

TOWN OF  
*Brandon*  
VERMONT



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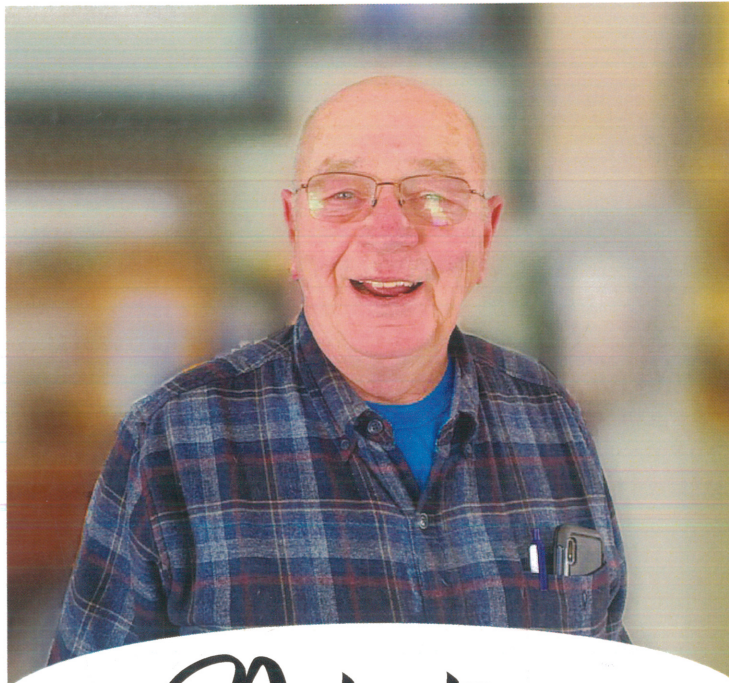


158th ANNUAL REPORT

*Including the Otter Valley  
Unified Union School Report*







## *Dedication*

SETH R. CLIFFORD

To contribute a season of service to one's community should be a desire of every good citizen. To sustain that service over several years or even a decade is admirable, but a half-century demonstrates exceedingly rare dedication. This past November, for the first time since he was elected in 1966, Seth Clifford's name did not appear on the ballot for justice of the peace. Seth's 54 years of service as a JP and member of the board of civil authority would be remarkable on their own, but in fact are just a portion of what he has given to the Town of Brandon during a lifetime of selfless devotion.

The Clifford family owned a Brandon business of many years' standing, and Seth's youth included working there and at Basin Harbor Club before attending business school in Boston. Seth and his wife of more than 53 years Kerry (Allen) raised four children in Brandon: Cara, Derrick, Seth C., and Amity. Many Brandon folks have fond memories of Seth & Kerry's decades in Brandon retail, running their Sears Catalogue store and Brandon National 5 & 10 Store. Photos with Santa at the Cliffords' store were a highlight of the Christmas season in Brandon.

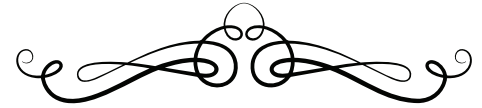
Seth's tireless contributions to our town include co-founding the Brandon Area Rescue Squad; a dozen years as a Mason and Rotarian; 30 years of driving school bus for Otter Valley students (he can park a bus anywhere!); 20 years as a volunteer firefighter; 50 years as treasurer of Brandon Fire District No. 1; and service as fence viewer and selectman including chair of the board. Seth has been called upon to act as legal guardian for folks in need, and truly exemplifies a "see a need, fill a need" attitude toward his community.

For packing several lifetimes of service to Brandon into one action-filled journey; for graciously sharing 80 years of wisdom with those fortunate to serve alongside him; and for his many exemplary personal attributes, the Brandon Selectboard is privileged to dedicate this year's book of town reports to Seth Clifford.





## **The 158th Annual Report of the Town of Brandon, Vermont**



### ***Welcome to Your Town Report***

***The Select Board hopes you find value in the “new look” of the Brandon town report. For the last few years, we have worked to increase the amount of information we provide. This year we are trying to present this information in a way that is more clear and useful to the taxpayers and voters. We have surveyed other Vermont town reports for best practices and have tailored those to fit our community.***

***We are especially pleased to be collaborating with the school district to again include the school report for the first time since adoption of the Act 46 school board reform by the Otter Valley towns.***

***The goal generally is for the town report to be a resource you can turn to throughout the year. We welcome your suggestions and will continue our efforts to deliver the most transparent and complete information to you. In that way, we hope to foster well-informed participation in self-government.***

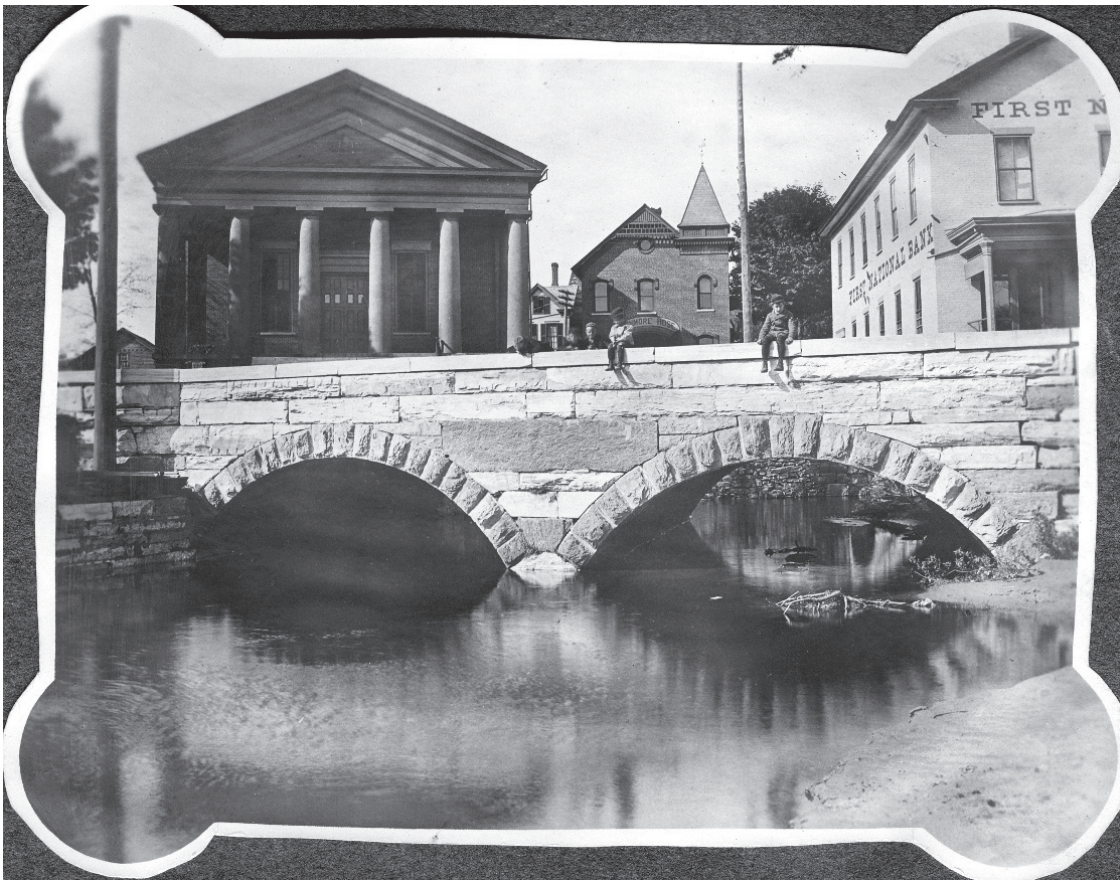
***Very respectfully,  
Select Board of Brandon***



## ***Town Meeting Procedures 2021***

As authorized by the Vermont Legislature, **the Town of Brandon will hold its 2021 annual informational meeting using the Zoom online meeting platform at 7PM on Monday, March 1, 2021. No votes will be taken at this meeting.** There is no physical meeting location where the public may attend. To attend and participate in the Town's annual informational meeting by Zoom, look at the instructions at the top of the meeting warning on page 5. The 2021 evening meeting will consist of a budget presentation by the selectboard and a presentation regarding proposed upgrades to the wastewater treatment plant. No voting will occur at this information-only meeting.

There are no public questions in Brandon this year. **All 2021 town meeting voting will be by Australian (paper) ballot, and these ballots will be mailed to every registered voter in advance of the town meeting.** Please return your ballot by mail or drop it off at the town office. Those choosing to vote in person may vote at the American Legion, 550 Franklin St, from 10AM to 7PM on Tuesday, March 2, 2021.



### **NOTICE OF AVAILABILITY**

In accordance with 24 V.S.A §1682(a)(2) and the affirmative vote at the Brandon Annual Town Meeting on March 6, 2006, the Town hereby gives notice that the independent audit for fiscal year 6/30/2020 conducted by RHR Smith & Company, CPA's is available in the Town Offices located at 49 Center Street. A complete copy may be requested by contacting the Town Office at 802-247-3635, or may be accessed on the website [townofbrandon.com](http://townofbrandon.com).



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# Town Officers

## SELECT BOARD (5)

**Doug Bailey** (retiring from board this Town Meeting)

**Brian Coolidge**

bcoolidge@townofbrandon.com

1227 McConnell Rd; Call or text (802) 345-8961

**Tim Guiles**

tguiles@townofbrandon.com

44 Carver St; Call or text (802) 279-2168

**Seth Hopkins (board chair)**

shopkins@townofbrandon.com

52 Park St; Call or text (802) 247-3300

**Tracy Wyman**

twyman@townofbrandon.com

114 Wyman Rd; Call (802) 247-5748

## JUSTICES OF THE PEACE (12)

*The following JPs officiate at weddings*

**Bruce Blanch (R)**

blanchedge@aol.com (802) 558-5449

**Kathy Clark (D)**

kdclark23@yahoo.com

**Bertram "Bud" Coolidge (R)**

bjcool3@comcast.net (802) 247-6512

**Hillary Knapp (I)**

hillary.knappy@gmail.com (802) 558-2345

**Bill Moore (D)**

bmoore@townofbrandon.com (802) 774-8135

**Marge Munger (R)**

scottmar1@myfairpoint.net (802) 247-6708

**John Peterson (D)**

john.peterson@ottertin.com (802) 247-3280

**Laura Peterson (D)**

laura@redmudboots.com (802) 247-3280

**Joan Thomas (R)**

(802) 236-5837

*The following JPs do not officiate at weddings*

**Bob Clark (D)**

misterclark09@yahoo.com

**Seth Hopkins (R)**

oskarhop@me.com (802) 247-3300

**Wendy Rowe Feldman (I)**

wendy@rowerealestate.com (802) 236-9112

## VT STATE REPRESENTATIVES (2)

**Rep. Stephanie Zak Jerome (D)**

515 Wheeler Rd, Brandon 05733

sjerome@leg.state.vt.us

(802) 683-8209

**Rep. Charles "Butch" Shaw (R)**

910 Markowski Rd, Florence 05744

bshaw@leg.state.vt.us

(802) 483-2398

## VERMONT STATE SENATORS (3)

**Sen. Brian Collamore (R)**

124 Patricia Ln, Rutland 05701

bcollam@aol.com

(802) 773-1365

**Sen. Cheryl Hooker (D/P)**

115 State ST., Montpelier, VT 05663-5301

chooker@leg.state.vt.us

(802) 353-7288

**Sen. Joshua Terenzini (R)**

332 Killington Ave, Rutland 05701

joshua.terenzini@gmail.com

(802) 353-7749

## GOVERNOR OF VERMONT

**Governor Phil Scott (R)**

109 State Street Pavilion, Montpelier 05609

(802) 828-3333

Email via: <https://governor.vermont.gov/email>

## REPRESENTATIVE TO U.S. CONGRESS (1)

**Congressman Peter Welch (D)**

128 Lakeside Ave Suite 235, Burlington 05401

(802) 652-2450

Email via: <https://welch.house.gov/contact>

## U.S. SENATORS (2)

**U.S.Sen. Patrick Leahy (D)**

199 Main St 4th Floor, Burlington 05401

(802) 863-2525

Email via: <https://www.leahy.senate.gov/contact>

**U.S.Sen. Bernie Sanders (I)**

1 Church St 3rd Floor, Burlington 05401

(802) 862-0697

Email via: <https://www.sanders.senate.gov/contact/>



# 2021 Warning

## WARNING FOR EVENING MEETING - MARCH 1, 2021

The legal voters of the Town of Brandon, Vermont are hereby notified and warned to convene remotely on Monday, March 1, 2021 at 7:00P.M. to transact the following business through the following virtual connection:

- A** On your computer or smartphone, download the Zoom app and enter meeting ID# 849 3746 1336
- B** On your computer or smartphone, visit this link in a web browser: <https://us02web.zoom.us/j/84937461336>
- C** Without a computer: Dial 1(929) 205-6099 and follow instructions, entering meeting ID # 849 3746 1336 and # (pound key). When prompted for participant ID, hit# again to enter the meeting.

**1.** To hear a presentation by the Select Board of its recommended budget for fiscal year 2021-2022. This budget and appropriations will be voted by Australian Ballot on March 2, 2021 at the Brandon American Legion Post #55, 550 Franklin Street, Brandon, VT.

**2.** To hear a presentation by the Select Board for the purpose of explaining proposed wastewater improvements

and the financing thereof. This bond will be voted by Australian Ballot on March 2, 2021 at Brandon American Legion Post #55, 550 Franklin Street, Brandon, VT.

**3.** To transact any other business proper to be done when met.

**4.** Adjourn.

## AUSTRALIAN BALLOT - MARCH 2, 2021

The legal voters of the Town of Brandon, Vermont are further notified and warned that ballots for the following articles will be mailed to all registered, active voters and they may return them by mail or drop them off at the town offices or meet at the Brandon American Legion Post #55, 550 Franklin Street, Brandon, VT on Tuesday, March 2, 2021 between the hours of 10:00 A.M. and 7:00P.M. to vote in person by Australian Ballot or to drop off mailed ballots on the following matters:

- 1.** To elect Town Officers for the ensuing year:  
Moderator.....One for one-year term  
Selectman.....One for three-year term  
Selectman.....Two for one-year term  
Trustee of Public Funds.....One for three-year term  
Library Trustee.....One for two-year term

**2.** Shall the voters of the Town of Brandon appropriate the sum of Three Million, Two Hundred Forty-four Thousand, and Twenty Dollars (\$3,244,020) for the FY 2021-2022 budget year, of which the sum of Two Million, Seven Hundred Forty-four Thousand, One Hundred and Thirty-five Dollars (\$2,744,135) is to be raised by property taxes?

**3.** Shall the voters of the Town of Brandon appropriate \$100,000 for paving projects to include Florence Road, High Pond Road, and other paving projects as identified by the Highway Foreman, to be raised by property taxes?

**4.** Shall the voters of the Town of Brandon appropriate \$25,000 to support the American Legion Post #55, to be raised by property taxes?

**5.** Shall the voters of the Town of Brandon appropriate \$3,500 for ARC-Rutland Area, to support individuals with developmental disabilities and their families, to be raised by property taxes?

**6.** Shall the voters of the Town of Brandon appropriate \$1,000 for the Brandon Area Chamber of Commerce, for the improvement and advancement of businesses and community in Brandon, to be raised by property taxes?

**7.** Shall the voters of the Town of Brandon appropriate \$2,500 for the Brandon Museum at the Stephen A. Douglas Birthplace Community Center, Inc, to protect and maintain the building and historical artifacts, to be raised by property taxes?

**8.** Shall the voters of the Town of Brandon appropriate \$28,000 for the Brandon Area Rescue Squad Inc., to support volunteer emergency medical services, to be raised by property taxes?

**9.** Shall the voters of the Town of Brandon appropriate \$92,000 for the Brandon Free Public Library, to support the programs, resources and community activities of the library, to be raised by property taxes?

**10.** Shall the voters of the Town of Brandon appropriate \$6,000 for the Brandon Independence Day Celebration Committee, to support activities offered at the Independence Day celebration, to be raised by property taxes?

**11.** Shall the voters of the Town of Brandon appropriate \$13,500 for Brandon Senior Citizens Center, Inc, to support free community lunches, and activities and programs at the center, to be raised by property taxes?



## WARNING - ANNUAL TOWN MEETING

**12.** Shall the voters of the Town of Brandon appropriate \$3,000 to support the Community Meals and Emergency Shelter Programs of Charter House Coalition, to be raised by property taxes?

**13.** Shall the voters of the Town of Brandon appropriate \$1,000 for the Open Door Clinic, Community Health Services of Addison County, which provides access to dental and healthcare, free of charge, to those who are uninsured or under-insured, to be raised by property taxes?

**14.** Shall the voters of the Town of Brandon appropriate \$550 for RSVP & The Volunteer Center, for free income tax preparation and volunteer placements, to be raised by property taxes?

**15.** Shall the voters of the Town of Brandon appropriate \$750 for Rutland County Humane Society, for shelter and care to companion animals, to be raised by property taxes?

**16.** Shall the voters of the Town of Brandon appropriate \$6,624 for Rutland Mental Health Services, for counseling, substance abuse treatment services, emergency/crisis services and developmental disability services, to be raised by property taxes?

**17.** Shall the voters of the Town of Brandon appropriate \$2,400 for Southwestern Vermont Council on Aging, for senior meals, case management assistance and other senior help, to be raised by property taxes?

**18.** Shall the voters of the Town of Brandon appropriate \$10,200 for the VNA & Hospice of the Southwest Region, for home care, hospice and community health services, to be raised by property taxes?

**19.** Shall the voters of the Town of Brandon authorize cannabis retailers and integrated licensees in town pursuant to 7 V.S.A. § 863?

### Bond Article I

**1.** Shall general obligation bonds or notes of the Town of Brandon in an amount not to exceed Five Million Seven Hundred Thousand Dollars (\$5,700,000), subject to reduction from the receipt of available state and federal grants-in-aid, be issued for the purpose of financing the cost of making upgrades, repairs and replacements to wastewater treatment facility, the aggregate estimated cost of all such improvements being Five Million Seven Hundred Thousand Dollars (\$5,700,000)?

Select Board

Signed and Certified January 25, 2021

Seth Hopkins  
Douglas Bailey  
Timothy Guiles  
Tracy Wyman  
Brian Coolidge

Adopted and approved at a duly warned meeting of the Board of Selectmen of the Town of Brandon called, noticed and held on January 25, 2021. Received for record and recorded in the records of the Town of Brandon on January 26, 2021.

## Brandon 2020 Annual Town Meeting Minutes

### MONDAY, MARCH 2, 2020, 7 PM

Moderator Bill Moore called the Annual Town Meeting to order at 7:00 pm. Attending the meeting were Select Board Members, Seth Hopkins, Douglas Bailey, Brian Coolidge, Tracy Wyman and Timothy Guiles, Town Manager, David Atherton, Clerk, Sue Gage and 105 registered voters. Cub Scout Troops 2019 and 110 and Cub Scout Pack 110 including members and leaders Klara, Agatha, Christina, Lucia, Sarah-Lynne, Michelle, Alisha, Jon Jeremy, Jacob, Keith and Nicholas led the flag ceremony.

Moderator Bill Moore addressed the dedication of the annual report to Dolores Furnari. The dedication was received with a standing ovation. Moderator Bill Moore thanked all for coming and provided an overview of the proceedings. Bill Moore introduced Wayne Kingsley, Brandon's Tree Warden to read the report from the Tree Warden that was erroneously omitted from the town report. Mr. Kingsley reported the following:

#### 2019 Tree Warden Report

The Select Board appoints the Tree Warden annually in accordance with 24 VSA § 67. All shade and ornamental trees within Town rights-of-way are under control of the Tree Warden. I have served as Brandon's Tree Warden for the past four year and have worked closely with the Director of Public Works. During that time, I have approved the removal

of approximately 18 unhealthy and hazard trees. In addition, approximately 9 public trees were removed during the upgrade of the Fire District's main water lines.

Segment 6, Route 7 required removal of many public shade trees. There were 244 trees within the public right-of-way. 126 of these trees were removed, leaving 118, the largest being 45-inch silver maple on Conant Square. Segment 6 requires



## MINUTES OF TOWN ANNUAL MEETING HELD MARCH 2, 2020

the contractor to plant 196 new trees consisting of 14 different species. This results in a net gain of 70 additional public trees. The contractor is responsible for the survival of these trees for one year after planting. The Town will be responsible for watering and pruning for the next 4 years.

I have seen many places in Town where residents have applied mulch around public trees. This is a good practice to prevent damage to the tree trunk, providing it is done properly. Mulch should only be applied to a maximum depth of 4 inches around the tree and should not be piled up around the trunk (Volcano mulching), as this may result in trunk decay.

Thank you for your cooperation.

Respectfully, Wayne Kingsley, Town Tree Warden

Moderator Bill Moore introduced the first article.

**1)** To hear a presentation by the Select Board of its recommended budget for fiscal year 2020-2021. This budget and appropriations will be voted by Australian Ballot on March 3, 2020 at the Brandon Town Hall, Basement Meeting Room, 1 Conant Square, Brandon, VT.

Motion to open the Article by Bernie Carr, second from Devon Fuller. Moderator Bill Moore introduced the Select Board to present their budget proposal. Seth Hopkins thanked the Budget Committee members Jan Coolidge, Cindy Bell, Anthony Peduto and Barry Varian for their time, and welcomed the public to participate in future budget meetings.

Tim Guiles led the presentation of the budget proposal and explained how the school, fire district, town and voted appropriations affect one's property tax bill. Mr. Guiles also addressed the town department breakdowns and how each department affects property tax bills. Doug Bailey provided further information on the breakdown of the property tax bills. Mr. Bailey also spoke about the paving appropriation request, and explained that the paving expenses change year to year based on the availability of state grants. Mr. Bailey also indicated the roads that have been paved and the roads to be paved in the next 12 – 18 months.

Seth Hopkins addressed the delinquent taxes and sewer over time, and indicated that these have been cleaned up substantially over the last three years, effectively reducing the large balances by 75%. Mr. Hopkins spoke about the reappraisal that has been ongoing for the last two years, and will conclude this spring. New assessed values will be assigned to everyone's property which should better reflect the property's market value. Mr. Hopkins stated that the Board approved a new personnel policy last year, updating a policy from 1988. He also indicated that switching healthcare from Blue Cross Blue Shield to MVP has saved the town money, and increasing employee shares of the cost to 10%, 12% and 15% for 2019, 2020, and 2021 respectively, has served to balance the health insurance increases. Mr. Hopkins applauded the staff and employees of the town and stated that investing in and retaining good employees is a priority. Police and Highway departments in particular have suffered employee losses due to other towns or organizations luring them away with

better wages and benefits. Brandon needs to stay competitive to keep good employees.

Mr. Hopkins summarized a report from VT Digger comparing towns in the State using ratio analysis. Brandon fared well in this report. One area of improvement is in our Unrestricted Fund Balance. The Select Board drafted a Fund Balance policy in 2017 which specifies keeping 15%-30% of the annual general fund budget in unrestricted funds. The balance is currently on the lower end of this spectrum. This ready cash allows for funding emergencies like the flooding of Newton Road a couple of years ago, and provides better fiscal responsibility. Mr. Hopkins also spoke about the Local Options Tax fund and explained what the funds can be used for. Mr. Hopkins stated that we have tapped into these funds for the first time this fall to fund our matching dollars for Segment 6 construction. Mr. Hopkins finished up with a summary of the remaining activity left in the Segment 6 project.

Moderator Bill Moore then asked whether the voters attending the meeting had any questions for the Select Board regarding the budget presentation.

Linda Stewart is happy that the delinquencies have been reduced but wondered if more can be done with the people who appear on the list year to year. Town Manager Dave Atherton stated that a number of those folks are on monthly payment plans and have been paying regularly. Ms. Stewart also wanted to know how many employees there are compared to last year. Dave Atherton stated that we have 24 employees which is probably down 3 employees from prior years.

Nancy Leary asked whether the 1% local option tax would sunset after the projects were completed. She would like us to consider the effect of this tax on local business and economic development. Mr. Hopkins stated that the local options tax was not set up as a sunset tax, but rather a permanent source of local income. It can however be repealed by the voters.

Keith Arlund asked who the full-time buildings and grounds employee was. Mr. Atherton indicated that Josh Preseau is the buildings and grounds employee. Mr. Arlund questioned whether Mr. Preseau is still on the Highway. Mr. Atherton stated that we will be hiring a new highway person and that Mr. Preseau is paid out of buildings and grounds but supervised by the highway foreman.

Devon Fuller asked whether there was additional maintenance money budgeted for the completion of Segment 6. Seth Hopkins stated that employing a full time Buildings and Grounds person was the beginning of addressing this. The bulk of the budget items for maintenance run through Highway and Buildings & Grounds. Devon wondered if there was anything specifically for materials and lightbulbs. Mr. Atherton explained that the Contractor is still responsible for all maintenance until the project is officially closed. Wayne Kingsley added that the town will be responsible for watering the new trees and plantings for four years and that we should employ a certified arborist for pruning.



## MINUTES OF TOWN ANNUAL MEETING HELD MARCH 2, 2020

Marge Munger asked how the condition of the new sidewalks would be addressed, stating that they are pitted already after one winter. Seth Hopkins stated that Segment 6 is still an open contract, and there will be a walkthrough of the project and any issues will be identified and addressed. Mr. Atherton stated that the sidewalk pitting is due to a moisture content issue and that they are already addressing approaches to fix this. There is not a definite solution yet.

Sam Glaser was concerned about older trees on Park Street that perhaps should be removed by the town. Wayne Kingsley responded that he had two large trees removed for this very reason, and the trees that Mr. Glaser is referring to are likely on private property, rather than in the Town right-of-way and will need to be removed by homeowners.

Ellen Walter added that the abandoned house next to her has a dangerous tree. Dave Atherton stated that he has called the bank who owns the property but they have not received a response. If the tree is not in the town right-of-way, there is not much recourse.

George Reilly asked how much repairs to the new sidewalk would cost and who would pay for them. Dave Atherton responded that the town will not be paying for these repairs.

Pam Douglass was concerned that the crosswalks installed through town need better lighting as they are very dark and pedestrians are difficult to see. Dave Atherton has asked VTRANS to review this situation. He also stated that there was additional work to do around the crosswalks.

Neil Silins stated that much of the road paint has disappeared and wondered if this will be addressed with the contractor. Mr. Atherton stated that the lines are all being repainted this spring.

Keith Arlund asked why the Segment 6 Public Information Officer was not in the salary listings, and who employee Trevor Patterson is. Mr. Atherton stated that Mr. Patterson was on the Highway crew but left for a position in the Town of Killington. Mr. Atherton also explained that the Public Information Officer was not funded through the general fund but through the Segment 6 funding pool, and that the position was subcontracted, not an employee. Mr. Arlund asked how much that was, and Bernie Carr stated that he made \$30 per hour.

**2)** Shall the voters of the Town of Brandon exempt the buildings and property belonging to the Brandon Senior Center located at 1591 Forest Dale Road (parcel ID 0083-1591) from municipal property tax and education property tax for a period of five (5) years in accordance with the exemption clause for charitable and fraternal organizations as set forth in 32 VSA 3840?

Motion to approve from Richard Baker, seconded by Bob Ripley. The article passed.

**3)** To transact any other business proper to be done when met.

Pam Douglass made a motion to open the article, Emily Nelson seconded the motion.

Representative Stephanie Jerome introduced fellow legislators Representative Butch Shaw and Senator Cheryl Hooker. Stephen Douglass moved to allow non-voters to address the town meeting, seconded by Liz Gregorek. Representatives Stephanie Jerome and Butch Shaw and Senator Cheryl Hooker spoke about their work in the legislature and issues to be aware of in the coming legislative session.

Robert Black addressed the fact that Brandon has a designated downtown, which is serviced by the Downtown Business Alliance or DBA. He wanted to invite anyone interested to join in some interesting projects around town including the Brandon Greenways, which is working on extending trails and sidewalks through and around town.

Barbara Ebling introduced herself as an Otter Valley Unified Union School District (OVUUSD) Board member representing OVUUSD at tonight's meeting. She encourages folks to participate on the OVUUSD boards. Ms. Ebling also provided an overview of the OVUUSD budget indicating that it is a moderate increase from the prior year. Ms. Ebling also noted that there are four open seats on the Board of Directors if anyone is interested in serving.

Kelly McCullough asked that the Board give some thought to a full-time animal control officer. Ms. McCullough stated that the recent raid in town indicates that we have a need for someone to spend more time on these issues.

Kevin Thornton stated that Brandon is the birthplace of the electric motor, invented by Thomas Davenport in Forest Dale. Mr. Thornton stated that we will be having some events around Thomas Davenport and the electric motor, and we should think about honoring him with a statue.

Bill Moore thanked everyone for participating, and thanked the Friends of the Town Hall for the restoration of the Town Hall, noting that we now offer activities throughout the year in the Brandon Town Hall. The new stage has been dedicated to Dennis Marden and memorialized with a plaque.

Motion to adjourn the Annual Town Meeting from Dolores Furnari, with a second from Deborah Jennings. Motion passed.

Meeting was adjourned at 8:34 pm

Bill Moore, Moderator  
Susan Gage, Clerk

TOWN OF BRANDON

# 2021-2022 Budget - Summary

REVENUES DESCRIPTION	FY-19/20 ACTUAL	FY-20/21 BUDGET	FY-21/22 BUDGET
<b>To be raised in taxes.....</b>	<b>\$2,663,261.48</b>	<b>\$2,718,353.00</b>	<b>\$2,744,135.00</b>
Tax, Pg. 10 .....	(91,158.17)	45,000.00	45,000.00
Town Administration, Pg. 10...	17,646.94	100.00	100.00
Assessor, Pg. 10 .....	2,053.00	1,000.00	2,000.00
Code Enforcement, Pg. 10 .....	15,994.00	14,000.00	14,000.00
Clerk/Treasurer, Pg. 10 .....	145,246.46	163,900.00	158,435.00
Police Dept., Pg. 10 .....	54,130.88	64,600.00	62,500.00
Highway Dept., Pg. 10.....	387,207.10	156,050.00	159,550.00
Intergovernmental, Pg. 10.....	11,000.00	11,300.00	11,300.00
Recreation, Pg. 10 .....	46,952.97	82,000.00	37,000.00
Bldg. & Grounds, Pg. 10 .....	30,093.05	10,000.00	10,000.00
<b>TOTAL REVENUE .....</b>	<b>\$3,282,427.71</b>	<b>\$3,266,303.00</b>	<b>\$3,244,020.00</b>
Tax Expenditures .....	\$ 3,084.86	\$ 5,000.00	\$ 5,000.00
Town Administration, Pg. 11...	342,153.80	378,570.00	378,295.00
Assessor, Pg. 14 .....	10,466.16	39,940.00	36,945.00
Code Enforcement, Pg. 23 .....	29,907.64	43,100.00	38,185.00
Town Clerk, Pg. 36 .....	176,290.05	195,393.00	193,030.00
Police Department, Pg. 13.....	723,253.85	847,470.00	836,965.00
Highway, Pg. 21.....	1,067,339.84	784,375.00	866,245.00
Intergovernmental, Pg. 27 .....	221,283.27	233,225.00	224,675.00
Recreation, Pg 20 .....	156,276.91	168,295.00	145,460.00
Debt Service, Pg. 24 .....	281,353.70	309,750.00	266,000.00
Economic Development, Pg. 15	26,997.14	43,035.00	43,530.00
Buildings & Grounds, Pg. 21-22	139,688.40	218,150.00	209,690.00
<b>TOTAL EXPENDITURES .....</b>	<b>3,178,095.62</b>	<b>3,266,303.00</b>	<b>3,244,020.00</b>
<b>AMOUNT TO BE RAISED BY TAXES.....</b>	<b>\$2,663,261.48</b>	<b>\$2,718,353.00</b>	<b>\$2,744,135.00</b>
% increase from prior year.....			0.95%
\$ increase from prior year.....			25,782.00
<b>APPROPRIATIONS.....</b>	<b>\$218,024.00</b>	<b>\$271,024.00</b>	<b>\$296,024.00</b>



## Did You Know?

The road in front of your property is a public highway in which the town owns an easement, a right to use the land for highway purposes. This easement is a public right-of-way (ROW), typically 3 rods wide (49½ feet). What this means is that the town has a ROW that is 24 feet 9 inches on either side of the centerline of the road. The Brandon Select Board ultimately controls this ROW.

Within this limit the town may do work without having to ask your permission. Work may include, but is not limited to, trimming or removing trees and other greenery, repairing and expanding road shoulders, grading lawn edges to maintain road width, work on water/sewer/storm-water systems, etc.

Problems occur when objects are placed or built within the ROW. Legally, you must receive permission from the town if you plan to build or place something in the ROW. Title 19, chapter 11, section 1111 of the Vermont Statutes prohibits the encroachment of the town ROW without prior approval from the Select Board. Be advised that the Select Board adopted a Winter Operations Policy on November 28, 2011, that states "objects in the ROW are placed there at the owner's risk and the town assumes no responsibility for any damage to objects placed in violation of this statute." Common items often found in the ROW are fences, flower pots/beds, trees/shrubs, mailboxes, extended drive-way aprons, etc. The town will pursue recovery of damage to town equipment that may occur during road maintenance practices due to the placement of objects in the ROW.

In summary, property owners shall not place anything within the town's ROW without permission from town. Not only will the town not be responsible for damage to these items, you (as a property owner) may be financially responsible for damage to town equipment. Working together, we can all help to alleviate an ongoing problem and to help "build a better Brandon".



## Budget Committee Report

The Budget Committee is comprised of several members charged with the responsibility of providing insight and transparency to the budget process. All Budget Committee meetings are open to the public and community members are encouraged to attend. Since its inception in 2014 the committee has observed a vast improvement and streamlining of the process.

Along with the Select Board and Town Manager, the committee members are presented each department's budget by their respective department head. Throughout the process, the committee members are given ample opportunities to ask questions and understand the drivers to operating costs.

It is the opinion of the committee that as each department presents, they are mindful of the needs of the community while demonstrating fiscal responsibility. In this challenging year in particular the Select Board has made well-informed budgetary decisions.

The Budget Committee is again impressed at how far along the budget process has come. With the efforts put into compiling and presenting the data, the committee is able to get a comprehensive view of what is required to support the Town going forward.

Respectfully submitted,  
Barry Varian and Janet Coolidge

P.S. The Town of Brandon Select Board would like to thank Anthony Peduto for his years of service on the Budget Committee who due to time constraints resigned. Thank you also to Cindy Bell who was on the committee but resigned when she moved.

### Budget Committee

Janet Coolidge..... 2021  
Barry Varian..... 2021

## TOWN OF BRANDON

## 2021-2022 Budget - Revenues

REVENUES DESCRIPTION	FY-19/20 ACTUAL	FY-20/21 BUDGET	FY-21/22 BUDGET
Current Tax Revenue.....	\$2,881,285.48	\$2,989,377.00	\$3,040,159.00
Abatements.....	(17,338.86)	-	-
Delinquent Taxes.....	(93,969.26)	-	-
Tax Sale Property Sales.....	1,500.00	-	-
Penalty & Interest Rev.....	18,649.95	45,000.00	45,000.00
Duplication Revenue.....	78.00	100.00	100.00
Vendor Permit Revenue.....	100.00	-	-
Misc. Revenue.....	12,002.67	-	-
COVID-LGER Grant Rev.....	5,466.27	-	-
Misc./Revenues Assessor.....	2,053.00	1,000.00	2,000.00
Land Use Permit Revenue.....	6,544.00	5,000.00	5,000.00
Rental Code Compliance.....	9,450.00	9,000.00	9,000.00
Pilot/CU.....	54,536.93	52,500.00	54,500.00
Wastewater Administration....	9,999.96	30,000.00	30,000.00
Liquor License Revenue.....	2,220.00	1,700.00	2,000.00
Land Records.....	30,906.00	33,732.00	34,100.00
Vault Time.....	5,099.87	5,300.00	5,300.00
Misc. Clerk Revenues.....	805.55	2,000.00	1,000.00
Marriage Licenses.....	310.00	250.00	300.00
Hunting/Fishing Licenses.....	31.50	50.00	35.00
Vital Statistics.....	4,902.00	5,200.00	5,300.00
Dog License Revenue.....	1,501.00	1,900.00	2,000.00
Records Preservation.....	11,239.00	12,268.00	12,400.00
Interest Revenue.....	8,624.90	9,000.00	1,500.00
Penalty & Int. Revenue.....	15,069.75	10,000.00	10,000.00
State Traffic Ticket Reve.....	5,141.29	5,500.00	4,000.00
Misc. Police Revenues.....	-	500.00	-
Bravo Fees.....	250.00	100.00	-
Police Grants.....	2,271.50	-	-
SRO Officer.....	12,584.00	53,500.00	53,500.00
Reimb Seg 6 Billable.....	27,461.00	-	-
Click-it or Ticket Campai.....	1,978.09	2,000.00	2,000.00
DOCUMENT REIM. REQ. PD..	4,445.00	3,000.00	3,000.00
Misc./Extraor. Rev.....	-	500.00	500.00
Access Permit Revenue.....	50.00	250.00	250.00
Excavation Permit Revenue....	50.00	200.00	200.00
Reimb- Work WW/BFD.....	4,442.59	-	-
State Highway Revenue.....	156,302.01	154,500.00	158,000.00
Grant Revenue.....	175,647.50	-	-
Paving Match rev.....	50,000.00	-	-
Over Weight Permits.....	715.00	600.00	600.00
Mosquitos-Trustees Reim.....	11,000.00	11,300.00	11,300.00
Recreation Programing.....	48,639.00	82,000.00	36,400.00
Recreation Donations.....	115.00	-	300.00
DOG PARK REVENUE.....	3,198.97	-	300.00
Mixed Recyclables.....	6.00	-	-
TS Rent.....	(700.00)	-	-
EWM Deposits.....	2,793.23	-	-
Solar Lease Payments.....	10,000.00	10,000.00	10,000.00
Town Hall Rent.....	4,771.82	-	-
RCSW Surcharge Revenue.....	13,222.00	-	-
<b>TOTAL REVENUES.....</b>	<b>\$3,500,451.71</b>	<b>\$3,537,327.00</b>	<b>\$3,540,044.00</b>

## Town Manager's Report

What a year! Completion of three major projects, booming real estate sales and a pesky global pandemic. In the midst of it all I feel like we finally got to that light at the end of the tunnel.

This year we saw the completion of the Route 7, Segment 6 project that also included rebuilding the West Seminary Street bridge slab. With the exception of some sidewalk repairs and road paving in the spring we are finally at the end of the project.

After many years of discussion at Select board meetings, Park Street has been rebuilt. This included new water/sewer lines, new road base and pavement and nine bioswales (which were funded by a grant).

The Union Street sidewalk project from the railroad crossing to the lower end of Barlow Avenue has been completed. I am currently looking at other grant opportunities to finish the sidewalks on Union Street from the project limit of Segment 6 to the railroad crossing to complete the pedestrian accessibility for this street.

The Town has been awarded another stormwater mitigation grant to address runoff issues in the town parking area behind the Howe Block and runoff areas on Pearl Street. We have also been working with Watershed Consulting on North Street to address similar issues. All of these stormwater mitigation projects were addressed in a Stormwater Master Plan that was completed in 2017. The Plan has enabled us to receive very favorable funding, some 100% funded, to complete these projects around our Town.

