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**BRATTLEBORO SELECTBOARD  
TUESDAY, JULY 7, 2020  
COMMITTEE INTERVIEWS – 5:00PM  
EXECUTIVE SESSION – IMMEDIATELY FOLLOWING COMMITTEE INTERVIEWS  
REGULAR MEETING – 6:15PM  
HELD REMOTELY VIA GoToMeeting  
MINUTES**

9 ***NOTE: Per the “Stay Home – Stay Safe” order issued by Governor Scott, this meeting was held***  
10 ***remotely with no physical location using GoToMeeting.***  
11

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13 Selectboard members in attendance: Tim Wessel, Elizabeth McLoughlin, Ian Goodnow, Brandie Starr,  
14 and Daniel Quipp.  
15

16 Staff participating: Town Manager Peter Elwell, Assistant Town Manager Patrick Moreland, Town  
17 Attorney Robert Fisher, Highway/Utilities Superintendent Dan Tyler, Recreation & Parks Director Carol  
18 Lolatte, and Executive Secretary Jan Anderson.  
19

20 Others participating: Robert Clements, Tim Berg, Karen Tyler, Denise Glover, Kurt Daims, Fhar Miess,  
21 Oscar Heller, Rikki Risatti, Lawrin Crispe, Sonia [no last name provided], Gary Stroud, Amber [no last  
22 name provided], HB Lozito, Emily Megas-Russel, David Levenbach, Izzy Snyder, Alex Fischer, Jackson  
23 Stein, Sheila Linton, Wichie Artu, Shea Witzberger, Wendy Levy, Ain Thompson, Robin Morgan, Zoe  
24 Cunningham-Cook, Audrey [no last name provided], Tara O’Brien, Anna Mullany, Abby Mnookin, Joshua  
25 Wyman, Chris Hart, Ryan Stratton, ASL interpreters Elizabeth Fox and Janet Dickinson, and BCTV staff  
26 and volunteers.  
27

28 Chair Tim Wessel convened the meeting at 5:02pm. He confirmed that the meeting was properly warned.  
29 He announced that interviews for the Tree Advisory Committee and Citizen Police Communications  
30 Committee (CPCC) would take place. Applicants present for the CPCC were Tim Berg and Karen Tyler.  
31 They each spoke about their reasons for applying to serve on the CPCC. Applicants present for the Tree  
32 Advisory Committee were Robert Clements and Denise Glover. They each spoke about their reasons for  
33 applying to serve on the Tree Committee. At the end of the interviews, Chair Wessel announced that the  
34 Board would make appoints at the end of the upcoming business meeting.  
35

36 **MOTION BY IAN GOODNOW TO ENTER INTO EXECUTIVE SESSION.**  
37

38 Town Manager Peter Elwell mentioned that statutes required to include in the motion that the Board was  
39 entering into executive session to discuss pending or probable civil litigation and the appointment or  
40 employment or evaluation of a public officer or employee, that premature general public knowledge would  
41 clearly place the Selectboard or people involved at a substantial disadvantage, and the Town Manager,  
42 Assistant Town Manager, and Town Attorney were invited into the session.  
43

44 **AMENDED MOTION BY IAN GOODNOW TO ENTER INTO EXECUTIVE SESSION TO DISCUSS**  
45 **PENDING OR PROBABLE CIVIL LITIGATION AND THE APPOINTMENT OR EMPLOYMENT OR**  
46 **EVALUATION OF A PUBLIC OFFICER OR EMPLOYEE, THAT PREMATURE GENERAL PUBLIC**  
47 **KNOWLEDGE WOULD CLEARLY PLACE THE SELECTBOARD OR PEOPLE INVOLVED AT A**  
48 **SUBSTANTIAL DISADVANTAGE, AND THE TOWN MANAGER, ASSISTANT TOWN MANAGER,**  
49 **AND TOWN ATTORNEY WERE INVITED INTO THE SESSION. MOTION CARRIED 5-0.**  
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51 Chair Wessel reconvened the meeting at 6:15pm. He briefly discussed some operational procedures for  
52 use of the GoToMeeting format.  
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**APPROVE MINUTES**

Wessel asked the Board to approve the minutes from the June 2, June 9, and June 26, 2020 meetings. There was no discussion.

