87.50	2671	02/10/25
311176	02/05/25	LILY WHITE CLEANING SERVI cleaning 020525	10-5-22-10130 Admin Custodian	157.50	2671	02/10/25
311081	01/30/25	OTTER CREEK WATERSHED INS appropriation FEB 2025	10-5-17-71800 Mosquito Control	12808.00	2672	02/10/25
101135	02/04/25	OTTER WRESTLING CLUB INC camp FEB 2025	10-5-18-40070 Youth Wrestling	1358.00	2673	02/10/25
310842	01/31/25	RHR SMITH & COMPANY FY24- Audit work 2025-0400	10-5-10-22110 Auditors	2700.00	2674	02/10/25
100493	12/31/24	RUTLAND REGIONAL PLANNING Brandon TAP TA23(2) 4858	56-5-18-20100 MPM-TAP Forest Dale Path	148.39	2675	02/10/25
310582	01/30/25	SECURSHRED shredding 1-29-25 480485	10-5-13-30110 Office Supplies	24.00	2676	02/10/25

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All Invoices For Check Acct 01(10 General Fund) 02/10/25 To 02/10/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310418	02/03/25	new computer for Chief K 29753451	10-5-14-30210 Office Equipment	1499.62	2677	02/10/25
310418	02/03/25	monthly service & support 29753679	10-5-10-30134 Technical Support	779.65	2677	02/10/25
310418	02/03/25	remote support 29753724	10-5-10-30134 Technical Support	37.50	2677	02/10/25
100006	01/30/25	appropriation FEB 2025	10-5-25-70190 SW VT Council on Aging	725.00	2678	02/10/25
310921	01/29/25	payroll processing 1278	10-5-10-30130 Service Contracts	540.00	2679	02/10/25
310099	01/30/25	appropriation FEB 2025	10-5-25-70430 Stephen A. Douglas Inc.	1250.00	2680	02/10/25
300592	01/16/25	propane: WW supply garage 547818	20-5-55-42110 LP Gas - Bldgs	161.64	2681	02/10/25
300592	01/16/25	propane: WW main garage 547819	20-5-55-42110 LP Gas - Bldgs	233.47	2681	02/10/25
300592	01/16/25	propane: WW small garage 547820	20-5-55-42110 LP Gas - Bldgs	99.93	2681	02/10/25
300592	01/16/25	propane: WW chem bldg 547821	20-5-55-42110 LP Gas - Bldgs	83.66	2681	02/10/25
300592	01/16/25	propane: Police Station 547837	10-5-22-42100 Heating - Propane	429.49	2681	02/10/25
300592	01/23/25	propane @ Town Hall 547984	10-5-22-42100 Heating - Propane	429.80	2681	02/10/25
300592	01/23/25	propane @ Town Office 547985	10-5-22-42100 Heating - Propane	276.45	2681	02/10/25
300592	01/23/25	propane @ WW Lab bldg 547986	20-5-55-42110 LP Gas - Bldgs	720.99	2681	02/10/25
200277	12/17/24	oil, oil filter 7865	10-5-14-41180 PD Vehicle Maintenance	51.33	2682	02/10/25
200277	12/31/24	battery 7873	10-5-14-41180 PD Vehicle Maintenance	232.47	2682	02/10/25
200277	01/14/25	oil, oil filter 7890	10-5-14-41180 PD Vehicle Maintenance	57.09	2682	02/10/25
200277	01/17/25	tie rod, inspection 7900	10-5-14-41180 PD Vehicle Maintenance	175.99	2682	02/10/25
101124	01/23/25	seat cushion, seat cover XA301011705	10-5-15-41160 HW Maint. Supplies-Vehicl	273.15	2683	02/10/25
100630	02/05/25	annual reports FEB 2025	10-5-10-30511 Town Report	1334.72	2641	02/05/25
330348	01/23/25	service: Dec 24 - Jan 23 6104295687	10-5-14-20233 MDT/Aircards	320.24	2684	02/10/25
100676	01/27/25	reg. HW trk JAN 25	10-5-15-41160 HW Maint. Supplies-Vehicl	57.00	2642	02/06/25
100146	01/21/25	add-'24 INTL CV515 HW trk INT068011025	10-5-17-61110 VLCT Insurance	59.00	2685	02/10/25
100485	01/30/25	appropriation FEB 2025	10-5-25-70200 RAVNA	2550.00	2686	02/10/25
310046	01/22/25	toner, paper towels 251835418	10-5-10-30110 Office Supplies	105.37	2687	02/10/25

02/06/25
02:51 pm

TOWN OF BRANDON Accounts Payable
Check Warrant Report # 63827 Current FY Invoices
All Invoices For Check Acct 01(10 General Fund) 02/10/25 To 02/10/25

Page 4 of 4
Jacolyn

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
310046	W B MASON CO INC	01/22/25	toner, paper towels 251835418	10-5-22-43180 Maint. Supplies Bldgs.	36.95	2687	02/10/25
310046	W B MASON CO INC	01/27/25	sorter 251940848	10-5-10-30110 Office Supplies	27.59	2687	02/10/25
310646	WATERSHED CONSULTING ASSO	01/28/25	NE Woodcraft project 2025-2492	56-5-14-20100 NE Woodcraft- Engineering	4162.00	2688	02/10/25
311070	WEX BANK	01/31/25	Fuel cards - Jan 2025 102550823	20-5-55-41130 Fuel - Vehicles	148.30	2689	02/10/25
311070	WEX BANK	01/31/25	Fuel cards - Jan 2025 102550823	10-5-14-41130 Fuel - Vehicles	715.59	2689	02/10/25
Report Total					126660.68		

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 \$ ***126,660.68
Let this be your order for the payments of these amounts.

Considerable time the first few days of this reporting period were focused on preparing and assisting with delivery of accurate financial information in the slide presentation and answering taxpayer questions part of the "Pre-Town Meeting" held January 30th. This proved to be a well-received effort on the part of the selectboard, budget advisory committee, and town professional staff. Thank you to all who participated, whether by presenting, asking questions, or sharing their comments on the FY26 budget proposal.