In the autumn of 2020 I starting working with the U.S. Army Corp of Engineers, State Hazard Mitigation and FEMA on a Flood Avoidance Loss Study. We were chosen for this study due to our past flood mitigation projects that included the Newton Road property buyouts and the Downtown Overflow Culvert. This again should open us up for future funding on flood mitigation projects.

With the completion of these projects I feel that Brandon has reached a turning point. We have now completed all of the old projects and finally can look forward without having to look back.

Respectfully Submitted,

**Town Manager**

David J. Atherton

<b>EXPENDITURES</b>	<b>FY-19/20</b>	<b>FY-20/21</b>	<b>FY-21/22</b>
<b>TOWN ADMINISTRATION</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
Salary/Wages (3).....	\$183,337.22	\$193,175.00	\$198,475.00
Benefits/Taxes .....	78,325.34	83,275.00	84,070.00
Travel & Expenses .....	682.54	1,000.00	1,000.00
Dues & Subscriptions .....	5,902.17	6,020.00	6,050.00
Professional Development..	561.00	1,000.00	600.00
Legal Services.....	15,645.99	34,500.00	25,000.00
Auditors .....	14,000.00	15,000.00	15,000.00
Office Supplies .....	3,248.78	7,000.00	6,000.00
Service Contracts .....	10,658.47	8,000.00	10,000.00
Postage Expenses.....	4,376.75	5,000.00	6,000.00
Technical Support.....	4,809.86	5,500.00	8,000.00
Office Equipment .....	2,064.52	5,000.00	3,000.00
Legal Advertising .....	502.31	1,000.00	1,000.00
Town Report .....	6,338.76	6,600.00	6,600.00
Telephone Exp. Admin. ....	6,233.82	6,500.00	6,500.00
Animal Control Expenses ..	-	-	1,000.00
<b>Total Town Administration ..</b>	<b>\$342,153.80</b>	<b>\$378,570.00</b>	<b>\$378,295.00</b>

## 2020 Select Board Minutes Synopsis

The Brandon Select Board holds regular evening meetings the second and fourth Mondays of the month. Since shortly after the 2020 Town Meeting, these have been by Zoom. The public is invited to attend and participate. The Select Board is responsible for general oversight of the affairs of the Town (24 VSA § 872). Often this means a small "working group" of two board members takes on a project between meetings and reports back to the full board at a meeting. Aside from taking care of routine administrative matters (reports, Route 7 & Park Street construction updates, paying bills, etc.) at each meeting, the following are highlights of some of the more significant work of the board at its 2020 meetings:

### January 7

Budget: Workshop with budget advisory committee

### January 13

Economic Development: Approved a Brandon Revolving Loan to Foley Taco & Bean

Cooperation: Entered into Public Works Emergency Mutual Aid agreement through Rutland Regional Planning

Grants: Received approval of Town Manager's application for \$74,000 grant for stormwater mitigation

Budget: Adopted budget and paving article to present to voters at Town Meeting

### January 27

Public Works: Opened Prospect Street to trucks during West Seminary Street road work

Appointments: Margaret Kahrs animal control officer

Public Works: Approved various highway certifications required by VTrans

### February 10

Appointments: Tim Guiles BRAVO coordinator

### February 24

Economic Development: Approved a Brandon Revolving Loan to Mae's Place

Cooperation: Voted to serve as sponsor entity for Brandon Free Public Library grant application

Policy: Adopted policy of declining to deliberate or take positions on state or federal matters

Public Works: Approved construction of a roof over the sidewalk at west entrance of town hall

*continued.....*



## **2020 Select Board Minutes Synopsis continued . . .**

Appointments: Allie Walter and Ralph Ethier to Planning Commission

Appointments: Chris Brickell Constable

### **March 9 (last in-person meeting)**

Appointments: Made numerous annual appointments following Town Meeting

Public Works: Posted roads for spring conditions

### **March 23 (first Zoom meeting)**

COVID: Addressed early impacts on town services; waived dog licensing fees until July 1  
Economic Development: Extended tax stabilization on Smith Block per policy and increased investment

Policy: Adopted policy on selling a town asset

### **April 13**

Policy: Adopted 2020 Local Emergency Plan

Appointments: Jim Leary as Green Up Day Coordinator; Alexandra Breyer to Planning Commission

### **April 27**

Policy: Resolution declaring Brandon a Purple Heart Town

Oversight: Town Manager's annual performance evaluation

### **May 11**

Grants: Received approval of Town Manager's application for \$92,000 grant for parking lot west of town hall

Policy: Extensive discussion related to animal control policy

Appointments: Several Rutland Regional commission delegates

Cooperation: Met with Brandon Fire District No. 1 re: water meters / sewer billing

### **May 25**

COVID: Decided to continue to meet by Zoom through duration of declared state of emergency

Public Works: Approved purchase of 40' x 80' hoop storage building for Highway Department; town crew to assist in installation

Cooperation: Accepted Town Manager's recommendation to jointly bill water & sewer use in cooperation with BFD #1

### **June 8**

Grants: Approved broadband innovation grant support letter

Economic Development: Renewed "cash flow note" for Segment Six

### **June 22**

Policy: Extensive discussion with consider-

## **Police Department Report**

This past year has been challenging due to the Covid-19 pandemic. Families struggle with lack of support, changing work and learning environments, and the worries of staying healthy during the pandemic. We have purchased additional personal protective equipment (PPE) and taken additional training to raise awareness and keep our citizens and officers safe. We have also modified our responses to certain types of complaints to limit unnecessary personal contact with individuals that could potentially put others at risk.

Our officers work closely with other agencies including Rutland Mental Health, Vermont State Police, Addison & Rutland County Sheriffs, Brandon Area Rescue Squad and the Brandon Fire Department on a variety of calls. During a pandemic, all of these calls require additional safety measures to protect ourselves and the citizens we are sworn to serve. Many practices and protocols have changed from our daily routine including how we interact with hospital and correctional center staff, each of whom have their own safety protocols in place. As we all navigate the changes to our systems of care, we remain cognizant of the pressures people face.

Currently there are 6 full time officers with a combined total of almost 100 years in Law Enforcement experience. While we have a vacancy, qualified candidates have been difficult to identify. There is a rigorous hiring process to become a law enforcement officer in Vermont, yet it can be a very rewarding career for the right candidate. Law enforcement training is an evolutionary process that changes as society changes. We are keepers of peace, community members, and mediators in many cases. We are also authorized with specific uses of force, a responsibility that we take very seriously. Our hope is to work with those that run afoul of the law in ways other than the criminal justice system. We recognize there are better ways of resolving community problems, than to immediately resort to our criminal court system. To that end, we have a very robust and engaged restorative group called BRAVO. We hope the restorative approach encourages insight into changing behavior.

As of December, we have responded to approximately 3000 calls for service. These calls include 39 mental health calls, 107 agency assists, and 885 property watches. We have responded to 14 untimely deaths, 4 overdose calls with 2 resulting in death. Officers nightly patrol the downtown area on foot where they check businesses in different locations to make sure they are secure.

Your Police Department is here to serve you in many different ways. Their dedication to Brandon and its citizens is evidenced by their professionalism, compassionate response to extreme situations and their day-to-day conduct in and out of the work environment. Our goal is to continue to listen and learn from our community and to recognize that at times our system can affect others in disproportionate ways. Fairness and equitable treatment of all, are key components of policing. We will continue to serve our community with integrity and compassion, understanding that we must be able to recognize and appreciate those who feel their voices are not heard.

Respectfully,

### **Chief of Police**

Christopher Brickell

### **Officers:**

David Butterfield  
Jonathan Butterfield  
Adam Murach  
Rodney Pulsifer  
Michael Vonschleusingen

### **Administrative Assistant:**

Linda Graziano

## ***Police Department Report cont.***

<b>EXPENDITURES</b>	<b>FY-19/20</b>	<b>FY-20/21</b>	<b>FY-21/22</b>
<b>POLICE DEPARTMENT</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
Salary/Wages (7).....	\$471,160.90	\$518,645.00	\$532,550.00
Benefits/Taxes .....	174,882.08	232,375.00	213,465.00
Travel & Expenses .....	1,309.10	2,750.00	2,750.00
Clothing Allowance .....	7,432.94	5,500.00	5,500.00
Dues & Subscriptions .....	1,743.56	2,000.00	2,000.00
Professional Development..	2,045.00	6,000.00	5,000.00
Radio Maintenance .....	1,892.39	1,500.00	1,500.00
MDT/Aircards .....	2,880.74	3,000.00	3,000.00
Office Supplies .....	1,048.87	2,500.00	2,500.00
Professional Supplies .....	3,530.53	5,000.00	5,000.00
Service Contracts .....	8,430.00	9,500.00	9,000.00
Postage Expenses PD .....	142.16	200.00	200.00
Office Equipment .....	3,819.78	3,000.00	3,000.00
Community Police .....	216.62	250.00	250.00
New Equipment - Vehicles .	4,560.42	3,000.00	3,000.00
Fuel - Vehicles .....	9,767.68	20,000.00	16,000.00
PD Maint. Supplies-Vehicl..	86.73	250.00	250.00
Bravo Expense .....	39.99	-	-
PD Vehicle Maintenance ...	6,279.42	10,000.00	10,000.00
PD Telephone Service .....	4,984.94	5,000.00	5,000.00
Cruiser Replacement Fund .	17,000.00	17,000.00	17,000.00
<b>Total Police Department.....</b>	<b>\$723,253.85</b>	<b>\$847,470.00</b>	<b>\$836,965.00</b>

## ***Animal Control Report***

This year we updated our Animal Control ordinance. The primary purpose of our animal control ordinance continues to be the regulating of pets in order to protect the public health, safety, and the quiet enjoyment of residents' homes. An important aspect of our animal control ordinance is the recognition that our Animal Control Officer is, by VT statute, a Humane Officer. Thus, our Animal Control Officer may enforce the animal welfare laws of the state of VT in coordination with our Brandon Police Department and appropriate state agencies.

If you have any questions about animals in Brandon, please give our Animal Control Officer a call. Specifically, if you get bit by a dog, there are several important steps you should follow which will insure that the situation is handled properly. The first step is to contact our Animal Control Officer, or the Brandon Police as soon as possible so they can guide you through the process.

## ***Dog Licenses 2019-2020***

<b>TYPE</b>	<b># SOLD</b>	<b>FEE</b>	<b>TOTAL</b>
Neutered .....	252	\$ 4.00	\$1,008.00
Un-Neutered .....	39	\$ 8.00	312.00
Neutered After 10/1 .....	3	\$ 2.00	6.00
Un-Neutered After 10/1 .....	0		
Kennel/Special .....	2	\$30.00	60.00
<b>Total Paid to Town.....</b>			<b>\$1,445.00</b>

able public input related to animal control policy

Public Works: Accepted paving bid for Country Club Road (paved portion), Park Street Extension, and Corona Street  
Oversight: Several end-of-fiscal year matters

### **July 13**

Policy: Formal public hearing on animal control policy

Cooperation: Acted to form Otter Creek Communication District per Act 119

Appointments: Bill Moore to Otter Creek Communication District, and several annual appointments that run July - June

Oversight: Reviewed financial management questionnaire with town treasurer

COVID: Waived late homestead filing penalty this year

COVID: Adopted Act 102 related to pandemic-related municipal matters

COVID: postponed first tax due date to September 15

### **July 27**

Appointments: Ralph Ethier to 3-year Planning Commission seat

Oversight: Set tax rate

Oversight: Awarded sale of 44 Prospect St to high bidder

Policy: Adopted animal control policy plus "cover letter" of 8 points

Policy: Adopted river corridor and flood hazard amendments to BLUO following public hearings

COVID: Extended for a 6th year those agencies with appropriations requests scheduled to require a new petition

### **August 10**

Oversight: Brandon Swamp Wildlife Management Area Discussion

Budget: Presentation on proposed State of Vermont dispatch fees to municipalities

COVID: Decided to continue to meet by Zoom through duration of declared state of emergency

Policy: Adopted revised policy on selling a town asset

Grants: Approved funding for wastewater treatment plant planning grant

### **September 14**

Grants: Began application for municipal planning from from RRPC

COVID: Waived interest and penalties on property taxes during declared state of emergency

Policy: Adopted several technical changes to personnel policy

COVID: Waived interest and penalties on sewer bills during declared state of emergency

### **September 28**

Grants: Adopted letter of support for town

***continued.....***



## 2020 Select Board Minutes Synopsis continued . . .

manager's grant related to Union Street sidewalks

### October 12

Policy: Presentation on Green Fleet Policy data re: CO2 emissions from town buildings & equipment

Appointment: Wayne Rausenberger to BLSG

Oversight: Presentation from engineers on proposed improvements to wastewater treatment plant

### October 26

COVID: Zoom best practices discussion

Grants: Approved participation in municipal roads grants-in-aid

Budget: Set four workshop dates with budget advisory committee and department heads

Oversight: Approved comprehensive improvements to wastewater treatment plant and pursuing USDA funding

### November 2

Oversight: Executive session with animal control officer and Town Manager

### November 9

Oversight: Executive session with chief of police and Town Manager

### November 11 & 17

Budget: #1 and #2 workshops with budget advisory committee and department heads

### November 23

Oversight: Sold two swamp lots to high bidder

Oversight: Began labor union collective bargaining process with two town employee unions

### December 9 & 15

Budget: #3 and #4 workshops with budget advisory committee and department heads

### December 14

COVID: Voted town meeting would vote public questions by Australian ballot this year per Act 162

Policy: Adopted updates to zoning fee document proposed by zoning administrator

COVID: Discussion of town meeting format possibilities during public health emergency

Policy: Adopted policy requiring Town Manager to supervise and evaluate paid board appointees (animal control, zoning, rental & health)

### December 30

Oversight: Adjustments to grand list per assessors.

## Assessor's Report

The Town Wide Reappraisal was completed for the 2020 Grand List. The taxable Grand List increased by \$13,222,300. The prior year statistics were CLA 98.77 (common level of assessment) with a COD of 13.49 (coefficient of dispersion). The COD is a statistical measure of equity of all property types. One of the objectives of the reappraisal Project was to correct the level of equity between all property types. The state equalization study including data from the Reappraisal is not available until January 2021.

Just as we were completing the project and getting ready to mail out the Reappraisal Change Notices, the COVID realities forced everyone to shift and find ways to fulfill the statutory obligations while following Best Practices, adhering to the new State Mandated Rules and attempting to keep everyone involved safe and healthy. The Town of Brandon certainly rose to the occasion.

We heard over 100 informal "pre grievances" and 64 official grievances with 10 parcels going on to the Board of Civil Authority. Using Google Meets, property owners had the ability to meet in real time by phone or computer video/audio. We appreciate the patience demonstrated as everyone had the opportunity to increase their technology skills.

Karen Folger has been hired by the Town of Brandon as the Assistant Assessor. The regular hours for the Assessor's office will be Tuesdays from 9am-3pm. The Assessors office can be reached by email at [assessors@townofbrandon.com](mailto:assessors@townofbrandon.com)

Respectfully submitted,

**Assessor/NEMRC**

Lisa Truchon, VMPPA

<b>EXPENDITURES</b>	<b>FY-19/20</b>	<b>FY-20/21</b>	<b>FY-21/22</b>
<b>ASSESSOR</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
Salary/Wages.....	\$ 1,431.33	\$10,850.00	\$ 9,000.00
Benefits/Taxes .....	109.47	840.00	695.00
Travel & Expenses .....	-	500.00	100.00
Dues & Subscriptions .....	-	-	100.00
Continuing Education .....	30.00	500.00	200.00
Mapping.....	2,450.00	3,000.00	2,600.00
Legal Fees Assessor .....	-	500.00	500.00
Property Assessor .....	1,230.36	18,000.00	18,000.00
Professional Supplies .....	-	250.00	250.00
Office Equipment .....	215.00	500.00	500.00
Reapp Acct.Transfer out ...	5,000.00	5,000.00	5,000.00
<b>Total Assessor .....</b>	<b>\$10,466.16</b>	<b>\$39,940.00</b>	<b>\$36,945.00 00</b>

## Economic Development Report

As economic development officer, I continue to work closely with the **Brandon Area Chamber of Commerce (BACC)**, **The Downtown Brandon Alliance (DBA)**, **the VT District Office of the US Small Business Association (SBA)**, **Vermont Economic Development Authority (VEDA)**, and **the newly formed Chamber and Economic Development of the Rutland Region (CEDRR)** (the merger of the **Rutland Economic Development Corporation (REDC)** and **Rutland Regional Chamber of Commerce (RRCC)** and local realtors, lending institutions and land lords to make sure that every potential business is welcomed into our community.

The economic impacts of COVID-19 on economic development are obvious in their negativity. As weeks turned into months, the State of Vermont, utilizing

## ***Economic Development Report cont.***

CARES Act funding, facilitated a multitude of programs to help our businesses. Alongside **Bernie Carr**, executive Director of the BACC, I worked to inform and educate the businesses about the programs that were available. Representatives **Stephanie Jerome** and **Butch Shaw** have been instrumental in helping us walk our residents and businesses through the ins and out various instruments of economic aid. **The Brandon Revolving Loan Fund (BRLF) Committee** has temporarily suspended payments for their loan recipients. The Select Board voted to suspend late fees and interest for tax and wastewater payments. From Federal to local government, we have all been working together to help small and medium sized businesses to survive.

Legislation passed during the 2020 session allowed for the easy formation of Communications Union Districts. CUDs are municipal organizations that facilitate the expansion of broadband in their member areas. In July, I worked with the Select Boards of Brandon and Goshen to create the Otter Creek CUD. At the time of this printing, we have 13 member towns. The expansion of broadband via optical fiber will make our region more attractive for businesses and potential workers. Our current and future employers need more people to train and employ as there is a growing workforce deficit with retirement of baby boomers. I have joined to Rutland Region Workforce Investment Board to ensure that Brandon businesses are represented and to facilitate the expansion of training programs at the secondary and post-secondary levels of education to help fill this burgeoning need.

Looking ahead at, the economic outlook for Brandon is full of possibilities. The current Brandon Industrial Corporation Properties are being marketed more aggressively for development. In 2020 we have had new businesses open and existing businesses expand, despite the pandemic. To help provide additional support, I have submitted a letter of intent to apply for a USDA Rural Business Development Grant that would provide more funding for our very successful BRLF and to fund targeted counselling for Brandon businesses.

Please do not hesitate to contact me about any help you may need for your existing business or with any leads and ideas you might have for potential new businesses.

(802) 247-3635 X213

Bmoore@townofbrandon.com

<http://townofbrandon.com/departments/economic-development/>

Respectfully submitted,

**Economic Development Officer**

Bill Moore

<b>EXPENDITURES</b>	<b>FY-19/20</b>	<b>FY-20/21</b>	<b>FY-21/22</b>
<b>ECONOMIC DEVELOP.</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
Salary/Wages.....	\$17,175.08	\$17,700.00	\$18,240.00
Benefits/Taxes .....	7,981.92	11,040.00	11,140.00
Travel & Expenses .....	271.87	500.00	250.00
Economic Development.....	1,568.27	12,000.00	12,000.00
Killington Valley .....	-	1,295.00	1,400.00
Hist. Preservation Comm. ..	-	500.00	500.00
<b>Total Economic Development</b>	<b>\$26,997.14</b>	<b>\$43,035.00</b>	<b>\$43,530.00</b>

## ***Health Officer Report***

Town Health Officer's in the State of Vermont are nominated by their respective towns and appointed by the Commissioner of Health. The THO is responsible for investigating and addressing public health problems in their town. Some of these are animal bites, drinking or public water, lead paint, infectious disease, solid or hazardous waste, sewage, and the rental housing health code.

Respectfully submitted

**Town Health Officer**

Thomas Kilpeck

## ***Rental Housing Report***

There are currently 479 Rental Housing units in the Town of Brandon. Rental Housing consists of any Non-Owner-Occupied dwellings, such as single-family homes, apartments, duplexes, and owner-occupied homes with two or more rooms rented. These rental units are all subject to regulations under the State of Vermont and the Town of Brandon Rental Housing Codes.

A new Certificate of Occupancy is required every time there is a change of tenant at a Rental Unit.

Prior to a new tenant moving in, an inspection is performed and a new C/O is issued. Additionally, an Annual a Statement of Compliance is sent to the owners of all rental housing in Brandon. This is a self-assessment performed by the owners/managers of the property, to ensure that each Rental Unit is up to code. The specifics of the Rental Housing Code can be found on the town's website at [www.townofbrandon.com](http://www.townofbrandon.com), or by contacting me at the office.

Respectfully submitted

**Rental Housing Officer**

Thomas Kilpeck



# B•REC

What YOU want to DO!

**Bill Moore,**

**Director**

Extension 213

bmoore@townofbrandon.com

**Colleen Wright,**

**Assistant to the Director**

Extension 211

cwright@townofbrandon.com

brandonvt.myrec.com

## 2020 Recreation Participant Numbers

Little Otter Youth Wrestling .....	35
Snowbowl Ski Lessons .....	17
Summer Cornhole League .....	21
Fall Soccer .....	85
NFL Flag Football (1st/2nd Grade) .....	8
Fall Kickball League.....	19
Adult Basketball .....	28
Winter Cornhole League .....	24
Brandon Rec Fall Cheerleading... ..	9
Dance, Tumble, Shout Cheer Camp .....	10
A Week of fun – April Break.....	9
Quiz Night – November .....	58
Quiz Night League.....	44
Brandon Idol Tryouts.....	9
Basketball Open Gym .....	28
Italian Film Series .....	20
Sunday Afternoon Pickleball .....	14
Country Heat Video Workout.....	11
Table Tennis @ The Town Hall .....	8
February Break Camp @ Town Hall .....	4
Art for your Heart - #Brandemic.. ..	119
Pick-up Volleyball @ OV North....	4
Live Lockdown Online Bingo.....	25
Facebook Paint & Sip .....	18

## Recreation Department Report

### Programs cancelled Due to COVID

Spring Baseball/Softball, Summer Baseball/Softball, Field Hockey Camp, Swim Lessons @ Brandon Inn, Summer Basketball Clinic, Pre-Season Football Camp, Pre-Season Soccer Camp, Youth Cross-Country Running, Middle School Football (7th /8th Grade), Flag Football (5th/6th Grade), Flag Football (3rd/4th Grade), Youth Theatre, 7th/8th Grade Lacrosse (Boys), Brandon Rec Winter Cheerleading, A Week of fun – February Break, 7th/8th grade Girls Lacrosse, Pockette B-ball Skills Sessions, Let's Play – Pre-school Playgroup, British Soccer Camp @ Estabrook, Mini Sprinters Spring Running, Kids Idol, Brandon Style, Renegade Wrestling Camp, Tango Tuesdays @ The Town Hall, Indoor Soccer, Pee-Wee Cheerleading, Adult & Youth Aikido, Hip Hop Beginner Camp,

### "Rested" Programs

Boot Camp, Brandon Dance w/Middlebury College, Awesome Afternoons, Odyssey of the Mind, A Week of fun – April Break, Spring Soccer Player Development, Elite Basketball Camp

### Events & Initiatives held prior to or during COVID

- Moonlighting in Vermont – Cabaret Show @ the Town Hall – January
- 2020 Brandon Idol Auditions Concert – January
- Mom Prom with the **Neshobe PTO & Brandon Area Toy Project** @ the Town Hall – February
- The Grift & Sweet Sphynx Concert @ the Town Hall – February
- Country Snow Boots Brandon Idol Concert @ the Town Hall – February
- New England Wildlife Encounters (2 Shows) @ the Town Hall – February
- Bounce House Karaoke @ the Town Hall – February
- Winter Cornhole Tournament with **VT Cornhole Championship & Rutland Winter Fest** @ CSJ Gym – February
- "Bears of Brandon" with the **Brandon Area Toy Project** - March
- Online Fishing Derby with the **Brandon Area Toy Project**– May
- Dog Days Central Park Concert - August
- Tie-Die Masks and Face Shield Decorating for Kids @ Estabrook Park – August
- Jack McKernon Drive-in with **the Paramount Theatre** @ Estabrook Park – August – October
- Socially Distanced Opera with **Barn Opera** and **Brandon Music** @ Estabrook Park - September
- The **Carter Insurance Agency** Pick-up Concert Series @ Estabrook and Central Parks– September
- Harvest Fest with **Neshobe PTO, Brandon Free Public Library, Brandon Area Chamber of Commerce** @ Estabrook Park – October
- Phil Henry Drive-In Concert @ Estabrook Park - October
- Estabrook Craft Fair – October
- Spooksville with **Brandon Area Toy Project, Brandon Free Public Library, Brandon Area Rescue Squad, Brandon Police Department & Brandon Fire Department** @ Estabrook Park– October
- "Get Lit, Brandon" Decorating Competition with the Brandon Area Toy Project, **Brandon Area Chamber of Commerce & The Reporter** – December
- Inaugural "Reverse Parade" with the **Brandon Area Toy Project, Brandon Free Public Library & Brandon Area Chamber of Commerce** – December
- **OMYA** Safety Programs – Reflective Walking Helmets and Hats, Bicycle Helmets – Year Round

## ***Recreation Department Report cont.***

### **Events & Initiatives cancelled due to COVID**

- 80's Explosion Brandon Idol Concert @ the Town Hall– March
- Sledding Party with the **Neshobe Golf Course** - March
- The Local Scene Teen Band Concert @ the Town Hall – March
- Ben Fuller "Coming Home to Brandon" @ the Town Hall – March
- The Karen Rouse Volunteer Appreciation Dinner @ the Town Hall
- The First Annual Filmmakers Fest! @ the Town Hall– April
- Michael Jackson Brandon Idol Concert @ The Town Hall - April
- Safety Day with the **Brandon Free Public Library Neshobe PTO, Brandon Fire Department, Brandon Area Rescue Squad, Brandon Police Department & OMYA** – May
- NYC Spring Bus Trip - May
- Broadway Brandon Idol Concert @ The Town Hall - May
- The Fishing Derby @ Camp Thorpe with the **Brandon Area Toy Project and Camp Thorpe & VT Fish & Wildlife** – May
- MLB Pitch Hit Run with Major League Baseball – May
- Brandon Kick-off to Summer Carnival with the **Brandon Area Toy Project** - June
- Independence Day Family Games with **Brandon Independence Day Celebration Committee** – July
- The Vermont State Cornhole Championship with the **Downtown Brandon Alliance & Brandon-Forest Dale Lions Club** – July
- Rockin' with The Rec with **SOAR** after school program – January – May, October - December
- Estabrook Rock Fest with the **Brandon Area Toy Project** – August
- Neshobe Pie Gobbler Thanksgiving Fun Run with the **Neshobe Golf Course & Maple Run Marketing** – November
- NYC Winter Bus Trip - December
- Breakfast with Santa with Neshobe PTO - December
- Flagship Cinema Booklets

### **COVID emergency response:**

As the COVID pandemic appeared on the forefront of our winter, Brandon Rec took on the responsibility of developing emergency services. With a mission to help keep people safe and in their homes, **Colleen Wright**, Assistant to the Rec Director, pivoted to becoming Volunteer Services Organizer and developed a community support delivery system that delivered groceries and medication from local stores to people in Brandon, Leicester, Goshen, Pittsford and as far south as North Clarendon. Ten "super-citizen" volunteer drivers made over 600 deliveries during those first two months; this service is still being provided to the most vulnerable in our communities. Through Colleen, the Brandon Rec has been working with **Veggie Van Go** and the **Vermont Food Bank** to facilitate deliveries of emergency food to families in need. She will continue to develop distribution lines to get people fed with healthy food, working to meet the needs of folks beset by food insecurity due to the current economic situation.

Providing the perfect balance of entertainment and community information, Colleen created the daily social media sensation "5 at 5" which gave daily updates, identified needs and the associated support systems. When PPE was initially difficult to find, thanks to a rock-solid relationship with the **Brandon Area Toy Project**, the Brandon Rec equipped many of our businesses' essential workers with reusable cloth masks. And thanks to her focus on masking education, Brandon was safely able to host some of the types of community events for which we are known throughout the state. Through careful planning and mandatory masking, community events like **HarvestFest**, the **Estabrook Craft Fair** and **Spooksville**, were held successfully and without a health incident.

## ***E911 Coordinator Report***

Our emergency services, Police Dept, Fire Dept, and Rescue Squad, depend strongly on the owners of all properties to have their street numbers posted and visible in time of emergency.

The Town of Brandon requires ALL Homes and Buildings to have their street address numbers to be posted near the front entrance of each building and be visible from the road. If your entrance can not be seen from the road, an additional posting is needed, near the road and visible at all times. Numbers are to be 4 inch white or silver reflective, block style, on a green or black background.

Respectfully submitted

**E911 Coordinator**

Thomas Kilpeck

## ***Tree Warden Report***

During the 2020 legislative session the legislature passed Bill H.673 to modernize Vermont's Tree Warden statutes and other statutes related to public trees and roadside vegetation. Governor Scott signed H.673 into law October 8, 2020 and it went into effect November 1, 2020. H.673 modernized the original statute which was passed in 1904 and was last updated in 1969.

In summary H.673:

- 1) Defines which trees are to be considered shade trees.
- 2) Defines role of the Tree Warden for removal of shade trees.
- 3) Permits municipalities to remove trees within town rights-of-way which are not designated shade trees without approval of the Tree Warden.
- 4) Clarifies the Tree Warden may approve removal of shade trees which are a hazard or are infected by tree pests or disease without posting a public notice.
- 5) Replaces the \$500 penalty for unauthorized removal of a shade tree with a penalty based on the size of the tree.

***continued.....***



## ***Tree Warden Report continued . . .***

As before, shade trees may not be removed without approval on the Tree Warden.

If you would like to review the complete list of revisions please contact me.

The emerald ash borer (EAB) was found in West Rutland this past summer. Brandon is now in a high risk area for infestation of this insect. Once infected, a tree will die without aggressive treatment. I'm not aware of any public ash trees in the villages of Brandon or Forest Dale. If you know of any please let me know. If infected there will be dead and dying branches in the tree top and possibly cracks in the bark.

The contractor has completed planting 196 new trees required by Route 7, Project 6. The contractor is responsible for these trees for one year after planting. The Town will be responsible for watering and pruning for the next 4 years.

At the request of the Road Foreman I approved the removal of hazard trees along several town roads. I did not approve removal of a shade tree on Franklin Street that the adjoining land owner requested to be removed. Three small trees were removed during the construction on Park Street last summer.

I have seen many places in Town where residents have applied mulch around public trees. This is a good practice to prevent damage to the tree, providing it is done properly. Mulch should be applied to a maximum depth of 4 inches and should be sloped to 2 inches around the base of the tree. Mulch should not be piled up around the base of the tree (volcano mulching) as this may result in trunk decay.

Thank you for your cooperation.

Respectfully,  
**Town Tree Warden**  
Wayne Kingsley

## ***Recreation Department Report cont.***

The Brandon Rec has proven to be an innovative leader in Rutland county with our response to the pandemic. Right from the onset, we have been (and are continuing) to identify our community's needs, work with state agencies to access resources, and partner with county and Brandon based organizations to solve problems before they became insurmountable. Despite the obstacles, our "all hands on deck" strategy has resulted in a more engaged and healthy community.

### **General Programming - Youth**

Governor Scott's decisive and ever evolving response to this historic situation shaped the kinds of programming we were able to provide to our area youth. As expected, our youth programming was negatively impacted by the pandemic. Using our new online registration portal, we would create and cancel many programs as deadlines and restrictions came and went. Pivoting to online offerings like our wildly successful partnership with the **Brandon Free Public Library** and **Brandon Area Toy Project**, we were able to offer "Art for your Heart". Adults and Kids could sign-up for free, thanks to benefactor **Trish Keith**, to safely arrange to pick-up a canvas and paint supplies at the library. People would create a painting that reflected their feelings how they had been impacted. A post on social media (#brandemic) provided a virtual gallery of their masterpieces. When safety allows, we will collect and display those paintings at the Brandon Free Public Library and the Brandon Town Hall. This project was one of the ways we worked to foster a sense of community while we are were apart.

When easing of the restrictions began, we were able to reopen the parks and provide some kinds of outdoor opportunities. Our offerings of PPE decorating, outdoor pee-wee cheer, and Youth Soccer season that included an "in-house only" 3-6 co-ed Brandon league, demonstrates our communities' ability to adapt to whatever challenges are laid before us. Although practicing and coaching while masked presents challenges, our volunteers, players and their families were dutiful and kept each other safe while having fun AND we were able to rediscover kick ball as another activity we can add to our bevy of offerings!

### **General Programming – Adults**

Our inability to convene indoors in both town and school buildings after March 11th affected our ability to provide our adult programs that focus on exercise like Pickleball (Sundays) Pick-up Basketball (Sundays, Thursdays) Volleyball (Mondays) Table Tennis (Thursdays). Quiz Night with the Brandon Free Public Library transitioned to Zoom, we created a bingo night and paint and sip Facebook live weekly offerings. The first in-person activity we were able to organize was the Cinema Italiano Serie (Italian Film Series). Along with adult summer cornhole as the spigot was opened another turn or two, we were able to safely host other activities without incident.

### **Infrastructure**

Thanks to a very successful partnership with Executive Director of the **Paramount Theater, Eric Mallette**, we were able to realize additional improvement to our Estabrook Park. Thanks to a plethora of donations, including those from Brandon based organizations and businesses - **Kevin Birchmore** and **The McKernon Group, Naylor and Breen Builders** and **The Trustees of Public Funds, The Jack McKernon Drive-in** opened in August. This partnership with the Paramount will continue in 2021 and beyond. The 32' x 16' screen and power that has been installed on the western edge of the former hayfield-turned event parking lot has opened up more possibilities of future events that can be hosted at Estabrook ("Mini-SPAC" is a term that has been thrown around by the Town Manager and assistant to the rec director!)

## ***Recreation Department Report cont.***

A wastewater pipe leak underneath the basketball court at Seminary Hill Park required that the court be dug-up and resurfaced. The timing was fortuitous as we were able to use this repair and improvement (repainted lines included a pickleball court!) toward our match for the scheduled park grant work. The replacement of the dilapidated fencing and creation of parking plan referenced in the 2019 report commenced in October 2020, which was when the fencing contractor was able to acquire the materials necessary for the split-rail fence installation. Thanks to a public-private partnership with the adjoining landowner, Chip Briscoe, we were able to use the existing funds and to create a trial run of a dog park on private property while creating a property delineation. While the majority of the fence work has been completed, the final work on both projects is slated for the spring.

A grant has been prepared for funding a change of the locking system at the town hall so that the lower-level lobby and restrooms can serve as a public resource in our increasingly busy downtown. Once grant money has been secured, we will get the work performed, hopefully in time for what looks to be a busy summer. We will continue to monitor the grant opportunities and look to fund projects that the community can enjoy, with an eye toward Estabrook, the yet-to-be developed park at Wheeler Road and town-owned property on Newton Road

### **Post Pandemic**

With the support of our amazing community organizations and volunteers, are constantly looking to the future. If experts are to be believed, this summer will mark a turning point and we will be able to recreate more normally. As excited all of us will be to see each other again at the events and programming that we have come to love, the 2021 winter provides a once in a lifetime chance to engage folks in planning. The reinvigoration of our existing (and new) committees (bikes, trails, ATV, parks, gardening club, your fantastic idea here) will be transformative. If you have any interest in volunteering, planning or otherwise just helping us to realize these critical recreation missions, please reach out! Even if it just feedback (negative or positive), it is all critical for the development of a rec department that best reflects our communities' values.

Respectfully Submitted,

### **Recreation Director-Not Dictator**

Bill Moore

### **Member**

Colleen Wright



## ***Energy Committee Report***

The Town of Brandon's Energy Committee continued its work, as mandated by the Town's newly adopted Enhanced Energy Plan, in raising awareness about energy efficiency and energy conservation opportunities for Brandon businesses and residents, by hosting multiple in-person, outdoor and virtual workshops with statewide energy experts and local contractors.

Over the course of 2020, the Energy Committee's workshops and communications focused on rebates, incentives and no-interest loans for weatherization, heat pumps, solar panels, electric vehicles, as well as education on food composting, support for town efforts to become more energy efficient and electrify its fleets, and more. In partnership with local heat pump contractors and the Rutland County Solid Waste Department, the Energy Committee also hosted a booth at the Celebrate Brandon event and distributed information on Efficiency VT's rebates and weatherization programs. This work will continue into 2021 as new state and/or federal incentives and rebates become available, to ensure Brandon businesses and residents are aware of the financial and energy savings opportunities available.

Prior to the pandemic, the Energy Committee planned, in 2020, and in coordination with the Town of Brandon, the first ever "EV Festival" to celebrate Brandon's historical role in the invention of the electric motor and the first ever prototype of an electric vehicle. The EV Festival was planned for July 2020 at Otter Valley High School – and intended to showcase all of the electric vehicles and motors on the market (including electric cars, ATVs, motorcycles, boats and lawn equipment) – but was canceled in late spring 2020 due to Covid concerns. This EV Festival will be rescheduled once public events of this size are allowed.

Moving forward, the Energy Committee is building out an energy-focused Revolving  
***continued.....***



## Energy Committee Report continued . . .

Loan Fund to mirror the town's economic development-focused Revolving Loan Fund. The aim of the energy-focused fund will be to make low-to-no interest loans available to community residents interested in saving energy within their home via weatherization, retrofits, heat pump or solar panel installation, or electric vehicle purchases. The Revolving Loan Fund concept will be drafted in early 2021 for subsequent consideration of the Select Board and town.

Additional energy updates worth mentioning: The Energy Committee is exploring a scholarship for local students to pursue studies and, ultimately, certification in electric vehicle maintenance, in an effort to build on Brandon's historical legacy as the town that invented the electric motor/vehicle. This work will continue to be developed in 2021. Additionally, the Town of Brandon recently installed electric vehicle charging stations in the parking lot west of the Town Hall, which, once operational, will serve to bring additional economic activity to the downtown core. For more on the Energy Committee's aims and objectives, check out the Enhanced Energy Plan here: <http://townofbrandon.com/wp-content/uploads/2019/07/Brandon-Enhanced-Energy-Plan-FINAL.pdf>

### Brandon's Energy Committee Ready to Help Households and Businesses Save Money

If you're a Brandon resident or business interested in saving money on energy bills, the town's Energy Committee is now available to walk you through some easy ways to reduce the money you're currently spending on heating, electricity, and transportation.

It's possible to cut your energy bills in half, and the Energy Committee is available to show you how to do it. That's what our committee was mandated to do by the town's energy plan, which was adopted in 2019. So please take advantage of the free consultation!

