

**TO:** Selectboard September 11, 2014  
**FROM:** Patrick Moreland, Interim Town Manager  
**SUBJECT:** Administrative Report

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The following will summarize the proposed motions for those items on the Agenda for the Tuesday, September 16, 2014 Selectboard Meeting. It is anticipated that the Board will enter into executive session at 5:30pm to discuss a contract matter and the appointment or employment or evaluation of a public officer or employee. The regular meeting will begin at 6:15pm.

7. **LIQUOR COMMISSIONERS** - *None*

8. **WATER AND SEWER COMMISSIONERS** – *None*

9. **UNFINISHED BUSINESS** - *None*

10. **NEW BUSINESS**

- A. Financial Report – *Monthly Report, August, Finance Department.* Finance Director John O'Connor will be present to discuss the finance report for the month of August.

**POTENTIAL MOTION: NONE**

- B. Pay as You Throw (PAYT) – *Discussion, Town Manager.* The Board established the PAYT Working Group in May. The committee began meeting in July and has met five times. A great deal of investigative work has been performed by committee members. The PAYT Advisory Committee/Working Group will be present to explain what steps have been accomplished and what steps remain, along with a set of issues/concerns the board and the public should understand.

**POTENTIAL MOTION: NONE**

- C. Human Services Funding – *Discussion.* A recommendation for human services funding is made each year by the Human Services Review Committee, a committee of Representative Town Meeting. Last year during the FY15 budget discussion, the Selectboard made a request of the committee to reduce the budget request for human services funding to \$120,000.

**POTENTIAL MOTION: TBD**

- D. Accept and Appropriate Grant – *VLCT 2014 PACIF Equipment Grant, Brattleboro Fire Department.* The Board is asked to accept and appropriate a grant in the amount of \$150 from the Vermont League of Cities and Towns PACIF Equipment Grant Program. The funds will be used to purchase reflective vests for the Brattleboro Fire Department. The total cost to purchase 15 vests is \$300, and the match will come from the regular General Fund Budget for the department. .

**POTENTIAL MOTION: TO ACCEPT AND APPROPRIATE A GRANT IN THE AMOUNT OF \$150 FROM THE VLCT 2014 PACIF EQUIPMENT GRANT FOR THE PURCHASE OF 15 REFLECTIVE VESTS.**

- E. Accept and Appropriate Grant – *RERP FY15, Brattleboro Fire Department.* The Board is asked to accept and appropriate a grant in the amount of \$35,391 from

Vermont Department of Public Safety to reimburse Brattleboro for expenses associated with radiological emergency response activities. These expenses include staff time for training and testing, and for the purchase of supplies and equipment associated with Brattleboro's participation with the Vermont Radiological Emergency Response Plan.

**POTENTIAL MOTION: TO ACCEPT AND APPROPRIATE A RERP GRANT IN THE AMOUNT OF \$35,391 FROM THE VERMONT DEPARTMENT OF PUBLIC SAFETY FOR REIMBURSEMENT OF STAFFING AND EQUIPMENT EXPENSES ASSOCIATED WITH BRATTLEBORO'S PARTICIPATION WITH THE VERMONT RADIOLOGICAL EMERGENCY RESPONSE PLAN.**

- F. Accept and Appropriate Grant – DUI Enforcement Grant, Brattleboro Police Department. The Board is asked to accept and appropriate a 2015 DUI Enforcement Grant in the amount of \$7,000 from the Vermont Department of Public Safety. The grant will be used to support staff overtime associated with DUI enforcement activities.

**POTENTIAL MOTION: TO ACCEPT AND APPROPRIATE A GRANT IN THE AMOUNT OF \$7,000 FROM THE VERMONT DEPARTMENT OF PUBLIC SAFETY FOR DUI ENFORCEMENT.**

- G. Accept and Appropriate Grant – Bureau of Justice Assistance (JAG), Brattleboro Police Department The Board is asked to accept and appropriate a grant in the amount of \$21,073 from the Bureau of Justice Assistance. The grant will be used to support the purchase of equipment and software upgrades for a CellBrite system. Use of this equipment will improve the quality of investigations involving cellular telephones.

**POTENTIAL MOTION: TO ACCEPT AND APPROPRIATE A GRANT IN THE AMOUNT OF \$21,073 FROM THE BUREAU OF JUSTICE ASSISTANCE FOR THE PURCHASE OF HARDWARE AND SOFTWARE UPGRADES OF A CELLBRITE SYSTEM.**

- H. Accept and Appropriate Grant – 2015 Occupant Protection (OP) Enforcement, Brattleboro Police Department. The Board is asked to accept and appropriate an OP Enforcement Grant in the amount of \$5,000 from the Vermont Department of Public Safety. The grant will be used to reimburse overtime expenses associated with occupant protection activities such as seatbelt enforcement.

**POTENTIAL MOTION: TO ACCEPT AND APPROPRIATE AN OP ENFORCEMENT GRANT IN THE AMOUNT OF \$5,000 FROM THE VERMONT DEPARTMENT OF PUBLIC SAFETY TO SUPPORT OVERTIME ASSOCIATED WITH OCCUPANT PROTECTION ENFORCEMENT ACTIVITIES.**

- I. Committee Appointments – The Board is asked to make committee appointments.

**POTENTIAL MOTION: TBD**

- J. Nelson E. Withington Fund Advisory Committee Appointment – The Board is asked to make an appointment to the Nelson E. Withington Fund Advisory Committee. The fund is managed according to the guidelines described in the letter by the Vermont Community Foundation.

**POTENTIAL MOTION: TO APPOINT CORWIN ELWELL AND CHARLES CUMMINGS TO THREE-YEAR SEATS ON THE NELSON E. WITHINGTON FUND ADVISORY COMMITTEE.**

- K. VLCT Annual Business Meeting Delegate – *Appoint Voting Delegate. The Board is asked to consider an appointment for a delegate to the annual business meeting of VLCT.* In the past, the Board has appointed the Town Manager.

**POTENTIAL MOTION: NONE**