**MOTION BY IAN GOODNOW TO APPROVE THE MINUTES FROM JUNE 2, JUNE 9, AND JUNE 26, 2020. MOTION CARRIED 5-0.**

**CHAIR'S REMARKS**

Chair Wessel reminded participants that the agenda was quite full and asked speakers to limit their comments to two minutes.

**MANAGER'S COMMENTS**

None.

**SELECTBOARD COMMENTS AND COMMITTEE REPORTS**

Quipp mentioned that he attended the Traffic Safety Committee Meeting on Thursday, June 18, where the Putney Road Project was discussed, and which would be discussed by the Board later in this meeting. He invited members of the public to attend any of those meetings which took place on the third Thursday of the month starting at 8:00am.

Goodnow announced that he attended a Board of Civil Authority meeting to organize the two upcoming elections: (1) State-wide primary scheduled on August 11, and (2) the general election to be held on November 3. He encouraged voters to go to "My Voter Page," which he posted on the chat page, in order to update voters' contact information and to request absentee ballots. He noted that the general election ballots specifically had to be requested. He encouraged people to vote by mail in order to avoid a crowd at the polling area during the COVID-19 restrictions. He said that the elections would take place at the American Legion for those voters who did not vote by mail. He also offered that people could contact Town Clerk Hilary Francis for more information or to visit the Town's website. He asked anyone interested in volunteering to help at the elections to contact Town Clerk Francis or himself.

**PUBLIC PARTICIPATION**

Kurt Daims remarked that the proposed Brattleboro youth vote amendment to the Brattleboro Town Charter was currently delayed in the State Legislature. He asked if Board members would consider writing to the Governor and Minority Whip, where the block existed, requesting to move the amendment forward. Starr asked Daims to contact her in order to discuss it further. Elwell noted that the matter was in the Government Operations Committee in the State House.

**WATER AND SEWER COMMISSIONERS**

**MOTION BY BRANDIE STARR TO CONVENE AS WATER AND SEWER COMMISSIONERS. MOTION CARRIED 5-0.**

Reservoir Trail Culvert Replacement – Bid Award. Highway/Utilities Superintendent Dan Tyler said that the Selectboard was asked to award a bid for the Reservoir Trail Culvert Replacement Project to the low bidder, Neil Daniels, Inc., of Ascutney, Vermont, in the amount of \$98,760. He noted that the culvert replacement was part of the larger water treatment plant waste line project, and he spoke about some details of the project. There was brief discussion by the Board.

**MOTION BY DANIEL QUIPP TO AWARD A BID TO NEIL DANIELS, INC., IN THE AMOUNT OF \$98,760 FOR THE RESERVOIR TRAIL CULVERT REPLACEMENT PROJECT. MOTION CARRIED 5-0.**

1 **MOTION BY BRANDIE STARR TO ADJOURN AS WATER AND SEWER COMMISSIONERS.**  
2 **MOTION CARRIED 5-0.**

3  
4 ***UNFINISHED BUSINESS***

5  
6 COVID-19 Update

7 Town Manager Elwell provided an update on COVID-19 matters, including the addition of a large mailbox  
8 in the Municipal Center parking lot to insert voter ballots and about changes to some activities and  
9 equipment in the Recreation and Parks Department. He noted that the Library would soon resume limited  
10 visitations. Quipp inquired about operations at the pool. Recreation & Parks Department Director Carol  
11 Lolatte announced that the pool was open for general swim each day from 1:00 to 4:00pm and 5:00 to  
12 8:00pm and that attendance was lower than the maximum amount allowed. Quipp announced that the  
13 State Department of Health was conducting free COVID-19 testings each Wednesday in the Municipal  
14 Center parking lot.