On January 24th, a new institutional-grade flagpole donated by the Friends of the Town Hall was erected in the small green space in front of the Town Hall at 1 Conant Square. A flagpole that had stood near this location had been removed at some point a number of years ago. No tax dollars and no Town funds, staff, or equipment time were expended in this project. It was a gift to the community from the Friends, and it is appreciated. The Town will maintain the pole and the Flag going forward.

Two decaying public shade trees were removed on Park Street, with the wood picked up by community members to use for winter fuel.

On Thursday the 6th, I met with the prudential committee of the Fire District after requesting time on their agenda to discuss the solar credit (Green Lantern) oftaking with them. The prudential committee has stood up a working group to iron out details with the Town before their next prudential committee meeting.

In response to a selectboard inquiry at a previous meeting: The 2022 grant for the electric motorcycle has been reviewed by the chief of police, the Town's grant administrator (bookkeeper), and me. None of us find any provision restricting disposition/sale of the motorcycle, though the "expected measure life" and "project life" were both stated by the police department in its application as being ten (10) years at "a couple of months in the year". The motorcycle requires replacement of a component (control board) before it can be returned to service or marketed. The chief has been authorized to pursue this repair.

In response to a selectboard inquiry between meetings: In January 2025, the Vermont State Police handed 5 emergency calls that required response during the period when Brandon Police were off duty. The officers of the Brandon police department handled 93 calls for service during the month during their on-duty hours.

I had a productive and cordial meeting on Friday the 7th with representatives of the police union to advance the Town's goal of retention of officers. I will report results to the board in executive session as it will entail amending the collective bargaining agreement.

I worked to advance the wastewater permitting for humane society relocation to Brandon (Park Village) and to advance the net metering agreement for oftaking of solar credits from the Novus installation proposed for the Brandon Industrial Park lot owned by the Brandon Industrial Corp.

I wrote and provided the support letter as directed by the selectboard for the SolarFest path, and completed a memorandum of understanding with SolarFest regarding construction, accessibility, and maintenance of the path.

I connected with the Department of Public Safety to do the paperwork required to increase the amount Brandon will receive for its July 2023 flood response from 92.5% to 97.8% [this cost exceeded \$225,000, so a few % points is meaningful].

I worked with the chair of the Brandon Energy Committee to prepare to post the grant-funded (no Town match) Energy Navigator program. This is nearly ready to roll out pending pre-clearance from our insurers to make certain there is no liability being incurred by the Town.

Jackie continues work with the Town's attorneys regarding their letter to incite collection of delinquent taxes. They advise that one of the new provisions of the tax sale legislation is that taxes must be delinquent for more than one year before they are placed in the tax sale process, so no FY24 delinquent taxes will be part of the collection letter or upcoming tax sale.

Tim Kingston has preliminarily interviewed a fourth candidate for the position of wastewater treatment system operator working under our chief operator and assistant chief operator.

Although I was on board-approved leave for several days during this reporting period, to bring one of my daughters on a college visit, I did still have many meetings with town officers, staff, townspeople, a journalist, VLCT, Municibid buyers, and filled a number of requests for information.

Respectfully submitted,



FINANCIAL SNAPSHOT	
Unrestricted / Unassigned Fund Balance	\$482,043
1% (Local Option) Tax Fund Available / Undesignated	\$250,223
Known Grant Matches Not Yet Designated	UNION STREET
Delinquent property taxes (prior years)	\$498,929 (was \$499,888)
Delinquent wastewater (prior years ['over 120 days'])	\$229,036 (was \$211,779)

Account	Budget	Actual	% of Budget
10-4-09 Tax Revenues	3,185,442.00	3,234,669.05	101.55%
10-4-10 Town Administration Reven	1,750.00	13,650.75	780.04%
10-4-11 Assessor Revenues	2,000.00	0.00	0.00%
10-4-12 Code Enforcement Revenues	15,500.00	5,441.00	35.10%
10-4-13 Clerk/Treasurer Revenues	181,170.00	131,385.27	72.52%
10-4-14 Police Dept. Revenues	9,500.00	17,864.41	188.05%
10-4-15 Highway Dept Revenues	181,450.00	348,244.33	191.92%
10-4-17 Intergovernmental Revenue	0.00	7,718.00	100.00%
10-4-18 Recreation Revenues	76,500.00	77,304.30	101.05%
10-4-22 Bldg. & Grounds	11,800.00	33,103.60	280.54%
Total Revenues	3,665,112.00	3,869,380.71	105.57%
10-5-09 Tax Expenditures	5,000.00	0.00	0.00%
10-5-10 Town Administration 10	415,005.00	260,590.98	62.79%
10-5-11 Assessor	41,190.00	20,794.18	50.48%
10-5-12 Code Enforcement 12	52,565.00	31,687.90	60.28%
10-5-13 Town Clerk 13	226,580.00	134,731.96	59.46%
10-5-14 Police Dept 14	856,400.00	626,739.67	73.18%
10-5-15 Highway 15	755,155.00	554,351.26	73.41%
10-5-17 Intergovernmental 17	255,235.00	177,533.07	69.56%
10-5-18 Recreation	186,088.20	144,346.93	77.57%
10-5-19 Debt Service 19	231,350.00	207,614.21	89.74%
10-5-21 Economic Develop. 21	50,341.00	24,683.16	49.03%
10-5-22 Bldgs. & Grounds	253,972.00	127,254.66	50.11%
Total Expenditures	3,328,881.20	2,310,327.98	69.40%
Total 10 General Fund	336,230.80	1,559,052.73	
Total All Funds	336,230.80	1,559,052.73	



February 10, 2025

Brandon Idol is back with the country music concert this Friday. Doors open at 6:30pm show starts at 7:00. 15 singers backed by the Brandon Idol Band. Drink service by Mae's Place, Concessions by Dallas Ladd.

Bounce House Karaoke, A collaboration with Colleen Wright Events, has been moved to March 1st 4pm – 6pm. Kids can Sing and Bounce!