## Recreation Department Report cont.

EXPENDITURES RECREATION DEPT.	FY-19/20 ACTUAL	FY-20/21 BUDGET	FY-21/22 BUDGET
Salary/Wages (2).....	\$ 52,134.84	\$ 57,400.00	\$ 59,110.00
Benefits/Taxes .....	27,000.86	26,695.00	27,050.00
Travel & Expenses .....	103.01	500.00	250.00
Dues & Subscriptions .....	960.48	500.00	600.00
Advertising/Recruitment....	2,000.50	9,000.00	7,000.00
Fuel .....	390.07	750.00	500.00
Vehicle Maint. ....	1,414.54	500.00	1,000.00
Registration Software.....	2,995.00	3,000.00	3,000.00
Storage Unit Supply/Maint	1,800.00	300.00	-
Equipment /Supplies .....	3,420.93	-	4,000.00
Recreation Programming* .	62,110.71	69,000.00	30,100.00
Office/Equip. Supplies .....	-	300.00	200.00
Recreation Telephone.....	250.22	350.00	350.00
Parks Maintenance .....	955.57	-	-
Estabrook.....	121.74	-	1,000.00
Town Hall.....	273.44	-	-
Estabrook Fundraising .....	-	-	500.00
Seminary Hill.....	345.00	-	500.00
DOG PARK EXPENDITURES.	-	-	300.00
Grant Match.....	-	-	10,000.00
<b>Total Recreation .....</b>	<b>\$156,276.91</b>	<b>\$168,295.00</b>	<b>\$145,460.00</b>

\*Programming decrease is a result of COVID restrictions.

## Highway Department Report

This year the Highway Department worked on culvert replacements, cleaning inlets and outlets and cleaning out ditches. We also cut shoulders and graveled some roads where needed. We have started some much needed sidewalk repairs and resurfacing.

Paving and shoulder worked was completed on the paved end of Country Club Road, Park Street Extension and Corona Street. Also excavated some areas of severe wheel rutting and pot holes on Carver Street and applied a good gravel base and pavement. This will help eliminate the pot holes in those areas.

Another big accomplishment was tearing down the old lean-to building at the Town Highway Garage complex. This building was deemed unsafe and uninsurable. We did a massive cleanup around the yard, put in a base and laid concrete blocks for our new fabric building. This new structure now allows us to keep all of our equipment covered year round. We also poured a cement slab and built a new building for the new fuel tank and painted the old building.

There was also a lot of truck and equipment maintenance this year. We also continued with our regular maintenance such as road grading, tree and brush cutting, roadside mowing, sweeping, helping other Town departments as needed. We also treated the new sidewalks with a sealant to prevent scouring.

### Highway Foreman

Shawn Erickson

### Highway Dept.

Brian Kilpeck  
Dan Snow  
Jeff Machain

### Bldgs. & Grounds

Josh Preseau  
Paula Butterfield

### Wastewater Dept.

Steve Cijka  
Tim Kingston

## **Highway Department Report cont.**

<b>EXPENDITURES HIGHWAY DEPT.</b>	<b>FY-19/20 ACTUAL</b>	<b>FY-20/21 BUDGET</b>	<b>FY-21/22 BUDGET</b>
Salary/Wages (4).....	\$ 236,287.12	\$228,250.00	\$245,650.00
Benefits/Taxes .....	87,037.59	111,375.00	115,795.00
Travel & Expenses .....	417.44	300.00	300.00
Clothing Allowance .....	3,702.00	3,850.00	2,500.00
Dues & Subscriptions .....	-	100.00	100.00
Continuing Education .....	90.90	200.00	100.00
Contractors .....	3,066.50	5,000.00	5,000.00
Equipment Rental .....	8,396.06	2,500.00	8,000.00
State Permits .....	1,350.00	3,000.00	3,000.00
New Equipment-Misc. Tools	9,309.38	1,200.00	10,000.00
Safety Equipment .....	1,457.95	1,500.00	1,500.00
Fuel - Vehicles HW .....	26,321.11	30,000.00	30,000.00
Oil - Vehicles .....	1,699.45	3,500.00	2,200.00
HW Maint. Supplies-Vehicl	16,688.09	20,000.00	20,000.00
HW Tires - Vehicles .....	4,742.52	14,000.00	5,000.00
HW Outside Maint. - Vehic	34,646.63	20,000.00	25,000.00
HW Telephone.....	2,183.95	2,100.00	2,100.00
Roadside Mower- Maint....	1,720.16	1,500.00	1,500.00
Tree Removal/Planting.....	6,504.82	8,000.00	8,000.00
Guardrails.....	368.93	1,000.00	6,000.00
Signs & Posts.....	796.34	8,000.00	4,000.00
Line Painting.....	-	-	2,000.00
Paving Roads .....	264,771.38	50,000.00	70,000.00
Cold Patching.....	1,574.10	3,000.00	2,500.00
Culverts .....	10,296.15	8,000.00	8,000.00
Gravel .....	33,211.25	50,000.00	55,000.00
Chloride .....	16,051.21	25,000.00	25,000.00
Road Salt.....	94,484.41	80,000.00	85,000.00
Winter Sand.....	25,140.86	25,000.00	25,000.00
Sidewalks .....	-	-	15,000.00
Leased Equipment .....	175,023.54	78,000.00	78,000.00
Grant Match.....	-	-	5,000.00
<b>Total Highway Department.</b>	<b>\$1,067,339.84</b>	<b>\$784,375.00</b>	<b>\$866,245.00</b>

<b>EXPENDITURES BLDG. &amp; GROUNDS</b>	<b>FY-19/20 ACTUAL</b>	<b>FY-20/21 BUDGET</b>	<b>FY-21/22 BUDGET</b>
Salary/Wages (2).....	\$ 25,477.92	\$ 53,450.00	\$ 54,660.00
Benefits/Taxes .....	11,085.47	18,200.00	18,530.00
License & Fees .....	-	300.00	-
Testing/Monitor Fee .....	2,420.00	4,000.00	-
Heating - Propane .....	6,628.87	9,000.00	9,000.00
Heating Fuel.....	12,494.80	15,000.00	15,000.00
Bldgs & Grounds Water Fee	1,459.43	2,000.00	1,800.00
Bldgs & Grounds Electric...	39,308.33	70,000.00	70,000.00
Electric EV Car Stations....	-	-	1,000.00
Highway Bldg Maint .....	2,421.97	5,000.00	10,000.00
PD Bldg Maint. ....	1,213.80	2,500.00	2,000.00
Town Office.....	3,221.72	12,000.00	-

**continued.....**

Brandon's volunteer Energy Committee will figure out the right steps for you to take – whether it's weatherizing your home, electrifying your heating and cooling, installing solar panels and batteries for energy storage, or electrifying your transportation. And we'll guide you through the state rebates, incentives, and no-interest or low-interest loans that are available this year.

Please reach out if you want to lower your energy bills and reduce what you're spending on heating, cooling, electricity and transportation. There's a lot of support out there to lower your bills and we should be taking full advantage of it.

Email us at [BrandonEnergy@gmail.com](mailto:BrandonEnergy@gmail.com)

### **Energy Committee**

Michael Shank (Chair),  
Matthew Orchard  
Lowell Rasmussen  
Jack Schneider  
Edna Sutton





## Development Review Board Report

The Brandon Development Review Board (DRB) is a five-member, quasi-judicial volunteer board whose members are appointed by the Brandon Select Board. Additionally, the DRB currently has one alternate member, also appointed by the Brandon Select Board. The DRB hears appeals and grants variances, conditional uses and setback waivers in accordance with the Brandon Land Use Ordinance (BLUO). The DRB is also charged with reviewing sections 6 (municipal impacts), 7 (school impacts), and 10 (compatibility with the Town Plan) of the Act 250 review process. All DRB hearings are publicly warned 15 days in advance in "The Reporter" and posted on the town bulletin boards. The DRB usually meets the fourth Wednesday of the month, as needed. Location varies so check the town website for official hearing and meeting notices.

Development Review Board Members are: Samantha Stone, Chair; John Peterson, Vice Chair; Robert Clark; Ralph Ethier. We are currently looking for a fifth board member and an alternate. Anyone interested should communicate with the Select Board.

### Development Review Board

Robert Clark.....	2021
Ralph Ethier.....	2023
John Peterson.....	2022
Samantha Stone.....	2023



## Highway Department Report cont.

EXPENDITURES	FY-19/20	FY-20/21	FY-21/22
BLDGS. & GROUNDS	ACTUAL	BUDGET	BUDGET
Cemeteries .....	-	1,000.00	500.00
Municipal Mowing-maint ..	2,908.80	2,500.00	2,500.00
Recreation Field Maint. ....	-	5,000.00	2,500.00
Town Clock Maint. ....	-	1,000.00	500.00
Town Hall Repair/Maint....	22,472.55	15,000.00	15,000.00
Parks Maint. ....	1,530.70	-	3,000.00
Trash costs-Transfer Stat ....	797.74	-	500.00
Maint. Supplies Bldgs. ....	2,160.37	-	1,000.00
Generator Maint .....	138.15	2,200.00	2,200.00
Solid Waste Disposal.....	3,947.78	-	-
<b>Total Bldgs. &amp; Grounds .....</b>	<b>\$139,688.40</b>	<b>\$218,150.00</b>	<b>\$209,690.00</b>

## Zoning Administrator Report

This Fiscal Year included the final phases of the monumental Downtown Renovation. Despite the pandemic (or possibly because of it) permit activity increased by 42% over the past F.Y. The ZA reviewed 70 zoning permit applications; with the largest increase being attached residential additions to existing housing. The total number of new dwelling units (including new single family structures and additional apartments) also increased 40% over the previous year's activity.

### Summary of permits reviewed 7/1/2019 - 6/30/20

#### Project # Applications

Residential (attached to housing): additions, decks, porches.....	12
Accessory (detached) Structures: garages, sheds, pools, fences.....	21
Single Family Residences (stick-built, modular, panel, log, mobile homes); new or replaced .....	7
Commercial Projects (including multi family housing, Changes of Use .....	9
Home Occupations .....	2
Signs (business) .....	8
Demolitions (Note that a VT Asbestos Inspection Certificate may be required); Miscellaneous .....	2
Subdivisions, Boundary Line Adjustments .....	2
Barns, Agricultural Structures (to qualified farmers), Farm Animal permits (a Conditional Use) .....	3
Denied, incomplete, withdrawn Applications.....	0

**Total #applications reviewed:..... 70**

DEVELOPMENT REVIEW BOARD (DRB) held five Public Hearings to decide on appeals, conditional uses, and commercial permit applications. All were approved. The review of Farm Animals (a conditional use permit requirement everywhere in the Township except on qualified farms) was the #1 application subject.

The current Board includes Samantha Stone, Robert Clark, John Peterson, and new member Ralph Ethier. Thanks to departing members Tom Bohler and Amber Lee for their services.

**The DRB now needs both a Regular and an Alternate Member to assist in review of Appeals, Variances, Waivers and Conditional Use permit applications. Qualifications are a willingness to participate when needed, and impartial application of common sense to the Town's rules.** The DRB only meets when there is an application to review (averaging about six times a year), usually on

## Zoning Administrator Report cont.

the fourth Wednesday of the month. If interested, please contact Chairperson Samantha Stone (xsamstone@yahoo.com) or the ZA for information.

UPDATES: Sign rules (Section 407 of the Land Use Ordinance) were simplified in 2018; and use of "temporary" and illuminated displays changed, encouraging more historic designs. Some examples: Sign size & heights were reduced; Internally lit & neon signs are prohibited.

As always, **please check with the Zoning Administrator** (not your Contractor or Neighbor) for reliable information on when or if a Permit is needed. **In 2021**, The ZA will be available to assist on Tuesdays (8:15-4:00), Wednesday mornings (8:15-12:30), and by special appointment as necessary on nights & weekends. Permitting information, application forms, fee schedules, ZA's Office hours (subject to change by Pandemic conditions), and contact details are posted on [www.TownofBrandon.com](http://www.TownofBrandon.com).

Well Regards

**Zoning Administrator**

Jeffrey M. Biasuzzi

<b>EXPENDITURES</b>	<b>FY-19/20</b>	<b>FY-20/21</b>	<b>FY-21/22</b>
<b>ZONING REPORT</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
Salary/Wages (1).....	\$26,318.75	\$35,925.00	\$31,375.00
Benefits/Taxes .....	2,013.49	2,775.00	2,410.00
Travel & Expenses .....	183.01	500.00	300.00
Dues & Subscriptions .....	-	-	-
Continuing Education .....	81.80	250.00	150.00
Professional Services .....	-	-	-
Legal Services - zoning .....	273.00	3,000.00	3,000.00
Professional Supplies .....	50.40	-	-
Planning/Zoning Postage..	294.49	150.00	250.00
Legal Advertising .....	692.70	500.00	700.00
<b>Total Zoning .....</b>	<b>\$29,907.64</b>	<b>\$43,100.00</b>	<b>\$38,185.00</b>



## Planning Commission Report

Firstly, the Planning Commission grew in size with the addition of new commissioners due to the Select Board expanding the size of the Commission to seven members in 2020. The Planning Commission is excited about its new members, new leadership and new involvement and heartily welcomes the new commissioners, their advice and volunteerism.

Secondly, a major area of focus for the Planning Commission in 2020 were the updates to the Brandon Land Use Ordinance (BLUO) pertaining to Article VIII, involving Flood Hazard Areas and River Corridors. The Planning Commission, in conducting multiple public hearings and in coordination with the Select Board, updated the BLUO to order to avoid and minimize the loss of life and property, the disruption of commerce, the impairment of the tax base and the extraordinary public expenditures and demands on public services that result from flooding-related inundation and erosion.

The updates to the BLUO ensure that the selection, design, creation, and use of development in hazard areas is reasonably safe and accomplished in a manner that is consistent with public wellbeing, does not impair stream equilibrium, flood plain services, or the stream corridor. With these updates to the management of Brandon flood hazard areas and the municipal hazard mitigation plan, the Town of Brandon, its citizens, and businesses remain eligible for all federal flood insurance, federal disaster recovery funds, and hazard mitigation funds that may be available.

Thirdly, the Planning Commission's newly adopted sign ordinance will be back in effect in May when the construction in Brandon is completed. Enforcement of the sign ordinance was on hold during major Rt. 7 construction.

*continued.....*



## Planning Commission Report continued . . .

Full signage ordinance text is available here: <https://www.townofbrandon.com/wp-content/uploads/2020/08/Adopted-Brandon-Land-Use-Ordinance-BLUO-7-27-20.pdf>.

Fourthly, the Planning Commission began its multi-year review of all Brandon Land Use Ordinance articles and text to ensure BLUO language remains up-to-date, concise and accessible. The Planning Commission is beginning this process by reviewing the BLUO's existing Noise Ordinance – which states “No noise which exceeds 70 decibels during daylight hours or 60 decibels at other times of the day at the property line shall be permitted” – due to concerns of persistent and problematic noise disturbances. The Planning Commission is reviewing other Vermont towns’ noise ordinances and the Vermont League of Cities and Towns’ model noise ordinance, with additional definitions and exemptions added from other towns. Final drafts and public hearings will be available for review and participation. This work will continue in 2021 with public hearings for any major edits to the BLUO’s definitions or language.

Open invitation to all those interested in planning to attend our meetings, held typically on the first Monday of the month at 6 pm. Meeting notices/agendas on Town of Brandon’s website.

### Planning Commission

Alexandra Breyer .....	2022
Ralph Ethier .....	2021
William Mills .....	2023
Lowell Rasmussen .....	2022
Michael Shank .....	2023
Alison Walter .....	2021

## Public Works Projects

### UPDATE AND FORECAST

A rather sweet aphorism holds that “Vermont runs on volunteers”. You might apply that to our community as “Brandon runs on volunteers plus other people’s money”. A half-dozen public works projects have been completed in the past few years, any one of which would be notable on its own. How we paid for them is presented in the accompanying chart. Together, they amount to very nearly \$40 million, or thirteen years of a normal Brandon operating budget. To have juggled several of these simultaneously is a credit to our Town Manager, town treasurer, and town office staff, among others. Some of these projects are not yet officially closed-out. When they are, an audited detail of funding sources will be available to you. In regard to Segment Six: the forecast local match due to successfully close out this project should not require any additional requests of you from the selectboard; we believe the 1% local option tax revenue we have been squirreling away will cover the amount we will need to successfully complete this major lift. For now, though, a “project-to-date” mindset is the best way to consider how we endeavor to leverage limited local resources (generally called the local match) to accomplish beyond-our-means public works improvements that will serve our community well for decades to come.

In the present, please consider the improvements we have proposed to bring the wastewater treatment plant up to current standards with a similar “leverage” view. In the near future, the Select Board may come to you with plans for significant work at the highway department, potentially as far as replacing the aging main building. As always, public participation is not just welcome; it is an important part of the Select Board’s decision-making process. In concert with the Town Manager’s professional recommendations, we will continue to seek and secure non-property-tax sources of funding to augment our local “match” contribution to improving these assets.

We thank you, the taxpayers of Brandon, for your foresight in making these investments in our town’s future. Your willingness to get behind these projects and to step up and pay your part of the town’s share is the only way we can draw down substantial funding from outside sources to build our community’s infrastructure. This improves economic vitality, property values, and quality of life for all of us.

Respectfully submitted,  
Brandon Selectboard

<b>EXPENDITURES</b>	<b>FY-19/20</b>	<b>FY-20/21</b>	<b>FY-21/22</b>
<b>DEBT SERVICE</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
RT 7 Town Share -2006 ....	\$175,838.13	\$178,350.00	\$170,000.00
Interest Exp.- Short Term ....	-	5,000.00	5,000.00
Interest- Seg 6 project .....	11,773.12	-	-
PD Bond Payment .....	28,542.54	28,400.00	27,500.00
2016 Segment 6 Bond .....	65,199.91	65,000.00	63,500.00
Park St Bond-2021 .....	-	33,000.00	-
<b>Total Debt Service .....</b>	<b>\$281,353.70</b>	<b>\$309,750.00</b>	<b>\$266,000.00</b>

## Funding Public Works in Brandon

Source	TOTAL	%	US Route 7 Segment 6	Park Street Rebuild	Churchill Road Bridge to GMNF	Bridge 114 (Center Street)	Union Street Sidewalks	Neshobe Overflow Culvert
	OUTSIDE FUNDING							
Federal	\$ 28,271,794		\$ 23,782,672	\$ 308,800	\$ 645,488	\$ 1,670,143		\$ 1,864,691
State	\$ 6,372,609		\$ 5,416,045	\$ 126,250	\$ 111,455	\$ 292,864	\$ 425,995	
Grants & Misc	\$ 386,006		\$ 107,219	\$ 278,787				
Fed/State Due Us	\$ 251,240		\$ 251,240					
OUTSIDE FUNDING	\$ 35,281,648	90%	\$ 29,557,176	\$ 713,837	\$ 756,943	\$ 1,963,007	\$ 425,995	\$ 1,864,691
	BRANDON FUNDING OUTSIDE PROPERTY TAX							
Fire District No. 1	\$ 760,696		\$ 118,496	\$ 642,200				
Wastewater Customers	\$ 706,785		\$ 144,172	\$ 562,613				
In-house services by town staff	\$ 137,958		\$ 137,958					
1% Local Option Tax	\$ 150,000		\$ 150,000					
Town Farm Fund	\$ 98,000		\$ 80,000				\$ 18,000	
BRANDON FUNDING OUTSIDE PROPERTY TAX	\$ 1,853,438	5%	\$ 630,625	\$ 1,204,813	\$ -	\$ -	\$ 18,000	\$ -
	BRANDON FUNDING BY PROPERTY TAX							
General Fund	\$ 653,102		\$ 126,411	\$ 77,000	\$ 114,500	\$ 58,831	\$ 151,422	\$ 124,939
2006 Bond	\$ 750,000		\$ 750,000					
2017 Bond	\$ 835,200		\$ 250,000			\$ 85,200		\$ 500,000
BRANDON FUNDING BY PROPERTY TAX	\$ 2,238,302	6%	\$ 1,126,411	\$ 77,000	\$ 114,500	\$ 144,031	\$ 151,422	\$ 624,939
TOTALS	\$ 39,373,389	100%	\$ 31,314,213	\$ 1,995,650	\$ 871,443	\$ 2,107,038	\$ 595,417	\$ 2,489,629
	%s do not add to 100 due to rounding							
Local Match Still Forecast Due	\$ 320,420		\$ 295,110		\$ 25,311			

## Town Officials

### Town Clerk

Sue Gage ..... 2023

### Town Treasurer

Sue Gage ..... 2023

### Trustees of Public Funds

Courtney Satz ..... 2022

Laura Miner ..... 2021

Tanner Romano ..... 2023

### Revolving Loan Fund Committee

Wendy Bizzarro ..... 2023

Stephanie Jermone ..... 2022

Karen Lynch ..... 2022

Frank Spezzano ..... 2021

Catherine Wall ..... 2023

Tom Whittaker ..... 2021

### Fence Viewers

Seth Clifford ..... 2021

John Reynolds ..... 2021

### Inspector of Wood

Bob Kilpeck ..... 2021

### Weighers of Coal

Lou Faivre ..... 2021

Olga Hopkins ..... 2021

### Deputy Health Officer

David Atherton ..... 2021

### Emergency Management Director

David Atherton

### Historic Preservation Commission

Frank Bump

Bob Clark

John Peterson

Jeff Stewart

### Recording Secretaries

Charlene Bryant

Hillary Knapp

### Town Office Staff

Karen Folger

Luanne Merkert

Jacelyn Savelle

Elaine S. Smith

## **Brandon Restorative Action for Victims and Offenders (BRAVO)**

Restorative Justice is a growing movement which offers offenders an alternative (and sometimes a complementary path) to the criminal justice system.

When a person is harmed there is a natural desire for justice --- in its' simplest form, the victim deserves something, and the offender owes something. In the criminal justice system, often this has meant that the victim deserves to have the satisfaction of knowing the offender has been properly punished which often means the offender goes to jail and/or pays a fine. The intent is to inflict an amount of harm on the offender to equal the harm caused to the victim. This process often creates a lot of harm.

In the Restorative Justice System, we first try to understand the full extent of the harm to the victim, and the harm to the community, and (very likely) the harm to the offender. We then work collaboratively to imagine ways to correct the harms --- at every level. At its' best, this means that the victim feels heard and supported with what they need; the community is drawn together to heal the wound caused by the original harm; and the offender has an opportunity to take responsibility for their offense and be welcomed back into the community once again. This process can nurture peace and strengthen the fabric of our society.

BRAVO was founded by Art Doty, Lance Mead, and Debbie Boyce. Our most recent coordinator, June Sargent, stepped down in February 2020. We thank her for her efforts to promote restorative justice in Brandon. In January, 2020, we held an engaging all-day training lead by Chris Barton from the VT Dept of Corrections. We now have 15 community volunteers ready to serve on restorative justice panels

## **Selectboard Report**

The selectboard's annual report has generally attempted to accomplish two purposes: presenting key items from the board's meetings, and discussing the overall condition of the Town. This year, you have before you a reimagined town report, with the highlights of each board meeting of 2020 presented in a separate digest-type feature.

One event, major enough, may become the lens through which all others are seen. In Brandon's recent past, the lens has been the anticipation, design, construction, and completion of "Segment Six" of US Route 7 through our town. This year, of course, the lens is the global pandemic that beset us just two weeks after our 2020 Town Meeting. Brandon's merchants and residents anticipated 2020 would mark a grand reopening of our village, and the launch of a revitalized center of town. Instead, we are all living through what we hope to be a once-in-a-lifetime hiatus from any semblance of our normal way of life. The first selectboard meetings by Zoom began in late March 2020, and on March 1, 2021, Brandon will hold its first not-in-person Town Meeting since its chartering as "Neshobe" by the Governor of New Hampshire 260 years ago.

Brandon's resilience during COVID-19 has been something to behold. Our dedicated town staff have continued to work in a safe manner, keeping the bills paid, infrastructure maintained and even improved, and public safety protected. Our recreation department created and brought to life new and innovative community-building activities as the usual events were cancelled. Brandon benefits from the integrity and work ethic of its staff, and in particular from the leadership of our very effective Town Manager, David Atherton. He never rests from advancing Brandon's interests and turning challenges into possibilities.

The selectboard's aim during the public health emergency has been to be as nimble as the Legislature will allow, relaxing and even waiving deadlines and penalties that are sound practice in normal times. At the same time, we are trying to perform our duties as normally as we can, keeping an eye on long-term needs like the improvements to the wastewater plant we are proposing this year. There is no Zoom version of wastewater treatment. We are again proposing a very stable operating budget for your consideration. We appreciate the ongoing participation and input of the community in board meetings and policy decisions throughout the year on topics of interest to you.

This year, as he has chosen not to run again, we recognize Doug Bailey's completion of more than six full and highly successful years on the selectboard, including two years as chair during a time of rebuilding. Doug's financial acumen and genuine care for each person he interacts with are qualities that have served the town well. He has led from his heart as well as his head, and it has been an honor to work with Doug for the betterment of Brandon.

### **Selectboard Members**

Seth Hopkins, Chair .....	2021
Doug Bailey, Vice-Chair .....	2021
Tracy Wyman, Clerk .....	2021
Brian Coolidge .....	2023
Tim Guiles .....	2022



## Vital Statistics Report

	2020	2019	2018	2017
Births	39	30	35	54
Deaths	69	44	47	43
Civil Marriages	24	37	18	39

Due to the town's liability exposure and the possible use of information fraudulently, the Vermont Department of Health has recommended against printing names in the Vital Statistics section of the Town Report. The Brandon Town Clerk's office concurs with this policy.

## Partner Agencies

<b>EXPENDITURES PARTNER AGENCIES</b>	<b>FY-19/20 ACTUAL</b>	<b>FY-20/21 BUDGET</b>	<b>FY-21/22 BUDGET</b>
VLCT Insurance .....	\$ 75,570.34	\$ 86,900.00	\$ 90,000.00
Unemployment Insurance ..	3,420.50	3,700.00	5,650.00
Worker's Comp Insurance .	68,964.45	66,000.00	42,000.00
Insurance Deductible .....	1,000.00	1,000.00	1,000.00
County Tax .....	25,665.48	28,000.00	30,000.00
Rut. Regional Commission .	975.00	975.00	975.00
Green-Up Day .....	1,087.50	300.00	300.00
Public Transit .....	3,500.00	3,500.00	3,500.00
REDC.....	500.00	500.00	500.00
Rut Nat Resources Conserv	-	250.00	250.00
Mosquito Control .....	40,600.00	42,100.00	40,500.00
<b>Total Partner Agencies .....</b>	<b>\$221,283.27</b>	<b>\$233,225.00</b>	<b>\$224,675.00</b>



## BRAVO continued...

when needed. In 2020 we handled 10 juvenile cases, and 2 adult cases.

All of our cases are referred from the Brandon Police Department. I would like to thank Chief Brickell and his officers for their support of restorative justice in our community.

Respectfully,

**BRAVO Chairman and Coordinator**

Tim Guiles

### BRAVO Volunteers:

Barbara Richardson  
Beth Taylor  
Claire Astone  
Darcey Wijsenbeek  
Debbie Boyce  
Frank Briscoe  
Jennifer Mallory  
Lindsey Berk  
Marielle Blais  
Riker Wikoff  
Sue Gage  
Will Mathis



# Reports

## *from Intergovernmental Appropriations and Public Agencies*

### BRANDON LEICESTER SALISBURY GOSHEN INSECT CONTROL DISTRICT

Another season has come and gone and while we practice Coronavirus precautions, we can all be thankful that we have not been hit with civilization's greatest plague – the mosquito. Covid 19 had impacted and delayed the District's preparations for the season. The State of Vermont's Agency of Agriculture had deemed that larva sampling was unessential work on April 14th following Governor Scott's "Stay Home, Stay Safe" Executive Order. The District received permission to sample high priority areas on April 30th. District employees completed the Departments of Health and Labor COVID-19 on-line training to comply with the State of Vermont's executive department addendum 11 to executive order 01-20 [Work Smart & Stay Safe - Restart W: Phase II].

Our biggest concern is the uncertainty of State funding due to the Coronavirus. Larvicide applications, which are primarily funded by the Vermont Agency of Agriculture, are in short supply. The District received an initial \$17,500 from the Vermont Agency of Agriculture. We had expected to receive additional state funds but at this point, it is uncertain.

It was a dry spring and summer. This resulted in mosquito officials dealing with minimal breeding cycles. By studying these population levels, we can determine the level of nuisance mosquitoes, genus, species, and their breeding locations. We do this by using light traps near established mosquito breeding habitats. As conditions change, the BLSG uses this information to decide and re-establish the next step within BLSG's Integrated Pest Management (IPM) plan. Whenever possible, we use larvicides rather than adulticides. Safety to humans and wildlife is paramount and this flexibility minimizes the environmental impact and increases the safety of an already safe program.

The BLSG is dedicated to constantly improving the quality of our efforts through training, program development, and continuing education. As a result, our staff is able to target areas of high density mosquito breeding. This year marked the lowest use of larvicides and adulticides applied by the District. Rutland County received 0.9 lbs *Bacillus thuringiensis* subspecies *israelensis* (bti) and *Bacillus Sphaericus* (bs) while Addison County did not require any larvicide applications.

Adulticide applications included Addison County receiving 44.5 gal of permethrin while Rutland County received 59.2 gal of permethrin and 11 gallons of Fyfanon to combat adult mosquito populations. BLSG uses a series of factors to determine where and when to spray. This includes surveillance, species of mosquito, number of mosquitoes collected from mosquito traps, landing rates, weather and citizen service requests in any given area. The District received 148 calls from residents reporting and requesting mosquito control: 26 calls from Brandon, 37 from Leicester, 15 from Salisbury, 0 from Goshen, 20 from Pittsford, 26 from Proctor and 24 misc. This number is down from last year's 467 calls. This is an indicator of the success of the program coupled with how dry the season was. The efficiency and public acceptance of the program is seen in the Town of Proctor wanting to negotiate a contract with the District.

The Brandon, Leicester, Salisbury, Goshen and Pittsford (BLSG) mosquito control district thanks the citizens for their support. Joint multi-town efforts are economical and efficient for all and it has certainly paid-off. We appreciate the communication and cooperation with property owners, residents, town officials and the Vermont Agency of Agriculture. Everyone plays a role in reducing and controlling mosquito populations. For additional information visit our web page at [blsgmosquito.com](http://blsgmosquito.com).

Sincerely,  
**Operations Director**  
Will Mathis

**District Representatives:**  
Wayne Rausenberger  
Richard Russ

### BRANDON FIRE DEPARTMENT

The Brandon Fire Department has had a challenging year. Not only the change in leadership, but mostly due to the COVID-19 pandemic. This has caused a change in our daily operations and regular activities. Our ongoing training and preparation routine, along with emergency responses, has been modified to meet the current situation. Even with these obstacles, we continue to serve the three Towns that we protect, and we do so with pride.

Our emergency call volume has risen slightly from last year. Through the last fiscal year, the Brandon Fire Department responded to 149 calls for assistance totaling 1428 hours.

Motor Vehicle accidents.....	39	Rescues of Person or Animal .....	3
Structure Fires.....	4	Assistance to EMS .....	21
Chimney Fires.....	4	Outdoor fires & other calls.....	17
Other building related emergencies.....	6	Other Good intent & cancellations.....	14
Alarm Activations.....	38	Mutual Aid to another department .....	3

## **BRANDON FIRE DEPARTMENT cont.**

I would like to greatly thank all of the Firefighters on the department. With our current staffing of 27 firefighters and officers, they put in tremendous time and effort to protect this place we call home.

I also want to praise the Prudential Board and the Water Superintendent for their guidance and assistance, without which my duty as Fire Chief would be far more difficult than it is.

The Fire Department is always looking for new members. Please stop by the fire station to discuss becoming a member. We are normally here on the second and third Wednesdays of each month from 7:00 p.m. to 9:00 p.m. You also can contact me via email at [chief@dunmorehose.org](mailto:chief@dunmorehose.org) or by leaving a message on the non-emergency line 802-247-3400.

Respectfully submitted

### **Fire Chief**

Thomas Kilpeck

### **Fire Wardens**

Linwood Bovey

Mike Markowski (Deputy)

## **CUB SCOUT PACK 110, SCOUTS BSA TROOPS 2019 & 110**

While 2020 has brought many challenges to the Scouting program, we also have made some great memories. We are persevering through the pandemic and look forward to the light at the end of the tunnel. Pack 110, Troop 110 and Troop 2019 serves boys and girls from Brandon, Pittsford and surrounding areas. The Cub Scout program serves youth in Kindergarten through 5th grade. Scouts BSA Troops serves youth ages 11-18.

In January 2020, Cub Scout Pack 110 came together to make their Pinewood Derby Cars. We had a fun afternoon of fellowship and racing our cars. Scouts from Troops 110 & 2019 assisted with the activities of the Pinewood Derby. In February, we celebrated our annual Scout Banquet at St. Alphonsus Parish Hall. The three Scouting units came together with their families to celebrate the accomplishments and rank advancements of the youth. Troops 110 & 2019 also participated in the Ethan Allen District Klondike Derby. In March members from Troop 110 led the flag ceremony at the Pittsford Town Meeting and Scouts from Pack 110, Troop 2019 and Troop 110 led the flag ceremony at the Brandon Town Meeting. Two ladies from Troop 2019 also served as microphone runners during the Brandon Town Meeting.

We adapted to the changes with the Governors Stay Home Stay Safe orders and started holding our meetings over Zoom during the Spring. With warmer weather and loosening of some restrictions, we were able to start meeting outdoors again.

Pack 110 gathered for an afternoon of kite making and flying kites in the field. We also had a nice hike up to Silver Lake with a picnic.

Members from Troop 110 went on an overnight hike on a section of the Long Trail from Chittenden to Brandon Gap in June. Scouts from all 3 units assisted with unloading the Out-of-the-Box activity boxes at the Brandon Library. With resident Scout camp being cancelled due to the pandemic, we came up with an alternative of our own - a week long overnight camp in August where Scouts learned first aid, pioneering, knife and fire safety and archery. A couple older Scouts in Troop 110 joined Scouts from other units on a 35+ mile hike of the Long Trail (from Stratton Mtn area to Danby). In September we had another weekend of fun camping. And in October we had more camping. The Scouts worked on cooking over a fire with a Dutch oven, more first aid, knot tying and lashings.

In November, Scouts led the Pledge of Allegiance at the Pittsford Town Veteran's Day ceremony. The ladies of Scouts BSA Troop 2019 held their first Thanksgiving Pie sale to raise money for their unit to participate in activities like the Klondike Derby and Camporees.

We are looking forward to the opportunity to provide more community service in 2021. We are excited to be attending summer camp at Mt. Norris in July 2021.

If you have a community service project opportunity for the Scouts of Pack 110, Troop 110 and Troop 2019, please contact Sarah-Lynne Carrara at [SarahLynne@pittsfordscouting.net](mailto:SarahLynne@pittsfordscouting.net).

Sarah-Lynne Carrara, Cubmaster Pack 110

Jeff Carrara, Scoutmaster Troop 110

Michelle Smith, Scoutmaster Troop 2019

## **FRIENDS OF THE BRANDON TOWN HALL & COMMUNITY CENTER**

The year 2020 certainly was challenging for us all. We had many fabulous plans and performers lined up for the season, only to have COVID 19 shut us down before we even began. At that point we contacted all the performers, sponsors and volunteers and all agreed to cancel and carry over to 2021. We have been working diligently in hopes of responsibly and safely opening in May, 2021.

*continued.....*



## FRIENDS OF THE BRANDON TOWN HALL & COMMUNITY CENTER cont.

Highlights for the upcoming season include: Jeff Rapsis and his fabulous silent movies; a variety of dance bands including LC Jazz and the Doughboys; musical groups such as Phil Henry and the Newsfeed and Dissipated Eight. No Strings Marionettes presenting "Snowmaiden" and Dinoman "Space" to entertain the entire family; theatrical productions; and the 7th Annual "Brandon Has Talent Show."

Other events will include Townwide Yard Sale Day; our popular Moonlight Madness in December; the Lion's Club Benefit performance by "The Beatles" and the Chamber Mixer, October.

This year saw a new addition to the Town Hall. A new entranceway to the downstairs! It includes better lighting, as well as a dry walkway, enabling patrons easier and safer access to the building.

Meanwhile, 2020 saw our President, Richard A. Baker, suddenly pass away in October. He was an integral member of the Brandon community, as well as a

long time member of the Board of Directors of the Town Hall.

Thanks to the incredible Town Hall Board of Directors, volunteers and community members for their support, enabling us to bring quality entertainment to this area.

Respectfully submitted,

Dennis W. Marden, President  
Kathy Mathis, Secretary/Treasurer  
Bruce Brown...Vice President  
Will Mathis...Technical Director  
Jan Coolidge...Board member

Debra Jennings...Board Member  
Mary Shields...Board Member  
Lennon Philo...Board Member  
Tim Guiles...Selectboard Liaison

## GREEN UP VERMONT

[www.greenupvermont.org](http://www.greenupvermont.org)

Green Up Vermont celebrated its 50th Anniversary of Green Up Day on May 30, 2020. Although 99% of all events were cancelled due to Covid-19, Green Up Day was successfully executed with social distancing by 14,000+ volunteers, cleaning up over 241 tons of litter, and 9,000 tires statewide. It is imperative for all of us to keep building awareness and stewardship for a clean Vermont environment. Green Up Vermont is a private nonprofit organization that relies on your town's support to execute the tradition of cleaning up our roads and waterways, while promoting civic pride and engagement.

Support from municipalities is essential to our program. Funds help pay for administrative and supplies, including 65,000 Green Up trash bags, promotional outreach, and educational resources including activity books, poster and writing contests, and a \$1,000 scholarship.

Early awareness initiatives for Green Up Day tripled the number of submissions to our annual poster art and writing contests and produced 184 applicants for our first scholarship. We were able to offer "Greener" bags made with 70% post-consumer waste; add a Green Scuba team to clean in Lake Champlain; and had over 100 editorial stories in the news as well as a national mention in the Washington Post.

Donations can be made to Green Up Vermont on Line 23 of the Vermont State Income Tax Form or anytime online at [www.greenupvermont.org](http://www.greenupvermont.org).

Visit our website, like us on Facebook (@greenupvermont), and follow us on Instagram (greenupvermont).

***Green Up Day, May 1, 2021***

**Green Up Day Coordinator**

James Leary

## MARBLE VALLEY TRANSIT

Marble Valley Regional Transit District (MVRTD), known as "The Bus" is in its forty fourth year of providing service to the residents of the greater Rutland area. The Bus is the largest, non-urban, public transportation system in the State of Vermont and provides transportation to the general public throughout Rutland County, as well as to social and human service agencies, the resort communities and area businesses. MVRTD provides an enhanced level of self-sufficiency for the elderly, disabled and transportation disadvantaged who rely on public transportation. System ridership was over 672,500 rides this past year. MVRTD provides 65 jobs year round, with upwards of 80 during the winter peak season.

MVRTD provided over 1,350 rides to Brandon on the Middlebury Route, a commuter service with stops at the American Legion, Brandon Center Gazebo, Brandon Post Office, Estabrook Field and Park Village. Other highly successful commuter

## MARBLE VALLEY TRANSIT cont.

routes operated by MVRTD both within Rutland County and beyond provide connections to three adjoining counties thus serving the growing population committed to the environmental benefits of public transit use as well as the savings realized in the cost of fuel.

MVRTD has provided service under the Elderly and Disabled Program to Brandon for many years in partnership with Bridges and Beyond.

For more information about schedules and services please call 773-3244 x112 or visit MVRTD's web site at [www.thebus.com](http://www.thebus.com).

MVRTD thanks the residents of Brandon for their continued support of public transit.

