

**BRATTLEBORO SELECTBOARD  
THURSDAY, MARCH 23, 2015  
SPECIAL MEETING – 5:15PM  
MINUTES**

Selectboard members present: Kate O'Connor and David Schoales.

Selectboard-elect members: David Gartenstein, Donna Macomber, and John Allen.

Staff present: Town Manager Peter Elwell, Assistant Town Manager Patrick Moreland, Town Clerk Annette Cappy, Police Chief Mike Fitzgerald, Fire Chief Mike Bucossi, Public Works Director, Highway/Utilities Superintendent Hannah O'Connell, and Executive Secretary Jan Anderson.

Media present: Howard Weiss-Tisman representing the Brattleboro Reformer, Tim Johnson representing WTSA, and Olga Peters and Randy Holhut representing The Commons.

Others present: James Banslaben, Ivan Bruneau, Richard Tetreault (VTrans), Wayne Symonds (VTrans), Secretary of Vermont Agency of Transportation (VTrans) Sue Minter, VTrans Resident Engineer Eric Foster, and others who did not sign the attendance sheet.

***INTERNAL BUSINESS***

*Oath of Office – Newly Elected Members – Annette Cappy.* Town Clerk Annette Cappy administered the Oath of Office to the three elected Selectboard members – David Gartenstein, Donna Macomber, and John Allen.

Town Clerk Cappy called the meeting to order at 5:17pm in the Selectboard Meeting Room. She confirmed that the meeting had been officially warned.

Election of Officers

*Chair of the Board*

*Vice Chair of the Board*

*Clerk of the Board*

Cappy opened the nominations for Chair. David Schoales nominated David Gartenstein for Chair. There were no other nominations, and Cappy closed the nominations.

**DAVID GARTENSTEIN WAS APPOINTED CHAIR ON A VOTE OF 4-0 (GARTENSTEIN DID NOT PARTICIPATE IN THE VOTE).**

Chair Gartenstein opened nominations for Vice Chair. John Allen nominated Kate O'Connor for Vice Chair. There were no other nominations, and Gartenstein closed the nominations.

**KATE O'CONNOR WAS APPOINTED VICE CHAIR ON A VOTE OF 5-0.**

Gartenstein opened nominations for Clerk. Donna Macomber nominated David Schoales for Clerk. There were no other nominations, and Gartenstein closed the nominations.

**DAVID SCHOALES WAS APPOINTED CLERK ON A VOTE OF 5-0.**

Establish Meeting Schedule

Gartenstein stated that the standard meeting schedule had been the first and third Tuesday of each month at 6:15pm, and he asked the Board members if they wanted to continue with that schedule. Schoales suggested that the Board have a discussion in the near future about the amount of time spent at each meeting and efficiency options to shorten the duration of Board meetings. There was some discussion.

**THE BOARD VOTED TO MEET ON THE FIRST AND THIRD TUESDAY OF EACH MONTH FOR REGULARLY SCHEDULED BUSINESS MEETINGS AT 6:16PM BY A VOTE OF 5-0.**

***PUBLIC PARTICIPATION***

None.

***NEW BUSINESS***

Green Street Retaining Wall - *Public Hearing re: CDBG Urgent Need Grant Application.* Elwell said that the Board recently discussed the Green Street retaining wall and that the Town intended to submit a grant application to the State for CDBG urgent needs funds in the amount of \$300,000 for assistance in paying for the project. He said that April 6 was the deadline to submit the application and that a public hearing was required in advance. He asked the Board to hold a public hearing for the purpose. There was some discussion by the Board about the project.

Gartenstein opened the public hearing.

There was no public comment.

Gartenstein closed the public hearing.

**MOTION BY DONNA MACOMBER TO ADOPT THE RESOLUTION FOR GRANT APPLICATION AUTHORITY AS PRESENTED, TO IDENTIFY PATRICK MORELAND AS THE POINT OF CONTACT, AND TO IDENTIFY PETER ELWELL, TOWN MANAGER, AS THE AUTHORIZING OFFICIAL. MOTION CARRIED 5-0.**

Elwell also asked the Board to authorize use of \$92,500 from the fund balance of the Capital Fund for use on the Green Street retaining wall project.

**MOTION BY DAVID SCHOALES TO ASSIGN \$92,500 FROM THE FUND BALANCE OF THE CAPITAL FUND TO THE GREEN STREET RETAINING WALL PROJECT. MOTION CARRIED 5-0.**

I-91 Bridge Project – *Update from Sue Minter, Secretary of the Vermont Agency of Transportation.*

Gartenstein introduced Sue Minter, Secretary of the Vermont Agency of Transportation (VTrans). Minter introduced her colleagues in attendance – Chief Engineer Rich Tetreault, Director of the Structures Program Wayne Symonds, and Resident Engineer Eric Foster. Minter discussed the aging infrastructure throughout the State and the focus by VTrans to target improvements for certain bridges particularly along Interstate 91. She spoke specifically about the I-91 bridge project in Brattleboro and stated that the project was behind schedule and the contractors expected the project to extend through another construction season. Tetreault briefly spoke about VTrans projects being undertaken within the State, discussed the I-91 bridge project in Brattleboro, and spoke about specific challenges facing the contractor on the local I-91 bridge project. Symonds provided a PowerPoint presentation detailing the design, concept, and construction of the I-91 bridge in Brattleboro. He said that both pier columns were complete at this time, that the contractor would be working on the pier tables into November 2015, and that the expectation was that both travel lanes would be open in November 2016, with final cleanup in the spring 2017. Foster discussed local traffic concerns on the Interstate and in Town, including traffic back-ups and delays on the Interstate, and suggested utilizing proactive solutions to prevent traffic delay including altering merging traffic patterns and closing Exit 3 at certain times on trial basis. Public Works Director Steve Barrett asked VTrans for additional sign packages to better instruct motorists about detours and delays. He also discussed the impact of I-91 detours on local roads, the amount of increased truck traffic on local roads, the requirement of the contractor to provide an emergency team to mobilize in the event of emergencies, and storm water runoff on Upper Dummerston Road due to the project. The VTrans representatives notified the Board and staff about the bridge inspection on April 14 and the need to close the bridge on that date, as well as expected closures at Exit 3 on March 29 and April 5. Gartenstein asked Minter to request reimbursement or other consideration to address financial impacts of the project on Town personnel and the Town's infrastructure. There was much discussion by the Board about the overall project, impacts on the Town, the need for better communication between the Town/State/

contractor/motorists, methods to reduce traffic delays, and utilization of additional message boards to alert drivers to detour routes, delays and closures. No action was required by the Board.

There was no further business.

**MOTION BY DONNA MACOMBER AT 6:30PM TO ADJOURN. MOTION CARRIED 5-0.**

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David Schoales, Clerk