A local theatre group, One Room Theatrics, is using the town hall stage for a a stage play called Private Peacefull on February 20, 21 & 22. Tickets are available at the parmaountvt.org.

Respectfully submitted,

Bill Moore



I request that the select board consider a boundary line adjustment for town owned land on Jones Drive.

The prospective owners of the former Ultravation Building (Map # 6-1-58.15), The Rutland County Humane Society, alerted the Town that property that was thought to be included with the property is actually owned by the Town. Their representative, Mei Mei Brown, discovered this as a part of their acquisition of this building that has been empty since Ultravation moved operations to the Brandon Industrial Park.

The property was given to the Town by the State of Vermont after the closing of the Brandon State School in 1993. The property in question has been maintained by the subsequent owners of the parcel directly west of what was to have been Faivre Circle, an access road that was never constructed. The road that provides the access to the Rutland County Parent Child Center building (Map #6-1-58.04) has since had their **privately maintained road** access addressed as Faivre Circle. The **privately maintained road** that has historically provided access to building J (Map #6-1-58.10) and building K (Map #6-1-58.11) is called Jones Drive on E-911 Maps. The town *does* maintain Jones Drive that runs from where it meets Mulchay Drive to where it starts at New Road (as a part of the main loop that is the Park Village Complex).

My suggestion to the board is to:

- Adjust boundary line to reflect the squaring off the building K (Map #6-1-58.11) parcel
- Adjust the boundary line for the Rutland County Humane Society (Map # 6-1-58.15) parcel to trace the edge of the 50' right of way that is the privately maintained portion of Jones Drive which would remain Town owned.

Things to consider:

- The Town has not maintained that parcel; it has been suggested that a case for adverse possession could be made by the property owners.
- The return of this 0.54 acres to the property owners will increase the potential taxable grand list HOWEVER, the Rutland County Humane Society is a non-profit that does not have to pay property taxes per 32 V.S.A. § 3802(4).



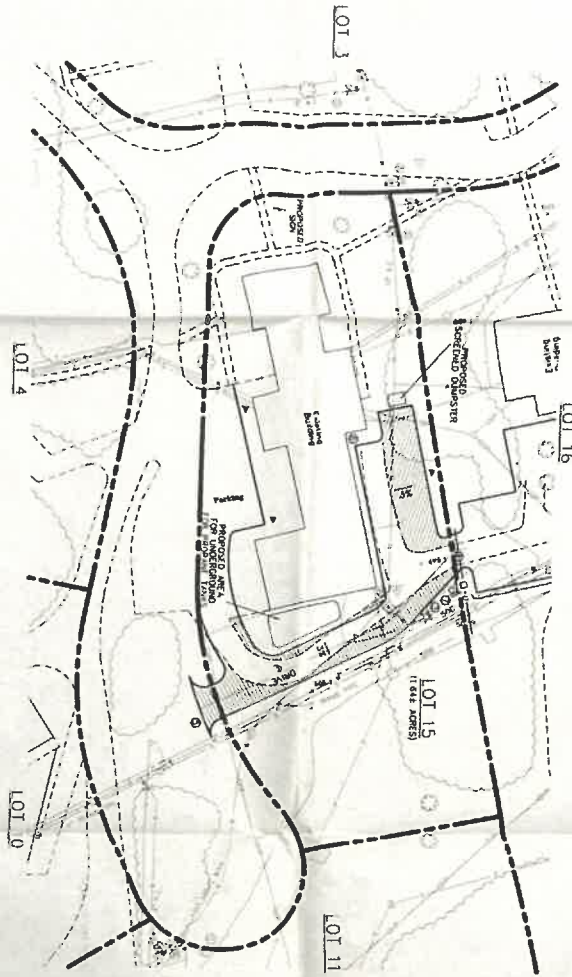
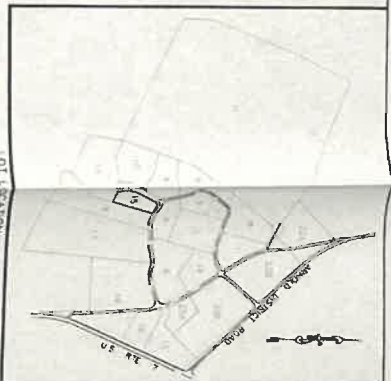
FOREST PARK VILLAGE

BRANDON, VERMONT

Prepared by:
BRUNO ASSOCIATES INC. P.C.
 Engineers, Planners & Surveyors
 P.O. Box 201, The Mill, Route 4 East
 Brandon, Vermont 05733
 Phone: (802) 251-7543 Fax: (802) 251-9833

in Association with
THE CAVENDISH PARTNERSHIP, INC.
 Architects
 100 North Main Street, Suite 200
 Brandon, Vermont 05733
 Phone: (802) 251-7500 Fax: (802) 251-1144

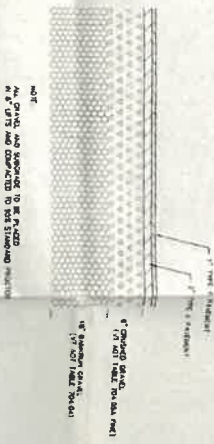
See map located just below this sheet
 for Project's Projected Site



PERMIT PLAN
 -NOT FOR CONSTRUCTION-

- LEGEND
- PROPOSED PARKING
 - STAKED LOT BOUNDARY
 - STAKED LOT BOUNDARY (BY)

TYPICAL PAVEMENT SECTION



- NOTES**
- 1) EXISTING WATER AND SEWER TO REMAIN UNCHANGED
 - 2) ADDITIONAL STAKE PLACEMENT TO SHOW EXISTING AND PROPOSED
 - 3) RELOCATE HYDRANT QUANTITY TO CLEAR NEW SEWER LINE AND 3' FROM EDGE OF ROAD
 - 4) CONDUCT INTERCONNECTION BETWEEN EXISTING AND PROPOSED SERVICES
 - 5) WATER TO PROPOSED OUTLET SHALL
 - 6) HOLD EXISTING STRUCTURE TO REMAIN UNLESS OTHERWISE NOTED
 - 7) RECONSTRUCT ACCESS TO EXISTING PARKING AREA (EXISTING ACCESS TO MAIN FROM BUILDING AND DRIVWAY)

ADDITIONAL NOTES

THE USER SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AGENCIES AND AGENCIES OF THE STATE OF VERMONT. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AGENCIES AND AGENCIES OF THE STATE OF VERMONT. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AGENCIES AND AGENCIES OF THE STATE OF VERMONT.