*Live Green - Ride the Bus*

**Rutland Regional Transportation Council Representative**

David Atherton

## BRANDON TRANSFER STATION

In September of 2019, we, the Wyman family, took over the operations of the Brandon Transfer Station. We consolidated the recycling from many individual items to Zero Sort. This made it much easier for our customers to recycle.

During the month of February in 2020, Covid-19 made things at the Transfer Station a bit more challenging. We decided to make it so only two cars at a time can pull into the circle. We created curbside service to those who wanted to stay in their cars. We came to them and took care of their recycling and their garbage. We will continue to offer this service to everyone.

Garbage is weighed on our scale at a per pound rate with a minimum of \$1.50. Recycling is free for customers who bring garbage on a regular basis. Otherwise, there is a minimal fee for straight recycling.

We offer food compost disposal at this time at \$.10 per pound with a minimum fee of \$.50 per container. We do ask that our food compost in one single bag or in a container to be emptied and returned to the customer.

We have continued to have a steel/metal container for people to drop off items at no cost along with brush/yard debris. There is a fee for microwaves and any items containing freon.

At this time, our hours are as follows:

Tuesday ..... 1-6 pm  
Thursday ..... 1-6 pm  
Saturday ..... 7:30 am to Noon

We are in the process of adding scales for trucks and trailers in the near future. We are also planning on making renovations to continue to improve the Transfer Station and the quality of service we provide.

We appreciate all of the support we have received from the Town of Brandon and our Brandon community. Thank you for supporting our Dump'in Donuts on Saturday morning!

Jonathon Wyman

Harriet Wyman

Tracy Wyman

## RUTLAND COUNTY SOLID WASTE DISTRICT

The Rutland County Solid Waste District offers a variety of solid waste, recycling, waste education, household hazardous waste, composting and administrative support programs for our seventeen member municipalities, residents and businesses. Some services are also available to non-District communities on a fee for service basis. In addition, the District operates a regional drop-off center and transfer station at 14 Gleason Road in Rutland City. District program, facility and rate and program information and obtaining your required annual permit on our web site, [www.rcswd.com](http://www.rcswd.com).

New this year, The District has had many new challenges amid COVID-19. Being deemed essential by Governor Scott we remained on the job in full force. Each of our employee raised for the occasion in implementing the guidelines from the CDC, VOSHA, and VBOH. The District also has developed many efficiencies. A new annual permit can be obtained from the convenience of your home or business via [www.rcswd.com/permits](http://www.rcswd.com/permits). Debit and credit cards will all be accepted as an added means of payment accepted at our facilities. A small convenience fee will be charged.

The RCSWD is in the process of updating the Districts Solid Waste Implementation Plan (SWIP) for the 2020-2025-time frame. The State requires that all communities have a current SWIP in place that meets the requirements of the State's Material Man-

*continued.....*

## **RUTLAND COUNTY SOLID WASTE DISTRICT cont.**

agement Plan and delineates how solid and hazardous waste will be managed in the District towns for a five-year period. The community's involvement in drafting and developing this document was encouraged.

The District has worked and will continue to contact with local businesses informing them about recycling composting and hazardous waste and the programs that we offer. The District will also be working with local schools on many of these same issues over the next few years.

Watch for our updated website in 2021! You will find more detail, please see our 2020 Annual Report Book which covers detail and all our programs to include but not limited to:

**Waste Disposal:** During 2020, residents and businesses in our member municipalities disposed of approximately 36,000 tons of municipal solid waste which includes the construction and demolition activity along with a significant amount of bulky waste.

**Recycling:** The District owns a Material Recovery Facility (MRF), recycling center in Rutland City that is leased to Casella Waste Management for their operations. The MRF accepts Zero Sort recycling from transfer stations, commercial haulers and large generators for processing and sale for re-use. The facility currently receives approximately 35,000 tons of recyclables a year from a large geographical area. Since we began tracking material in 1995 the facility has processed over 460,000 tons of recyclables.

**Household Hazardous Waste:** Rutland County Solid Waste District operates an extensive Household Hazardous Waste (HHW) program for district residents and small business generators. The program operates year-round from the Gleason Road facility by appointment only. additional scheduled collections at twelve town transfer stations within seventeen member towns' through the spring, summer, and fall. The HHW program collects and safely disposes of dozens of hazardous, flammable and toxic materials. The RCSWD HHW also collects electronic waste and has collected over 1700 tons of material since collections began in 2004.

**Other Programs:** The District also offered waste management education, and reduction programs, construction, demolition waste, clean wood, and composting. The District is continuing with its "Merry Mulch" program in collecting and processing over 1,200 Christmas trees annually. The District also has been working local organizations including the Rutland Master Gardener's Club, 350 Rutland County, the Rutland Dismas House, Rutland Neighborhood Program, and Vermont Southwestern Council on Aging, Rutland Hospital and Women's Network & Shelter and the Rutland County Humane Society and our valued haulers.

**District Manager**  
Mark S. Shea

**Rutland County Solid Waste District Representative**  
Gabe McGuidan

## **RUTLAND REGIONAL PLANNING COMMISSION**

The Rutland Regional Planning Commission (RRPC) is a resource for towns, a platform for ideas and inspires a vision for our future. We balance local desires, best practices and regional planning for communities that are vibrant today and strong for years to come.

The RRPC and Town of Brandon continued working together in 2020 on many community development initiatives. Some highlights include:

- Worked to apply for the Broadband Innovation Grant, which was awarded and resulted in the Town establishing the Otter Creek Communications Union District (OCCUD).
- Worked with the Town Manager to prepare an application for the Downtown Transportation Fund – resulting in the Town being awarded funding for the Downtown Multi-Modal Park-and-Ride.
- Worked with the Town to secure Personal Protective Equipment for municipal staff in response to COVID-19.
- Worked to adopt Rutland Region Public Works Mutual Aid Agreement.
- Assisted the Brandon Planning Commission to update River Corridor and Flood Hazard Area standards in the Brandon Land Use Ordinance.
- Worked on securing FY21 Grants in Aid funding for stormwater best practices and for separate Grants in Aid funding to purchase a leaf blower.
- Continued work on the operation and expansion of the OCCUD and secured funding totaling over \$100,000.

If you feel inspired to participate in local or regional planning, want to be paired with opportunities to grow your community, or just want to learn more, please visit or give us a call - we'd love to hear from you!

**Rutland Regional Planning Commission Representative**  
Michael Shank  
David Atherton, alt.



## Rutland County Solid Waste District 2021 HHW Rural Collection Schedule



Gleason Road HHW facility is open Mon-Sat (7am - 3pm)  
(Appointment required 24 hrs in advance at the Gleason Rd facility)

APRIL 10, 2021	<b>CASTLETON</b> 8:00AM - 10:00AM	<b>POULTNEY</b> 11:00AM - 1:00PM
APRIL 17, 2021	<b>MT. HOLLY</b> 8:00AM - 10:00AM	<b>KILLINGTON</b> 11:00AM - 1:00PM
APRIL 24, 2021	<b>BRANDON</b> 8:00AM - 10:00AM	<b>PITTSFORD</b> 11:00AM - 1:00PM
MAY 1, 2021	<b>PROCTOR</b> 11:00AM - 2:00 PM	
MAY 8, 2021	<b>DANBY/MT. TABOR @ DANBY T.S</b> 8:00AM - 10:00AM	<b>WELLS</b> 11:00AM - 1:00PM
MAY 15, 2021	<b>WALLINGFORD</b> 8:00AM - 10:00AM	<b>CLARENDON</b> 11:00AM - 12:30PM
MAY 22, 2021	<b>CASTLETON</b> 8:00AM - 10:00AM	<b>POULTNEY</b> 11:00AM - 1:00PM
JUNE 5, 2021	<b>BRANDON</b> 8:00AM - 10:00AM	<b>PITTSFORD</b> 11:00AM - 1:00PM
JUNE 12, 2021	<b>CASTLETON</b> 8:00AM - 10:00AM	<b>POULTNEY</b> 11:00AM - 1:00PM
JUNE 19, 2021	<b>IRA</b> 8:00AM - 10:00AM	<b>WEST RUTLAND</b> 10:30AM - 1:00PM
JUNE 26, 2021	<b>DANBY/MT. TABOR @ DANBY T.S</b> 8:00AM - 10:00AM	
JULY 10, 2021	<b>IRA</b> 8:00AM - 10:00AM	<b>WEST RUTLAND</b> 10:30AM - 1:00PM
JULY 17, 2021	<b>MT. HOLLY</b> 8:00AM - 10:00AM	<b>KILLINGTON</b> 11:00AM to 1:00PM
JULY 24, 2021	<b>DANBY/MT. TABOR @ DANBY T.S</b> 8:00AM - 10:00AM	<b>WELLS</b> 11:00AM - 1:00PM
SEPT 18, 2021	<b>PROCTOR</b> 11:00AM - 2:00PM	
SEPT 25, 2021	<b>WALLINGFORD</b> 8:00AM - 10:00AM	<b>CLARENDON</b> 11:00AM - 12:30PM
OCT 2, 2021	<b>BRANDON</b> 8:00AM - 10:00AM	<b>PITTSFORD</b> 11:00AM - 1:00PM
OCT 9, 2021		<b>WELLS</b> 11:00AM - 1:00PM

# 2021 HHW RURAL COLLECTION SCHEDULE



Questions call: 802-775-7209; or 802-770-1333 or visit  
[www.rcswd.com/hhw](http://www.rcswd.com/hhw) for more information

## RUTLAND CHAMBER & ECONOMIC DEVELOPMENT REPORT

It has been a year of change not only in our region, but across the world, with the COVID-19 pandemic impacting nearly every business sector and changing not only the way we do business, but how we live. There are countless reasons why we are proud to call the Rutland Region our home. Most importantly is the way we have come together as a community and supported one another. As you may have already heard, Rutland Economic Development Corporation and the Rutland Region Chamber of Commerce have merged. Two strong organizations have become one to more fully serve Rutland County. The newly-minted "Chamber & Economic Development of the Rutland Region" serves on behalf of families, communities, and businesses, which form a supportive bond.

The 2019-2020 Annual Report can be found on our website at [www.RutlandVermont.com/annual-report](http://www.RutlandVermont.com/annual-report). As you read the report, you will see that there is a lot worth celebrating. In its pages, you will find stories that highlight our signature events, committee updates, and information about our recent decision to merge the two organizations. For a highlight of each of the towns in our County, watch our Annual Meeting movie found at <https://rutlandvermont.com/2020-annual-meeting/>. You will see people that you know!

We look forward to continuing to use collaboration, creativity, and ingenuity to create a regional economic climate conducive to business growth while creating a bridge to our community and cultural organizations to promote healthy and vibrant neighborhoods and enhance the quality of life in Rutland County. As part of these efforts, we continue to recognize the need to strengthen and protect our way of life by increasing the skilled pool from which business and industry can hire employees, as well as the need to grow our tax base. Each of these needs are the driving forces behind our focus on growing our regional population. We continue to move forward with the fifth year of the Regional Marketing Initiative, which has provided direct and positive results with an increase of more than 30 households, including more than 70 individuals, who have joined us as neighbors. We look forward to this trend continuing as Vermont leads the nation in protecting and supporting each other and our communities. Funding for the Initiative continues to be a collaboration between municipalities, local businesses, and grant opportunities. Go to [www.RealRutland.com](http://www.RealRutland.com) for highlights of the Region.

We exist to serve your family, community, and area business & industry, which make up the three-legged stool upon which we can steadfastly rest as we admire our Region and appreciate how fortunate we are to live here. Our work boldly continues so that we can both protect what those before us have created and so that we can pass on an even more prosperous and secure Region to those that are yet to come.

With respect,  
Lyle P. Jepson - Executive Director

## UNITED WAY - VERMONT 211 REFERRALS IN BRANDON

Vermont 211 is a 24/7 Information and Referral program of the United Ways of Vermont. By dialing 211 or by texting your zip code to 898211, you will receive up-to-date information and referrals on health and human services for your area and region. (Text between 8:00am-8:00pm, Monday-Friday.)

Our 211 system in Vermont is at the fingertips of every resident and every phone. 211 is cost-effective, high quality, personal, flexible and community based.

**Can't find what you need?** You can always reach one of our trained professionals by phone or by text. Vermont 211 is here to offer help and to offer hope.

- One call or text gives you access to resources across your community. 211 is efficient, fast and easy to use.
- No more wrong numbers; no more wasted time trying to find the right resource(s).
- 211 is a private and confidential call or text; most often the name of the caller is not even taken. Language translation services are also available.
- 211 maintains the integrity of the 9-1-1 system; saving that vital community resource for life and death emergencies.
- 24-hour availability every day of the year by phone or by clicking on [vermont211.org](http://vermont211.org)
- 211 is an easy way to find or give help in your community.

In times of disaster, Vermont 211 plays a critical role in bringing information to the people most affected by the events and relaying the needs of callers back to the government officials and the first responders.

### **What are the needs in your community?**

Vermont 211 collects town, county and statewide data and feeds it back to communities to help make systemic change. Monthly reports showing the needs of your county are available on our website.

## UNITED WAY - VERMONT 211 REFERRALS IN BRANDON cont.

VT 211 received 2,642 calls or text conversations from Rutland County residents between July 1, 2019 and June 30, 2020, and 536 searches on vermont211.org were conducted by people identifying themselves as being from Rutland County, including 47 Brandon residents.

**Residents of Brandon** made 120 contacts to Vermont 211 by phone or text during fiscal year 2020 (July 1, 2019-June 30, 2020) for a range of needs, resulting in 102 referrals to services and resources. The top categories of referrals were as follows:

- Basic Needs (29), with referrals for homeless intake and other homeless and rental assistance services, as well as utility assistance.
- Organizational/Community Services (19) for specialized information and referral services such as Area Agencies on Aging, and various assistance services.
- Income Support and Employment (17), resulting in referrals for general relief (11) and undesignated temporary financial assistance.
- Environment and Public Health/Safety (14) was mostly related to Public Health Advisories (11) due to the COVID-19 pandemic.
- Criminal Justice and Legal Services (31), including legal counseling (10), and others related to legal services including tenant rights information/counseling.

**The organizations receiving the most referrals to assist Brandon residents were:** Vermont's Departments of Children and Families—Economic Services Division and Department of Health; BROCC Community Action; Help Me Grow VT; and Vermont Legal Aid. Other local agencies receiving referrals included Southwestern Vermont Council on Aging, NewStory Center, Open Door Mission; and Rutland Mental Health Services.

These referrals may not represent unique individuals; sometimes multiple referrals are given to the same person.

### Want to subscribe to our monthly newsletter?

Our e-newsletter shares monthly statistics on the needs of Vermonters, highlights resources and keeps you up-to-date on new initiatives. To see or subscribe to our newsletter, go to: <http://www.vermont211.org/news/monthly-newsletter>

### Vermont 211 Partners with Help Me Grow

Vermont 211 participates in the Vermont Department of Health's statewide Help Me Grow initiative. Help Me Grow provides a centralized telephone access point, via Vermont 211, for parents, caregivers, and providers to get information and referrals for local services for children birth through age eight. Help Me Grow Child Development Specialists answer questions about children's behavior and development and help identify children who are at risk for delays, so that services can begin as early as possible. Help Me Grow Child Development Specialists are available from 8:00am – 5:00pm Monday-Friday by dialing 211, x6.



**Need Help finding help?**  
**Dialing 211 or \*Texting your zip code to 898211**  
Is your first step

**Are you facing difficult times and don't know where to turn?**  
**Vermont 211** is an easy-to-remember three-digit phone number that connects you with the services that can help you.

**Looking for help with everyday needs?**  
At 211, you will speak to someone who will provide the human touch, help to solve problems, and link callers throughout Vermont with government programs, community-based organizations, support groups, and other local resources.

**When should you contact 211?**  
**Call 211** for everyday needs and in  
Difficult times. 24/7/365 or 1-866-652-4636 toll-free in Vermont  
Or 1-802-652-4636 from outside Vermont  
**Or Text your zip code to 898211 \*8am-8pm Monday-Friday**

**Also visit: [www.vermont211.org](http://www.vermont211.org)**

*In Vermont, call 9-1-1 to save a life, stop a crime or report a fire;  
Contact 211 for community information and referral.*



## VERMONT DEPARTMENT OF HEALTH REPORT

### Rutland District, 2021

At the Vermont Department of Health our twelve Local Health District Offices around the state provide health services and promote wellness for all Vermonters. More info on your local health office can be found here:

<https://www.healthvermont.gov/local>

### COVID-19

2020 has been a challenging year for Vermonters. However, the Vermont Department of Health has been recognized as a national leader in managing the virus. This is what the Health Department has done in your community:

- COVID-19 Testing:
  - Since May 2020, the Health Department has provided no-cost Covid-19 testing. Through November 17, 2020, the Vermont Department of Health has held 509 testing clinics, testing 40,796 Vermonters. This important work helps to identify the spread of Covid-19 and is just one of the many ways your Health Department is promoting and protecting the health of Vermonters.
  - Statewide, 224,284 people have been tested as of November 30, 2020
- COVID-19 Cases:
  - As of November 25, 2020, Vermont had the fewest cases of COVID-19 and the lowest rate of cases per 100,000 population of all 50 states.
  - Statewide, as of November 30, 2020, there have been 4,172 cases of COVID-19
- Even more up-to-date information can be found on the Health Department's website:  
<https://www.healthvermont.gov/currentactivity>

### Additional Programs:

In addition to the COVID-19 response, the Health Department has programs such as influenza vaccinations and WIC.

- Flu Vaccinations: Protecting people from influenza is particularly important in 2020, as the flu may complicate recovery from COVID-19. (Data is as of November 17, 2020)
  - Approximately 213,000\* Vermonters have been vaccinated against the flu this season \*(Due to technology outages, flu vaccinations given are underreported by approximately 25%-33%.)
- WIC: The Women, Infants, and Children Nutrition Education and Food Supplementation Program remains in full effect, though much of the work that was done in person is now being done remotely through TeleWIC. (Data is as of October 20, 2020)
  - 11,308 infants, children, and pregnant, postpartum, and breastfeeding people were served by WIC in Vermont, either in traditional format or TeleWIC

Learn more about what we do on the web at [www.healthvermont.gov](http://www.healthvermont.gov)

Join us on [www.facebook.com/healthvermont](https://www.facebook.com/healthvermont)

Follow us on [www.twitter.com/healthvermont](https://www.twitter.com/healthvermont)

## VT SPAY NEUTER INCENTIVE PROGRAM (VSNIP)

The VT Spay Neuter Incentive Program (VSNIP), under VT Economic Services, helps income challenged care-providers of cats & dogs neutered for \$27.00. The balance is paid ONLY by a \$4.00 fee added to the licensing of dogs, and put into a designated account.

VSNIP is now at "0" funding due to dogs not being registered at least by six months of age. Required by law, a rabies vaccination enables your dog to be licensed. While town offices may not be open to the public, dogs can be licensed. Call, provide the rabies certificate, include a check for that amount, and a SASE. Rabies IS in Vermont and IS deadly. Tractor Supply Stores are now holding monthly rabies clinics again! Call for their schedule.

Licensing a dog: 1) identifies your dog if lost, 2) provides proof that your dog is protected from rabies in the event your dog is bitten by a rabid animal {but would still need immediate medical attention}, 3) bites another animal/person, which could result in the quarantine of your dog or possibly euthanasia to test for rabies if your current vaccination isn't proven, 4) helps support VSNIP to address the over-population of cats and dogs in VT, and 5) §3590. List of dogs and wolf-hybrids not licensed states, in part ... "the municipal clerk shall notify the owners or keepers of all dogs and wolf-hybrids named on the list that have not already been licensed or inoculated, and after May 30 shall furnish to the legislative body a list of dogs and wolf-hybrids not licensed or inoculated as required by law. Owners shall also be notified that unlicensed or uninoculated dogs or wolf-hybrids may be destroyed." (No one want this, so vaccinate & register – for the protection of your animals and people!

For an application for VSNIP, send a SASE to: VSNIP, PO Box 104, Bridgewater, VT 05034. Indicate if this is for a cat/dog or both. 802-672-5302



# Accounts

## EXPENDITURES

### TOWN CLERK/TREASURER

	FY-19/20 ACTUAL	FY-20/21 BUDGET	FY-21/22 BUDGET
Salary/Wages (2).....	\$105,233.72	\$111,675.00	\$112,950.00
Benefits/Taxes .....	56,538.41	63,400.00	62,855.00
Dues & Subscriptions .....	85.00	150.00	150.00
Professional Development.....	213.00	750.00	750.00
Elections .....	1,517.80	5,000.00	1,800.00
Dog License Expense .....	114.40	150.00	125.00
Office Supplies .....	237.56	500.00	800.00
Records Preservation .....	4,025.16	12,268.00	12,400.00
Office Equipment .....	8,325.00	1,500.00	1,200.00
<b>Total Town Clerk/Treasurer .....</b>	<b>\$176,290.05</b>	<b>\$195,393.00</b>	<b>\$193,030.00</b>

## State Payments to the Town of Brandon

Dept. of Finance and Management – July 1, 2019 - June 30, 2020

AOT - Grants/Other HW projects .....	\$ 9,691,710.99
AOT - Class 1, 2, 3 Roads .....	156,302.01
AOT - Sewer payment .....	627.82
Dept. of Public Safety/Grant Funds .....	218,403.56
Environmental Conservation Grant .....	95,920.74
Judicial & Civil Fines/Document Reimbursement.....	1,906.00
Annual Ticket refund .....	3,235.29
DCF Fingerprinting reimbursement.....	320.00
Recording Fees .....	409.00
Assessor Reappraisal.....	16,915.00
Assessor Revenue .....	1,990.00
Local Option Tax.....	192,318.94
Municipal Property Tax Adjustment.....	190,997.15
PILOT/Current Use/Hold Harmless/RR Tax.....	54,287.93
<b>TOTAL</b>	<b>\$ 10,625,344.43</b>

## Debt and Loan Balances

LONG-TERM DEBT					
BONDS		ANNUAL PMT 19/20	ANNUAL PMT 20/21	ANNUAL PMT 21/22	DATE COMPLETED
\$ 382,167.97	Wastewater, System Improvements	\$ 30,942	\$ 30,931	\$ 30,919	December-36
\$ 24,970.43	Wastewater, Carver Street Extension of System	\$ 4,642	\$ 4,640	\$ 4,637	December-25
\$ 474,954.95	Wastewater, Champlain St Pump Station	\$ 22,964	\$ 22,964	\$ 22,964	February-48
\$ 945,000.00	General Fund, Infrastructure Bond 2006	\$ 175,838	\$ 164,232	\$ 163,308	December-26
\$ 256,750.00	General Fund, PD Building Rehab	\$ 28,543	\$ 27,891	\$ 27,240	December-32
\$ 751,680.00	General Fund, Overflow Culver, Rte 7, Bridge 114	\$ 65,200	\$ 64,371	\$ 63,492	November-37
STATE REVOLVING LOAN FUNDS					
\$ 540,000.00	CWSRF -RF1-214-3.0 Park St - \$12,962 forgiven, \$32231.91/yr beg 5/1/21	\$ -	\$ 32,232	\$ 32,232	May-40
\$ 97,000.00	WW - RF1-223-1.2 Sewer Break/Neshobe River - \$45,000 forgiven, \$10,300/yr, beg 7/1/25	\$ -	\$ -	\$ -	July-29
\$ 8,633.22	Wastewater Engineering/Flow Analysis - \$2,200/yr, 5/1/2020	\$ 2,158	\$ 2,158	\$ 2,158	May-24
<b>\$ 3,481,156.57</b>					
CAPITAL LEASES					
\$ 149,541.66	General Fund - Grader Lease	\$ 32,408	\$ 32,408	\$ 32,408	February-25
\$ -	General Fund - Dump Truck Lease - PAID OFF IN JANUARY	\$ 96,192	\$ -	\$ -	August-21
\$ 108,979.00	General Fund - Sidewalk Plow	\$ 24,028	\$ 24,028	\$ 24,028	November-24
\$ 78,963.28	General Fund - 2019 Ford Truck Lease	\$ 21,051	\$ 21,051	\$ 21,051	November-23
<b>\$ 337,483.94</b>		<b>\$ 503,965.39</b>	<b>\$ 426,905.24</b>	<b>\$ 424,437.22</b>	
SHORT-TERM DEBT					
\$ 750,000.00	DESCRIPTION				
\$ 5,416.22	Route 7, Segment 6 - \$2Mill Cash Flow Note, Renewal Jan 2019				
\$ 755,416.22	Accrued Interest				
STATE REVOLVING LOAN FUNDS SUBGRANT TO BFD#1					
\$ 870,000.00	DWSRF - RF3-372-3.0 Park St - \$261,000 forgiven, \$31,070.73/yr beg 5/1/20	\$ 31,121	\$ 31,071	\$ 31,071	May-49
\$ 28,375.00	Brandon FD#1-WPL-286-2.0 Park St Waterline - \$5,675/yr, beg 1/1/24	\$ -	\$ -	\$ -	January-28
<b>\$ 898,375.00</b>					



# Treasurer's Tax Report (aka Tax Reconciliation)

## TREASURERS TAX REPORT TAX YEAR ENDING 5/15/2020

TAXES BILLED 2019-2020	TAX RATE	X GRAND LIST =	TOTAL RAISED
Non-Residential Education.....	1.5516	\$1,328,114	\$2,060,701.09
Homestead Education.....	1.3343	1,959,824	2,614,992.50
Municipal			
Town	0.8026	3,305,496	2,652,991.09
Fire District #1	0.0867	3,305,496	286,586.50
Local Agreement Rate	0.0077	3,305,496	25,452.32
Appropriations	0.0660	3,305,496	218,162.74
Misc Taxes			255.74
Total Taxes Billed.....			7,859,141.98
Late Homestead Penalties.....			-
Total Taxes Collectible.....			7,859,141.98
Taxes Paid by 5/15/2019 .....		7,580,855	
Abatements .....		11,250	
Delinquent Taxes .....		267,036	
Total Taxes Accounted for .....			7,859,141.61
<b>TAXES PAID TO:</b>			
Otter Valley Unified Union School District (OVUUSD).....		3,851,274	
Brandon Fire District #1 .....		286,530	
Total .....			4,137,804.00
<b>EDUCATION TAX CASH FLOW FINAL</b>			
State Payments.....		1,031,591	
State Payments to Municipality.....		190,997	
Non-Residential Education Tax Billed .....		2,074,493	
Homestead Education Tax Billed .....		2,626,601	
Payments to OVUUSD.....		(3,851,274)	
		849,820	
State Payments.....		(1,031,591)	
State Payments to Municipality.....		190,997	
Late Fees Retained.....		(540)	
.225 of 1% Retained by Municipality - Homestead.....		(4,019)	
.225 of 1% Retained by Municipality - Non-Residential.....		(4,668)	
Variance .....		(0)	
<b>RECONCILE TAX REVENUE IN GL TO TAXES BILLED</b>			
Tax Revenue per General Ledger.....			2,881,285.18
Municipal Tax AS BILLED.....			
Municipal Taxes.....		2,652,519	
Appropriations .....		218,124	
Total Municipal Taxes Billed.....			2,870,643.00
Municipal Fees from State Ed Payments .....			9,226.52
misc adjustments .....			849.00
Grand List Adjustments, Treasurers Report .....			566.25
Total Municipal Taxes Billed and Fees Collected.....			2,881,284.77
VARIANCE .....			0

NOTE: FOR PURPOSES OF RECONCILING THE EDUCATION TAX BILLING, FINAL GRAND LIST AMOUNTS ARE USED IN THE TAX CALCULATION AT THE TOP OF THE PAGE. THESE FIGURES VARY SLIGHTLY FROM THE BILLED TAXES WHICH ARE BASED ON THE GRAND LIST IN JULY.

Respectfully Submitted  
Susan Gage, Treasurer

## Tax Rates / Grand List / Town Budget Over Time

	6/30/17	6/30/18	6/30/19	6/30/20	6/30/21
<b>GRAND LIST</b>					
Grand List .....	\$334,266,500	\$335,841,900	\$336,433,400	\$330,490,800	\$344,129,900
<b>TAX RATES</b>					
Town Budget.....	0.7632	0.7696	0.7856	0.8026	0.7899
Voted Appropriations.....	0.0855	0.0623	0.0792	0.0660	0.0788
Fire District .....	0.0796	0.0864	0.0871	0.0867	0.0834
Local Agreement Rates.....	0.0155	0.0137	0.0105	0.0077	0.0064
<b>Total Local Tax Rates .....</b>	<b>0.9438</b>	<b>0.9320</b>	<b>0.9624</b>	<b>0.9630</b>	<b>0.9585</b>
<b>Education Rates</b>					
Non Residential Education .....	1.5104	1.5113	1.5189	1.5516	1.5763
Homestead Education .....	1.3915	1.3658	1.3277	1.3343	1.3479
<b>Total Tax Rate, Homestead .....</b>	<b>2.3353</b>	<b>2.2978</b>	<b>2.2901</b>	<b>2.2973</b>	<b>2.3064</b>
<b>Total Tax Rate, Non Residential.....</b>	<b>2.4542</b>	<b>2.4433</b>	<b>2.4813</b>	<b>2.5146</b>	<b>2.5348</b>
<b>APPROVED BUDGETS</b>					
Budget to be Raised by Taxes .....	\$2,486,822	\$2,509,066	\$2,578,045	\$2,652,555	\$2,718,353
<b>APPROPRIATIONS</b>					
ARC of Rutland .....	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
Brandon Area Chamber of Commerce	1,000	1,000	1,000	1,000	1,000
Brandon Area Rescue Squad .....	20,735	20,735	20,735	28,000	28,000
Brandon Free Public Library.....	85,500	85,500	92,000	92,000	92,000
Brandon Independence Day Committee	6,000	6,000	6,000	6,000	6,000
Brandon Senior Citizens Center .....	13,500	13,500	13,500	13,500	13,500
Charter House Coalition .....	-	-	-	-	3,000
Foxcroft Farm .....	15,000	-	-	-	-
Open Door Clinic, Community Health Services .....	-	-	-	1,000	1,000
RSVP .....	550	550	550	550	550
Rutland Area Visiting Nurses .....	10,200	10,200	10,200	10,200	10,200
Rutland County Humane Society .....	750	750	750	750	750
Rutland Mental Health .....	6,624	6,624	6,624	6,624	6,624
Southwest Council on Aging.....	2,400	2,400	2,400	2,400	2,400
Stephen Douglas House .....	2,500	2,500	2,500	2,500	2,500
Infrastructure / Paving .....	100,250	50,000	100,000	50,000	100,000
	<b>\$268,509</b>	<b>\$203,259</b>	<b>\$259,759</b>	<b>\$218,024</b>	<b>\$271,024</b>

## Properties Votes Exempt & Properties with Tax Stabilization

<b>PROPERTIES VOTED EXEMPT</b>				
DATE VOTED	NAME	BEGINNING DATE	END DATE	VALUE BEFORE EXEMPTION
3/4/19	BARS Building & Land	7/1/19	6/30/24	567,700
3/3/15	Brandon Senior Citizens	7/1/20	6/30/25	262,700
3/4/19	Brandon Masonic Assn	7/1/19	6/30/24	310,900
3/3/08	Stephen Douglas Birthplace	7/1/18	6/30/23	195,300
<b>PROPERTIES WITH TAX STABILIZATION</b>				
DATE STABILIZED	NAME	STABILIZATION END DATE	STABILIZED VALUE	VALUE BEFORE EXEMPTION
7/1/18	C&D Realty Holdings LLC	6/30/23	223,600	526,400
7/1/17	Olivia's Holdings LLC	6/30/25	885,000	887,200
7/1/19	Smith Block LLC	6/30/28	366,900	1,787,300
7/1/19	Briggs Lane Brandon LLC	6/30/23	62,200	302,200

## General Fund Balance Sheet

Balance Sheet Previous Year - Period 12 June  
General Fund

### ASSETS

Checking #176452010 .....	\$ 1,769,968.34
Petty Cash - Town Office .....	150.00
Petty Cash - Police Dept .....	50.00
Petty Cash - Recreation .....	75.00
Cash in MM #177607060 .....	233,073.58
Delinquent Tax Receivable .....	285,887.33
Int. & Pen. Receivables .....	64,619.65
Accounts Receivable .....	18,902.14
Middlebury Acct. 10047019 .....	76,949.37
Due From/To Other Funds .....	(1,390,010.82)
Prepaid Expenses .....	35,115.94
<b>Total Assets .....</b>	<b>\$ 1,094,780.53</b>

### LIABILITIES

Accounts Payable .....	\$ 59,789.68
Dog Lic. Fees to State .....	281.00
Marriage Lic. Fees to State .....	50.00
Hunting/Fishing Lic. to State .....	14.50
Anticipated Tax Credits .....	24,330.34
Deposits Payable .....	1,500.00
Deferred Tax Revenue .....	338,166.27
Tax Posting Variance .....	65.48
Accts Receivable Posting .....	(2.50)
<b>Total Liabilities .....</b>	<b>\$ 424,194.77</b>

### FUND BALANCE

Fund Balance .....	\$ 465,724.01
Restricted Highway Funds .....	36,451.46
Fund Balance-Recreation .....	22,148.64
Reserved by Selectboard .....	40,000.00
Nonspendable Fund Balance .....	35,115.94
Reserved - Records Pres. ....	17,530.16
<b>Total Prior Years Fund Balance .....</b>	<b>\$ 616,970.21</b>
Fund Balance Current Year .....	53,615.55
<b>Total Fund Balance .....</b>	<b>670,585.76</b>
<b>Total Liabilities Fund Balance .....</b>	<b>\$ 1,094,780.53</b>



## **General Fund Balance Over Time**

<b>Fund Balance</b>	<b>6/30/16</b>	<b>6/30/17</b>	<b>6/30/18</b>	<b>6/30/19</b>	<b>6/30/20</b>
<b>ENDING FUND BALANCE.....</b>	<b>\$782,460</b>	<b>\$547,028</b>	<b>\$604,545</b>	<b>\$616,970</b>	<b>\$670,586</b>
Unrestricted & Unassigned Fund Balance	508,274	408,484	563,426	473,056	519,340
Restricted Highway, statutory .....	102,183	61,002	(2,725)	12,489	36,451
Reserved Fund Balance.....	21,793	31,185	30,914	28,092	39,679
Assigned Fund Balance.....	137,200	33,351	-	85,000	40,000
Nonspendable Fund Balance.....	13,011	13,006	12,931	18,333	35,116
<b>Total Revenue .....</b>	<b>\$782,460</b>	<b>\$547,028</b>	<b>\$604,545</b>	<b>\$616,970</b>	<b>\$670,586</b>

### **Fund Balance Policy in Effect 6/30/2017**

Budget for Next Year .....	\$2,946,710	\$2,999,986	\$3,138,185	\$3,190,885	\$3,408,909
% of Unrestricted & Unassigned FB relative to Next Year Budget.....	17.25%	13.62%	17.95%	14.83%	15.23%

### **TOWN OF BRANDON FUND BALANCE POLICY**

The purpose of this policy is to set parameters on the town's unrestricted reserve fund balance. Responsible stewardship of the taxpayers' money, and adequate provision for future needs of the town, both foreseen and unforeseen, require the town to maintain a positive fund balance. The fund balance may be used by the selectboard for any purpose not in conflict with Vermont or Federal statute.

The selectboard finds that a desirable amount for the town's unrestricted reserve fund balance is not less than 15% nor more than 30% of the town's then-current annual operating budget.