15  
16 **NO ACTION TAKEN.**

17  
18 Representative Town Meeting -

19 (i) *Review Proposed Plan for 2-Part Meeting*

20 (ii) *Review Draft Warning*

21  
22 Town Manager Elwell presented and discussed a proposal for the Selectboard to consider with regard to  
23 the rescheduling of the 2020 Representative Town Meeting (RTM), as set forth in the memorandum dated  
24 July 1, 2020, from Executive Secretary Jan Anderson, Town Moderator Lawrin Crispe, Town Manager  
25 Peter Elwell, Town Attorney Robert Fisher, Town Clerk Hilary Francis, and Assistant Town Manager  
26 Patrick Moreland. Elwell said that the team had worked extensively on alternative methods and formats  
27 for holding a fair and inclusive RTM during COVID-19. He said the proposed alternative included an  
28 informational discussion meeting via GoToMeeting that would be televised on BCTV on Saturday, August  
29 22, followed by the casting of votes by an Australian ballot to be delivered (or postmarked) no later than  
30 August 28. He said this alternative would allow for a discussion, as well as provide an opportunity for  
31 every Town Meeting Member (TMM) to safely cast their votes, even if they were not able or willing to  
32 attend a virtual meeting. Quipp noted that the budget article in the draft Warning included in the packets  
33 did not contain an opportunity for TMMs to vote on the FY21 budget. Town Attorney Robert Fisher said  
34 that the Selectboard had already adopted the budget under the emergency provision empowered to the  
35 Board by the State Legislature for this year only. He spoke about the proposal and answered many  
36 questions posed by the Board and public. Moderator Lawrin Crispe said that he reluctantly supported the  
37 proposal during these extremely challenging times and that his interest was to balance fundamental  
38 democratic principles with the protection and general health and welfare of TMMs. He said that the  
39 proposal included the historical precedence of the use of an Australian ballot and the Vermont  
40 Legislature's recognition of the dilemma that certain communities were unable to hold their Town Meetings  
41 prior to the start of the new fiscal year. He stated his opinion that no great solution was evident, but this  
42 proposal would provide for a fair and inclusive process in which TMMs could participate and vote.

43  
44 There was substantial discussion by the Board about the proposal and its resulting diminished authority of  
45 RTM for this year, the adoption of the budget and its finality, possible ways to provide RTM with an  
46 opportunity to address the budget, and the understood expectation that TMMs could approve, modify, or  
47 ratify the Board's budget vote. The following members of the public also provided their comments and  
48 opinions [editor's note – a national movement to defund or abolish police departments nation-wide was in  
49 progress and police department budgets were general targets of the movement] : Fhar Miess, Oscar  
50 Heller, Kurt Daims, Sonia (no last name offered), HB Lozito, Rikki Risatti, Emily (no last name offered),  
51 David Levenbach, Izzy Snyder, and Alex Fischer.

52  
53 Chair Wessel called for a 10-minute recess at 8:15pm. Chair Wessel reconvened the meeting at 8:31pm.

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2 Wessel asked the public for additional comments. Jackson Stein provided his comments and read a  
3 statement from Frank Ostin. Oscar Heller provided hypothetical questions about expenditure of funds, and  
4 Gary Stroud suggested investigating the use of different virtual platforms. The Board held another lengthy  
5 discussion, after which Board members agreed to review the BCTV video from the last meeting to obtain  
6 clarity about their discussions, intentions, and understandings. The Town Attorney was asked to provide a  
7 legal opinion about the Board's authority to pass the budget under the emergency legislative action,  
8 whether the vote provided a finished action, and what role RTM may play, advisory or otherwise, and  
9 whether ratification by RTM would be possible and/or advisable. Staff was asked to poll TMMs to learn  
10 from them about their ability, willingness, and accessibility of using the equipment necessary to connect to  
11 a digital RTM. Staff was asked to include in the poll whether people would be willing to attend in-person  
12 pods with a number of other TMMs. Elwell also offered to inquire about the on-line platform used by the  
13 legislature this past session.