LEGEND

Symbol	Description
	PROPOSED CURB
	WATER
	SEWER
	UTILITY POLE
	1\"/>

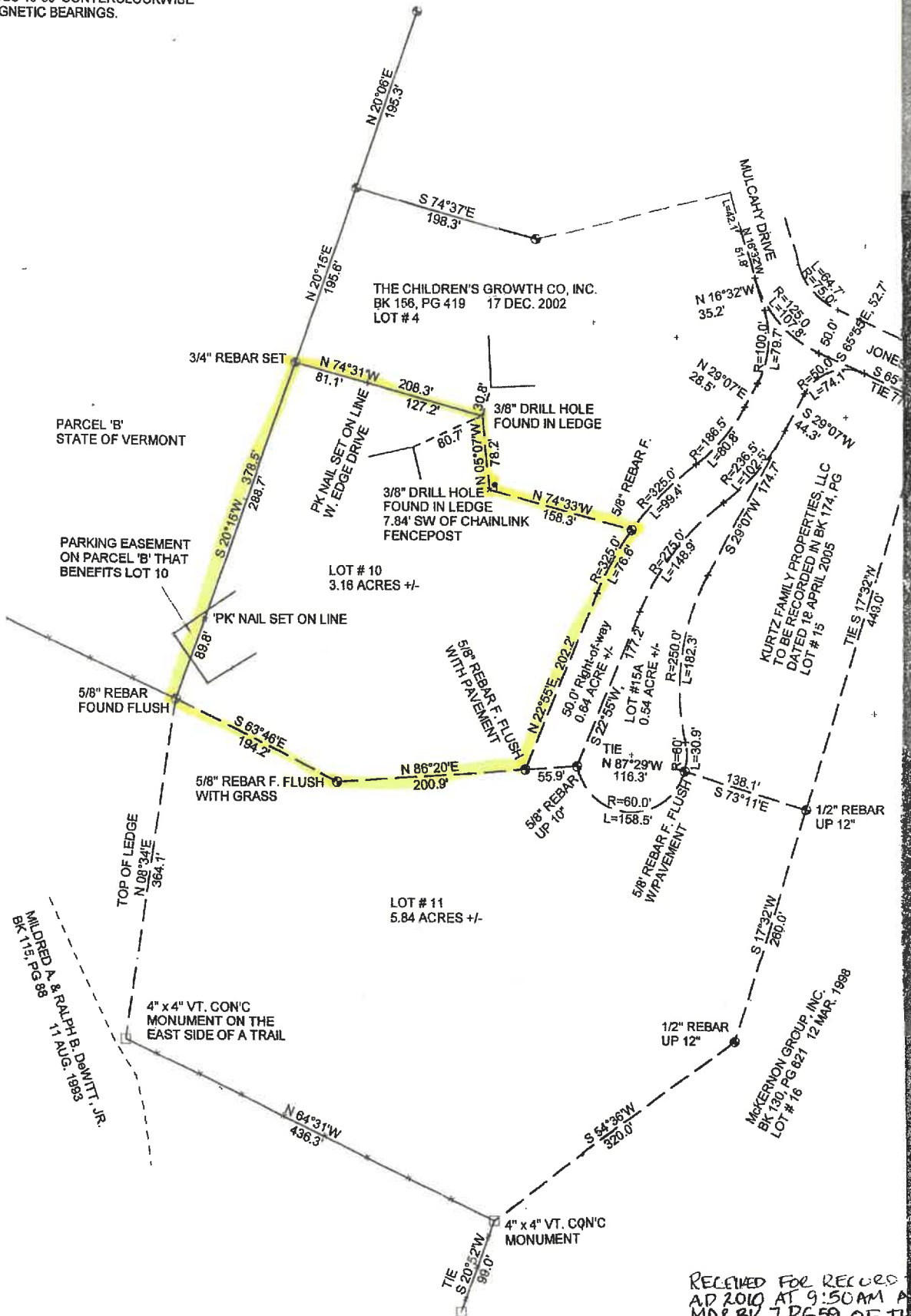
Lot #15 Site Plan



15

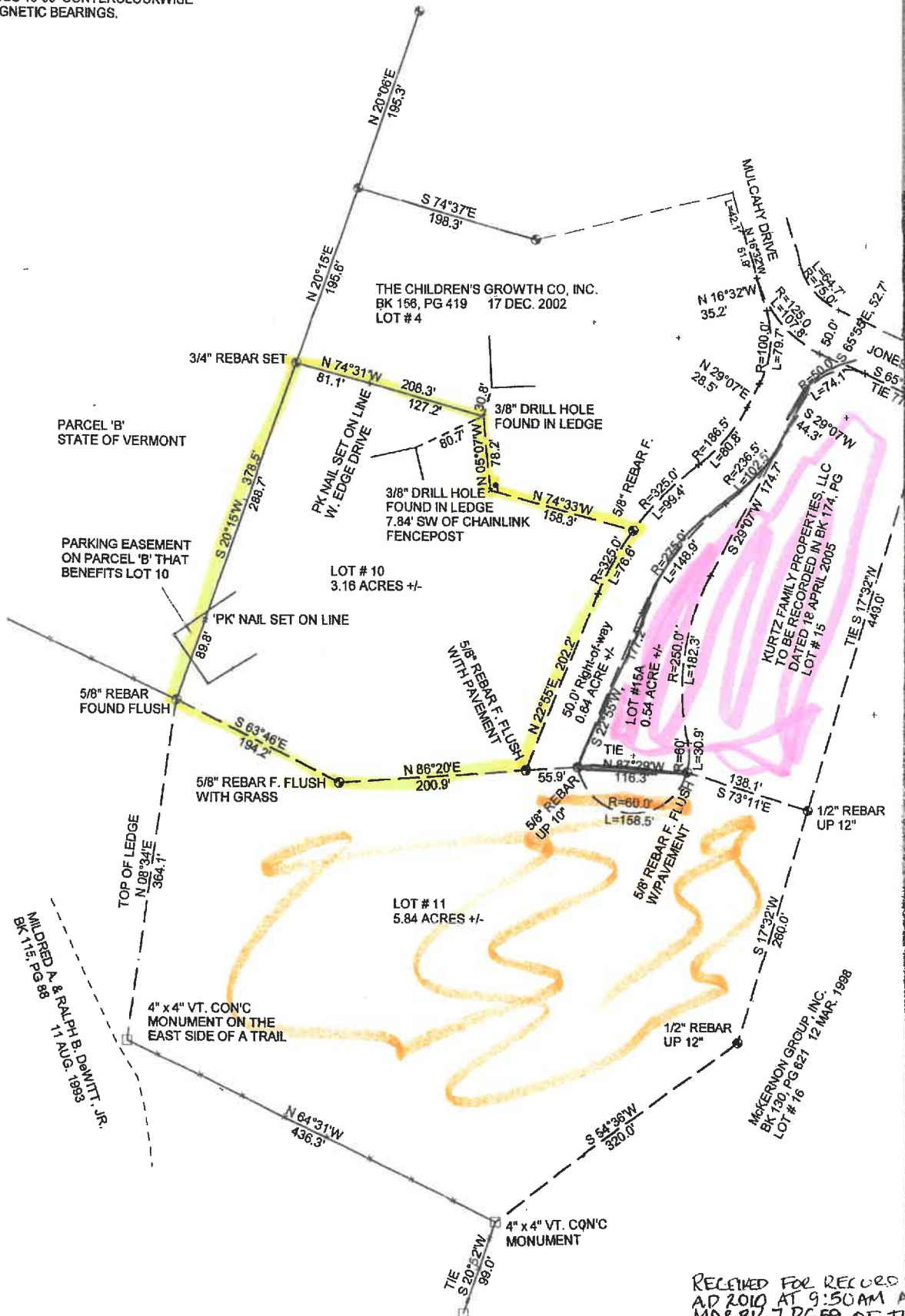
Existing

ARE BASED ON A
 BRUNO ASSOC, INC.
 DIVISION OF LOTS 4, 10, 11 & 15
 2001 FILED IN MAP BOOK 5, PG 38
 LANDON LAND RECORDS.
 THESE BEARINGS 13-59' COUNTERCLOCKWISE
 CORRECT MAGNETIC BEARINGS.



Proposed

ARE BASED ON A
 BRUNO ASSOC, INC.
 DIVISION OF LOTS 4, 10, 11 & 15
 2001 FILED IN MAP BOOK 5, PG 38
 LANDON LAND RECORDS.
 THESE BEARINGS 13-59° COUNTERCLOCKWISE
 CORRECT MAGNETIC BEARINGS.



RECEIVED FOR RECORD
 APR 20 2010 AT 9:50 AM A
 MAP BOOK 1 PG 59 OF THE
 ATTEST: *William*
 TOWN

FORM PVR-317 Instructions

Vermont Property Tax Public, Pious, or Charitable Exemption

General Information

Please print in **BLUE** or **BLACK** ink only.

NOTE: This form is not necessary if it can be determined that the property is statutorily exempt under the current statute.

Statutory Authority

Vermont law provides certain exemptions from property taxation in Vermont Statutes Annotated, Title 32, Chapter 125. Tax exemption statutes must be strictly construed against the party claiming the exemption. The most often cited exemption is for property granted, sequestered, or used for public, pious, or charitable uses under 32 V.S.A. § 3802(4).

Primary Use

The analysis for determining whether property is exempt under 32 V.S.A. § 3802(4) as a public, pious, or charitable use begins with an identification of the primary use of the property. *American Museum of Fly Fishing, Inc. v. Town of Manchester*, 151 Vt. 103, 110 (1989) (finding that “the crucial factor is the primary use to which the property is put”). “Primary use” refers to the “direct and immediate use” of the property as distinguished from a “remote” or “incidental” use. *Gifford Hospital v. Town of Randolph*, 119 Vt. 66, 72 (1955).