## **Local Options Tax Fund Over Time**

	<b>6/30/17</b>	<b>6/30/18</b>	<b>6/30/19</b>	<b>6/30/20</b>	<b>Totals to Date</b>
<b>BEGINNING BALANCE.....</b>	<b>\$ -</b>	<b>\$ 73,081</b>	<b>\$262,131</b>	<b>\$437,279</b>	<b>\$ -</b>
<b>REVENUES</b>					
Local Option Tax Revenue .....	\$ 72,842	\$187,495	\$169,636	\$192,319	\$622,292
Bank Interest.....	239	1,555	5,513	3,566	10,872
Other .....	-	-	-	-	-
<b>Total Revenue .....</b>	<b>\$ 73,081</b>	<b>\$189,050</b>	<b>\$175,148</b>	<b>\$195,885</b>	<b>\$633,164</b>
<b>EXPENDITURES</b>					
Infrastructure Projects .....	\$ -	\$ -	\$ -	\$ -	\$ -
Infrastructure Projects Matching Funds.....	-	-	-	150,000	150,000
Infrastructure Debt / Capital.....	-	-	-	-	-
<b>Total Expenditures .....</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$150,000</b>	<b>\$150,000</b>
<b>Change in Fund Balance .....</b>	<b>\$ 73,081</b>	<b>\$189,050</b>	<b>\$175,148</b>	<b>\$45,885</b>	<b>\$483,164</b>
<b>ASSETS</b>					
Due To/From Other Funds .....	\$ 73,081	\$262,131	\$437,279	\$483,164	\$483,164
<b>TOTAL ASSETS .....</b>	<b>\$ 73,081</b>	<b>\$262,131</b>	<b>\$437,279</b>	<b>\$483,164</b>	<b>\$483,164</b>
<b>LIABILITIES</b>					
Liabilities.....	\$ -	\$ -	\$ -	\$ -	\$ -
<b>FUND BALANCE</b>					
Prior Year Fund Balance.....	\$ -	\$73,081	\$262,131	\$437,279	\$483,164
Current Year .....	73,081	189,050	175,148	45,885	-
<b>TOTAL LIABILITIES AND FUND BALANCE ..</b>	<b>\$ 73,081</b>	<b>\$262,131</b>	<b>\$437,279</b>	<b>\$483,164</b>	<b>\$483,164</b>

## ***Trustees of Public Funds***

<b>Beginning Balance Bar Harbor Bank &amp; Trust Checking Account.....</b>	<b>\$ 2,495.89</b>
<b>Receipts:</b>	
Interest Income Deposited .....	\$ 0.00
Transfer from Morgan Stanley Investment Account .....	3,000.00
Transfer from Morgan Stanley Investment Account .....	21,000.00
<b>Total Receipts: .....</b>	<b>\$ 24,000.00</b>
<b>Total Cash Available:.....</b>	<b>\$ 26,495.89</b>
<b>Expenditures:</b>	
Town of Brandon.....	\$ 11,000.00
Paramount Theatre/Town of Brandon.....	10,000.00
<b>Total Expenditures: .....</b>	<b>\$ 21,000.00</b>
<b>Ending Balance Bar Harbor Bank &amp; Trust Account as of 6/30/2020 .....</b>	<b>\$ 5,495.89</b>
<b>Composition of Fund as of June 30, 2020</b>	
Bar Harbor Bank & Trust Checking Account #177244060 .....	\$ 5,495.89
Morgan Stanley Investment Account	
Cash Balance.....	\$ 51,822.62
Equities .....	\$464,479.32
Fixed Income .....	\$254,002.41
<b>Total Fund Value on June 30, 2020.....</b>	<b>\$770,304.35</b>
<b>Five Year Historical Record of Fund Value</b>	
Year end June 30, 2016 .....	\$642,928.81
Year end June 30, 2017 .....	\$695,661.77
Year end June 30, 2018 .....	\$727,073.27
Year end June 30, 2019 .....	\$739,651.89
Year end June 30, 2020 .....	\$770,304.35
Outstanding fund commitments as of June 30, 2020 .....	NONE
<b>Trustees of Public Funds</b>	
Tanner Romano.....2023	
Laura Miner.....2021	
Courtney Satz.....2022	



## Wastewater Balance - FY 19/20

### Balance Sheet Previous Year - Period 12 Jun

Account	Last Yr Pd 12 Jun
<b>ASSETS</b>	
Sewer Fees Receivable .....	\$ 349,056.97
Unbilled Receivables .....	272,500.00
Accounts Receivable .....	11,294.04
Allow-Uncollectable A/R .....	(5,285.77)
Due/To Other Funds .....	339,583.41
Prepaid Expenses .....	187.39
Sewer Plant .....	1,521,824.80
Acc. Depreciation-Bldgs .....	(1,079,185.25)
SEWER PLANT UPGRADE .....	599,673.59
Accum. Dep. Sewer Lines .....	(178,505.74)
4 sewer lines .....	493,363.47
Sewer Equipment .....	1,592,381.73
Acc. Depreciation-Equip .....	(783,111.33)
Construction in Progress .....	2,051,902.14
<b>Total Assets .....</b>	<b>\$ 518,679.45</b>
<b>LIABILITIES</b>	
Accounts Payable .....	\$ 19,266.08
Sewer Fee Credits .....	62.79
Accrued Vacation/Comp .....	6,558.56
USDA Bond - Pump Station .....	474,954.95
2012 WW CWSRF RF1-159 .....	8,633.22
SEWER IMPROV SERIES 4 .....	382,167.97
CARVER REFI 2012 SERIES 5 .....	24,970.43
Interest Payable - Bond .....	10,322.43
Sewer Posting Variance .....	(13,317.76)
CWSRF-Coll Sys Loan Payab .....	42,834.04
<b>Total Liabilities .....</b>	<b>\$ 956,452.71</b>
<b>FUND BALANCE</b>	
Fund Balance .....	\$ (74,994.32)
Reserved Fund Balance .....	10,000.00
Retained Earnings .....	842,923.61
Contributed Capital .....	2,176,190.10
Contributed Capital .....	254,282.77
Contributed Capital .....	954,635.17
<b>Total Prior Years Fund Balance .....</b>	<b>\$ 4,163,037.33</b>
<b>Fund Balance Current Year .....</b>	<b>\$ 66,189.41</b>
<b>Total Fund Balance .....</b>	<b>\$ 4,229,226.74</b>
<b>Total Liabilities and Fund Balance .....</b>	<b>\$ 5,185,679.45</b>



## **Wastewater Budget / Actual - FY 19/20**

<b>Account</b>	<b>Budget</b>	<b>Actual</b>	<b>% of Budget</b>
<b>Wastewater Revenues</b>			
Sewer Fees - Revenues .....	\$515,000	\$483,726.55	93.93%
Sewer Base Fees .....	170,000	176,658.00	103.92%
Unbilled Revenues .....	-	25,505.92	100.00%
Misc. Revenues .....	-	3,951.37	100.00%
Sewer Permit Revenue .....	500	250.00	50.00%
Interest Revenue .....	25,000	22,774.03	91.10%
<b>Total Wastewater Revenues .....</b>	<b>\$710,500</b>	<b>\$712,865.87</b>	<b>100.3%</b>
<b>Wastewater Expenses</b>			
Wages-Permanent Full Time (2) .....	\$102,500	\$102,791.51	100.28%
Overtime .....	5,000	2,658.77	53.18%
On Call hours .....	5,200	5,200.00	100.00 %
Fica .....	7,250	6,519.86	89.93%
Medicare .....	1,750	1,524.83	87.13%
Health Insurance .....	38,000	38,937.20	102.47%
Life & Disability Ins. ....	1,700	1,499.05	88.18%
DENTAL .....	3,300	2,981.66	90.35%
HRA WW .....	4,000	3,350.00	83.75%
VMER .....	9,750	7,682.39	78.79%
Travel & Expenses .....	500	125.80	25.16%
Clothing Allowance .....	1,500	1,078.86	71.92%
Dues & Subscriptions .....	500	520.00	104.00%
Continuing Education .....	500	201.40	40.28%
Engineering .....	15,000	-	0%
Professional Services .....	600	579.99	96.67%
Contractors .....	35,000	13,881.59	39.66%
Equipment Rental .....	10,000	-	0%
Licenses & Fees .....	2,400	14,580.00	607.50%
Legal Services .....	5,000	534.50	10.69 %
Auditors .....	2,500	2,500.00	100.00 %
Testing .....	3,200	3,932.25	122.88%
Office Supplies .....	500	227.66	45.53%
Professional Supplies .....	2,000	2,522.83	126.14%
New Equipment-Misc Tools .....	5,000	4,099.36	81.99%
Safety Equipment .....	1,000	631.03	63.10%
Fuel - Vehicles .....	1,400	1,686.71	120.48%
Maintenance-Vehicles .....	2,000	613.43	30.67%
Wastewater Telephone .....	3,000	2,933.85	97.80%
LP Gas - Bldgs .....	10,000	8,414.56	84.15%
Water .....	5,000	4,740.05	94.80%
Electric .....	53,000	34,747.79	65.56%

## **Wastewater Budget / Actual cont.**

<b>Account</b>	<b>Budget</b>	<b>Actual</b>	<b>% of Budget</b>
<b>Wastewater Expenses cont.</b>			
Maint. Supplies - Bldgs .....	3,000	2,567.44	85.58%
Outside Maint. - Bldgs .....	10,000	438.00	4.38%
Maint. Supplies - General .....	13,000	8,533.58	65.64%
Cold Weather Bacteria .....	1,400	1,343.65	95.98%
Sodium Hypochlorite .....	14,500	7,990.75	55.11%
Root-X .....	20,000	14,342.11	71.71%
Sodium Bisulfite .....	19,100	9,614.94	50.34%
Sodium Aluminate .....	24,960	12,536.16	50.23%
Sludge Disposal .....	56,160	49,080.00	87.39%
Trucking .....	19,000	15,816.06	83.24%
Outside Equip. - Pump St. ....	25,000	277.50	1.11%
Collection Systems .....	35,000	6,572.13	18.78%
Aeration System Maint. ....	15,000	147.58	0.98%
Interest Exp - Long Term .....	-	4,455.81	100.00%
Administration Expense .....	10,000	9,999.96	100.00%
USDA Bond Champlain PS in .....	11,000	10,890.56	99.01%
USDA Bond-Champ. PS-Prin .....	12,200	-	0%
USDA Bond Loan #8 Interest .....	1,000	978.29	97.83%
USDA Bond Loan#8 Prin .....	3,700	-	0%
USDA Bond Loan #9 Interest .....	14,500	14,253.68	98.30%
USDA Bond Loan #9 Prin .....	16,700	-	0%
Insurance Expenses .....	17,500	13,883.16	79.33%
Insurance Claim Ded .....	1,000	-	0%
WW Unemployment .....	400	409.50	102.38%
WW Workers Comp. ....	9,800	8,717.80	88.96%
Seg 6 Match .....	37,000	23,008.75	62.19%
Rt73 risers-VTrans .....	3,000	-	0%
USDA Short Lived Asset .....	37,000	37,000.00	100.00%
Depreciation .....	87,000	122,122.12	140.37%
<b>Total Wastewater Expenses .....</b>	<b>\$855,970</b>	<b>\$646,676.46</b>	<b>75.55%</b>
<b>Total Sewer Fund .....</b>	<b>-\$145,470</b>	<b>\$ 66,189.41</b>	

## Wastewater Cash Flow

FOR THE YEAR ENDING 6/30/2020

	Wastewater Fund	Sewer Capital AC	COMBINED
Beginning Cash Equivalent.....	\$ 352,683.69	\$123,773.26	\$ 476,456.95
<b>CASH FLOW FROM OPERATIONS</b>			
Operating Income (Loss) .....	\$ 103,189.41	\$ 10,251.97	\$ 113,441.38
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by Operations.....			
Depreciation.....	\$ 122,122.12	\$ -	\$ 122,122.12
Receivables .....	(129,507.37)	-	(129,507.37)
Prepaid Expenses.....	(187.39)	-	(187.39)
Posting Variance Account.....	(13,385.71)	-	(13,385.71)
Payables .....	6,324.21	-	6,324.21
Accrued Expenses .....	901.91	-	901.91
<b>Net Cash or Cash Equivalents Provided by</b>			
<b>(Used in ) Operations .....</b>	<b>\$ 89,457.18</b>	<b>\$ 10,251.97</b>	<b>\$ 99,709.15</b>
<b>CASH FLOWS FROM NON CAPITAL FINANCING ACTIVITIES</b>			
Grant / Loan Revenue .....	\$ 21,669.04	\$ -	\$ 21,669.04
Interfund Transfers .....	(37,000.00)	37,000.00	-
<b>Net Cash Flow from</b>			
<b>Non Capital Financing Activities.....</b>	<b>\$ (15,330.96)</b>	<b>\$ 37,000.00</b>	<b>\$ 21,669.04</b>
<b>CASH FLOWS FROM CAPITAL &amp; RELATED FINANCING ACTIVITIES</b>			
Capital Contributions.....	\$ 675,244.52	\$ -	\$ 675,244.52
Principal Payments on Debt, New Debt.....	(34,583.97)	-	(34,583.97)
Acquisition of Capital Assets .....	(727,887.05)	-	(727,887.05)
<b>Net Cash Flows from Capital &amp;</b>			
<b>Related Financing Activities.....</b>	<b>\$ (87,226.50)</b>	<b>\$ -</b>	<b>\$ (87,226.50)</b>
Net Increase (Decrease) in			
Cash and Cash Equivalents.....	\$ (13,100.28)	\$ 47,251.97	\$ 34,151.69
Cash Equivalents beginning .....	\$ 352,683.69	\$123,773.26	\$ 476,456.95
Cash Equivalents ending .....	\$ 339,583.41	\$171,025.23	\$ 510,608.64





# Town of Brandon – Activity in Special Funds

	FUND 37	FUND 38 Rutland County Land Trust Loan Fund	FUND 43	FUND 46	FUND 47	FUND 51	FUND 53	FUND 56	FUND 61	FUND 63	FUND 64	FUND 70	FUND 90
REVENUES AND EXPENDITURES	Revolving Loan Fund		Trustees of Public Funds	AOT Grants / Route 7	Reappraisal Fund	GF Capital Reserve Fund	Sewer Capital Reserve Fund	Infrastructure Fund	Hidreth Landon Fund	Town Farm Fund	Town Service Officer	Local Options Tax Fund	BFD Water
Bank Interest / Investment Revenue	\$ 498		\$ 51,941	\$ 803	\$ 1,019	\$ 235	\$ 1,249		\$ 69	\$ 289	\$ 2	\$ 3,566	
Local Options Tax Revenue												\$ 192,319	
Revolving Loan Repayments / Rev	\$ 41,531				\$ 16,915								
Capacity Fees							\$ 9,003						
Unrealized Gains (Losses)			\$ (9,976)										
Fed/State Grant Revenue				\$ 8,054,375				\$ 407,543					
SRF Loans				\$ 95,921				\$ 413,234					
Local Grants				\$ 52,409				\$ -					
Local Reimbursements				\$ 185,000	\$ 5,000	\$ 17,000	\$ 37,000	\$ 900					
Interfund Transfers								\$ 77,000					
Water Revenues													
<b>TOTAL REVENUES</b>	<b>\$ 42,029</b>	<b>\$ -</b>	<b>\$ 41,965</b>	<b>\$ 8,388,507</b>	<b>\$ 22,934</b>	<b>\$ 17,235</b>	<b>\$ 47,252</b>	<b>\$ 898,676</b>	<b>\$ 69</b>	<b>\$ 289</b>	<b>\$ 2</b>	<b>\$ 195,885</b>	<b>\$ 431,160</b>
Program / Direct Expenses	\$ 103,615				\$ 97,849			\$ 368,368					
Investment Expenses			\$ 8,313			\$ 35,324							
New Equipment													
Route 7, Segment 6				\$ 7,997,974									
Bridge 114				\$ 32,426									
Churchill Bridge				\$ 136,156									
Union St Sidewalk				\$ 464,607									
Champlain St Pump Station													
Park Street								\$ 458,375				\$ 150,000	
Culverts / Infrastructure								\$ 3,487					
Interfund Transfers													
Water Expenditures													
<b>TOTAL EXPENSES</b>	<b>\$ 103,615</b>	<b>\$ -</b>	<b>\$ 8,313</b>	<b>\$ 8,631,162</b>	<b>\$ 97,849</b>	<b>\$ 35,324</b>	<b>\$ -</b>	<b>\$ 830,229</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 126,980</b>
<b>INCREASE (DECREASE) TO FUND BALANCE</b>	<b>\$ (61,586)</b>	<b>\$ -</b>	<b>\$ 33,652</b>	<b>\$ (242,655)</b>	<b>\$ (74,916)</b>	<b>\$ (18,089)</b>	<b>\$ 47,252</b>	<b>\$ 68,447</b>	<b>\$ 69</b>	<b>\$ 289</b>	<b>\$ 2</b>	<b>\$ 45,885</b>	<b>\$ 304,181</b>
<b>BALANCE SHEET</b>													
<b>ASSETS</b>													
Cash/Investments			\$ 775,800	\$ -						\$ 16,640			
Due From/To (Cash Equivalent)	\$ 13,218			\$ 372,061	\$ 84,806	\$ 10,725	\$ 171,025	\$ (194,984)	\$ 201	\$	\$ 210	\$ 483,165	\$ 126,980
Loans / Grants Receivable	\$ 337,312	\$ 391,000		\$ 495,720				\$ 628,021					
Other Receivables													\$ 304,216
Prepaid Expenses													
<b>TOTAL ASSETS</b>	<b>\$ 350,530</b>	<b>\$ 391,000</b>	<b>\$ 775,800</b>	<b>\$ 867,782</b>	<b>\$ 84,806</b>	<b>\$ 10,725</b>	<b>\$ 171,025</b>	<b>\$ 433,038</b>	<b>\$ 201</b>	<b>\$ 16,640</b>	<b>\$ 210</b>	<b>\$ 483,165</b>	<b>\$ 431,195</b>
<b>LIABILITIES</b>													
Deferred Revenue	\$ 337,312	\$ 391,000		\$ -									
Accounts Payable				\$ 202,243	\$ 145			\$ 352,615				\$	\$ 127,015
Grant Anticipation Notes				\$ 750,000									
<b>FUND BALANCE</b>													
Fund Balance	\$ 74,804	\$ -	\$ 742,148	\$ 158,194	\$ 159,577	\$ 28,814	\$ 123,773	\$ 11,976	\$ 132	\$ 16,351	\$ 208	\$ 437,280	\$ -
Current Year Fund Balance	\$ (61,586)	\$ -	\$ 33,652	\$ (242,655)	\$ (74,916)	\$ (18,089)	\$ 47,252	\$ 68,447	\$ 69	\$ 289	\$ 2	\$ 45,885	\$ 304,181
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 350,530</b>	<b>\$ 391,000</b>	<b>\$ 775,800</b>	<b>\$ 867,781</b>	<b>\$ 84,806</b>	<b>\$ 10,725</b>	<b>\$ 171,025</b>	<b>\$ 433,038</b>	<b>\$ 201</b>	<b>\$ 16,640</b>	<b>\$ 210</b>	<b>\$ 483,165</b>	<b>\$ 431,195</b>

# Appropriations

## BRANDON AMERICAN LEGION POST #55

The mission of Brandon's American Legion Post #55 is to serve the people of Brandon and surrounding communities. The Legion reaches out to all ages through our programs:

- providing mentorship for local youth through Girls and Boys State, law cadets, baseball, and scholarships;
- offering a low-cost or no-cost, fully accessible hall for community events including helping other organizations and families by hosting basket raffles, benefit dinners, baby showers, holiday parties, and Red Cross blood drives;
- an ongoing commitment to assist veterans and their families. The Post provides social support and builds positive relationships among veterans; honor guards to honor our fallen heroes at veterans' funerals; and plays a lead role in the Town's parades and observances on Memorial Day, Independence Day, and Veterans' Day;
- advocacy for patriotism and honor, civic instruction and pride, and strong national security.

Brandon Post #55's success depends entirely on active membership, participation, and volunteerism. The organization belongs to the people it serves and the community of Brandon in which we thrive. Brandon has been home to an American Legion post since September 12, 1919. Brandon's Post has been located at its current building, 550 Franklin Street, since the 1970s. We maintain our Post as a certified emergency shelter for Brandon area residents in times of natural disaster, and it has been used as such.

We are asking for community support to assist us in our mission. It is vital for the Post to continue offering the services and facilities our community has come to rely on from the American Legion. A "Yes" vote on our appropriation request will demonstrate your desire to partner with us to keep our Post viable into the future. **Appropriation Request - \$25,000**

Respectfully, Burt Reynolds, Commander

## ARC RUTLAND

**Mission Statement:** *To advocate for the right of individuals with developmental disabilities and their families to be regarded as valued citizens with the same entitlements as non-disabled individuals, including the right to lifelong opportunities for personal growth and full participation in the community.*

Advocacy, Resources and Community equal ARC Rutland Area. Our primary mission is to support and offer advancement opportunities to local citizens with developmental and intellectual disabilities. ARC's mission includes attending state and local meetings to keep informed of issues that affect the population we serve.

ARC Representative Payee Services offers guidance and financial management to over fifty individuals. ARC supports and provides administrative services for two internal organizations. Self-Advocates Becoming Empowered- Rutland (SABE-R) conduct monthly meetings. ARC offers mediation and guidance with group and individual goals. The AKtion Club, a member of the Kiwanis Family continues to assist others in the community through partnership development and fundraising. As we navigate our way through the pandemic ARC and its club members have been adaptable. In person meetings are now conference calls and ZOOM sessions. Group activities are now individual education sessions and challenges. We all look forward to returning to ARC's monthly Great Outdoor Imitative programing for statewide education, adventure, and exercise. With a generous grant from Marble Valley Regional Transportation, ARC is able to provide transportation for our members to attend events, educational and recreational activities.

ARC employs one full-time and one part-time staff member(s). The office and programming are supported by volunteers and guided by its Board of Directors.

Thank you for your continuing support. If you or anyone has questions or comments, please call us at 775-1370.

**Appropriation Request - \$3,500**

## BRANDON INDEPENDENCE DAY CELEBRATION COMMITTEE (BIDCC)

The BIDCC is a small group of volunteers responsible for organizing and fundraising for Brandon's Independence Day Celebration. For more than 40 years, this annual tradition has attracted thousands of out-of-town visitors, stimulating business in our commercial center. However, even more importantly, it is the event that brings together the entire Brandon Community. Not that we don't face new challenges each year, like the Segment 6 Project that forced us to completely redesign the entire event. We can all agree, though, that the year 2020 was the supreme challenge, both locally and across our nation.

**continued.....**

## BRANDON INDEPENDENCE DAY CELEBRATION COMMITTEE (BIDDC) cont.

But new challenges spawn new ideas and new perspectives. Although we were not able to hold our usual two-day celebration, we were still able to celebrate Brandon with a spectacular fireworks display, as part of the Chamber of Commerce event in September. The fireworks were set off in the middle of town so that they could be enjoyed by the entire downtown area without attracting crowds or requiring huge parking areas. The positive response we received from the fireworks inspired us to rethink the entire two-day celebration, and the following is our plan for the Brandon Independence Day Celebration 2021:

- There will be one full day of planned activities, from parade to fireworks, all taking place in our beautifully remodeled downtown, on July 3, 2021 (as usual, the first Saturday in July).
- The parade will return to the Park Street/Route 7 route, starting at 10:00 am.
- Vendors, music, events and activities will continue throughout the day at multiple downtown locations, with a concentration around Central Park.
- There will be a community dinner at the Brandon Town Hall.
- The annual Street Dance, with Jam Man Entertainment, will take place in the new parking lot between Central Park and Park Street businesses.
- The Fireworks at dusk will be fired from the new Mill Lane location, viewable from nearly everywhere within a mile of downtown!

With the expectation of various vaccines on the horizon, our plans will still need close monitoring and likely adjustments. We will also need more input and volunteer help from the community, as we are still a very small committee.

We want to express our gratitude to the entire Brandon community for their continued support. The yearly appropriation we receive is crucial to allowing us to provide the fireworks, parade bands, prizes, sanitary facilities, trash pickup, publicity and the other myriad activities involved with a community-wide all-day event. We look forward to continuing the tradition of the Brandon Independence Day Celebration. **Appropriation Request - \$6,000**

Bill Moore, Chairperson      Susan Stone Treasurer

Committee Members: Suzanne Bennett, Debbie Boyce, Derrick Cram, Dallas Ladd, Jean Lamarre, Jusitn McKeighan, Heather Norton, Bobbie Torstenson, Colleen Wright

## BRANDON CHAMBER OF COMMERCE

"The Brandon Area Chamber of Commerce is a membership-based organization dedicated to the improvement and advancement of a positive and dynamic economic, industrial, professional and business climate, and community enhancement in the Brandon area." We strive to make the Brandon area a better place to live, work, and play.

The Chamber of Commerce puts on many community events throughout the year including the free Summer Concert Series that was able to provide some much needed distraction during this pandemic-centric year. We also were able to produce several other events in restructured and reinvented ways to make them work in a safe and productive way. The Great Brandon Auction, Yard Sale Day, HarvestFest, Moonlight Madness, Holiday Decorating contest and Reverse Holiday Parade were able to proceed, while the Memory Tree lighting ceremony and March Magic sales days fell victim to Covid restrictions. We gave a prize award to an outstanding OVUHS student, helped beautify the town and held a two day Celebrate Brandon gala that showed off our NEW village and culminated with the first ever downtown fireworks display supplied by the Independence Day committee!

We continue to partner in activities and operations of our wonderful museum, visitors center, and community meeting space.

We have an active and busy website full of information for the traveling public and the community. Our popular electronic newsletter is sent to more than 1500 email addresses on a regular basis and is an effective communication vehicle.

The Chamber continues to be heavily involved with town economic development, striving to bring new residents and businesses to expand our tax base and working closely with the town's economic development officer. We highlight various aspects of Brandon yearly at the Rutland Trade Show and send out informational packets requested by visitors and those interested in starting a business in town.

We thank the Brandon voters and taxpayers for past support and look to them for help with future expenses. We're proud to be part of Brandon and hope to continue to effect change in a positive and dynamic way.

Please contact the Chamber at 802-247-6401 or [info@brandon.org](mailto:info@brandon.org) with any questions or look us up on-line at [www.brandon.org](http://www.brandon.org). If you are interested in receiving our e-newsletter, click on the "Join Our Newsletter" link on our website.

Businesses of every size and many valuable "individual" members contribute greatly to making Brandon the place we all love. So call or email today and join in the journey! **Appropriation Request - \$1,000**

Pat Wood, President  
Bernie Carr, Executive Director



## BRANDON AREA RESCUE

Brandon Area Rescue Squad, Inc. serves the towns of Brandon, Goshen, Forest Dale, Sudbury, and Leicester. The year 2019 extending currently into 2020 has produced unprecedented challenges for all "frontline workers." Brandon Area Rescue would like to offer our thanks and gratitude to ALL essential personnel and their dedication during this time of uncertainty.

Our organization has made the overwhelming, but necessary adjustments to ensure our volunteers and community are safe. The support from everyone we serve has been remarkable. The generous donations have opened opportunities for BARS to implement progressive sanitation methods before and after emergency calls.

We continue to recruit new members through the current EMT course being hosted at Brandon Rescue. This course entails remote learning on Tuesday nights and practical/clinicals on Thursday nights (all while practicing proper social distancing and PPE requirements). Our roster currently supports 35 volunteers; BARS retained 5 per diem Paramedics while adding Scott Bigelow, who is a veteran Paramedic with more than 20 years of experience.

The answer to serve continues long after the call. With volunteers dedicating more than 30,000 saving the town \$450,000. The countless hours of continuing education these volunteers dedicate to maintaining their certifications; and staying abreast on the most up to date emergency medical procedures and information is remarkable.

Over the last several years Brandon Rescue has been responding to a staggering increase in emergency calls. This year we saw the total calls remain the same (due largely to COVID-19 and social distancing efforts).

Total Call Volume 2019 – 814 calls

Total Calls in Brandon 2019 – 741 calls

BARS also provided Mutual Aid coverage for outlying EMS squads in 2019 – 38 calls

We thank each member of the community we service for continued support. A friendly reminder: be sure to have your house numbers visible from the road to assist EMS in finding residences on emergency calls. Please remember to pull over to the right and come to a complete stop when any emergency vehicle has their lights and sirens on. This is not only the law, but it ensures your safety as well as others around.

Please feel free to contact us with any further questions: Business Line 802-247-3231 or by Email: brandonrescue@gmail.com

### **Appropriation Request - \$28,000**

Respectfully,

Jordan M. Stage, NRP

Chief Operations Officer

## BRANDON FREE PUBLIC LIBRARY

The mission of the Brandon Free Public Library is to provide a friendly and safe atmosphere in which patrons of all ages may enrich their lives through the benefit and pleasure of learning and discovery. The BFPL pledges quality service demonstrating respect for the individual and our community.

Approximately half of the Library's income is derived via the appropriation from the Town of Brandon. At the 2021 Town Meeting, Brandon voters will be asked to approve the appropriation for the Library.

The Library's other sources of income include several annual fundraisers, financial donations from the non-profit Friends of the Library, direct donations, grants, apartment rents, line items from the towns of Leicester, Goshen, and Sudbury, and distribution from endowment (which is invested wisely and provides needed income for the operating budget).

In 2020, the global pandemic changed the way we had to do things at the library, as well as decreased the amount we were able to raise via donations and fundraisers.

The Library employs two full-time and one part-time librarian, and cleaning personnel. In 2020 the library had to close its doors between March and September, but expanded services and the librarians worked consistently to provide 40+ hours a week of access with every service provided free. The Brandon Library welcomes everyone to access our myriad services and resources.

### **General Services**

- Books, DVDs, programming, magazines, newspapers, audioCDs, interlibrary loan, Friday films, Meditation Circle, Junior Librarian Program, friendly and helpful Librarians

### **Children's Services**

- Books, Teen area, DVDs, audioCDs, magazines, summer program every July/August, story hours Wednesdays and Fridays, Crazy8s Afterschool Club, monthly Game Night, Teen Advisory Group

***continued.....***

## BRANDON FREE PUBLIC LIBRARY cont.

### Outreach Services

- Monthly delivery of books to 4 residential/senior buildings
- Biweekly delivery books (with a story time!) to daycares
- Personalized visits to homebound patrons
- Everybody Wins! participation at local elementary school

### Building as a Resource

- The Library building is used by a wide variety of community groups; Brandon Planning Commission, DBA, Al-Anon, school tutors, Farmer's Market, Republican/Democratic caucuses, Estabrook Award, Child Care Providers, writer's group, Italian Club, PTO, homeschoolers, and more
- Local artists – "pop-up gallery" monthly

### Computer/Digital Services

- 7 public computers and laptops. Librarians assist patrons and offer tech help/solutions and assistance with job applications, unemployment, insurance applications, etc.
- The Brandon Library pays membership fees for patrons to access RBDigital movie streaming service, Vermont Online Library, Listen-Up Vermont e-lending, and Universal Class free to our patrons
- Print, air-print, copy, scan, fax for public use
- Personalized computer help: free sessions by appointment
- Free Wi-Fi

### Non-traditional Services

- The BFPL Seed Library offers free seeds and sustainability education
- The Library is an outlet for community service and volunteer opportunities
- Free/reduced-price passes available for area museums and parks
- Weekly bread distribution site for Brandon Food Shelf
- Mitten tree provides free mittens and hats
- Snowshoes for loan

### Elderly Services

- Extensive Large Print selection
- Home delivery for housebound patrons. The Library is often one of the few links someone might have to our community
- Various programming for older populations
- Free rides to the polls

### Community Partnerships

- Recreation Department – Quiz night, Trivia League, Spooksville, Harvest Fest, Spring Swing
- Neshobe PTO – Crazy 8s
- Neshobe School – Resource sharing, 2nd grade visit
- Brandon Town Hall – Masquerade Ball, Summer Reading Finale
- Brandon Police Dept. – Local Heroes Story Time
- Brandon Area Toy Project – Pete the Cat Story Time
- Neshobe SOAR program – site visits

Some of the above services were rendered unavailable by COVID-19 restrictions. Although we had to close our doors for a few months, we never stopped working tirelessly for our community. During that time, the following services were added, continued and/or amplified:

- Increased social media presence on Facebook, Instagram, Twitter
- Curbside delivery of library materials
- Print/copy/fax via email
- Online story times weekly
- Virtual Trivia weekly
- Free books, puzzles, games outside 3 days/week
- Friends' sale cart outside 3 days/week
- Free WiFi open, and boosted to extend service across the Central Park
- Free masks, sewed by the library Director
- Distributed bread, art kits, and craft boxes for Town of Brandon
- Created and distributed almost 1200 craft kits for our summer program
- Purchased Overdrive Advantage to ease wait times for e-materials

## BRANDON FREE PUBLIC LIBRARY cont.

- Purchased RBDigital to provide access to streaming content
- Received returns for Neshobe/Otter Valley schools
- Interlibrary Loan reestablished
- Waived patron out of town fees for 2020
- Continued ordering of library materials
- Continued and tightened collaboration with Town Officials
- Multiple wellness checks for patrons daily
- Continued planning/grant writing
- Seed library distributed over 500 packets of seeds

Funds from Brandon, Sudbury, Leicester, and Goshen keep the Library open. The Library is a busy place with an average door count of 200 people/day.

**It will be important for voters to “Check Yes” for the Library. We thank you for supporting one of Brandon’s gems – your local Library.** Check us out at the corner of Franklin and Park Streets. 802-247-8230 [brandonpubliclibrary.org](http://brandonpubliclibrary.org)

**Board of Trustees:** Phoebe Chestna, President; June Bohler, Treasurer; Carol Fjeld, Recording Secretary; Sue Gage, Stacey Doucette, Stephanie Choma, David Roberts, & Bruce Ness **Appropriation Request - \$92,000**

## BRANDON SENIOR CITIZENS CENTER, INC.

1591 Forestdale Road ~ 247-3121

The Senior Center has been closed since the pandemic struck mid-March.

Our program structure for serving Meals on Wheels, hosting the Bone Builders, WIC and Toe Nail Clinics have ceased. Gone are the card games, jigsaw puzzlers, knitting and coloring clubs. Serving the monthly dinners, as well as the weekly Friday lunches, have changed significantly.

Due to the churches being closed, we partnered with the Brandon Area Food Shelf to move the Shelf to a portion of downstairs at the Senior Center. In addition, we began serving free curbside lunches every Friday to anyone who drove up. In the beginning we were serving 190-200 hot lunches, which was insane, but after a few months it dropped down to 150-160. By the time school was in session, the numbers dropped again to a doable 130 and held steady. We will continue this program until it is no longer needed. We have continued with the monthly dinner program, as curbside only. Following all the required regulations is of paramount concern to us.

The Board of Directors continues to improve the building. This year’s project was to install a new floor throughout the upstairs. The aged linoleum was wearing out and wouldn’t stay clean. As long as we were closed, it was the perfect time to have it done. Volunteers moved all the furniture and we hired Vermont Protective Coatings to do the job. It looks fantastic and everyone should stop by to admire it when we re-open.

This year we built new raised gardens to replace the ones built several years ago by Foxcroft. We also installed walkway pavers around the entire garden area. The sheds required new metal roofing, as the shingles began to deteriorate after many years. Since we had time on our hands and wanted to be outdoors, our vegetable/herb gardens were spectacular. We were able to serve and give away fresh vegetables at many of our lunches.

After many months, the Visiting Nurses Toe Nail Clinic began under the strictest of rules. Reservations spaced apart at 15 minute intervals, mask wearing, temperature checks, as well as a wellness questionnaire for each individual entering the building. Records were kept by both the Visiting Nurses and the Senior Center for contact tracing purposes.

The Center continues to be “green” by gardening, recycling and composting. We also collect clean returnable bottles to help defray operating expenses. We thank everyone who contributes in any way, thereby helping us to help others. As we are all in this “mess” together, we encourage folks to keep safe by following the rules so we can beat this and socialize once again. Thank you Brandon! **Appropriation Request - \$13,500**

## CHARTER HOUSE COALITION PROGRAM

Charter House Coalition was founded in 2005 as a county wide volunteer based outreach to provide free meals, emergency housing, and personal support for adults and children throughout Addison County. In 2019 over 1200 volunteers prepared and served over 40,000 free meals and provided shelter to over 120 children and adults from across our region. In 2020, the effects of the pandemic have almost doubled the need for free meals, shelter, and support services for bringing stability to families. About 480 people from across Addison County benefit from these programs every year. **Appropriation Request - \$3,000**

## OPEN DOOR CLINIC

The Open Door Clinic (ODC) is requesting an allocation of \$1,000 from the Town of Brandon for the fiscal year 2021-2022 to be included in the Town Warning for the 2021 Annual Town Meeting. The allocation will be used to provide free health care to the uninsured and under-insured residents of Brandon and Addison County in general. We would be grateful for your continued support of our dynamic clinic!

**Our Mission:** The Open Door Clinic provides access to quality health care services, free of charge, to those who are uninsured or under-insured and who meet financial eligibility guidelines; services are provided in a compassionate, respectful and culturally sensitive manner until a permanent healthcare provider can be established.

**YTD Report:** Between 1/1/20-11/30/20, the clinic has provided 1,251 medical and dental visits to 908 distinct patients, including 326 new patients! As compared to this time last year, we are down by only 1.5% in distinct patients served and 11% in medical and dental visits provided. I think this is quite impressive – and speaks volumes to our committed staff and volunteers – relative to the comprehensive care we’ve still been able to provide during the pandemic. We have served five (5) Brandon residents through 23 medical visits, and eight (8) consults since January 2019.

**Volunteer Based:** As a free clinic, we cannot charge for any of our services and rely solely on the expertise and efforts of 150 volunteers to care for our patients. Our volunteers include our medical director, dental director, nurse practitioners and physicians, nurses, EMTs, PTs, nutritionists, pharmacists, medical interpreters, and general volunteers. We provide chronic and acute care and refer our patients to a variety of specialists when needed.

**Help with Health Insurance:** So far this year, our incredibly knowledgeable insurance navigator has helped more than 310 individuals learn about health insurance plans and enroll in Vermont Health Connect. She is the only navigator remaining in Addison County, is available to meet with any member of our community and her services are also free!

**Outreach and Services:** In mid-September, we launched our fall outreach program and have thus far visited 34 farms, administered 338 flu shots and 10 Tdaps! Through a unique Covid grant opportunity, we purchased a 10’ x 20’ tent and propane heater so that we could continue to provide all of our services outside come sun, rain, or snow! In non Covid-19 times, we hold 7-10 health and dental clinics per month in Middlebury and Vergennes. We are continuing to schedule in-person clinics, dental appointments with our UNE externs, and are weaving-in some telehealth visits as they work very effectively for some of our patients. As safety continues to be our preeminent goal, we’re seeing fewer patients per clinic and calling upon fewer volunteers to minimize risk for all concerned.

### Budget for last completed fiscal year, 2019:

**Total Income: \$490,781**

#### % of Total Income from All Sources:

Federal Grants:.....	16.0%
State Grants: .....	21.8%
Municipal Taxes:.....	3.5%
Patient Donations: .....	0.2%
Fundraising: .....	31.3%
Grants, Foundations .....	27.2%
and UWAC .....	

**Total Operating Expense: \$383,088**

#### % Breakdown of Operating Expense:

Fundraising:.....	1.6%
Facilities/Operations:.....	2.5%
Salaries: .....	87.0% **
Office Expenses:.....	1.5%
Clinic/Programs: .....	3.6%
Professional Fees: .....	2.5%
Volunteer and Other .....	1.2%

\*\*76% of these positions/personnel costs directly support our clinical programs including: two registered nurses, a dental hygienist and dental assistant, our insurance navigator, and two patient care coordinators all of whom are integral to making our programs function smoothly. **Appropriation Request - \$1,000**

Heidi R. Sulis, MPH, Executive Director

## RSVP & THE VOLUNTEER CENTER

### Brief Description of RSVP & The Volunteer Center

RSVP and The Volunteer Center is a volunteer management program for people of all ages who want to meet community needs through volunteer service. RSVP/VC considers volunteering to be a key solution in responding to Rutland County’s most pressing challenges. Needs are met in critical areas such as human services, elder care, health care, education, and the arts. RSVP/VC involves individuals in service that matches their personal interests and makes use of their varied life and professional experiences. RSVP/VC enables people to contribute to their communities while enjoying the personally satisfying and rewarding experience that community engagement offers.

RSVP/VC also offers several free “Signature Programs” that benefit residents. These include RSVP Bone Builders, an osteoporosis prevention program which provides strength and balance exercise classes offered at many locations in Rutland



## RSVP & THE VOLUNTEER CENTER cont.

County; RSVP Rutland Reads a children's literacy and mentoring program; and RSVP Operation Dolls & More, which distributes over 15,000 new and restored items to children. Last year approximately 25,000 items were distributed through RSVP Operation Dolls & More to 47 partner agencies and an estimated 1,200 children. We also partner with AARP to help provide free income tax return services to low income residents of Rutland County.

Locally, RSVP & The Volunteer Center is the largest program of coordinated volunteer services serving the people of Rutland and Addison Counties with 711 volunteers. From July 1, 2019 to June 30, 2020, RSVP/VC volunteers provided 124,606 hours of community service. Based on the Independent Sector National Value of a volunteer hour, this equates to \$3,389,276 in service to the community.

### Services Provided to Brandon Residents

In FY'20, Brandon residents took advantage of RSVP/VC programs such as free income tax return preparation, and our free Bone Builders exercise classes. Brandon RSVP/VC volunteers donated their services to the following non-profit organizations: Young at Heart Senior Center, Bridges & Beyond, One-2-One, the Godnick Center, the Paramount Theater, RSVP Bone Builders, and RSVP Operation Dolls and More. Some of the services they provide include; knitting mittens and clothing for needy children, entertaining and activity assistance at nursing homes, driving seniors to medical appointments, visitation to elders, assisting at local food banks, restoring dolls and toys for the RSVP Operation Dolls & More program, and leading RSVP Bone Builders Classes in Brandon. In total, Brandon RSVP Volunteers donated 6,543.75 hours of service to the community in FY'20.

The monies we are requesting this year will be used to help defray the financial impact of COVID-19 on our organization. Our volunteers are continuing to support the communities through the COVID-19 pandemic with new initiatives such as mask making for local agencies and schools and making wellness calls to isolated seniors. With your help, RSVP & The Volunteer Center will continue to respond to the needs of our local communities.

On behalf of RSVP & The Volunteer Center and our non-profit partners, we would like to thank the residents of Brandon for their continued support of our organization. If you have any questions or would like to learn more about our programs, please feel free to call us at 775-8220. **Appropriation Request - \$550**

## RUTLAND HUMANE SOCIETY

The Rutland County Humane Society provides shelter and care to companion animals while finding loving families for those at risk or homeless.

We also serve our community by providing information and referral services to people dealing with animal issues.

The RCHS shelter is the largest program of the agency, taking in more than one thousand animals in 2020.