14  
15 **NO ACTION TAKEN.**

16  
17 ***NEW BUSINESS***

18 Police Review Process. Wessel said that the Board had committed to initiate a process to review the  
19 practices of the Brattleboro Police Department and the balance of services and funding for the  
20 department and social service providers in the community. McLoughlin spoke about a proposal that she  
21 offered, including a citizen-lead examination committee to review the Police Department's policies,  
22 training, procedures, and budget, as set forth in her proposal dated July 2, 2020, a copy of which was  
23 included in the Board's packets. She reviewed the eight points contained in the proposal. Wessel asked  
24 HB Lozito, Executive Director of Out In The Open, to discuss the proposal they submitted. Lozito spoke  
25 about the proposal signed by over 100 individuals and several agencies and organizations. They said  
26 that the proposal was a creation of a collective community process with voices from multiple organizations  
27 and individuals, creating a space for marginalized communities.

28  
29 Amber Arnold, Sheila Linton, HB Lozito, and Wichie Artu spoke in support of the proposal and about  
30 some elements and recommendations contained within. There was some discussion by the Board about  
31 the McLoughlin proposal and the community proposal, including determining and allocating resources,  
32 merging the proposals, determining facilitators, anonymity, Open Meeting Law, understanding the current  
33 police process supported by data and evidence, and volunteerism in governmental processes. Chair  
34 Wessel asked for further public comment. Shea Witzberger, Wendy Levy, HB Lozito, Alex Fischer, Emily  
35 Megas-Russel, Robin Morgan, Zoe Cunningham-Cook, Audrey (no last name offered), Tara O'Brien, Ain  
36 Thompson, Anna Mullany, Abby Mnookin, and Joshua Wyman provided their comments and opinions.  
37 There was further discussion by the Board where it was agreed to add this matter to the July 21 agenda  
38 for further discussion and to consider scheduling special meetings to continue this and other controversial  
39 matters.

40  
41 **NO ACTION TAKEN.**

42  
43 **AGENDA ADJUSTMENT:** Due to the late hour of the meeting, the Board agreed to remove the following  
44 items from this agenda: Handy Stations (Item C), Town Highway Annual Financial Plan (Item D), and  
45 Route 9 Bike Lane Scoping Project (Item F). Elwell suggested, and the Board agreed, that a special  
46 meeting be scheduled on July 14 to discuss the matters removed from this agenda, to add the Police  
47 Review process to the July 21 agenda, and to consider whether a special meeting was needed on July  
48 28.

49  
50 Brattleboro Housing Partnerships' Red Clover Commons 2 Project – Approve Loan. Elwell said that the  
51 Selectboard was asked to approve a loan in the amount of \$100,000 to Brattleboro Housing Partnerships  
52 from the Town's Revolving Loan Fund in support of the Red Clover Commons 2 Project. He said the loan  
53 would be for a term of 15 years at 0% interest, as set forth in the memorandum dated June 29, 2020,

1 from Assistant Town Manager Patrick Moreland. Goodnow questioned why the request was made at the  
2 eleventh hour. Chris Hart, from Brattleboro Housing Partnerships, responded that it was typical in large  
3 developments to near the end of the project and have a funding gap. There was a brief discussion by the  
4 Board.

5  
6 **MOTION BY BRANDIE STARR TO APPROVE A LOAN IN THE AMOUNT OF \$100,000 TO**  
7 **BRATTLEBORO HOUSING PARTNERSHIPS FROM THE TOWN'S REVOLVING LOAN FUND FOR A**  
8 **TERM OF 15 YEARS AT 0% INTEREST. MOTION CARRIED 5-0.**

9  
10 Handy Stations – Consideration of Proposal. Due to the late hour of the meeting, the Board agreed to  
11 move this matter to the next meeting.

12  
13 **NO ACTION TAKEN.**

14  
15 Annual Financial Plan – Town Highways – Approve Town's Submittal to VTrans. Due to the late hour of  
16 the meeting, the Board agreed to move this matter to the next meeting.

