MEMORANDUM

To: Selectboard

From: Peter B. Elwell, Town Manager

Re: Administrative Report

Date: July 10, 2020

The following will summarize the proposed motions for the special Selectboard meeting on Tuesday, July 14, 2020, at 6:15pm, on GoToMeeting (with no physical location due to the ongoing social distancing requirements of COVID-19). **The public may join the meeting from a computer, tablet, or smartphone, using this link:** https://global.gotomeeting.com/join/804762765. People also may dial-in toll free using a telephone in the United States at 1 866 899 4679 (Access Code: 804-762-765), but this alternative is not recommended. The meeting will be carried live on BCTV (Channel 1085 for Comcast subscribers and Channel 10 for Southern Vermont Cable subscribers), whose telecast also can be viewed at https://www.brattleborotv.org/ or at https://www.facebook.com/brattleborotv/.

6. **NEW BUSINESS**

A. Handy Stations – *Consideration of Proposal*
The Selectboard is asked to consider a proposal from several individuals to fund mobile hand sanitizing street art "Handy Stations" to contribute to public health and safety in Brattleboro, as set forth in the proposal dated June 26, 2020. The cost is $1,200 per unit. The proposal asks for funding for 5 Handy Stations, for a total of $6,000.

POTENTIAL MOTION: TBD

B. Annual Financial Plan – Town Highways – *Approve Town's Submittal to VTrans*
The Selectboard is asked to approve the Annual Financial Plan for Town Highways. This is an annual assurance the Town is required to provide to the State in order to continue to qualify for the State's transportation related funding assistance programs.

POTENTIAL MOTION: TO APPROVE THE "ANNUAL FINANCIAL PLAN – TOWN HIGHWAYS" FORM FOR SUBMITTAL TO THE VERMONT AGENCY OF TRANSPORTATION.

C. Route 9 Bike Lane Scoping Project – *Award Contract for Consultant Services*
The Selectboard is asked to award a bid for consultant services for the Route 9 Bike Lane Scoping Project to Dufresne Group in the lump sum amount of $40,000. In December 2019, the Town was awarded a $32,000 VTrans Bicycle and Pedestrian Grant for a scoping study of a bike lane connecting the I-91 Exit 2 area to Main Street. The grant is being matched by an additional $8,000 in local funds, as set forth in the memorandum dated June 29, 2020, from Planning Director Sue Fillion.

POTENTIAL MOTION: TO AWARD A BID FOR CONSULTANT SERVICES TO DUFRESNE GROUP IN THE LUMP SUM AMOUNT OF $40,000 FOR THE ROUTE 9 BIKE LANE SCOPING PROJECT.

D. Town Committees and Boards - *Appointments*
The Selectboard is asked to appoint members to the ADA Advisory Committee and Honor Roll Committee for terms beginning on July 1, 2020.

POTENTIAL NOMINATIONS:
ADA COMMITTEE - CARMEN "NINA" WILLSON
HONOR ROLL - SAMUEL R. HASKINS

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