Our agency is funded through fees for service, town funding, donations and special events. No funding comes from the state or federal government or national organizations. We sincerely thank those who support our operations. We can only save lives with your help.

The Rutland County Humane Society took in 169 animals from Brandon in the past year.

Please call us at 483-9171 or visit our website at RCHSVT.org if you would like more information about the Rutland County Humane Society. **Appropriation Request - \$750**

## RUTLAND MENTAL HEALTH

In the year 2020, 28 towns in Rutland County supported the work of Rutland Mental Health Services through town giving. Our agency is committed to providing quality services regardless of an individual's ability to pay. The generous support of towns such as the Town of Brandon assures that quality services are available for their families, friends and neighbors. Services provided to town residents include:

- Individual Counseling for Children, Adults and Families
- Substance Abuse Treatment Services
- Emergency/Crisis Services
- Developmental Disability Services

During fiscal year 2020, Rutland Mental Health Services provided 6,886 hours of services to 212 Brandon residents. We value our partnership with the Town of Brandon in providing these much needed services and thank you for your continued support.

**Appropriation Request - \$6,624**

Dick Courcelle

Chief Executive Officer, Rutland Mental Health Services, Inc.

## **SOUTHWESTERN VERMONT COUNCIL ON AGING**

This report describes the services that the Southwestern Vermont Council on Aging (SVCOA) provided to elders in Brandon in 2020:

### **Nutrition Support**

The Council helped provide 9019 meals that were delivered to the homes of 59 elders in your community. This service is often called "Meals on Wheels". In addition, 64 Brandon elders came together at a luncheon site in your area to enjoy a nutritious meal and the company of others; 922 meals were provided.

Additionally, SVCOA provided 17.5 hours of one-on-one nutrition support, including nutrition assessments and resource connections and referrals, to 21 residents of Brandon.

### **Case Management Assistance:**

SVCOA case management and outreach staff helped 41 elders in your community for a total of 339.25 hours. Case managers meet with an elder privately in the elder's home or at another agreed upon location and assess the elder's situation. They will work with the elder to identify needs and talk about possible services available to address those needs. If the elder desires, the case manager will link the client to appropriate services, coordinate and monitor services as necessary, and provide information and assistance to caregivers. Case managers also help elders connect with in-home assistance programs, including a program called Choices for Care. This program is especially helpful to frail elders facing long term care placement who still wish to remain at home.

### **Other Services and Support:**

1) "Senior Helpline" assistance at 1-800-642-5119. Our Senior Helpline staff provide telephone support to elders and others who need information on available programs and community resources; 2) Medicare and health benefit counseling information and assistance through our State Health Insurance Program; 3) Legal service assistance through the Vermont Senior Citizens Law Project; 4) Information about elder issues and opportunities via various agency articles and publications 5) Nutrition education and counseling services provided by SVCOA's Registered Dietician; 6) Senior Companion support for frail, homebound elders; 7) Outreach services to elders dealing with mental health issues through our Elder Care Clinician. This service is provided in cooperation with Rutland County Mental Health; 8) Transportation assistance; 9) Caregiver support, information and respite to family members and others who are providing much needed help to elders in need of assistance; 10) Money Management programs that offer either a volunteer bill payer or representative payee services to elders and younger disabled individuals.

**Appropriation Request - \$2,400**

## **STEPHEN DOUGLAS HOUSE**

### **Brandon Museum at the Stephen A Douglas Birthplace Community Center**

In 2020 the Brandon Museum and Stephen A Douglas Birthplace celebrated the 10th anniversary of the creation of the museum. The building, a first-generation Vermont home, was built in 1802. The famous 19th century American statesman Stephen A Douglas was born in the home in 1813. Two hundred years later, the museum was established as a 501C3 entity. With support from many members of the community the home was renovated and transformed into a multi-use community building.

Through the use of hundreds of digital photographs, antiques, paintings and other eclectic items, many donated by citizens of Brandon, the museum tells the history of our town, concentrating especially on the detailed story of the early anti-slavery movement of the first half of the 19th century. The museum also traces the architectural history of the building and the town.

In addition to functioning as a museum the building functions as Brandon's visitor center and as a frequently-used meeting space for many town organizations.

This year the museum was closed due to the Covid-19 pandemic. The board took advantage of the opportunity the closure afforded to have substantial work done on the roof and walls of the building. We also began an initiative to record the memories of long-term residents of Brandon. We hope to build a substantial oral history database as this effort continues in 2021.

The Museum is open Mon-Sat from mid-May through mid-October from 11 am - 4 pm thanks to an active group of approximately 20 volunteers and our Museum Steward, Brandon resident John Dilts. We are always looking for more volunteers as well as for historic photos of Brandon, which we scan and return to you very quickly. If you would like a special museum tour for your classroom, community group or any other large party, please contact us for special arrangements. There is no admission to the museum.

The Janet Mondlak Visitor Center houses Vermont brochures, maps, guidebooks, information and a municipal restroom. The Visitor Center is open daily from 8 am - 6 pm, 365 days a year and is handicapped accessible. The Cliver Community Meeting room continues to be used by many community organizations, boards, associations, committees, and businesses. If you would like to schedule a time to use the meeting space, please contact us.

## STEPHEN DOUGLAS HOUSE

The Stephen A Douglas Birthplace operates on a small budget and is asking Brandon voters and taxpayers to help us continue to protect and maintain the building and the artifacts that are our history. If you have any questions or would like more information about the Museum, the Meeting Room, or the Visitor Center, please contact us through the Brandon Area Chamber of Commerce at 802-247-6401 or email us at [info@brandon.org](mailto:info@brandon.org) **Appropriation Request - \$2,500**

Sincerely,

Kevin Thornton, President

Brandon Museum at the Stephen A Douglas Birthplace Community Center, Inc.

## VNA & HOSPICE OF THE SOUTHWEST REGION

In 2019, the VNA & Hospice of the Southwest Region, formerly known as Rutland Area

Visiting Nurse Association & Hospice provided Rutland County residents with exceptional home care, hospice and community health services. From infants with hi-tech needs to our most senior population facing end-of-life care, we continued to bring medically necessary healthcare wherever it is needed, location of residence, or complexity of health issues.

In the face of shrinking government and state reimbursements and rising healthcare costs, VNAHSR has continued to identify community needs and provide essential cost-effective health care services to some of Rutland County's most vulnerable individuals.

In 2019, VNAHSR's dedicated staff made more than 141,507 visits to 3,212 patients. In the town of Brandon, we provided 7,284 visits to 162 individuals.

In closing, we wish to thank you for your past support. With your vote of confidence, we will continue to meet our mission to enhance the quality of life of all we serve through comprehensive home and community health services.

### Appropriation Request - \$10,200

Ronald J. Cioffi  
CEO

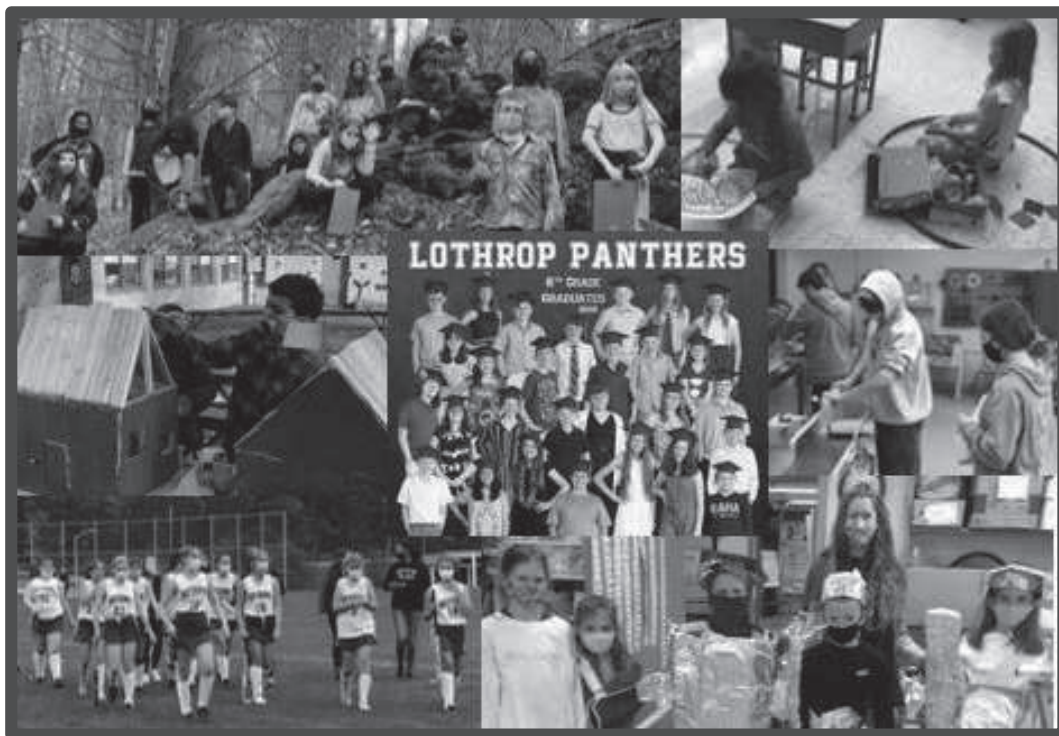
Dan DiBattista  
President of the Board of Directors





# ANNUAL REPORT OF THE OTTER VALLEY UNIFIED UNION SCHOOL DISTRICT

BRANDON • GOSHEN • LEICESTER  
PITTSFORD • SUDBURY • WHITING  
VERMONT



## Otter Valley Unified Union School District Virtual Informational Meeting

Wednesday, February 24, 2021 at 6:30 PM  
Online/Dial In



**OTTER VALLEY UNIFIED UNION SCHOOL DISTRICT**  
**February 24, 2021 at 6:30 p.m.**

The legal voters of the Otter Valley Unified Union School District (Unified Union District) comprising the voters of the Towns of Brandon, Goshen, Leicester, Pittsford, Sudbury and Whiting are hereby notified and warned to meet virtually on February 24, 2021 at 6:30 p.m. to conduct the following business:

*Meeting link and dial in information can be found  
on the calendar on the RNESU website: <http://www.rnesu.org>.*

Article 1: To hear the Board of School Directors of the Unified Union District present its estimate of expenses for the ensuing year.

The meeting shall then be recessed to Tuesday, March 2, 2021, for the purpose of voting the following articles at the usual polling places in the member districts by Australian ballot, said ballots being brought to the Brandon American Legion Post #55 following the closing of the polls in the member districts where they will be commingled and counted by the Board of Civil Authority of the constituent districts.

The Town polls will be opened as follows:

Town of Brandon	10:00 AM - 7:00 PM	Brandon American Legion Post #55
Town of Goshen	9:00 AM - 7:00 PM	Goshen Town Hall
Town of Leicester	10:00 AM - 7:00 PM	Leicester Town Office
Town of Pittsford	7:00 AM - 7:00 PM	Pittsford Fire House
Town of Sudbury	10:00 AM - 7:00 PM	Sudbury Town Hall
Town of Whiting	7:00 AM - 7:00 PM	Whiting Town Hall

Article 2: To elect the following officers to serve from their election and qualification until March following the election and qualification of their successors:

- A. School Director, Brandon for a term of three (3) years
- B. School Director, Goshen for a term of three (3) years
- C. School Director, Pittsford for a term of three (3) years
- D. School Director, Whiting for a term of three (3) years
- E. School Director, At-Large for a term of three (3) years
- F. School Director, At-Large for a term of two (2) years remaining of a three (3) year term

Article 3: To elect the following officers to serve from their election and qualification until the next Annual District Meeting following the election and qualification of their successors:

- A. Moderator
- B. Clerk
- C. Treasurer


Article 4: Shall the voters approve the following compensation to be paid to Unified Union District Officers?

- A. School Directors - \$1,500 per person per year
- B. Moderator - \$150 per meeting
- C. Clerk - \$150 per meeting
- D. Treasurer - \$6,000 per year

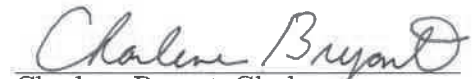
Article 5: Shall the voters authorize the Unified Union District to borrow money pending receipt of payments from the State Education Fund or Town Tax Funds by the issuance of its notes or orders payable not later than one year from date provided, however, that the Unified Union District is authorized by Vermont Statutes to borrow sufficient funds to meet pending obligations?

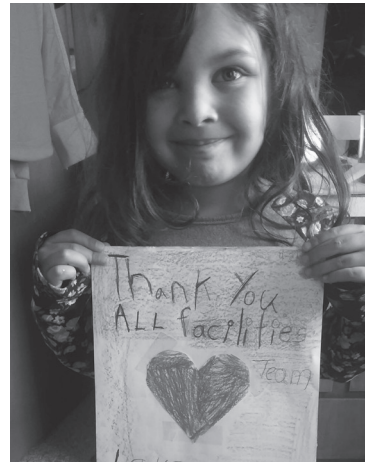
Article 6: Shall the voters of the school district approve the school board to expend Twenty-one Million Thirty-nine Thousand Six Hundred Thirty-five Dollars (\$21,039,635) which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$15,526 per equalized pupil. This projected spending per equalized pupil is 0.83% higher than spending for the current year.

Dated at Brandon, Vermont  
January 22, 2021

  
Laurie Bertrand, Chairwoman  
Otter Valley Unified Union School  
District No. U053

Received and Recorded  
January 22, 2021

  
Charlene Bryant, Clerk  
Otter Valley Unified Union School  
District No. U053



**OTTER VALLEY UNIFIED UNION SCHOOL DISTRICT  
ANNUAL MEETING**

**Date: February 26, 2020**

**Time: 6:30PM**

**Place: OVUHS Auditorium**

**Board Members Present:** Bonnie Bourne, Emily Nelson, Laurie Bertrand, Angela Ouellette, Matt Philo, Bonnie Chmielewski, Barry Varian, Barbara Ebling, Greg Bernhardt, Becky Bertrand, William Mathis, Derek Larsen

**Others Present:** Bill Dick, Brenda Fleming, Jeanne Collins, Bill Moore, Richard Baker, Sue Gage, Doug Bailey, Deb Alexander, Jim Avery, Judi Pulsifer, Tom Fleury, Alicia Malay, Eileen Guyette

**Call to Order:** The meeting was called to order at 6:30PM by Bill Moore - Moderator.

Bill Moore read the warning. Mr. Moore asked if there would be a motion to allow legal voters of other districts to speak.

Sue Gage motioned and Eileen Guyette seconded to allow legal voters from other districts to speak. **The motion passed.**

**Article I: To elect the following officers to serve from their election and qualification until the next Annual District Meeting of 2021 following the election and qualification of their successors:**

- 1. Moderator**
- 2. Clerk**
- 3. Treasurer**

Doug Bailey motioned and Bill Dick seconded to open Article I. **The motion passed.**

Jeanne Collins was appointed as the temporary Moderator.

**Election of Moderator:**

Jeanne Collins called for nominations for Moderator of the District. Bill Moore was nominated. No other nominations were presented and nominations were closed.

Bill Mathis motioned and Emily Nelson seconded the election of Bill Moore as Moderator of the Otter Valley Unified Union School District. **The motion passed.**

**Election of Clerk:**

Bill Moore called for nominations for Clerk of the District. Charlene Bryant was nominated. No other nominations were presented and nominations were closed.

Bill Mathis motioned and Barbara Ebling seconded the election of Charlene Bryant as Clerk of the Otter Valley Unified Union School District. **The motion passed.**

## **Treasurer:**

Bill Moore called for nominations for Treasurer. William Dick was nominated. No other nominations were presented and the nominations were closed.

Richard Baker motioned and Sue Gage seconded the election of William Dick as the Treasurer of the Otter Valley Unified Union School District. **The motion passed.**

## **Article II: To approve the minutes from the Unified Union District meeting held on February 27, 2019.**

Richard Baker motioned and Bonnie Bourne seconded to open Article II and approve the minutes from the Unified Union District meeting held on February 27, 2019, as amended below. **The motion passed.**

Laurie Bertrand corrected on the last page under Results that she is a School Director from Sudbury.

Barbara Ebling noted a correction to Frances Farnsworth's name.

## **Article III: To hear the Board of School Directors of the Otter Valley Unified Union School District present its estimate of expenses for the ensuing year.**

Sue Gage motioned and Richard Baker seconded to open Article III. **The motion passed.**

Jeanne Collins and Brenda Fleming provided a presentation of the OVUU proposed budget (see Attachment). Jeanne Collins stated the budget aligns according to the district's Mission/Vision, RNESU goals, equity of opportunity for student achievement and efficiency of delivery. There are three areas the Administration has outlined for supervisory goals that include continuously improving instructional practices to meet the needs of all students, providing systematic academic and emotional interventions and literacy to be taught across the curriculum PreK-12, with the foundation of all students reading on grade level by the end of grade 2. Ms. Collins provided census information as of October 1, 2019 by school that included staffing, current and projected students. It was noted the OCA Pre-K/Childcare program is successful and continues to grow. There is a growth in student population at Neshobe and OVUHS, Lothrop's population is the same and the OCA (Otter Creek Academy) has declining enrollment that continues to be watched. Ms. Collins noted the district continues to fund After-School and Summer programs at Lothrop, Neshobe and OCA at Leicester that includes lunch for the Summer programs. There is a designated fund for the Afterschool and Summer programs. Sue Gage stated 20:1 student/teacher ratio seems to be a lot of students for one teacher at Neshobe. Jeanne Collins stated the class will be slightly less next year, but that figure was on the higher end of the Class Size policy, however, there are paras and academic interventionists that are available to help out in those classrooms. Ms. Collins outlined the proposed program budget changes to meet the supervisory union goals that included the addition of a Student Behavioral Support professional at Neshobe, increasing OVUHS staffing by 1.25 teachers for an Interventionist teacher to help those students who are having difficulty and an increase of .25 Vocational Education teacher, an increase of .45 FTE PreK added to OCA - Whiting based on enrollment which is partly funded with out-of-district students, the addition of a .30 PE teacher at Neshobe for Health Ed, the addition of a FTE Spanish teacher for the elementary schools across the district and a reduction of 1 teacher at OCA due to the reduction in enrollment. It was noted the addition of the Spanish teacher will allow the three elementary schools to have Spanish twice per week in grades 4 – 6. Ms. Collins noted the focus has been on the smaller class sizes, with Neshobe pushing the upper envelope and a focus on literacy skills. There was a focus on right-sizing the district to create new configurations and reduce some staffing and it is felt the district is at the right amount of staffing.



Brenda Fleming provided a review of the FY21 proposed budget and expenditures with the largest increases being in salaries and benefits. There is a reduction in Facilities that is a payback on the biomass and solar panels at OVUHS that has reduced electric costs. The current FY20 budget is \$19,935,847 with a proposed FY21 budget of \$20,377,427 that is an increase of \$441,000 or 2.22%. Ms. Fleming advised that 83% of the proposed budget is for direct instruction and immediate services for the students. Ms. Fleming noted many districts will classify central office as the Business Office, Curriculum and Superintendent, however RNESU includes Technology and Transportation Services for the entire district in this budget. Ms. Fleming provided information on budget trends for the past two years and the proposed budget and noted the increase in Interest & Misc. was due to excess resources in 2019 being placed in a Reserve Fund. Bill Moore asked if the Special Services includes outside services and Ms. Fleming confirmed that it does. Ms. Fleming provided an explanation of how the tax rate is calculated. She noted local revenues such as tuition into the district and monies from the Ely and Burditt funds used to offset the debt for construction projects are subtracted from the total budget to determine the net education spending which is up 2.23%. Ms. Fleming noted the average estimated spending the State has indicated is \$17,133 per pupil, however this district's proposed spending is \$14,399 per pupil. The district is significantly below the average and the year to year increase according to the State would be 5.53%, with this district's increase at 3.28%. The yield announced by the State was \$10,883 and this district spent almost 42% above that. The tax rate will increase 2 to 3 cents. FY21 is the first year without the Act 46 tax incentive that results in an increase of 2 cents. The unified tax rate is up 4.5 cents from \$1.370 to \$1.415, which is lower than the State's estimate of \$1.567. The State has the ability to set the tax rate but not change the grand list and they determine what each town's CLA (Common Level of Appraisal) will be according to the sales of properties in each town. The proposed Homestead Tax rate after CLA are: Brandon - \$1.433, Goshen - \$1.592, Leicester - \$1.419, Pittsford - \$1.455, Sudbury - \$1.268 and Whiting - \$1.362.

Sue Gage asked whether the Facilities Reserve funds were earmarked for specific things, or just to maintain a reserve for items that may come up. Laurie Bertrand stated the Facilities and Grounds Reserve funds are balances as of 7/1/2019 that each school brought forth from the consolidation that stayed with each of the schools. The OVUU Reserve Fund was developed since the consolidation and those funds go into one fund to be comingled for all schools. The district has a Facilities Master Plan that is reviewed and updated annually by the Facility Managers and Administrators to determine what needs to be done. The monies used first are those that are specific to the schools, and any additional funds would come from the OVUU Reserve fund. Brenda Fleming noted the Facilities Master Plan is reviewed and once a year around the April/May timeframe, the Board is presented with recommendations and they authorize what projects to pay for.

Eileen Guyette thanked the Board for crafting a well-balanced budget. Ms. Guyette questioned the SBAC testing results for Math noted in the Annual Report. The 9<sup>th</sup> grade reports a 6% proficiency in math and Ms. Guyette noted the numbers of students tested do not line up with the other subjects or the enrollment of the school. Laurie Bertrand advised with grades 3 – 6, there is 95% participation with the SBAC testing. In grades 7 - 9 the percentages drops. Only 54 people were tested in those grades and it is not known if the others would have been proficient or not. Ms. Bertrand stated there is the option to opt out at the high school level and students can choose to take the tests for English, Language Arts and not take the Math. Jeanne Collins stated this is a significant concern to the district and to the State. There are families in the district that choose to opt out of testing, and Ms. Collins has met with the Administrators and Curriculum Director to create a plan to increase the participation. There will be outreach to the community to help the district, recognizing participation is needed in the testing. Ms. Bertrand advised if the district does not get back to 95% participation, the district will lose federal dollars. Ms. Collins stated testing has not been a valued commodity in our communities and the district is trying to change that. Ms. Collins noted a multi-tier plan of support is being added at the high school to help serve students. Ms. Collins noted that students that are taking alternative assessments are counted as taking the assessment.

Alicia Malay asked what some of the big increases were in Administration and Direct Instruction. Laurie Bertrand advised it is mostly made up of salary and benefit increases as most of the budget is Personnel. Administration, which is part of the RNESU assessment, includes salaries and benefits for Special Services.

**Article IV: To determine and approve compensation, if any, to be paid to Unified Union District Officers.**

Richard Baker motioned and Bonnie Bourne seconded to open Article IV to set compensation for the Unified Union District Officers. **The motion passed.**

Bill Mathis motioned and Richard Baker seconded to set the compensation at the same amount as last year (\$150.00 per meeting for the Moderator and Clerk; \$6,000.00 per year for the Treasurer and \$1,500.00 per year for each Board member). **The motion passed.**

**Article V: To authorize the Unified Union District to borrow money pending receipt of payments from the State Education Fund or Town Tax funds by the issuance of its notes or orders payable not later than one year from date provided, however, that the Unified Union District is authorized by Vermont Statutes to borrow sufficient funds to meet pending obligations.**

Richard Baker motioned and Sue Gage seconded to open Article V. **The motion passed.**

Sue Gage motioned and Bill Dick seconded to authorize the Unified Union District to borrow money pending receipt of payments from the State Education Fund or Town Tax funds by the issuance of its notes or orders payable not later than one year from date provided, however, that the Unified Union District is authorized by Vermont Statutes to borrow sufficient funds to meet pending obligations. **The motion passed.**

**Article VI: To transact any other school business thought proper when met.**

Becky Bertrand motioned and Emily Nelson seconded to open Article VI. **The motion passed.**

Laure Bertrand reported this was the last meeting for three of the Board members and she wished to thank Matt Philo, Emily Nelson and Jon Rasmussen for their participation on the Board.

Richard Baker motioned and Judi Pulsifer seconded to recess the meeting at 7:27PM.

Tuesday, March 3, 2020 the public would be voting the following articles at the usual polling places in the member districts by Australian ballot, said ballots being brought to Brandon Town Hall following the closing of the polls in the member districts where they will be commingled and counted by the Board of Civil Authority of the constituent districts.

The Town polls will be opened as follows:

Town of Brandon	7:00AM to 7:00PM	Brandon Town Hall
Town of Goshen	9:00AM to 7:00PM	Goshen Town Hall
Town of Leicester	10:00AM to 7:00PM	Leicester Town Hall
Town of Pittsford	7:00AM to 7:00PM	Pittsford Town Hall
Town of Sudbury	10:00AM to 7:00PM	Sudbury Town Hall
Town of Whiting	7:00AM to 7:00PM	Whiting Town Hall

**Article VII: To elect the following officers to serve from their election and qualification until March following the election and qualification of their successors:**

- A. School Director, Brandon for a term of three (3) years
- B. School Director, Leicester for a term of three (3) years
- C. School Director, At-Large for a term of three (3) years
- D. School Director, At-Large for a term of three (3) years

**Article VIII: Shall the voters of the school district approve the school board to expend Twenty Million Three Hundred Seventy-Seven Thousand Four Hundred Twenty-Seven Dollars (\$20,377,427) which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$15,399 per equalized pupil. This projected spending per equalized pupil is 3.86% greater than spending for the current year.**

**RESULTS:**

- A. School Director, Brandon for a term of three (3) years – Kevin Thornton
- B. School Director, Leicester for a term of three (3) years – Angela Ouellette
- C. School Director, At-Large for a term of three (3) years – Mike Lufkin
- D. School Director, At-Large for a term of three (3) years - Kevin Thornton

OVUU District Budget vote:

Town # of ballots (voters) - 2742

Results

Blank - 767

Yes - 1098

No - 877

THE BUDGET PASSED

Respectfully submitted,

Charlene Bryant  
OVUU District Clerk



# Rutland Northeast Supervisory Union

## Mission and Vision

### OUR MISSION

Rutland Northeast Supervisory Union  
August 2018

By way of the **resources invested** by our **communities**, Rutland Northeast Supervisory Union students will have the **knowledge, skills and tools** to be **prepared** for the **next stage** of their lives.

When we say this...	It means <i>THIS</i> for us...
<b>resources invested</b>	Funding, staffing, supplies and tools
<b>communities</b>	Towns that support our schools
<b>knowledge</b>	What students know and understand when they graduate
<b>skills</b>	What can students do with what they know and understand
<b>tools</b>	What our students use to learn or perform
<b>prepared</b>	Students are ready for life choices after graduation
<b>next stage</b>	The life choices of our students after graduation

### OUR VISION

Rutland Northeast Supervisory Union  
August 2018

The Rutland Northeast Supervisory Union **empowers all** students with the **knowledge, skills and attributes** needed to be **successful and contributing members** of a **global society** through the development of **character, competence, creativity** and **community**.

When we say this...	It means <i>THIS</i> for us...
<b>empowers</b>	All students have a voice in what they learn and how they learn
<b>all</b>	All students means everyone regardless of ability, background or other characteristics
<b>knowledge, skills and attributes</b>	All students prepared for life after high school
<b>successful and contributing members</b>	All students make the world a better place for themselves and others
<b>global society</b>	All students are culturally knowledgeable and connected
<b>character</b>	All students care about themselves and others
<b>competence</b>	All students are able to perform in their life choices
<b>creativity</b>	All students appreciate creativity and use what they learn in new ways
<b>community</b>	All students connect with each other, their towns, and communities

## OVUUSD - Global Ends

1.0 The Otter Valley UU school district exists so that all enrolled students are empowered with the knowledge, skills, and attributes needed to be successful and contributing citizens of a global society by way of the resources invested by the communities.

### 1.1 Dispositions for Lifelong Learners

*Students demonstrate transferrable skills.*

### 1.2 Academic Proficiency

*Students actively participate and demonstrate proficiency in an academic experience that includes language and literature, math, science, social sciences, the arts and design, technology, world language, and health and wellness.*

### 1.3 Social/Emotional & Personal Development

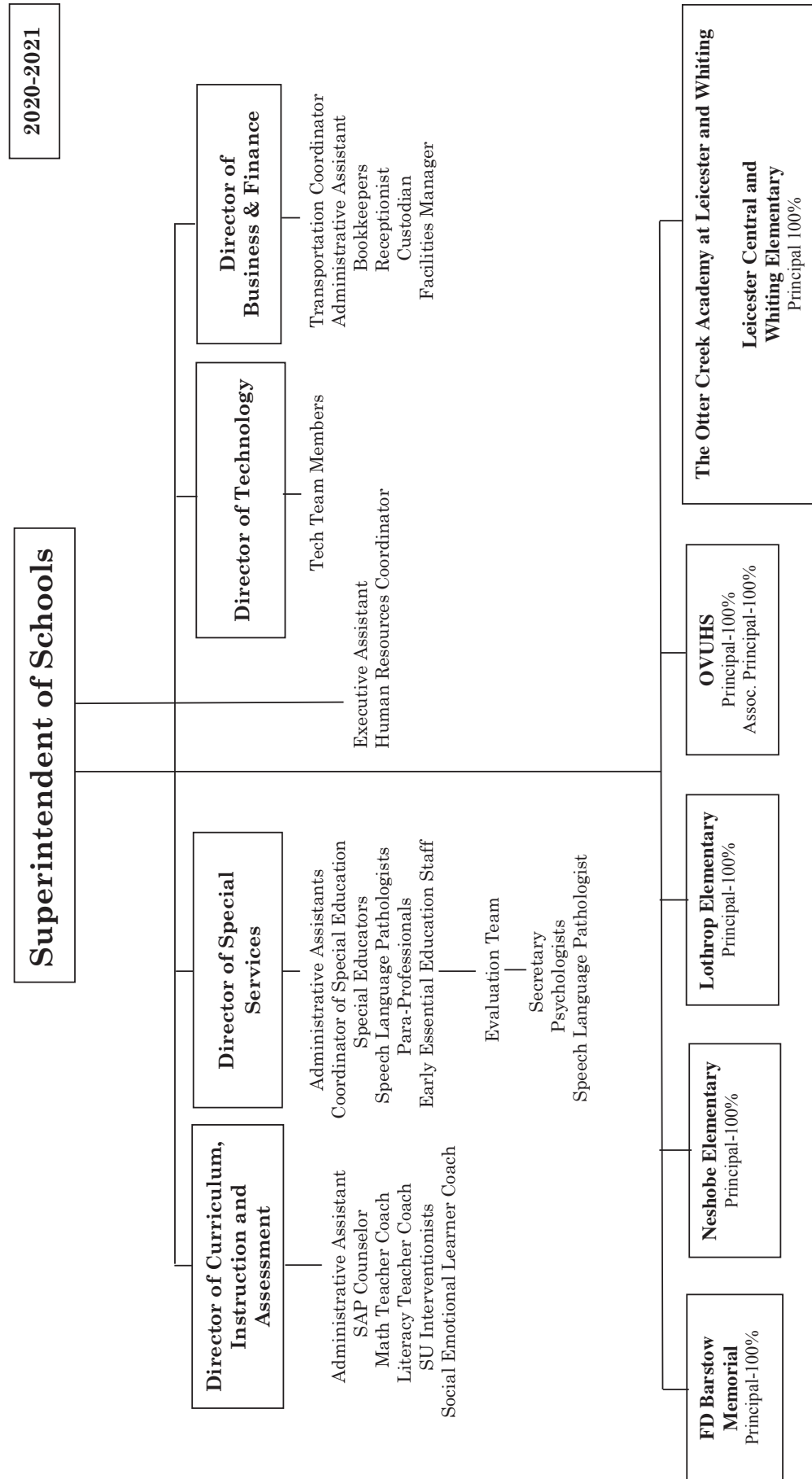
*Students use self-awareness and interpersonal skills to effectively enhance their own performance and collaborate with others*

### 1.4 Citizenship

*In order to participate and contribute in an informed manner in their community, students understand the impact of history, government, law and the economy on self and society.*



# RUTLAND NORTHEAST SUPERVISORY UNION ORGANIZATIONAL CHART



# RNESU Administrators

2020-2021

**Alexis Blake**  
Director of Technology

**Jeanné Collins**  
Superintendent of Schools

**Brenda Fleming**  
Director of Business & Finance

**Marsha Bruce**  
Director of Special Services

**Kristin Hubert**  
Director of Curriculum,  
Instruction and Assessment

## School and Program Principals

**David St. Germain**  
FD Barstow Memorial School  
Principal

**Judith Pulsifer**  
Neshobe Elementary School  
Principal

**Kristine Evarts**  
Coordinator of Special  
Education @ OV

**Thomas Fleury**  
Otter Creek Academy  
Principal

**James Avery**  
Otter Valley Union School  
Principal

**Frank Bonavita**  
Coordinator of District  
Special Education

**Deborah Alexander**  
Lothrop Elementary School  
Principal

**Geoffrey Lawrence**  
Otter Valley Union School  
Associate Principal

## Central Office Personnel

**Beth Cole**  
Payroll Clerk/Bookkeeper

**Brooke Dahlin**  
Human Resources Coordinator

**Stephen Eaton**  
RNESU Facilities Manager

**Jess Morse-Davis**  
Admin. Asst. to Curriculum Director

**Pam Parker**  
Bookkeeper/  
Special Services Admin. Asst.

**Barbara Phillips**  
Payroll & Finance Admin. Asst.

**Melinda Piper**  
Exec. Asst. to Superintendent

**Pam Reed**  
Secretary

**Beth Ripley**  
Special Services Admin. Asst./  
Medicaid Clerk

**Rich Vigue**  
Transportation Coordinator

### IT Personnel

**Colby Case**  
Network Administrator

**Whitney Christie**  
Systems Administrator

**Rusty Mason**  
Technology Specialist

**Dan Schmitz**  
Technology Specialist

### Teacher Coaches

**Brian Crane**  
Proficiency Based Learning  
Coach

**Laura King**  
Instructional Coach

**Megean Martin**  
Social-Emotional Learning Coach

### Special Services Personnel

**Julia Bizzarro**  
Early Essential Education  
Speech Language Pathologist

**Alisa Breau**  
Speech Language Pathologist

**Levi de Castro**  
School Psychologist

**Becky Dwyer**  
Secretary to Evaluation Team

**Katherine Milliman**  
School Psychologist

**Susan Smiel**  
Early Essential Education Teacher

**Michael Wood**  
School Psychologist

## **2020-2021 Barstow Unified Union School District Members**

### **Chittenden – 2 Reps**

Ethan Bodin	3 year term (2022)
Brenda Hummel*	3 year term (2021)

### **Mendon – 1 Rep**

Jessica Quesnel*	3 year term (2022)
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### **At – Large Member – 2 Rep**

Jacob Powsner (Chittenden)	3 year term (2023)
Deborah Singiser (Chittenden) *	2 year term (2021) <i>(to become a 3 year term in 2021)</i>

## **2020-2021 Otter Valley Unified Union School District Members**

### **Brandon – 3 Reps**

Derek Larsen	3 year term (2022)
Kevin Thornton	3 year term (2023)
Barry Varian	3 year term (2021)

### **Goshen – 1 Rep**

William Mathis	3 year term (2021)
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### **Leicester – 1 Rep**

Angela Ouellette	3 year term (2023)
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### **Pittsford – 2 Reps**

Barbara (Bonnie) Bourne	3 year term (2021)
Bonnie Chmielewski	3 year term (2022)

### **Sudbury – 1 Rep**

Laurie Bertrand*	3 year term (2022)
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### **Whiting – 1 Rep**

Rebecca Bertrand*	3 year term (2021)
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### **At – Large Members – 4 Reps**

Greg Bernhardt (Leicester)	3 year term (2021)
Barbara Ebling (Brandon)*	3 year term (2022)
Michael Lufkin (Brandon)	3 year term (2023)
<i>Vacant</i> (Brandon)	3 year term (2023)

\* 2020-2021 RNESU Board Members

RUTLAND NORTHEAST SUPERVISORY UNION  
ANNUAL BOARD REPORT  
January 2021

The Rutland Northeast Supervisory Union (RNEsu) Board has been busy this year dealing with the COVID-19 pandemic and making sure that our two school districts (Barstow and Otter Valley) have the resources they need to continue to educate our children.

The Board created a one-year pilot preschool lottery program that allows five of our preschoolers to attend preschools outside of our district. Our preschool system currently only allows our preschoolers to attend preschool programs within our supervisory union. The voucher can be requested by a family. If more than five students request a voucher, than a lottery will pick the students who will be given a voucher.



The other important work of our board was creating the budget for Special Education, Technology, Central Office, and Transportation. This year we are pleased to present a budget that reflects a 3.21% increase in spending. This is a significant drop from the 7.8% increase we asked for last year. We have made no significant changes in staffing or programming.

I would like to take this opportunity to thank Debbie Singiser for her tireless work on behalf of the RNEsu Board, as she is not seeking re-election. Thank you for your support of our schools, staff and students!

We look forward to continuing our mission of educating life-long learners. If you should have any questions, please do not hesitate to contact a board member or use the Let's Talk button on any school website.

Respectfully Submitted,

**Laurie Bertrand**  
RNEsu Board Chair





OTTER VALLEY UNIFIED UNION BOARD OF DIRECTORS'  
LETTER TO THE TOWNS OF  
BRANDON, GOSHEN, LEICESTER, PITTSFORD SUDBURY & WHITING  
January 2021

Wow, what a year it has been! I think COVID-19 is really all I need to say. Who knew that in the middle of March, education as we knew it would dramatically shift? In one weekend, our teachers took our in person system and created a remote learning system to continue to educate our children. The Board wants to salute all of the people who helped make that transition possible. From the teachers, administrators, and paraeducators to the students and parents that worked with the results. It wasn't always pretty, but we made it through. Let's not forget our kitchen staff, bus drivers and paraeducators that made lunches every day and delivered them door to door. Again, the Board can only say thank you!



We hoped that over the summer we would be able to get back to normal, but COVID had other ideas. The teachers, staff and administrators tweaked our system to find a way to educate our kids and keep everyone safe. The result has allowed us to provide Chromebooks to every student that needed one, to getting Wi-Fi hotspots to students to allow them to participate in remote learning. Hopefully, with the creation of a vaccine, we will be back to in person learning full time by next school year (Fingers Crossed). One good thing has come out of all of this, we learned that the OVUU School District is resilient and can provide an education for our kids that we can be proud of.



Due to COVID, the Board needed to step back from our Task Force initiatives (Enhanced Middle School Model, among other things) but we will get back to them. One thing that we were able to do this summer was retrofit the front entrance of Otter Valley. It no longer leaks and it will provide a warm dry space for our students to wait for rides or other activities. If you have not seen it, please drive by and take PRIDE in its completion and its beauty.



I want to take this opportunity to thank Bonnie Bourne for her tireless service to the Board and her mentorship to me, as she is not seeking re-election. I also want to thank Judi Pulsifer, our Neshobe Principal, the very best as she will be retiring at the end of the school year. As always, feel free to contact a Board Member with any questions you might have, or use the Let's Talk App on any school website. We look forward to hearing from you!