17  
18 **NO ACTION TAKEN.**

19  
20 Putney Road Bike/Ped Safety Project – Authorize Maintenance Agreement with VTrans. Elwell said that  
21 the Selectboard was asked to authorize him to execute a maintenance agreement with VTrans for future  
22 maintenance of the RRFB (rectangular rapid flashing beacon) at Town Crier Drive and small sidewalk  
23 segments at Town Crier Drive and Hannaford Plaza, as set forth in his memorandum dated June 30, 2020.  
24 There was no discussion by the Board.

25  
26 **MOTION BY IAN GOODNOW TO AUTHORIZE THE TOWN MANAGER TO EXECUTE A**  
27 **MAINTENANCE AGREEMENT WITH VTRANS FOR FUTURE MAINTENANCE OF THE RRFB AT**  
28 **TOWN CRIER DRIVE AND OF SMALL SIDEWALK SEGMENTS AT TOWN CRIER DRIVE AND**  
29 **HANNAFORD PLAZA. MOTION CARRIED 5-0.**

30  
31 Route 9 Bike Lane Scoping Project – Award Contract for Consultant Services. Due to the late hour of the  
32 meeting, the Board agreed to move this matter to the next meeting.

33  
34 **NO ACTION TAKEN.**

35  
36 VTrans' Wilmington/Brattleboro Route 9 Rebuild – Official Town Comments on Draft Plans. Elwell said  
37 that the Selectboard was asked to authorize the Town Manager to express the Town's official comments  
38 on VTrans' preliminary plans to rebuild Route 9 from Wilmington to Brattleboro, as set forth in his  
39 memorandum dated June 30, 2020. There was no discussion by the Board.

40  
41 **MOTION BY ELIZABETH McLOUGHLIN TO AUTHORIZE THE TOWN MANAGER TO EXPRESS THE**  
42 **TOWN'S OFFICIAL COMMENTS ON VTRANS' PRELIMINARY PLANS TO REBUILD ROUTE 9 FROM**  
43 **WILMINGTON TO BRATTLEBORO, AS SET FORTH IN THE MEMORANDUM DATED JUNE 30, 2020,**  
44 **FROM TOWN MANAGER ELWELL. MOTION CARRIED 5-0.**

45  
46 Town Committees and Boards – Appointments. Wessel said that the Board was asked to appoint  
47 members to several Town committees and boards. He asked for nominations to the Citizen Police  
48 Communications Committee (CPCC), and noted that Board members could cast votes for more than one  
49 person nominated for each committee.

1 **NOMINATIONS FOR THE SINGLE VACANT SEAT ON THE CITIZEN POLICE COMMUNICATION**  
2 **COMMITTEE:**

- 3 **Daniel Quipp nominated Karen Tyler. She received five votes.**  
4 **Tim Wessel nominated Tim Berg. He received zero votes.**  
5 **Brandie Starr nominated Terry Carter. She received one vote.**

6  
7 **CHAIR WESSEL ANNOUNCED THAT KAREN TYLER WAS APPOINTED TO THE CITIZEN POLICE**  
8 **COMMUNICATIONS COMMITTEE.**

9  
10 **NOMINATIONS FOR THE THREE VACANT SEATS ON THE TREE ADVISORY BOARD:**

- 11 **Brandie Starr nominated Robert Clements. He received five votes.**  
12 **Daniel Quipp nominated Sharon Vollmuth. She received two votes.**  
13 **Tim Wessel nominated Gayle Marie Weitz. She received one vote.**  
14 **Elizabeth Mcloughlin nominated Denise Glover. She received five votes.**

15  
16 **CHAIR WESSEL ANNOUNCED THAT ROBERT CLEMENTS, SHARON VOLLMUTH, AND DENISE**  
17 **GLOVER WERE APPOINTED TO THE TREE ADVISORY BOARD.**

18  
19 **WESSEL THEN NOMINATED THE FOLLOWING PEOPLE FOR THE BOARDS AND COMMITTEES**  
20 **WHERE THERE WERE NO CONTESTED SEATS:**