Public, Pious, and Charitable Use Test

All three of the following conditions must exist for the public, pious, or charitable use exemption under 32 V.S.A. § 3802(4) to apply:

1. The property must be dedicated unconditionally to public use;
2. The primary use must directly benefit an indefinite class of persons who are part of the public, and must also confer a benefit on society as a result of the benefit conferred on the persons directly served; and
3. The property must be owned and operated on a not for profit basis.

American Museum of Fly Fishing, 151 Vt. at 110.

Exemption Limitations

Even if the above conditions are met, Vermont law at 32 V.S.A. § 3832 limits exemption from taxation for certain uses of property including:

- **Health and Recreational Uses**

Property that is used primarily for health or recreational purposes if it is one of the types of property listed below. To be exempt, the property must be either: (A) buildings and land owned and occupied by a health, recreation, and fitness organization that is exempt from taxation under 26 U.S.C. § 501(c)(3), that uses its **income entirely** for its exempt purposes; **and** that promotes exercise and healthy lifestyles for the community **and** serve citizens of all income levels; or

(B) real and personal property operated on a nonprofit basis, but not necessarily by the same entity, and which, in the most recent calendar year, provided facilities to local public schools for a sport officially recognized by the Vermont Principals' Association. 32 V.S.A. § 3832(7) (Amended 1959, No. 187; 1965, No. 71; 2013, No. 174 (Adj. Sess.), § 55, eff. Jan. 1, 2015; 2017, No. 113 (Adj. Sess.), § 187.); *see, e.g., Central Vermont Hospital v. Town of Berlin*, 164 Vt. 456 (1995); *Middlebury College v. Town of Hancock*, 147 Vt. 259 (1986); *In re Aloha Found., Inc.*, 134 Vt. 239, 240 (1976).