Respectfully Submitted,

**Laurie Bertrand**  
OVUU Board Chair



# **RUTLAND NORTHEAST SUPERVISORY UNION SUPERINTENDENT'S ANNUAL REPORT DECEMBER 2020**

Dear Residents of Brandon, Chittenden, Goshen, Leicester, Mendon, Pittsford, Sudbury, & Whiting:

I am pleased to write this report to capture RNESU, OVUU and BUU activities for 2020. We are in our 5th year of our merged district and the Otter Valley Unified Union and Barstow Unified Union School Districts both continue to work toward achieving the vision and mission of educating every child in our eight towns.

On everyone's mind as they think of 2020 will be the arrival of the Coronavirus 2019 (COVID19). On March 17, the doors of the schools closed due to the global pandemic under Governor Scott's orders and did not reopen until Sept 8, 2020. This was an unprecedented global crisis and one that incited much fear and anxiety for the health and safety of our students, families and employees. By March 19, we had meal delivery set up and throughout the remainder of the school year, our bus drivers, monitors and paras delivered over 700 meals made by our food service department each day. We continued providing meals during the summer and into the current school year as well, largely funded by the federal government.



By March 23, our teachers were set up at home and teaching remotely to students who were also at home, either through the internet or by mailed packets of work. While we were able to loan Chromebooks to those who needed them, 25% of our families were still without internet access. Teachers and paras learned new ways to connect with students and to deliver instruction. Basically, we pivoted on a dime from a full in person learning experience to a full remote experience without time to explore tools or provide

professional development. I am quite proud of our faculty and staff, parents and students for the diligence with which they all worked in this model.

As the school year came to a close, we grieved the loss of several traditions: spring sports, spring dances and concerts/dramas, and a traditional graduation. True to form, when the governor laid out the restrictions and allowances for graduation, our seniors stepped up and created an Otter Valley Drive In graduation ceremony in the football field at OV! It was wonderful! All students and families in their own cars, a stage and a photographer, graduation speakers broadcasting on a live Facebook feed, Principal Avery and myself handing out diplomas and graduation bags with masks on to one student at a time, and the traditional slideshow! It was a sunny, cold June day and the seniors made it magical! In addition, Barstow and the elementary schools designed 1:1 graduation/step up days that both honored student achievement while maintaining social distancing.





After planning over the summer on how best to re-open safely, it was determined that we would do a phased-in return to in person learning. With restrictions such as a state wide delay to Sept 8 as opening day, masks for all students and adults, 6 foot restrictions and cleaning protocols, we started with bringing PreK, K, 1, 2 students into schools for in person learning 5 mornings a week, while grades 3-12 remained remote. This allowed for connections with our youngest students while we learned how best to provide a safe and clean environment for all. We also leveraged federal funds to hand out Chromebooks to all students, some with hotspots if internet was needed.

By early October, we settled into a routine of all K-6 graders (K-8 at Barstow) in school four days a week, with Wednesday being a remote learning day across the district. Half of OV 7-12th graders attended 2 days a week, with 3 days remote, so that we could keep social distancing measures in place.

As of the end of 2020, we have been able to avoid major outbreaks, though we did have a few cases pop up before the December break. As the vaccine starts to roll out, we are hoping to return to in person by fall at the latest, earlier if the vaccine and virus allow.



Both OVUUSD and BUUSD ended the 19-20 school year with surpluses, which were helpful to meet the unexpected COVID costs. In addition, our business office accessed and maximized every funding source that came our way, garnering over \$1.6 million in federal aid for RNESU and even a VT Efficiency grant was accessed to help our air filtering systems.

I want to thank the faculty and staff, parents and students and administrators, for all that everyone did to make this year work. I also thank our custodians who kept our schools clean, the bus drivers and monitors and paras who flexed with the need focused on students and families and food services who did incredible work to feed students. We became a team, #RNESUStrong, and bonded in ways we never could have imagined. We struggled and stumbled and ultimately worked together to help our kids and families. I feel very fortunate to have been part of this team and this community throughout this pandemic. I wish for everyone a healthy, peaceful 2021.

I am honored to continue to serve as the RNESU superintendent in my 7th year in the district and look forward to more connections with our schools and communities.



Respectfully,

**Jeanné Collins, Superintendent**  
RNESU





# Lothrop Elementary & Middle Level School

<http://lothrop.rnesu.org>



## **Community/History:**

Lothrop School is a PK-6 school which consists of the Main School Building which houses grades K-6, the Town Hall Building that serves as the gym and cafeteria and the Caverly Preschool Building near the Municipal Offices.



Beginning in late March of 2020 and lasting through the end of the school year, students learned virtually from home due to the shutdown of schools in response to the COVID-19 Pandemic. Parents and community members played an important role during these months, supporting students and communicating and collaborating with the school. Continuing to highly value early reading and math literacy, our interventionists and special

educators worked hard to provide students with targeted instruction as a part of our *Multi-tiered System of Supports*. Our *PBIS* Team continued its work to articulate remote learning expectations and Lothrop School was one of 12 schools recognized by the Vermont Secretary of State for continuing our implementation of *PBIS* during this time.

Although students were unable to participate in exploratory groups and whole school assemblies, Panther TV (PTV) was created in late March, 2020. A daily episode of PTV was sent to all families each day throughout the rest of the school year, featuring guest appearances from students, staff and community members. PTV evolved from being hosted by adults to being hosted by students. PTV was later aired on the educational portion of PEG-TV. Students and staff returned to the building in the fall of 2020 beginning with well over 80% of our students learning in the building on the first day of school, quickly growing to over 90%. Students who remained home, continued to learn remotely by streaming into their classrooms in the building.



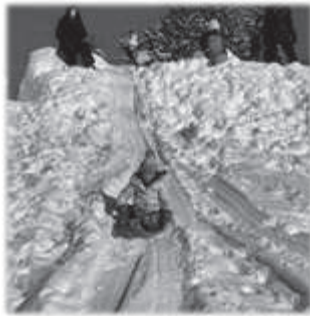
**Demographics:** Lothrop serves about 200 students in PK-6. About 12% of our students are eligible for special education services. Our free and reduced population is currently close to 41%.

## **Facilities Update:**

While students and staff learned from home due to the Coronavirus, our facilities team took advantage of the empty building and finished painting the middle level classrooms on the 3<sup>rd</sup> floor and the gymnasium. Over the summer, the 3/4 wing was completed by removing the carpet in the hallway and final classroom, laying tile and painting. More painting and touch-ups in support of our 5 year rotation was completed over the summer. We navigated through some repairs to our exterior, to include the addition of rain gutters and an interior pipe that was causing water to leak in the basement. Bathrooms in Town Hall received a refreshing makeover.







### **After School Programming Activities:**

Lothrop Enrichment Afterschool Program (LEAP) remains strong serving 25 students most days Mon-Fri from dismissal of school until 5:30 PM. Due to COVID and the need for more social distancing, the program has moved from the main building to the cafeteria. This has been an extremely positive change and has increased safety and convenience for families and the LEAP Program

### **School Specific Initiatives:**

- Multi-tiered System of Supports (MTSS)- Teams come together throughout the week to create and organize support for identified students in need of explicit instruction, targeted second doses of instruction and very intensive instruction. MTSS also supports students in need of social and emotional support. Data guides our decisions and flexible schedules and groupings allow us to create opportunities for students to receive all that they need.
- Middle School Model for grades 5-6
- Superkids Program for Primary ELA
- Integrated Units for 3-6 ELA
- Bridges program for mathematics K-5
- Illustrative Math for grade 6
- Positive Behavior Interventions and Supports
  - Teaching and acknowledging school wide expectations
  - Discouraging problem behaviors
- Restorative Practices
- Trauma Sensitive School
- Strong Integrated Arts Program



Respectfully,

**Debbie Alexander**  
Lothropop Principal



# **Neshobe School**

<http://neshobe.rnesu.org/>



## **Community/History**

Neshobe is a PK-6 school located in rural

Forest Dale, Vermont, on the original Forest Dale School site built-in 1926. In 1982, the three school sites (Seminary Hill, Ayrshire Building, and Forest Dale) opened on this campus as the Neshobe School, educating the communities of Brandon, Forest Dale, and Goshen. We believe in the potential of every student. We believe each student has unique needs and that we can provide a safe, supportive, yet challenging learning environment to meet those needs and foster growth. We believe all students learn better if there are strong connections with their teachers and other school staff based on positive, respectful interactions. We believe family involvement is essential to the success of our students. We encourage families to take an active role in the social and academic lives of our students. We believe it is our responsibility to provide opportunities for families to contribute to the school community. We believe connections that are personal, educational, and family and community-oriented support the whole child. These strong connections help students feel safe, both physically and emotionally, in their school setting.



## **Demographics**

We have 402 students PK through sixth grade, with 11% of our students eligible for special education services and 56% of our students eligible for free/reduced meals.

## **After School and Summer Programming Activities**

Last summer, the S.O.A.R. Program joined with the Lothrop L.E.A.P. program and Otter Creek Academy Kids Club under Nancy Bird's leadership to provide equity and consistency in all RNESU after school and summer programs. You can find more information on the Neshobe website or by contacting Nancy Bird.

## **Facilities Update**

- Replacement of the split rail fence along the front walkway with a white vinyl fence
- Carpet replaced on the library's interior step area (reading area)
- Carpet replaced in three third/fourth grade classrooms with tile; this completes the classroom carpet replacement schedule
- Flooring in two adult bathrooms
- Painting the four upstairs classrooms in the brick building and interior of art room
- Ice guards installed over the main building's exterior doors
- Speaker system and strobe light installed for playground area for emergency use
- Driveway patching



We are very thankful to the voters for their approval of our building project four years ago, which included replacing the aged ventilation system in the main building and installing one in the brick building. An effective and efficient ventilation system was identified as one of the important components under the Safe and Healthy Schools (COVID) guidelines.

### **Retiree Recognition**

We congratulate and extend our best wishes to Ellen Knapp (40 years) and Debbie Lendway (39 years) and wish them the best in their retirement. Their dedication and commitment to the Neshobe School Community have touched their students, families, and colleagues' lives and made an immeasurable difference.

### **School Specific Initiatives**

- Kindness Matters at Neshobe School is the framework for our expectations of Be Kind, Be Respectful, and Be Safe.
- We implemented a more comprehensive Multi-Tier System of Support for academics and social- emotional learning.
- Restorative Practices and Trauma Sensitive School
- Implementation of a social-emotional curriculum including dialogue circles each day
- Third and fourth graders are participating in outdoor learning.
- Implemented PBIS (Positive Behavior Interventions and Supports)
- Our guidance counselor and student support counselor work together to provide individual and small group support to students. They teach classes in social-emotional development and health classes in collaboration with the school nurse.
- School-based Rutland Mental Health (RMH) case managers support students and families open to Rutland Mental Health Services.
- Bridges Math program for grades K-5 and Illustrative Math for sixth grade
- Superkids Reading Program for primary classes
- Choice-Based Art Program in Fourth through Sixth Grades.
- Four Winds Program for third and fourth grades. (on hold during COVID)
- Team Discovery Middle Level for our fifth and sixth graders
- VT Everybody Wins Reading Program with community mentors. (On hold during COVID)
- Neshobe Chicken Project
- Primary Nation meets on Monday morning to build community between our Kindergarteners through second graders (on hold due to COVID).
- Spanish for third through sixth graders





- There is a strong vocal and instrumental music program K-6 with a chorus, band, advanced band, and jazz band composed of our upper-grade students. (Chorus and band on hold due to COVID).
- Cross country skiing, skateboarding, and biking as part of our Physical Education program.
- A very dedicated PTO who works hard to bring opportunities to students and their families. Their fundraising enabled the replacement of the old wooden playground structure with a new and accessible design. The installation was made possible by many parents and community members volunteering long hot hours and days.
- Working collaboratively with Bill Moore, Brandon Recreation Director, which enables additional learning opportunities for our students and the Brandon Community through physical activities, seasonal events, and adult programs. It also ensures that Neshobe School remains a resource that benefits the community outside of school hours.



As I submit my final principal's report, I wish to thank you for your continuing support of Neshobe School, which has enabled it to remain an integral part of our community. I am leaving feeling blessed to have been a part of this school community.



Respectfully,

**Judith A. Pulsifer**  
Neshobe Principal







# **Otter Creek** **Academy** **at Leicester & Whiting**



## **Leicester**

<http://leicester.rnesu.org>

## **Whiting**

<http://whiting.rnesu.org>

### **Community/History**

The Otter Creek Academy is a preschool – grade 6 school at two campuses for the residents of the towns of Leicester, Sudbury, and Whiting. We see ourselves as three towns yet one community. The Whiting school is home to a private childcare and pre-school collaboration for children from infancy through age 4. The Leicester campus is for students in Kindergarten through grade 6. In addition to addressing the supervisory union goals of providing academic and emotional supports to improve student achievement, continuously implementing instructional practices to meet all students' needs, and teaching literacy across the curriculum with the expectation that all students will read on grade level by the end of grade 2, our two campuses strive to create a joyous yet rigorous learning environment for all students, so they can develop their character, competence, creativity, and sense of community.



### **Demographics**

There are 24 children presently enrolled in the pre-school program at Whiting, and at Leicester, 9 in Kindergarten, 15 in grade 1, 15 in grade 2, 8 in grade 3, 10 in grade 4, 13 in grade 5, and 5 in grade 6, for a total of 75 students at Leicester campus. Approximately one-quarter of our students receive specialized services through the special education process. About two out of three students qualify for the free/reduced priced meal program sponsored by the federal government.



### **Facilities Update**

A coordinated effort among school and supervisory union personnel helps keep the campuses in good condition. We are especially grateful to Ms. Brenda Fleming, RNESU Business and Finance Director, and Mr. Stephen Eaton, Facilities Manager, for closely working with us to identify building needs and secure funding to keep them in good repair. During this past school year, efforts to enhance security, respond to challenges presented by the COVID-19 pandemic, and efficiently provide safe work and learning places while transitioning from three campuses to two were priorities. The campus at the Sudbury Country School was closed, and the grades 5-6 classes there were transitioned to Leicester Central School.

### **Afterschool and Summer Programming Activities**

The Kids' Club Afterschool Program continues to thrive under the leadership of Mrs. Kim Hescok and her staff. The program provides a safe, supportive, (and fun!) environment for children during the late afternoon hours. Games, crafts, wellness activities, homework support, fieldtrips, and other activities enrich young learners during this special time together. The very successful summer program was put on hold at the end of the 2019-2020 school year due to the COVID-19 pandemic, but we have high hopes for its return this coming summer.



### **School-Specific Initiatives**

Expeditionary (or project-based) Learning continues to be a cornerstone of Otter Creek Academy. Units are interdisciplinary in nature, bringing together new learning in the areas of reading, math, science, social science, physical education, and the fine arts. Celebration of Learning events showcase the creative projects on which students work so enthusiastically and which reflect a variety of learning styles.

### **What Does the Future Hold?**

We are excited about what the future holds. Our Leicester campus is seeing an increase in enrollment. We are strengthening our “safety net” of support for students by implementing instruction to enhance their social and emotional wellness. We are also refining our educational support system to ensure that our Educational Support Team (E.S.T.) process efficiently identifies and responds to students’ academic and behavioral needs using up-to-date assessment data to guide our work. Our goal at all times is to make our buildings as safe, respectful, and welcoming as they can be. We will continue to learn as much as we can about stress and trauma, and how they affect children’s learning and ability to cope, as we strive to be a trauma-sensitive environment for all who come through our doors.



Respectfully,

**Thomas L. Fleury**  
Otter Creek Academy Principal



# **Otter Valley Union** **Middle and High School**

<http://ovuhs.rnesu.org/>



## **Community/History:**

Otter Valley Union Middle and High School is located in central Vermont in the town of Brandon. The school is the main high school for Rutland Northeast Supervisory Union which includes a population of approximately 9,000 residents.

The two largest villages are Brandon and Pittsford, both located on US Route 7, north of Rutland. The area is rural, with major industries being education, tourism, light manufacturing, agriculture, and a growing arts community.



## **Demographics:**

OVUMS/HS is a public high school serving students in grades 7-12 from the communities of Brandon, Florence, Forestdale, Goshen, Leicester, Pittsford, Sudbury and Whiting. As of October 1, 2020, the student population is 568 with 14% of our students eligible for special education services and 44% eligible for free/reduced lunch.

## **Facilities Update:**

This past summer saw the completion of the redesigned front entry way. The deteriorating concrete blocks, leaking roof and pre-Americans with Disabilities Act entrance slopes created an eye sore that was, at times, dysfunctional. The new entrance is attractive, functional and secure. Both levels of doorways incorporate a locking system which necessitates an activated, identification card or approval and activation from an office worker. The lobby area office is designed for the School Resource Officer (SRO) as another level of security for the front of the building. The area to the South of the entranceway allows for parents and others to wait for students without entering the main building. The almost unnoticeable slope into the building begins outside of the initial doors and proceeds through the inner doors and meets all ADA standards.

## **Teaching and Learning during the time of COVID - 19:**

In mid-March of 2020, when the governor mandated the immediate closure of all public schools in Vermont, Otter Valley's immediate response was to provide independent, asynchronous work for students to complete, and much of it consisted of packets which mirrored the lessons that teachers had previously planned. During that initial phase, which we originally imagined would last a few weeks, we met often to plan for the possibility of an extended school closure.



As the April vacation approached and there was little hope of returning to school, teachers continued to investigate distance learning and remote learning platforms to support the students and their curriculum. The second wave led to new methods of teaching and assessing students. Meanwhile, other meetings centered on providing and transporting meals, finding and contacting students who were "absent" and considering needs and opportunities for concluding the school year, including an automotive graduation on the old football field.

The intensity of planning and learning increased for school employees during the summer. New methods, a new daily schedule, a central office generated handbook and the one-to-one chromebook initiative supported the initial phase of fully remote learning at Otter Valley. Phase two brought us back to in person learning for



most of the students, though room sizes restricted the number of students in the building and led to the Monday/Thursday and Tuesday/Friday schedule, as well as directional signs on stairs and in hallways. Students and adults continue to learn during this crisis and it appears that schools will never be the same.



### **Multi-Tiered Systems of Support:**

This year has seen significant work being done towards the implementation of MTSS at Otter Valley. MTSS is a framework that uses data to help match teaching resources to each student's needs. In this system, Otter Valley educators work to ensure that the majority of students respond to initial, core instruction. Students who

need additional support are identified by data (including Edmentum Testing - three times each academic year) and provided that focused support, during flex time or homework help, with the guidance of the ELA or Math interventionist.

MTSS also helps educators to use data to continually monitor and improve the effectiveness of their work.

### **PRIDE:**

We continue to emphasize our PRIDE expectations, which captures the core values for all of us at Otter Valley Union Middle and High School.

At Otter Valley **PRIDE** represents:

Positive Attitude  
Respect  
Integrity  
Determination  
Empathy



The five expectations, developed by a team of Otter Valley teachers and administrators, are used to guide students, faculty and staff to “maximize academic and social behavior outcomes for students.”



### **Retiree Recognition:**

Congratulations to our Director of Guidance, Lori Robear, on her retirement from Otter Valley Union High School. This ends her 29 year career with Otter Valley this Spring. Also retiring this year will be Jane Carr, an RNESU paraprofessional who has worked many of her 23 years here at OV. We wish them both the best of luck and our sincerest gratitude for their years of service.

### **School Specific Initiatives:**

- Continuing our work as a Positive Behavioral Intervention and Supports (PBIS) School.
- Expanding work with middle level initiatives.
- Committed to educational equity, student-centered learning and ongoing improvement.



Regards,

**James Avery, Principal**  
**Geoffrey Lawrence, Associate Principal/Middle School Leader**  
**Kristine Evarts, Otter Valley Special Education Coordinator**  
Otter Valley Union Middle and High School





**OTTER VALLEY UNIFIED UNION SCHOOL DISTRICT  
LEGAL NOTICES**

**OVUU School Board** - The school board welcomes your input on all issues. The school board meetings are held on first and third Wednesday of each month at 6:00 PM and take place on a rotating schedule at the schools throughout the OVUU School District. Due to COVID-19, meetings are being held remotely until further notice and dial in information can be found on the calendar at [www.rnesu.org](http://www.rnesu.org). Please call the RNESU central office in advance (247-5757) in order to request an item on the agenda and to see if there have been any meeting changes, postponements or cancellations. This information along with all meeting agendas and minutes can be found on the Rutland Northeast Supervisory Union (RNESU) website at [www.rnesu.org](http://www.rnesu.org).

**Anti-Discrimination** - The RNESU ensures equal employment and educational opportunities regardless of race, color, religion (creed), ancestry, national origin, place of birth, HIV status, sex or gender, sexual orientation, disability, age, gender identity, or marital status.

**Students with Disabilities** - The RNESU is required by federal laws IDEA-B (Formerly EHA-B) and Section 504 and state regulations to identify and locate all persons with disabilities between the ages of birth and 21 who may be in need of regular education, special education services or accommodations in accessing public education. If you know of any individual residing in the towns of Brandon, Goshen, Leicester, Pittsford, Sudbury or Whiting who you suspect of having such needs, but who is not currently receiving them, please contact the Director of Special Services, Marsha Bruce, at (802) 247-5757 or the school principal for your town.

**Records Review** - As provided under federal and state laws and regulations, all parents and legal guardians are hereby notified that they have a number of rights under FERPA (the Family Educational Rights and Privacy Act). You may inspect the educational record, request an amendment or file a complaint. If you find this necessary, please contact your school principal. You may also contact your school for a copy of the RNESU Records Policy, which outlines your rights under this law.

**Asbestos** - The Asbestos Hazard Emergency Response Act [40 CFR 763.93 (g) (4)] requires that written notice be given that the following schools have Management Plans for the safe control and maintenance of asbestos-containing materials found in their buildings. These Management Plans are available and accessible to the public at the administrative offices of each facility listed below. Please contact the building Principal or designated person identified below if you wish to read this plan.

<i>Site Address</i>	<i>Designated Person</i>	<i>Telephone Number</i>
Lothrop Elementary School 3447 US Rt. 7 Pittsford, VT 05763	Fred LaPlant	(802) 483-6361
Neshobe Elementary School 17 Neshobe Circle Brandon, VT 05733	Clay Williams	(802) 247-3721
Otter Creek Academy  Leicester Central School 68 Schoolhouse Road Leicester, VT 05733  Sudbury Country School 31 Schoolhouse Road Sudbury, VT 05733  Whiting Elementary School 87 South Main Street Whiting, VT 05778	Stephen Eaton	(802) 247-5757

Otter Valley Union Middle/High School 2997 Franklin Street Brandon, VT 05733	Kyle Watrous	(802) 247-6833
Rutland Northeast Supervisory Union 49 Court Drive Brandon, VT 05733	Stephen Eaton	(802) 247-5757

**Audit Reports** - Certified Public Accountants audit reports are available for public inspection. These may be found on the RNESU website at [www.rnesu.org](http://www.rnesu.org) or by calling the business office at (802) 247-5757.

**Protection of Pupil Rights Amendment Notification (PPRA)** - PPRA affords parents certain rights regarding our conduct of surveys. These include the right to:

- *Inspect*, upon request and before administration or use –
  1. Protected information surveys of students;
  2. Instructional materials used as part of the educational curriculum.

**Educator Quality** - Under the Every Student Succeeds Act, parents may request information regarding the professional qualifications of their child's teacher. This information includes: whether the teacher has met the state requirements for the grade level(s) and subject area(s) they are teaching; whether the teacher is teaching under an emergency license; the college major and/or graduate certification or degrees held by the teacher; and whether their child is provided services by paraprofessionals and if so, their qualifications. During the 2019-2020 school year the following percentages of the teachers were on emergency licenses:

<i>School</i>	<i>% of Teachers on emergency license</i>
Lothrop Elementary School	<1 %
Neshobe Elementary School	<1 %
Otter Creek Academy	<1 %
Otter Valley Union Middle/High School	0 %

**State Assessment Results** - Under the Every Student Succeeds Act, students in grades 3 – 9 are assessed annually in reading, writing and math. Science is assessed in grades 5, 8 and 11. School wide test results may be found on the State Agency of Education website at [www.education.vermont.gov/data-and-reporting/educational-performance](http://www.education.vermont.gov/data-and-reporting/educational-performance).

RNESU annually reports out on our SBAC results, as a way to share data on how students in grades 3-8 and 11 have progressed in both ELA and Mathematics. Although administering the SBAC assessments is typically a state requirement in Vermont, the COVID pandemic and subsequent school closures prevented the tests from being given across all Vermont schools in 2019-2020.

Without SBAC data and in an effort to determine how all of our K-12 students are progressing academically, in the Fall of 2020 we purchased a program called Edmentum Exact Path. This nationally-normed assessment solution allows us to see where all of our students need to begin their learning through the creation of a profile based on individual strengths and needs. The student profile is created by administering three rounds of diagnostic assessments in mathematics, reading and English Language Arts. These diagnostics are given nationally in the Fall, Winter, and late Spring. From these diagnostic assessments, Exact Path student profiles are created and teachers can view student growth data at the national, local, and individual level to help make curricular decisions.

Edmentum Exact Path was purchased as a part of our comprehensive assessment plan, providing data to support curricular decisions at the district, school, grade-level, classroom, and individual student levels.



## 2020-2021 RNESU Administrative Council

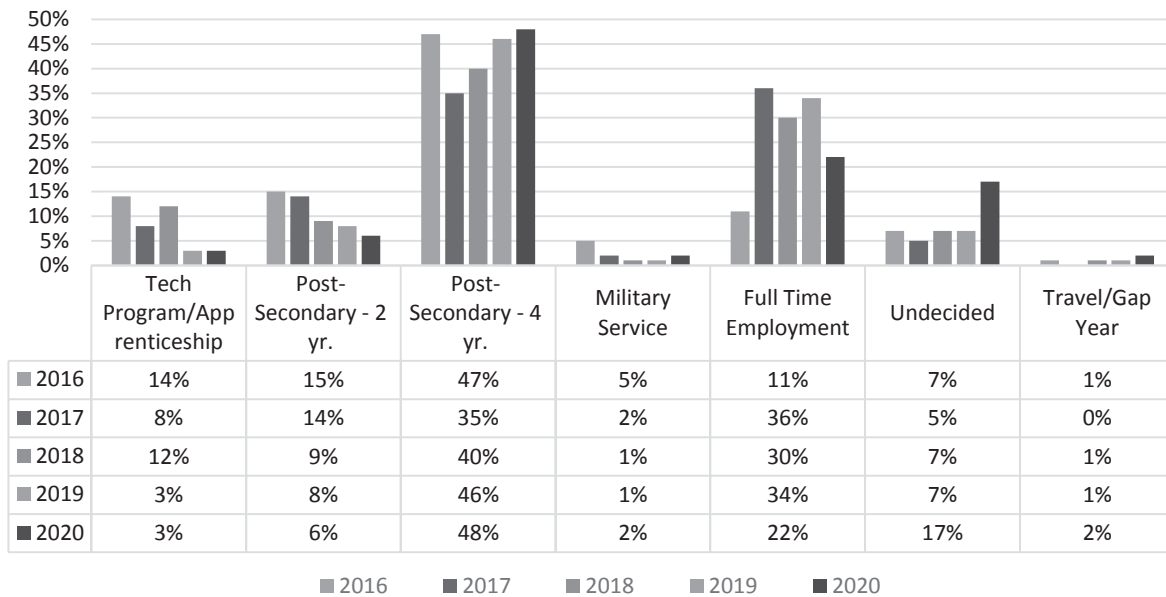
*L to R: Top Row:* **Marsha Bruce**, Director of Special Services; **Kristine Evarts**, Coordinator of Special Services at OV; **Judith Pulsifer**, Neshobe Principal; **Kristin Hubert**, Director of Curriculum, Instruction and Assessment;

*Middle Row:* **David St. Germain**, Barstow Principal; **Geoff Lawrence**, OVUHS Associate Principal; **Deborah Alexander**, Lothrop Principal **James Avery**, OVUHS Principal;

*Bottom Row:* **Brenda Fleming**, Director of Business & Finance; **Jeanné Collins**, Superintendent; **Thomas Fleury**, Otter Creek Academy at Leicester and Whiting Principal; **Alexis Blake**, Director of Technology;

*Absent:* **Frank Bonavita**, Coordinator of Off Site and Out of District Special Education; **Rich Vigue**, Transportation Coordinator

## Otter Valley Union High School Post Graduation Data



### Otter Valley Union High School Graduation Rates

2014	2015	2016	2017	2018	2019
89%	82%	90%	85%	80%	88%

\*2020 graduation rates have not yet been provided by the Vermont Agency of Education.

# Otter Valley Unified Union School District

## FY2022 Proposed Budgets

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**FY2022 Budget Goal:** Maintain and improve comprehensive equitable educational opportunities

### Budget Facts:

The board approved a budget with the following:

1. Add 1.0 FTE Lothrop Classroom Teacher due to enrollments – Goal 2: academic support and equity.
2. Add 1.00 FTE OVUHS Intervention Specialist for MTSS support in the HS (grade 9-12) Ed – Goal 2: academic support and equity
3. Reduce 1.0 FTE School Secretary at OCA due to declining enrollment and student needs.
4. The budget maintains smaller class sizes for primary literacy instruction
5. The budget includes salary and benefit as board recommended and statewide health commission's arbitration decision
6. No other programmatic changes as we have already right-sized the district

**The Following tables present the FY22 proposed budget in multiple formats to provide a fuller understanding of the budget**

- By Function or department: direct instruction/facilities/debt
- By Object: salaries/benefits/supplies
- By Site is by school with a district wide services site not allocated to schools

### OVUUSD Function Budget:

**FY20 Actual, FY21 Budget, FY22 Proposed: \$21,039,634**

FUNCTION NAME	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED	DIFFERENCE
INSTRUCTION	\$ 11,369,014	\$ 12,337,324	\$ 12,695,543	\$ 358,219
STUDENT SUPPORT	\$ 1,289,069	\$ 1,442,030	\$ 1,502,864	\$ 60,833
INST STAFF SUPPORT	\$ 423,356	\$ 543,889	\$ 561,468	\$ 17,579
GENERAL & ADMIN	\$ 89,212	\$ 141,029	\$ 142,229	\$ 1,200
SCHOOL ADMIN	\$ 1,181,642	\$ 1,208,844	\$ 1,156,638	\$ (52,206)
FISCAL & TECHNOLOGY	\$ 1,446,212	\$ 1,511,492	\$ 1,714,489	\$ 202,998
FACILITIES	\$ 1,707,810	\$ 1,896,713	\$ 1,962,730	\$ 66,017
TRANSPORTATION	\$ 664,007	\$ 740,396	\$ 744,904	\$ 4,508
DEBT SERVICE	\$ 553,563	\$ 555,710	\$ 558,770	\$ 3,060
GENERAL FUND TOTAL	\$ 18,723,885	\$ 20,377,427	\$ 21,039,634	\$ 662,207



**OVUUSD Object Budget:**  
**FY20 Actual, FY21 Budget, FY22 Proposed: \$21,039,634**

<b>OBJECT</b>	<b>FY20 ACTUAL</b>	<b>FY21 BUDGET</b>	<b>FY22 PROPOSED</b>	<b>DIFFERENCE</b>
SALARIES	\$ 8,783,908	\$ 9,201,961	\$ 9,338,463	\$ 136,502
BENEFITS	\$ 2,815,694	\$ 3,331,790	\$ 3,618,551	\$ 286,761
CONTRACTED SVS	\$ 241,458	\$ 360,590	\$ 381,240	\$ 20,650
REPAIRS & MAINTENANCE	\$ 422,243	\$ 495,930	\$ 489,121	\$ (6,809)
TRAVEL, TUITION & ASSESSMENTS	\$ 5,213,778	\$ 5,609,307	\$ 5,799,415	\$ 190,108
SUPPLIES & UTILITIES	\$ 672,524	\$ 780,149	\$ 812,084	\$ 31,935
VEHICLE	\$ 2,645.59	\$ 5,941.18	\$ 5,941.18	\$ -
DEBT SVS & MISC	\$ 571,634	\$ 591,760	\$ 594,820	\$ 3,060
GENERAL FUND TOTAL	\$ 18,723,885	\$ 20,377,427	\$ 21,039,634	\$ 662,207

**OVUUSD Site Budget:**  
**FY20 Actual, FY21 Budget, FY22 Proposed: \$21,039,634**

<b>Site/Location</b>	<b>FY20 Actual</b>	<b>FY21 Budget</b>	<b>FY22 Proposed Budget</b>	<b>Difference</b>
LOTHROP	\$ 2,516,232	\$ 2,685,173	\$ 2,818,135	\$ 132,961
NESHOBE	\$ 3,759,511	\$ 4,115,692	\$ 4,314,656	\$ 198,964
OTTER VALLEY USH	\$ 7,110,254	\$ 7,953,813	\$ 8,343,920	\$ 390,107
OTTER CREEK ACADEMY	\$ 1,285,563	\$ 1,349,467	\$ 1,285,942	\$ (63,525)
DISTRICT WIDE	\$ 4,052,324	\$ 4,273,282	\$ 4,276,982	\$ 3,699
GENERAL FUND TOTAL	\$ 18,723,885	\$ 20,377,427	\$ 21,039,634	\$ 662,207

\*District Wide includes the Otter Valley UU School Board costs, RNE central office infrastructure and support, special education, transportation, food services, and technology.

## OVUUSD Anticipated FY22 School Enrollments

Lothrop Elementary School		
Grade	Students	Teachers/Ratio
K	18 - 20	72 - 74 Students 6 Teachers Ratio 12:1
1	22	
2	32	
3	20	45 Students 3 Teachers Ratio 15:1
4	25	
5	16	43 Students 3 Teachers Ratio 14:1
6	27	

Neshobe Elementary School		
Grade	Students	Teacher/Ratio
K	50 - 53	3 Teachers 17:1
1	53	3 Teachers 17:1
2	53	3 Teachers 17:1
3	41	3 Teachers 13:1
4	59	3 Teachers 20:1
5	47	3 Teachers 16:1
6	52	3 Teachers 17:1

Otter Creek Academy at Leicester & Whiting		
Grade	Students	Teacher/Ratio
K	8 - 10	1 Teacher 10:1
1	8	1 Teacher 8:1
2	12	1 Teacher 12:1
3	15	1 Teacher 23:1
4	8	
5	8	1 Teachers 21:1
6	13	

Otter Valley Middle/High School	
Grade	Students
7	72
8	94
9	93
10	120
11	98
12	86

## Considerations of the Budget Proposal:

- The budget proposal is \$21,039,634, which is up \$662,207 or 3.25% from the current year budget of \$20,377,427
- Net Education Spending – (our taxable budget) is up by \$234,979 or 1.19%
- Estimated Equalized pupils are up by 4.55 students or 0.35% *subject to change*
- Result: Education Spending per Equalized pupils is up \$128 or 0.83%
  - *VT Tax Commissioner estimated the average education spending per equalized pupil to be \$17,612. OVUUSD proposed budget is BELOW the average by \$2,086 per pupil*

## State Impact on Budget Proposal:

- Announced State Tax Yield is down \$235 or 2.13% per student
- Result: Anticipated Homestead Tax Rate BEFORE applying Common Level of Appraisal (CLA) is \$1.443 up \$0.042 or 3.03%.
  - *VT Tax Commissioner estimated the average homestead tax rate to be \$1.63. OVUUSD proposed budget is BELOW the average by \$0.19*

## Tax Calculation

The table below converts the proposed budget into an estimated homestead tax rate, including the effects of our towns' different Common Level of Appraisal (CLA) rates, which range from 93.38% to 109.40%.

		Proposed Budget FY2022	Current Budget FY2021	Difference	Percent
	Total Budget	\$ 21,039,634	\$ 20,377,427	\$ 662,207	3.25%
	Less Local Revenue	\$ (993,548)	\$ (566,320)	\$ (427,228)	75.44%
	Net Education Spending	\$ 20,046,086	\$ 19,811,107	\$ 234,979	1.19%
	Equalized Pupils	1,291.11	1,286.56	4.55	0.35%
	Education Spending Per Equalized Pupils	\$ 15,526	\$ 15,399	\$ 128	0.83%
\$ 10,763	Yield - Announced by VT Tax Department (prior yr \$10,998)				
	<b>Unified Tax Rate Before CLA</b>	<b>\$ 1.443</b>	<b>\$ 1.400</b>	<b>\$ 0.042</b>	<b>3.03%</b>
CLA	Homestead Tax Rate (Prior Yr CLA)	Current Rate	Proposed Rate	Difference	Percent Change
98.56%	Brandon (98.77)	\$ 1.418	\$ 1.464	\$ 0.05	3.22%
93.38%	Goshen (88.85)	\$ 1.576	\$ 1.545	\$ (0.03)	-1.98%
96.90%	Leicester (99.68)	\$ 1.405	\$ 1.489	\$ 0.08	5.96%
94.69%	Pittsford (97.26)	\$ 1.440	\$ 1.523	\$ 0.08	5.80%
109.40%	Sudbury (111.60)	\$ 1.255	\$ 1.319	\$ 0.06	5.07%
105.29%	Whiting (103.90)	\$ 1.348	\$ 1.370	\$ 0.02	1.64%
<b>CLA: Common Level of Appraisal</b>					

## What is Common Level of Appraisal (CLA)? How can my property taxes be changing by more than the school budget?

The CLA is used to ensure property owners are paying equitable taxes. If the properties in a town were undervalued, without a CLA correction, the residents would pay a lower tax compared to a neighboring town with more accurate assessed values.

The Tax Department determines the CLA by looking at recent sale prices and comparing these prices to the town's appraised values. If the appraised values are lower than the sale prices the town's grand list is considered undervalued and the CLA will be a percentage under 100%. Likewise, if the appraised values are higher than sale prices the town's grand list is considered overvalued and the CLA will be over 100%.

**Impact of CLA:** To assure all property owners are paying equitable taxes, the state adjusts the individual towns' school tax rates by the CLA. If the school tax rate was determined to be \$1.44 CLA of 90% would mean a tax "correction" to \$1.60 (\$1.44/90%)  
CLA of 110% would mean a tax "correction" of \$1.31 (\$1.44/110%)

### Local Community Impact from Budget Proposal after State Impact and Common Level of Appraisal: Anticipated individual Town Homestead Tax Rates, AFTER CLA

Please note CLA's vary by town resulting in different Homestead Tax Rates by town.