- 21 **ADA Advisory Committee - Micah Ranquist**  
22 **Cemetery Committee - Sharon Couturier**  
23 **Energy Committee - Gary Stroud**  
24 **Fence Viewers - Lee Madden, Tim Kipp, and Nicholas Biddle**  
25 **Planning Commission - Katharine Manthei Audlin**  
26 **Recreation & Parks Board - Gary Stroud, Allegra Carignan, Ricky Davidson, and Rebecca Day**  
27 **Weigher of Coal - David Levenbach and Ryan Stratton**

28  
29 There was some discussion about the Weigher of Coal position. Wessel noted that the Charter allowed  
30 for one member and Vermont statutes allowed for two members. Ryan Stratton added that he believed  
31 the Town Ordinances also allowed for one or two members.

32  
33 **MOTION BY BRANDIE STARR TO APPOINT THE SLATE OF NOMINEES AS PRESENTED BY TIM**  
34 **WESSEL. MOTION CARRIED 5-0.**

35  
36 There was no further business.

37  
38 **MOTION BY DANIEL QUIPP TO ADJOURN AT 11:35PM. MOTION CARRIED 5-0.**

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Ian Goodnow, Clerk

**Request for Proposals • Scope of Work  
Town of Brattleboro • In-service Training**

**Issue date: July 22, 2020**

**Response date: August 21, 2020**

**Preamble**

Consistent with Selectboard action on July 21<sup>st</sup>, and public discussions on June 16, July 7<sup>th</sup> and July 21<sup>st</sup> of this year, Brattleboro will begin a focused examination of the Brattleboro Police Department (BPD). A citizen review of the policies, training, procedures and budget of the current Brattleboro Police Department will be conducted through a public examination process. This RFP is a call for one or more paid facilitators charged to facilitate a citizen committee to conduct this study.

**Background**

Brattleboro, population 11,332 (US Census estimate 2019), is a town in Windham County, Vermont. Chartered in 1753, the Town of Brattleboro (Town) is the most populous in southern Vermont. The Town is governed by a five-member Selectboard elected by eligible citizens. The Select Board, as the legislative branch of town government, hires and supervises a Town Manager. The Town Manager hires and supervises the Brattleboro Police Chief who in turn supervises the Brattleboro Police Department.

Town of Brattleboro Population Data

Black or African American alone (a)	0.9%.	102
Asian alone (a)	2.5%	283
Two or More Races	4.3%.	487
Hispanic or Latino(b)	3.2%	362
White alone, not Hispanic or Latino	90.4%.	10,244
White alone	92.0%	10,425

(a)Includes persons reporting only one race

(b)Hispanics may be of any race, so also are included in applicable race categories

Source: U.S. Census July 1, 2019

The adult population of people of color is increasing slowly in Brattleboro. However, students of color now account for approximately 20% of Brattleboro’s school enrollment. That is far more racial diversity than existed in local schools during prior generations.

Beginning in 2017, the Brattleboro Selectboard and Town Manager have engaged in discussions and actions with the community regarding diversity, inclusion and equity. Bias Training has also occurred and is continuing. With the recent focus on race and policing on a national level, the Selectboard and the public seek to begin a conversation resulting in a comprehensive examination of the Brattleboro Police Department.

Brattleboro welcomes all. This welcome must include persons of color, in particular, both as visitors and as residents. Through this examination process, we can establish that this

welcome is shared by the BPD. Upon completion, our town government can be a reflection of our town values.

### **Objective of the Study**

1. The Town of Brattleboro seeks one or more individuals to serve as paid facilitators for a comprehensive examination of the Brattleboro Police Department.
2. This process begins with this call for paid individuals to serve as facilitators.
3. These facilitators will assist the Selectboard in the selection of a volunteer public committee that represents a cross-section of Brattleboro citizens.
4. This facilitated public committee will meet with the public to hear ideas/comments/testimony regarding the BPD.
5. The facilitators and committee will also seek information and engage in discussions with the BPD.
6. The target date for completion of this process is November of this year, prior to the Selectboard review of the FY21 Annual Budget.