- **Religious Society Property**

Property owned or kept by a religious society is only exempt as a pious use if it is used as a church edifice, a parsonage, the outbuildings of the church edifice or parsonage, a building used as a convent, school, orphanage, home, or hospital, land adjacent to any of the buildings named in this subsection, kept and used as a parking lot not used to produce income, lawn, playground, or garden and the so-called glebe lands. 32 V.S.A. § 3832(2); *see, e.g., Our Lady of Ephesus House v. Town of Jamaica*, 178 Vt. 35, 41 (2005); *In re Abbey Church*, 145 Vt. 227, (1984). Note that 32 V.S.A. § 3802(4) exempts “real property owned by churches or church societies or conferences and used as parsonages and personal property therein used by ministers engaged in full time work in the care of the churches of their fellowship within the state.” 32 V.S.A. § 3802(4).

- **Native American / American Indian Tribes** as listed in 1 V.S.A. Chapter 23

32 V.S.A. § 3832(21) Real and personal property owned by a Native American tribe that has been recognized pursuant to 1 V.S.A. Chapter 23 or owned by a nonprofit organization that is organized for the tribe's benefit and controlled by the tribe, provided the property is used for purposes of the tribe and is not leased or rented for profit.

Who Decides Whether the Property is Exempt?

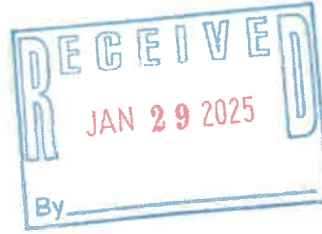
Listers/Assessors make the initial determination of whether a parcel is eligible for exemption from taxation. This document is designed to help the property owner gather the information and documents necessary to present to the local listers/assessor. An appeal from the listers/assessor's decisions goes to the Board of Civil Authority. From there, it goes to the superior court. The superior court's decision may ultimately be appealed to the Vermont Supreme Court. As noted above, the Vermont Supreme Court has held that “[a]n exemption will be strictly construed against the party claiming it, and any doubts as to its application will be interpreted against the exemption. Exemption statutes must be construed reasonably, and not in a manner that defeats the purposes of the statute.” *American Museum of Fly Fishing*, 151 Vt. at 108. It is therefore very important that the property owner provide clear and detailed information regarding the property and its uses.

Form PVR-317 requests information regarding the ownership and use of the property for which an exemption is being sought. Attach additional pages as necessary to fully respond to each question.

Complete this application and send it to your local listers/assessor's office.

Jan 9, 2025

Sue Gage, Town Clerk
Seth Hopkins, Select Board Chair
Town of Brandon
49 Center St
Brandon, VT 05733



Dear Sue:

I'm writing to request permission from the town of Brandon to use certain roadways during the **Vermont Gran Fondo cycling event, which will take place on Saturday, June 28th, 2025**. Brandon is one of 22 towns through which ~450 cyclists will pass over an eight-hour timeframe. The Vermont Department of Public Safety requires us to gain permission from each town and notify each town's police/sheriff department and EMS/ambulance service.

We will sign roadways and busy intersections to ensure the safety of event participants and caution/notify residents and motorists of the event and that there will be riders on the road. We will have support from local sheriff departments and Vermont State Police to manage significant intersections.

We will obtain insurance coverage for the event and provide a certificate of insurance showing proof of coverage.

The event will start and finish at the Bristol Rec Fields in Bristol. The event website, www.VermontGranFondo.com, provides links to each route.

Riders on the Gran-X, Gran, and Medio routes will:

- will climb Brandon Gap from the Rochester side on Rt 73
- then descend Rt 73 into Forest Dale
- and onto Rt 53 towards Salisbury.

If you need more information, please let me know.

I would appreciate your earliest response, allowing me time to complete state-level permissions.

Best regards,

Todd Warnock
Event Director, Vermont Gran Fondo
PO Box 241
Bristol, Vermont 05443
(802) 377 7871
todd@vermontgranfondo.com

CONSENT FORM

The Town of Brandon authorizes using its roadways for the Vermont Gran Fondo on Saturday, June 28th, 2025.

Signature

Printed Name

Title

Date

Please return by scan/email to todd@vermontgranfondo.com or with the supplied return envelope.

Form PVR-4155
CERTIFICATE - NO APPEAL OR SUIT PENDING

We hereby certify that on this date there are not any appeals pending from action of the Listers nor suits pending to recover taxes paid under protest relating to the April 1, 2024 grand list of Brandon, Vermont.

Given under our hands at Brandon in the County of Rutland, State of Vermont, this 4th day of February, 2025.

Listers

USA A. JM

Assessor / NEMRC

Selectboard

Attested this _____ day of _____, _____.

_____, Town Clerk

Attach to final grand list lodged with the town clerk.

32 V.S.A. § 4155. Certificate and attestation - No appeal or suit pending

When no statutory appeal as provided by law from the appraisal of the listers and no suit to recover taxes paid under protest is pending on the first Tuesday of February following such lodgment, the selectboard and listers of a town or the mayor and assessors of a city shall endorse a certificate to that effect upon the grand list and the same shall be attested by the town or city clerk with the date of such attestation.

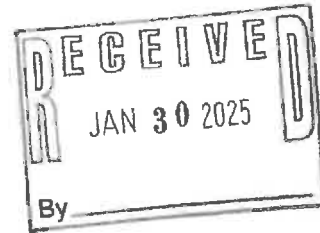
32 V.S.A. § 4156. After appeal and suit determined

When any such appeal or suit is then pending, such certificate shall be made as soon as such appeal or suit has been finally determined.

32 V.S.A. § 4157. Effect of such certificate

From the date of endorsing such certificate upon the grand list as aforesaid to the effect that no such appeal or suit is pending, when offered in evidence in any court in this state, such list shall be received as a legal grand list of such town or city and its validity shall not be put in issue by any party to any action in any hearing or trial in any court.

Sandy Mayo
4 Conant Square
Brandon, Vt 05733



To whom this may concern

This is a complaint against Tim Guiles, member of the Brandon Selectboard.