Brandon: +0.05 or \$50 per \$100,000 home site value	Pittsford: +0.08 or \$80 per \$100,000 home site value
Goshen: -0.03 or (\$30) per \$100,000 home site value	Sudbury: +0.06 or \$60 per \$100,000 home site value
Leicester: +0.08 or \$80 per \$100,000 home site value	Whiting: +0.02 or \$20 per \$100,000 home site value

### Otter Valley Unified Union SD Reserve Balances: July 1, 2020

#### Facility and Grounds Reserve Funds

Otter Valley Union High School	\$188,321
Goshen School District	\$8,000
Otter Valley UUSD Fund	\$2,446,709
<b>Total</b>	<b>\$2,643,030</b>

#### After School Reserve Funds

Neshobe Elementary School	\$64,414
Otter Valley UUSD Fund	\$619,063
<b>Total</b>	<b>\$683,477</b>

### FY2020 Treasurer's Report General Fund Balance:

Beginning Fund Balance, July 1 <sup>st</sup>	\$0
Plus: Revenues	\$20,282,141
Subtotal Resources	\$20,282,141
Less: Expenditures	(\$19,822,141)
Ending Fund Balance, June 30 <sup>th</sup>	\$460,000



District: <b>Otter Valley USD</b> SU: <b>Rutland Northeast</b>		<b>U053</b> Rutland County		Property dollar equivalent yield	Homestead tax rate per \$10,763 of spending per equalized pupil	
				<b>10,763</b>	<b>1.00</b>	
				<b>12,825</b>	Income dollar equivalent yield per 2.0% of household income	
<b>Expenditures</b>		<b>FY2019</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	
1.	<b>Adopted or warned union district budget</b> (including special programs and full technical center expenditures)	\$19,471,835	\$19,935,847	\$20,377,427	\$21,039,634	
2.	<i>plus</i> Sum of separately warned articles passed at union district meeting	-	-	-		
3.	<b>Adopted or warned union district budget plus articles</b>	\$19,471,835	\$19,935,847	\$20,377,427	\$21,039,634	
4.	<i>plus</i> Obligation to a Regional Technical Center School District if any	-	-	-		
5.	<i>plus</i> Prior year deficit repayment of deficit	-	-	-		
6.	<b>Total Union Budget</b>	\$19,471,835	\$19,935,847	\$20,377,427	\$21,039,634	
7.	S.U. assessment (included in union budget) - informational data	\$3,722,065	\$3,966,317	\$4,141,354	\$4,143,853	
8.	Prior year deficit reduction (if included in union expenditure budget) - informational data	-	-	-	-	
<b>Revenues</b>						
9.	Union revenues (categorical grants, donations, tuitions, surplus, federal, etc.)	\$575,314	\$557,065	\$566,320	\$993,548	
10.	<b>Total offsetting union revenues</b>	\$575,314	\$557,065	\$566,320	\$993,548	
<b>Education Spending</b>		<b>\$18,896,521</b>	<b>\$19,378,782</b>	<b>\$19,811,107</b>	<b>\$20,046,086</b>	
12.	Otter Valley USD equalized pupils	1,301.06	1,308.64	1,286.56	1,291.11	
<b>Education Spending per Equalized Pupil</b>		<b>\$14,523.94</b>	<b>\$14,808.34</b>	<b>\$15,398.51</b>	<b>\$15,526.24</b>	
14.	<i>minus</i> Less net eligible construction costs (or P&I) per equalized pupil	\$420.01	\$433.48	\$431.93	\$433	
15.	<i>minus</i> Less share of SpEd costs in excess of \$60,000 for an individual (per eqgup)	\$6.08	\$9.06	\$11.18		
16.	<i>minus</i> Less amount of deficit if deficit is SOLELY attributable to tuitions paid to public schools for grades the district does not operate for new students who moved to the district after the budget was passed (per eqgup)	-	-	-		
17.	<i>minus</i> Less SpEd costs if excess is solely attributable to new SpEd spending if district has 20 or fewer equalized pupils (per eqgup)	-	-	-		
18.	<i>minus</i> Estimated costs of new students after census period (per eqgup)	-	-	-		
19.	<i>minus</i> Total tuitions if tuitioning ALL K-12 unless electorate has approved tuitions greater than average announced tuition (per eqgup)	-	-	-		
20.	<i>minus</i> Less planning costs for merger of small schools (per eqgup)	-	-	-		
21.	<i>minus</i> Teacher retirement assessment for new members of Vermont State Teachers' Retirement System on or after July 1, 2015 (per eqgup)	-	-	-		
22.	Excess spending threshold	threshold = \$17,816 \$17,816.00	threshold = \$18,311 \$18,311.00	threshold = \$18,756 \$18,756.00	threshold = \$18,789 \$18,789.00	
23.	<i>plus</i> Excess Spending per Equalized Pupil over threshold (if any)	-	-	-	-	
24.	Per pupil figure used for calculating District Equalized Tax Rate	\$14,524	\$14,808	\$15,310	\$15,526.24	
25.	Union spending adjustment (minimum of 100%)	142.113% based on yield \$10,220	139.072% based on yield \$10,648	139.211% based on \$10,998	144.256% based on yield \$10,783	
26.	Anticipated equalized union homestead tax rate to be prorated [\$15,526.24 ÷ (\$10,763 / \$1.00)]	\$1.3811 based on \$1.00	\$1.3707 based on \$1.00	\$1.3921 based on \$1.00	\$1.4426 based on \$1.00	
<b>Prorated homestead union tax rates for members of Otter Valley USD</b>						
		<b>FY2019</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY22 P</b>
T026	Brandon	1.3811	1.3707	1.3921	1.4426	100.00%
T081	Goshen	1.3811	1.3707	1.3921	1.4426	100.00%
T110	Leicester	1.3811	1.3707	1.3921	1.4426	100.00%
T154	Pittsford	1.4019	1.3707	1.3921	1.4426	100.00%
T201	Sudbury	1.4180	1.3707	1.3921	1.4426	100.00%
T241	Whiting	1.3811	1.3707	1.3921	1.4426	100.00%
		-	-	-	-	0.00%
		-	-	-	-	0.00%
		-	-	-	-	0.00%
		-	-	-	-	0.00%
27.	Anticipated income cap percent to be prorated from Otter Valley USD [(15,526.24 ÷ \$12,825) x 2.00%]	2.28% based on 2.00%	2.23% based on 2.00%	2.26% based on 2.00%	2.42% based on 2.00%	2.42%
<b>Prorated union income cap percentage for members of Otter Valley USD</b>						
		<b>FY2019</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY22 P</b>
T026	Brandon	2.28%	2.23%	2.26%	2.42%	100.00%
T081	Goshen	2.28%	2.23%	2.26%	2.42%	100.00%
T110	Leicester	2.38%	2.26%	2.26%	2.42%	100.00%
T154	Pittsford	2.56%	2.43%	2.26%	2.42%	100.00%
T201	Sudbury	2.57%	2.44%	2.26%	2.42%	100.00%
T241	Whiting	2.36%	2.24%	2.26%	2.42%	100.00%
		-	-	-	-	0.00%
		-	-	-	-	0.00%
		-	-	-	-	0.00%
		-	-	-	-	0.00%

- Following current statute, the Tax Commissioner recommended a property yield of \$10,763 for every \$1.00 of homestead tax per \$100 of equalized property value. The Tax Commissioner also recommended an income yield of \$12,825 for a base income percent of 2.0% and a non-residential tax rate of \$1.73. New and updated data will likely change the proposed property and income yields and perhaps the non-residential rate.

- Final figures will be set by the Legislature during the legislative session and approved by the Governor.

- The base income percentage cap is 2.0%.

# RNESU FY2022 Proposed Budgets

## Special Education, Transportation, Central Office

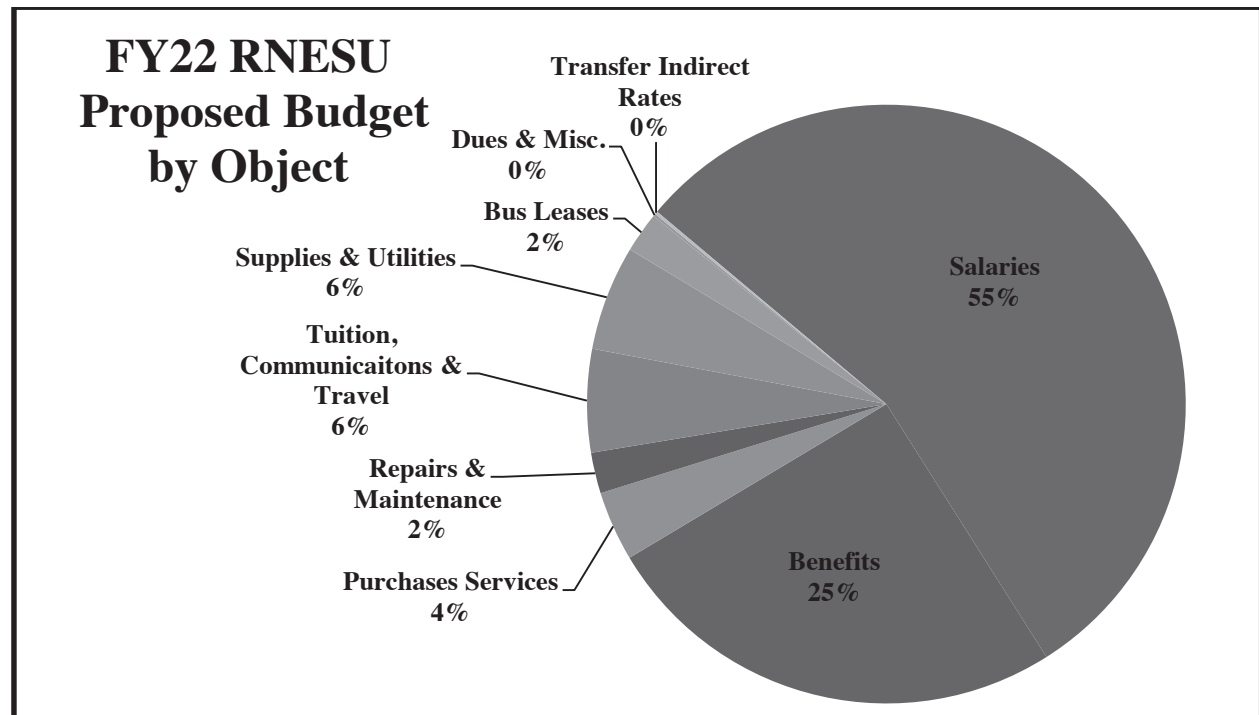
*Assessments are included in member district budgets*

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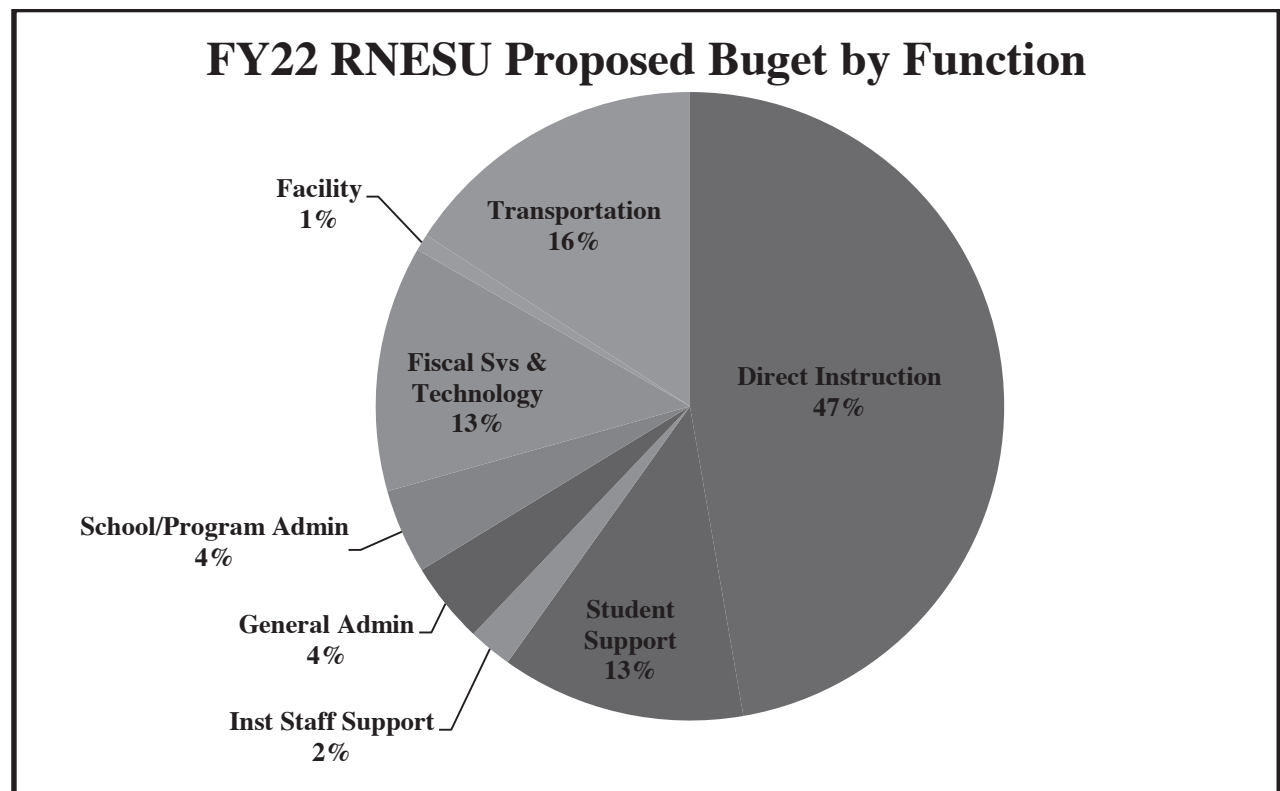
**Proposed Budget \$10,401,014: expenditures, revenues and member assessments**

	<b>FY20 Actual Prior Year</b>	<b>FY21 Current Year Budget</b>	<b>FY22 Proposed Budget</b>
<b>Expenditures</b>			
Direct Instruction	4,456,239	5,062,550	4,917,260
Student Support	1,051,546	1,235,147	1,308,364
Instructional Staff Support	219,897	246,868	233,861
General Admin	403,514	407,916	434,769
School/Program Admin	428,153	418,574	453,417
Fiscal & Technology Services	1,149,693	1,187,377	1,316,213
Facility Services	74,783	86,115	89,965
Transportation	1,352,305	1,432,903	1,647,167
Forest Receipts & Security Grant	151,999	0	0
<b><u>Grand Total Expenditures</u></b>	<b><u>9,288,128</u></b>	<b><u>10,077,450</u></b>	<b><u>10,401,014</u></b>
<b>Less Revenues</b>			
Local Revenue	354,578	362,135	603,452
State Special Ed & Transportation Reimbursements	3,828,749	4,152,072	4,226,048
Federal Grants	475,544	504,328	546,296
Other Revenue	14,547	55,427	55,000
<b><u>Subtotal Revenue</u></b>	<b><u>4,673,418</u></b>	<b><u>5,073,962</u></b>	<b><u>5,430,796</u></b>
<b><i>Net Assessments</i></b>		<b><i>5,003,488</i></b>	<b><i>4,970,218</i></b>
<i>Barstow UUSD</i>		862,135	826,366
<i>Otter Valley UUSD</i>		<u>4,141,354</u>	<u>4,143,853</u>
<b><i>Total Assessments</i></b>		<b><i>5,003,489</i></b>	<b><i>4,970,219</i></b>

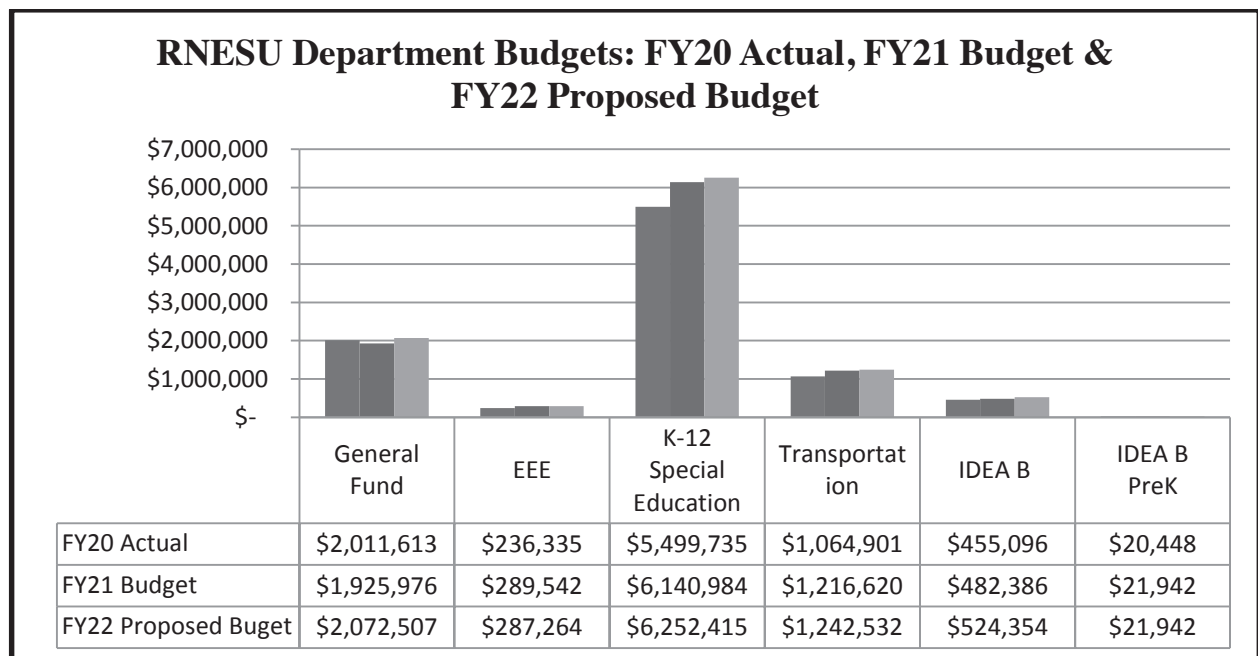
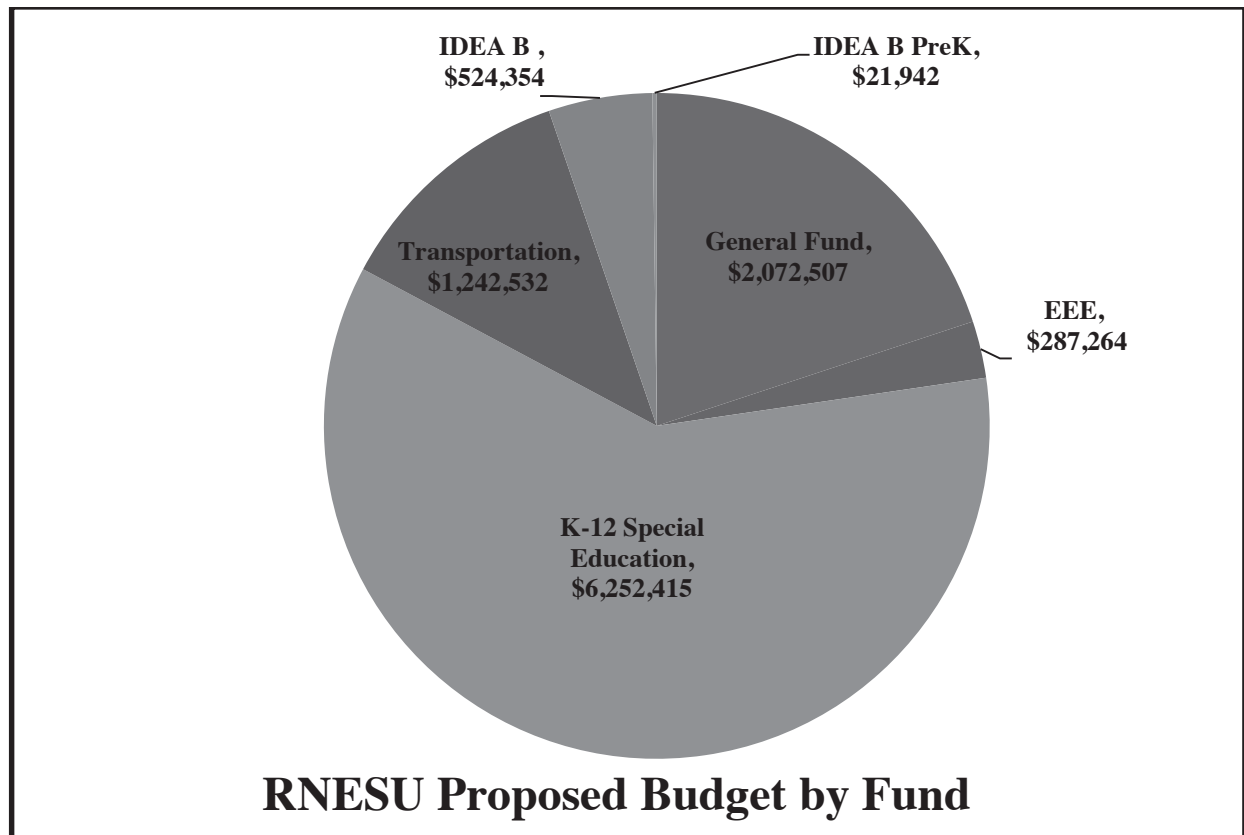
Proposed Budget: \$10,401,014, by Object – 80 % of the budget is personnel



Proposed Budget: \$10,401,014 by Function



## Proposed Budget: \$10,401,014 by Fund and History Budget by Department





**Budget Goal:** Maintain and improve comprehensive equitable education opportunities within a reasonable cost.

**Budget Facts: Proposed Budget increases \$323,564, or 3.21 %**

*Salary and Benefits – across all units—accounts for 3.18% of the 3.21% budget increase*

- Salaries adjusted for retirement notifications and cost of living increases
- Health Insurance budgeted per state arbitration including 9.6% premium increase

*Special Education*

- No significant program changes, adjusts for graduating students, reduced 1.0 FTE special educator and add 1.0 SLP intern
- Out of district tuition placement costs based on current placements plus 5% anticipated cost increase

*Transportation:*

- Includes replacing 2 buses to maintain a 10-year replacement schedule, budget neutral as 2 buses are coming off lease
- Vehicle maintenance level funded, based on 3 year average historic costs
- Fuel prices level funded due to market uncertainty, budgeted at \$2.70/gallon

*District Wide Curriculum & Technology*

- Technology software applications increased for anticipated 3.5% annual increase
- Technology equipment replacement extend to 5-year cycle with focus on Chromebook/laptops/desktops & network infrastructure

*Board & Superintendent*

- Includes board professional development resources of \$2500
- No proposed staffing changes

*Business Office*

- No program or staffing changes

**FY2020 - Treasurer's Report General Fund & all Funds, *before Coronavirus Relief Fund Reimbursements***

	General Fund	All Funds Combined (including General Fund)
Fund Balance, July 1 <sup>st</sup>	\$136,323	\$1,205,742
Add: Revenues	\$945,987	\$5,967,241
Subtotal	\$1,082,310	\$7,172,983
Less: Expenditures	(\$1,281,386)	(\$6,557,745)
Fund Balance, June 30 <sup>th</sup>	(\$199,076)	\$615,238

## Consolidated Federal Grant Program

The Rutland Northeast Supervisory Union was awarded \$1,120,223.00 in Consolidated Federal Grant funds for the 2020-2021 school year. This includes a carry forward amount of \$170,833.55 from prior years. The Consolidated Federal Grant Program includes the following areas:

- Title I, Part A - Improving the Academic Achievement of the Disadvantaged
- Title II, Part A - Preparing, Training, and Recruiting High Quality Teachers and Principals
- Title IV, Part A - Student Support and Academic Enrichment

This year three of our district's schools have poverty levels of 40% or higher and are eligible to operate as School-wide Programs. By utilizing School-wide Programs we are allowed flexibility, with minor funding restrictions, to spend federal resources according to each school's Action Plan. Below is a list of CFP grant funded strategies. Funds are distributed based on child count.

### SCHOOL-WIDE PROGRAMS:

<u>Otter Creek Academy at Leicester</u>	<u>Lothrop</u>
Literacy Interventionist (part time)	Two Interventionists
Instructional Coach*	Instructional Coach*
Proficiency Based Learning Coach*	Proficiency Based Learning Coach*

<u>Neshobe</u>
Four Academic Interventionists
Instructional Coach*
Proficiency Based Learning Coach*

### STRATEGIES FUNDED WITHIN SPECIFIC FEDERAL TITLES:

<u>Title I:</u>	<u>Title IV:</u>
Parent Involvement Program	Employee Safety Training
Homeless Program	Social Emotional Learning Coach
Indirect Administration Fees	Theater Program

<u>Title II:</u>
Brain Based Best Practices and MTSS Implementation
Instructional Coach*
Proficiency Based Learning Coach*
Indirect Administration

*\*Two Coaches – shared positions who work with teachers in all buildings*

# NOTICE TO VOTERS

## *For Town Meeting 2021*

### **BEFORE ELECTION DAY:**

**CHECKLIST POSTED** at Clerks Office by **February 1, 2021**. If your name is not on the checklist, then you must register to vote. **SAMPLE BALLOTS** will be posted by **February 10, 2021**.

**HOW TO REGISTER TO VOTE:** There is no deadline to register to vote. You will be able to register to vote on the day of the election. You can register prior by visiting the Town Clerk's office or going online to [olvr.vermont.gov](http://olvr.vermont.gov).

**REQUEST EARLY or ABSENTEE BALLOTS:** You or a family member can request early or absentee ballots at any time during the year of the election in person, in writing, by telephone, email, or online at [mvp.vermont.gov](http://mvp.vermont.gov). The latest you can request ballots for the **Town Meeting** is the close of the Town Clerk's office on **Monday, March 1, 2021**. (Any other person authorized by you who is not a family member must apply in writing or in person for a ballot for you.)

### **WAYS TO VOTE YOUR EARLY BALLOT:**

- You may vote in the Town Clerk's office before the deadline.
- Voter may take his or her ballot(s) out of the clerk's office and return in same manner as if the ballots were received by mail.
- Have ballot mailed to you, and mail or deliver it back to the clerk's office before Election Day or to the polling place before 7:00 p.m. on Election Day.
- If you are sick or disabled before Election Day, ask the Town Clerk to have two justices of the peace bring a ballot to you at your home. (Ballots can be delivered on any of the eight days preceding the day of the election or on the day of election.)

### **ON ELECTION DAY:**

**If your name was dropped from the checklist in error**, or has not been added even though you submitted a timely application for addition to the checklist, you can fill out a new registration form.

- If the clerk or Board of Civil Authority does not add your name, you can appeal the decision to a superior court judge, who will settle the matter on Election Day. Call the Secretary of State's Office at 1-800-439-VOTE (439-8683) for more information.

**If you are a first time voter who submitted your application to the checklist individually by mail and did not submit the required document**, you must provide a current and valid photo identification, or a bank statement, utility bill, or government document that contains your name/current address.

**If you have physical disabilities**, are visually impaired or can't read, you may have assistance from any person of your choice. If any voters you know have disabilities let them know they can have assistance from any person of their choice.

**If you know voters who cannot get from the car into the polling place** let them know that ballot(s) may be brought to their car by two election officials.

**If you have any questions or need assistance while voting, ask your Town Clerk or any election official for help.**

### **NO PERSON SHALL:**

- Vote more than once per election, either in the same town or in different towns.
- Mislead the board of civil authority about your own or another person's true residency or other eligibility to vote.
- Hinder or impede a voter going into or from the polling place.
- Socialize in a manner that could disturb other voters in the polling place.
- Offer bribe, threaten or exercise undue influence to dictate or control the vote of another person.

**FOR HELP OR INFORMATION:** Call the Secretary of State's Office at 1-800-439-VOTE (439-8683). (Accessible by TDD)

**If you believe that any of your voting rights have been violated**, you may file an Administrative Complaint with the Secretary of State's Office, 128 State Street, Montpelier, VT 05633.

If you believe you have witnessed efforts to commit any kind of fraud or corruption in the voting process, you may report this to your local United States Attorney's Office.

If you have witnessed actual or attempted acts of discrimination or intimidation in the voting process, you may report this to the Civil Rights Division of the United States Department of Justice at (800) 253-3931.

## **INSTRUCTIONS FOR VOTERS using Australian Ballots**

### **CHECK-IN AND RECEIVE BALLOTS:**

- Go to the entrance checklist table.
- Give name and, if asked, street address to the election official in a loud voice.
- Wait until your name is repeated and checked off by the official.
- An election official will give you a ballot.
- Enter within the guardrail and go to a vacant voting booth.

**MARK YOUR BALLOT:** For each office listed on the ballot, you will see instructions to "Vote for not more than one, or Vote for not more than two, etc."

- To vote for a candidate, fill in the oval to the right of the name of the candidate you want to vote for.
- WRITE-IN candidate(s). To vote for someone whose name is not printed on the ballot, use the blank "write-in" lines on the ballot and either write-in the name or paste on sticker, then fill in the oval.

### **CHECK OUT:**

- Go to the exit checklist table and state your name in an audible voice.
- Wait until your name is repeated and checked off by the official.

**CAST YOUR VOTE** by depositing your voted ballot in "Voted Ballots" box.

**LEAVE** the voting area immediately by passing outside the guardrail.

# TOWN OF BRANDON WASTEWATER TREATMENT FACILITY UPGRADE BOND VOTE INFORMATION

## *When is the public information meeting?*

### **VIRTUAL INFORMATIONAL MEETING**

Monday, March 1, 2021 @ 7:00 pm

Visit: <https://us02web.zoom.us/j/84937461336>

Call in: (929) 205-6099

Meeting ID (849 3746 1336)

## *When is the bond vote?*

### **BOND VOTE – AUSTRALIAN BALLOT**

Ballots will be mailed to all voters. Return by mail or to town clerk's office or in person on March 2, 2021 from 10AM - 7PM at Brandon American Legion, 550 Franklin St

## *What major improvements are included in the Wastewater Treatment Facility Refurbishment?*

- Upgrade of the following process equipment at the end of its service life:
  - Grit removal system
  - North oxidation ditch rotor
  - Secondary clarifiers
  - Chemical storage and distribution
  - Laboratory equipment
- Improve headworks operations by adding a mechanical screening unit.
- Construct a third secondary clarifier to improve wet weather operability and performance.
- Renovate Control Buildings and Chemical Storage Building.
- Upgrade facility electrical and control components to improve reliability.



## *Why is the Wastewater Treatment Facility Refurbishment Necessary?*

- This facility was originally constructed in 1960 and last refurbished in 2005. Some process equipment remains in service from 1975, is 45 years old, and way beyond the useful 20 year service life.
- Improvements to the headworks will improve efficiency of the process and protect downstream equipment. This addition will reduce operation and maintenance costs and extend the longevity of equipment.
- The secondary clarifiers are undersized and overwhelmed during wet weather events. By adding a third clarifier, the facility will comply with current design standards to provide more reliable treatment.
- The current chemical storage system requires significant operator intervention during filling. The tanks and piping will be replaced to protect the building and improve operator safety.
- Current instrumentation and monitoring systems are antiquated. Refurbishment will optimize process monitoring for energy and operational efficiency.
- Renovation of the Control Building interior is necessary to provide safe working conditions for the operations staff.
- To address existing electrical deficiencies that will improve long-term reliability.



# TOWN OF BRANDON

## WASTEWATER TREATMENT FACILITY UPGRADE

### BOND VOTE INFORMATION

#### *What is the total project cost and bond amount?*

The estimated construction cost is \$4,840,000 as summarized below.

#### Estimated Construction Costs

Item Description	Estimated Cost
WWTF Refurbishment	\$4,400,000
Construction Contingency (10%)	\$440,000
<b>Estimated Construction Cost</b>	<b>\$4,840,000</b>

The **total project cost is \$5,700,000** and includes: construction, 10% construction contingency, engineering, legal, permit fees, short term interest, and other costs.

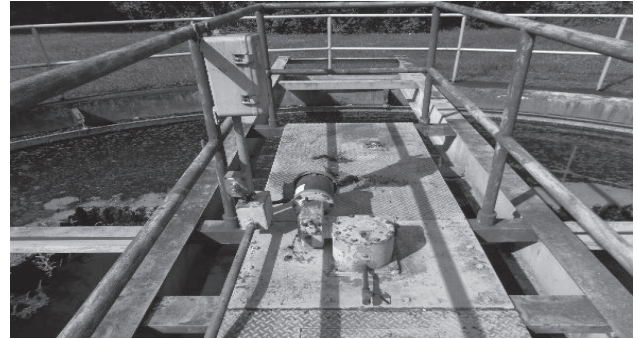
The recommended **bond amount is \$5,700,000**.

#### *What are the available funding sources?*

Funding is available through the VT Clean Water State Revolving Fund (CWSRF) and USDA Rural Development (RD) Program. A funding application was submitted to USDA in December 2020 to fund construction of the project. **The Town is eligible for up to a 45% grant** and attractive market loan rates.

#### Anticipated Funding Summary

Funding Source	Estimated Amount
CWSRF Engineering Subsidy	\$170,000
USDA Grant (estimated @ 40%)	\$2,212,000
USDA Loan (30 years, 1 3/4%)	\$3,318,000
<b>Total</b>	<b>\$5,700,000</b>



#### *What is the projected impact on the current Sewer Rates?*

The annual loan payment is projected at \$143,000 and **would start in 2023**. A typical residential sewer customer pays about \$560 per year. **The Town is expected to receive approximately \$2.4 M in grants and loan subsidy**. Under the anticipated funding scenario, sewer rates are anticipated to increase up to **\$39 per quarter**.

#### *What is the project schedule?*

Projected Date		Task
2021	March	Conduct bond vote
	April	Begin final design
2022	February	Complete final design
	March	Bid advertisement
	May	Start construction
2023	July	Complete construction





## **PHONE DIRECTORY**

### **General Information:**

247-3635 ext. 201

### **Accounting:**

247-3635 ext. 205

### **Assessor:**

247-3635 ext. 214

### **E-911 Coordinator:**

247-3635 ext. 217

### **Economic Development:**

247-3635 ext. 213

### **Health Officer:**

247-3635 ext. 217

### **Police Department:**

Non-Emergency:

247-5723

### **Office:**

247-0222

### **Public Works Department:**

#### **Director:**

247-3635 ext. 210

#### **Highway Garage:**

247-3600

#### **Sewer Plant:**

247-6730

#### **Transfer Station:**

772-5224

### **Recreation Department:**

247-3635 ext. 213

### **Rental Housing Officer:**

247-3635 ext. 217

### **Town Clerk & Treasurer:**

247-3635 ext. 203 & 204

### **Town Manager:**

247-3635 ext. 210

### **Zoning Administrator**

247-3635 ext. 202

### **Brandon Fire District #1**

Water Department: 247-3311

### **Brandon Fire District #2**

Forrestbrook: 247-4193

### **Brandon Area Chamber**

of Commerce: 247-6401

### **Brandon Library: 247-8230**

### **Neshobe School: 247-3721**

### **Otter Valley UHS: 247-6833**

### **RNESU: 247-5757**

**[www.townofbrandon.com](http://www.townofbrandon.com)**

## **MEETING SCHEDULES**

*Dates and locations may change.  
It is a good idea to call ahead or  
check the website to confirm.*

### **SELECT BOARD**

2<sup>nd</sup> and 4<sup>th</sup> Monday at 7:00 PM at  
the Brandon Town Hall

### **DEVELOPMENT REVIEW BOARD**

Public Hearings are scheduled as  
applications are received. Check  
the website for time and location.

### **ENERGY COMMITTEE**

1<sup>st</sup> Monday at 5:00 PM or as  
needed at the Brandon Town Office

### **PLANNING COMMISSION**

1<sup>st</sup> Monday at 6:00 PM or as  
needed at the Brandon Town Office

### **RESTORATIVE JUSTICE (BRAVO)**

1<sup>st</sup> Monday at 6:00 PM at the  
Stephen Douglas House

### **OTTER VALLEY UNIFIED UNION BOARD**

1<sup>st</sup> & 3<sup>rd</sup> Wednesday at 6:00 PM  
with alternating locations of the 1<sup>st</sup>  
meeting at the OVUU Schools and  
the 3<sup>rd</sup> meeting at the Otter Valley  
UHS Library

### **RNESU SCHOOL BOARD**

3<sup>rd</sup> Wednesday at 5:15 PM at the  
OVUHS Library

## **PERMITS**

### **BURN PERMIT**

A permit is required for any outside  
burning. Only untreated wood  
products such as unpainted lumber,  
brush and leaves can be burned. To  
obtain a burn permit, please call  
Linwood Bovey at 236-4914 or  
Michael Markowski at 353-3227.

### **BUILDING & LAND USE**

Please contact the Zoning Office to  
determine if a permit is required  
before you start any type of land  
use development on your property.

### **RENTAL HOUSING**

Before a tenant moves into any  
rented unit, a landlord **must** obtain  
a Certificate of Occupancy. Owners  
of rental property must complete a  
compliance form for each unit  
every January. A \$25 per unit fee  
is due annually by January 31<sup>st</sup>.

## **BRANDON TOWN OFFICE HOURS**

Monday – Friday

8:00 a.m. – 4:00 p.m.

The Town Office will be closed for  
the following holidays:

New Year's Day  
Martin Luther King Day  
Presidents' Day  
Memorial Day  
Independence Day  
Labor Day  
Columbus Day  
Veterans' Day  
Thanksgiving Day  
Friday after Thanksgiving  
Christmas Day

## **BRANDON TRANSFER STATION HOURS**

Tuesday: 1:00 p.m. – 6:00 p.m.

Thursday: 1:00 p.m. – 6:00 p.m.

Saturday: 7:30 a.m. – 12:00 noon

## **BRANDON FREE PUBLIC LIBRARY**

### **Summer hours:**

Tuesday: 8:30 a.m. – 8:00 p.m.

Wednesday: 8:30 a.m. – 8:00 p.m.

Thursday: 8:30 a.m. – 5:00 p.m.

Friday: 8:30 a.m. – 5:00 p.m.

Saturday: 8:30 a.m. – 1:00 p.m.

### **Winter hours:**

Tuesday: 8:30 a.m. – 8:00 p.m.

Wednesday: 8:30 a.m. – 5:00 p.m.

Thursday: 8:30 a.m. – 5:00 p.m.

Friday: 8:30 a.m. – 5:00 p.m.

Saturday: 8:30 a.m. – 1:00 p.m.

## **FIRE DEPARTMENT**

If you are interested in joining the  
Fire Department, applications are  
available at the Fire Station and  
can be picked up on Wednesdays  
between 7:00 p.m. and 9:00 p.m.

## **RESCUE SQUAD (BARS)**

To volunteer please contact us at  
247-3231



# In Memoriam

We mark the passing of these community-minded Brandon citizens in 2020.  
They contributed to our town in many ways, and left us better for having known them.

## **JANE COOLIDGE**

(1939-2020)

Teacher, Neshobe School  
Brandon Senior Citizens  
Brandon Food Shelf

## **DOUG SAWYER**

(1947-2020)

Brandon Budget Committee Member

## **ROMAN WDOWIAK**

(1952-2020)

Brandon Fire Chief

## **ROY JACKSON**

(1937-2020)

Brandon Planning Commissioner  
Brandon Chamber of Commerce Treasurer

## **RICHARD BAKER**

(1948-2020)

Brandon Selectman & Board Chair  
Brandon Justice of the Peace  
Brandon Interim Town Manager  
Rutland Regional Transportation Council Chair  
Friends of Brandon Town Hall  
Brandon Senior Citizens

## **LANCE MEADE**

(1938-2020)

Co-Founder of Brandon Restorative Justice Program (BRAVO)



# 2019-2020 ANNUAL REPORT

## TOWN OF *Brandon* VERMONT

49 Center Street  
Brandon, VT 05733






BULK RATE  
U.S. POSTAGE

**PAID**  
PERMIT NO. 9  
BRANDON VT  
05733



# 5

## ways to stay safe

-  Cover your face in public
-  Practice good hygiene
-  Monitor your health
-  Keep your distance
-  Stay informed

STAY SAFE, STAY HEALTHY, AND LOOK OUT FOR EACH OTHER

[www.TownofBrandon.com](http://www.TownofBrandon.com)