### **Assumptions of the Study**

An open, accessible and affirmative process would include:

1. Meetings that are open, accessible and that affirmatively engage public participation
2. Virtual options for participation, during the pandemic and beyond
3. Childcare for participants, as necessary, for in-person meetings
4. Interpretation and translation
5. Opportunities for public feedback without police present
6. A process to collect community members' experiences with police and policing anonymously, without fear of retribution by police.
7. Prioritizing holding any in-person meetings in spaces where POC have built trust, comfort, and power
8. Meetings happening at times that are accessible to the majority of people
9. BPD will be examined in accordance with Campaign Zero Solutions: <https://www.joincampaignzero.org/solutions>.
10. All meetings are subject to the Vermont Open Meeting Law.
11. Facilitators will not be part of the Citizen Police Communication Committee (CPCC), the police, or the Selectboard

### **Scope of Study**

The Town of Brattleboro seeks to retain individuals to facilitate the following scope of study:

1. The facilitators will begin by assisting the Selectboard with an open call for the public to volunteer to join this public committee. Committee members will be engaged by the Selectboard at a public meeting.
2. The committee will be led by identified facilitators to assure that the committee's work is equitable, accountable, and collaborative, and non-confrontational.

3. The committee will meet as necessary – for this scope of work a total of eight meetings are estimated (including presentation of findings at a Selectboard meeting).
4. Listening sessions will be held by the committee for public input, including people who do not wish to engage with the police. Meetings can be held without the police present.
5. The facilitated committee or a designated sub-committee will conduct an independent citizen review of current policing practices, policies, training and budget as benchmarked against Campaign Zero Solutions.
6. A policy team may wish to draft policy statements.
7. A training team may wish to develop an innovative training course specifically tailored for the BPD based upon this work.
8. Non-profit conversations: facilitators and committee will hold sessions with the non-profits who currently work with BPD on Project Care to discuss potential expansion of this collaboration into other areas of policing beside opioid use and to hear their perspective on police practices. What might these agencies do with more money? What tasks currently performed by the BPD might be undertaken either in partnership with social services or only by social services? Can restorative justice programs be expanded? This effort will focus on measures to reduce the number of people who are introduced to the criminal justice system through the BPD.
9. Report to Selectboard and public: The committee will report its findings to the Selectboard and the public. All new initiatives will be reviewed for compliance with newly adopted State and Federal laws.
10. The town will act upon the recommendations received in a public forum. Implementation of new policies, operations and/or budget decisions will be determined by the Selectboard, Town Manager and/or BPD. Changes to BPD budget, increased funding to restorative justice, and/or non-profit social service agencies will be determined by the Selectboard and RTM.

**Bid Proposal Format**

Bids shall be no longer than fifteen (15) pages in length, single-spaced and use not less than 12pt font. Pages must be numbered. Bids should be comprehensive, yet concise and include:

1. A brief biography and description of the individual facilitator(s) which includes a resume, philosophy, and qualifications to execute the scope of work including prior experience providing this type of meeting facilitation in a public setting.
2. A vision or methodology for conducting this process.
3. A proposed budget.

**Bid Evaluation Criteria**

<b>Criteria</b>	<b>Points</b>
Experience as Facilitator	40
Methodology for Conducting this BPD Examination	40
Budget	20
<b>Total Points</b>	<b>100</b>

**Delivery of Bid**

Via U.S. mail:

Town Manager  
Town of Brattleboro  
230 Main Street • Suite 208  
Brattleboro, Vermont 05301

Electronic submissions should be sent to: [townmanager@brattleboro.org](mailto:townmanager@brattleboro.org)

**Questions concerning Bid**

If you have any questions concerning this bid please submit them via email to Peter Elwell, Town Manager; [townmanager@brattleboro.org](mailto:townmanager@brattleboro.org)

**Response date**

Bids should be received by 23h59m on August 21, 2020

July 2, 2020

Selectboard,

As a group of Brattleboro Town and area residents involved in diverse and collective movements for liberation and social justice, we have come together to ask that the process by which the Selectboard looks at police and policing in Brattleboro this year is transparent, inclusive, equitable, accountable, and just.