At the Jan 27th Selectboard meeting Tim Guiles yelled at me. This is what happened.

I raised my hand to speak.

The Chair, Doug Bailey, called on me and I stood up to speak.

Tim Guiles immediately yelled at me which was an insult in itself, everyone heard him! He said the Town Manager, Seth Hopkins, was still speaking. I stopped and looked at the Chair, as if to say I am supposed to speak or what?

Before Doug could figure out what to say, I apologized to Tim, saying the Chair called on me and I thought that meant it was my turn.

I turned to Seth and apologized to him as well and he nodded, he understood it was a mistake.

It's the tone of Tim's voice that really startled me. He has acted out like this before to myself and other women as well.

Others make mistakes who do not get yelled at like this. Also, people seeing this kind of behavior are inhibited to speak up themselves.

I am crushed. I am a property owner, a tax payer(current w/my taxes), and a registered voter. I do not need this type of treatment from my public officials.

I want this to be the last time I attend a Selectboard meeting as long as Tim Guiles remains on Brandon's Selectboard.

I am sending a copy to the Exec. Director of the Ethics Commission.

Sandy Mayo

A handwritten signature in black ink that appears to read "Sandy Mayo". The signature is written in a cursive, somewhat stylized font.

Cc: Christinia Sivret ethicscommission.vermont.gov
Cc: Todd Nielson 115 State St Montpelier 05633

Sec. 22. 24 V.S.A. chapter 60 is added to read:

CHAPTER 60. MUNICIPAL CODE OF ETHICS

§ 1991. DEFINITIONS

As used in this chapter:

(1) “Advisory body” means a public body that does not have supervision, control, or jurisdiction over legislative, quasi-judicial, tax, or budgetary matters.

(2) “Candidate” and “candidate’s committee” have the same meanings as in 17 V.S.A. § 2901.

(3) “Commission” means the State Ethics Commission established under 3 V.S.A. chapter 31, subchapter 3.

(4) “Confidential information” means information that is exempt from public inspection and copying under 1 V.S.A. § 315 et seq. or is otherwise designated by law as confidential.

(5) “Conflict of interest” means a direct or indirect interest of a municipal officer or such an interest, known to the officer, of a member of the officer’s immediate family or household, or of a business associate, in the outcome of a particular matter pending before the officer or the officer’s public body, or that is in conflict with the proper discharge of the officer’s duties. “Conflict of interest” does not include any interest that is not greater than that of other individuals generally affected by the outcome of a matter.

(6) “Department head” means any authority in charge of an agency, department, or office of a municipality.

(7) “Designated complaint recipient” means:

(A) a department head or employee specifically designated or assigned to receive a complaint that constitutes protected activity, as set forth in section 1997 of this title;

(B) a board or commission of the State or a municipality;

(C) the Vermont State Auditor;

(D) a State or federal agency that oversees the activities of an agency, department, or office of the State or a municipality;

(E) a law enforcement officer as defined in 20 V.S.A. § 2358;

(F) a federal or State court, grand jury, petit jury, law enforcement agency, or prosecutorial office;

(G) the legislative body of the municipality, the General Assembly or the U.S. Congress; or

(H) an officer or employee of an entity listed in this subdivision (7) when acting within the scope of the officer’s or employee’s duties.

(8) “Domestic partner” means an individual in an enduring domestic relationship of a spousal nature with the municipal officer, provided the individual and municipal officer:

(A) have shared a residence for at least six consecutive months;

- (B) are at least 18 years of age;
- (C) are not married to or considered a domestic partner of another individual;
- (D) are not related by blood closer than would bar marriage under State law; and
- (E) have agreed between themselves to be responsible for each other's welfare.

(9) "Illegal order" means a directive to violate, or to assist in violating, a federal, State, or local law.

(10) "Immediate family" means an individual's spouse, domestic partner, or civil union partner; child or foster child; sibling; parent; or such relations by marriage or by civil union or domestic partnership; or an individual claimed as a dependent for federal income tax purposes.

(11) "Legislative body" means the selectboard in the case of a town, the mayor, alderpersons, and city council members in the case of a city, the president and trustees in the case of an incorporated village, the members of the prudential committee in the case of a fire district, and the supervisor in the case of an unorganized town or gore.

(12) "Municipal officer" or "officer" means:

- (A) any member of a legislative body of a municipality;
- (B) any member of a quasi-judicial body of a municipality; or
- (C) any individual who holds the position of, or exercises the function of, any of the following positions in or on behalf of any municipality:
 - (i) advisory budget committee member;
 - (ii) auditor;
 - (iii) building inspector;
 - (iv) cemetery commissioner;
 - (v) chief administrative officer;
 - (vi) clerk;
 - (vii) collector of delinquent taxes;
 - (viii) department heads;
 - (ix) first constable;
 - (x) lister or assessor;
 - (xi) mayor;
 - (xii) moderator;
 - (xiii) planning commission member;
 - (xiv) road commissioner;
 - (xv) town or city manager;
 - (xvi) treasurer;
 - (xvii) village or town trustee;
 - (xviii) trustee of public funds; or
 - (xix) water commissioner.

(13) "Municipality" means any town, village, or city.

(14) "Protected employee" means an individual employed on a permanent or limited status basis by a municipality.

(15) "Public body" has the same meaning as in 1 V.S.A. § 310.

(16) "Retaliatory action" includes any adverse performance or disciplinary action, including discharge, suspension, reprimand, demotion, denial of promotion, imposition of a performance warning period, or involuntary transfer or reassignment; that is given in retaliation for the protected employee's involvement in a protected activity, as set forth in section 1997 of this title.

§ 1992. CONFLICTS OF INTEREST

(a) Duty to avoid conflicts of interest. In the municipal officer's official capacity, the officer shall avoid any conflict of interest or the appearance of a conflict of interest. The appearance of a conflict shall be determined from the perspective of a reasonable individual with knowledge of the relevant facts.

(b) Recusal.

(1) If a municipal officer is confronted with a conflict of interest or the appearance of one, the officer shall immediately recuse themselves from the matter, except as otherwise provided in subdivisions (2) and (5) of this subsection, and not take further action on the matter or participate in any way or act to influence a decision regarding the matter. After recusal, an officer may still take action on the matter if the officer is a party, as defined by section 1201 of this title, in a contested hearing or litigation and acts only in the officer's capacity as a member of the public. The officer shall make a public statement explaining the officer's recusal.

(2)(A) Notwithstanding subdivision (1) of this subsection (b), an officer may continue to act in a matter involving the officer's conflict of interest or appearance of a conflict of interest if the officer first:

(i) determines there is good cause for the officer to proceed, meaning:

(I) the conflict is amorphous, intangible, or otherwise speculative;

(II) the officer cannot legally or practically delegate the matter; or

(III) the action to be taken by the officer is purely ministerial and does not involve substantive decision-making; and

(ii) the officer submits a written nonrecusal statement to the legislative body of the municipality regarding the nature of the conflict that shall:

(I) include a description of the matter requiring action;

(II) include a description of the nature of the potential conflict or actual conflict of interest;

(III) include an explanation of why good cause exists so that the municipal officer can take action in the matter fairly, objectively, and in the public interest;

(IV) be written in plain language and with sufficient detail so that the matter may be understood by the public; and

(V) be signed by the municipal officer.

(B) Notwithstanding subsection (A) of this subdivision (2), a municipal officer that would benefit from any contract entered into by the municipality and the officer, the officer's immediate family, or an associated business of the officer or the officer's immediate family, and

whose official duties include execution of that contract, shall recuse themselves from any decision-making process involved in the awarding of that contract.

(C) Notwithstanding subsection (A) of this subdivision (2), a municipal officer shall not continue to act in a matter involving the officer's conflict of interest or appearance of a conflict of interest if authority granted to another official or public body elsewhere under law is exercised to preclude the municipal officer from continuing to act in the matter.

(3) If an officer's conflict of interest or the appearance of a conflict of interest concerns an official act or actions that take place outside a public meeting, the officer's nonrecusal statement shall be filed with the clerk of the municipality and be available to the public for the duration of the officer's service plus a minimum of five years.

(4) If an officer's conflict of interest is related to an official municipal act or actions considered at a public meeting, the officer's nonrecusal statement shall be filed as part of the minutes of the meeting of the public body in which the municipal officer serves.

(5) If, at a meeting of a public body, an officer becomes aware of a conflict of interest or the appearance of a conflict of interest for the officer and the officer determines there is good cause to proceed, the officer may proceed with the matter after announcing and fully stating the conflict on the record. The officer shall submit a written nonrecusal statement pursuant to subdivision (2) of this subsection within five business days after the meeting. The meeting minutes shall be subsequently amended to reflect the submitted written nonrecusal statement.

(c) Authority to inquire about conflicts of interest. If a municipal officer is a member of a public body, the other members of that body shall have the authority to inquire of the officer about any possible conflict of interest or any appearance of a conflict of interest and to recommend that the member recuse themselves from the matter.

(d) Confidential information. Nothing in this section shall require a municipal officer to disclose confidential information or information that is otherwise privileged under law.

§ 1993. PROHIBITED CONDUCT

(a) Directing unethical conduct. A municipal officer shall not direct any individual to act in a manner that would:

(1) benefit a municipal officer in a manner related to the officer's conflict of interest;

(2) create a conflict of interest or the appearance of a conflict of interest for the officer or for the directed individual; or

(3) otherwise violate the Municipal Code of Ethics as described in this chapter.

(b) Preferential treatment. A municipal officer shall act impartially and not unduly favor or prejudice any person in the course of conducting official business. An officer shall not give, or represent an ability to give, undue preference or special treatment to any person because of the person's wealth, position, or status or because of a person's personal relationship with the officer, unless otherwise permitted or required by State or federal law.

(c) Misuse of position. A municipal officer shall not use the officer's official position for the personal or financial gain of the officer, a member of the officer's immediate family or household, or the officer's business associate.

(d) Misuse of information. A municipal officer shall not use nonpublic or confidential information acquired during the course of official business for personal or financial gain of the officer or for the personal or financial gain of a member of the officer's immediate family or household or of an officer's business associate.

(e) Misuse of government resources. A municipal officer shall not make use of a town's, city's, or village's materials, funds, property, personnel, facilities, or equipment, or permit another person to do so, for any purpose other than for official business unless the use is expressly permitted or required by State law; ordinance; or a written agency, departmental, or institutional policy or rule. An officer shall not engage in or direct another person to engage in work other than the performance of official duties during working hours, except as permitted or required by law or a written agency, departmental, or institutional policy or rule.

(f) Gifts.

(1) No person shall offer or give to a municipal officer or candidate, or the officer's or candidate's immediate family, anything of value, including a gift, loan, political contribution, reward, or promise of future employment based on any understanding that the vote, official action, or judgment of the municipal officer or candidate would be, or had been, influenced thereby.

(2) A municipal officer or candidate shall not solicit or accept anything of value, including a gift, loan, political contribution, reward, or promise of future employment based on any understanding that the vote, official action, or judgment of the municipal officer or candidate would be or had been influenced thereby.

(3) Nothing in subdivision (1) or (2) of this subsection shall be construed to apply to any campaign contribution that is lawfully made to a candidate or candidate's committee pursuant to 17 V.S.A. chapter 61 or to permit any activity otherwise prohibited by 13 V.S.A. chapter 21.

(g) Unauthorized commitments. A municipal officer shall not make unauthorized commitments or promises of any kind purporting to bind the municipality unless otherwise permitted by law.

(h) Benefit from contracts. A municipal officer shall not benefit from any contract entered into by the municipality and the officer, the officer's immediate family, or an associated business of the officer or the officer's immediate family, unless:

(1) the benefit is not greater than that of other individuals generally affected by the contract;

(2) the contract is a contract for employment with the municipality;

(3) the contract was awarded through an open and public process of competitive bidding; or

(4) the total value of the contract is less than \$2,000.00