We believe in an open process that invites in the wealth of knowledge and life experiences that our community holds about police, social services, racism, oppression, and alternatives to punishment and violence. We are working toward a community that is free of white supremacy in all of its manifestations.

Together, you have a real opportunity to use the power you hold to move this conversation, which the Selectboard has been a part of for many years, forward in tangible ways that benefit us all. We ask that you make these commitments to your community about this process.

**We ask that you commit to an open, accessible and affirmative process that truly investigates the role of police and policing in Brattleboro. An open, accessible and affirmative process would include:**

- Meetings that are open, accessible and that affirmatively engage public participation whenever possible
- Virtual options for participation, during the pandemic and beyond
- Childcare for participants
- Interpretation and translation
- Opportunities for public feedback without police present
- A forum and process to collect community members' experiences with police and policing anonymously, without fear of retribution by police or the State
- Prioritizing holding any in-person meetings in spaces where POC have built trust, comfort, and power
- Meetings happening at times that are accessible to the majority of people
- In-person meetings held without the presence of weapons

**While all people have a stake in ending white supremacy and oppressive carceral systems, this process must uplift the voices of those in our community most impacted by those systems.**

- We ask that you commit to inviting in the wisdom of marginalized communities who are already doing organizing work focused on social justice, healing, and liberation, such as The Root Social Justice Center, Susu Healing Collective, Out in the Open, The Hive

Mutual Support Network, Families United, Green Mountain Self Advocates, Brattleboro Solidarity, Lost River Racial Justice, as well as others organizing around liberation.

- Uplifting these voices means giving people from these organizations, communities, and experiences leadership and power in this process, and ensuring that their invaluable perspectives and lived experiences will be respected and honored, not tokenized or disregarded.

**We ask that you commit to a process that is equitable, accountable, and collaborative, not extractive.**

- We ask that you engage a paid facilitator or facilitation team that is not part of the Citizen Police Communication Committee (CPCC), the police, or the Selectboard to ensure accountability and ensure that it is someone's primary role to keep this process moving forward.
- In order to honor the time and labor of the marginalized people who must be included in any authentic process regarding this issue in our community, we ask that you pay participants from impacted communities a stipend for their time, labor, and wisdom.

We hope that you all choose to use the opportunity of this process to take a real, deep, equitable, accountable look into policing in our community. If you do, many community members, social justice organizations, and impacted people are ready to meet this moment and enter that work with you.

Signed,

Brattleboro for All  
Brattleboro Solidarity  
Out in the Open  
The Root Social Justice Center  
Lost River Racial Justice  
350 Brattleboro  
Wild Carrot Farm

Amber Arnold  
Abby Mnookin, Co-Director, 350VT  
Sonia Silbert, Co-Director, 350VT  
Shea Witzberger  
Anna Mullany  
Malaika Puffer  
HB Lozito, Executive Director, Out in the Open  
Robin Morgan  
Anne Louise Wagner  
Calvin Moen

Eva Westheimer  
Fhar Miess  
Ain Thompson  
Tara O'Brien  
Mel Motel  
Donna Macomber  
Mel Baiser  
Alex Fischer  
Sally Fletcher  
Ryan Stratton  
Allison Korn  
Anneke Dunnington  
Daniel Grover  
Jonas Fricke  
Kendra Dias  
Laura Goldblatt  
Sara Kermenski  
Lissa Schneckenburger

Diana Whitney  
Maria Ogden  
Ward Ogden  
Emily Moore  
Lauren Breunig  
Christine Colascione  
Aliana Bloch  
Karen Saunders  
Laura Stamas  
Moxie Mehegan  
Ashlyn Bristle  
Ellen Tumavicus  
Lija Katrina  
KariLyn McLellan  
Eliza Beadslee  
Frank Osten  
Jackson Stein  
Deidra Razzaque  
Hannah Lindner-Finlay  
Zoe Reichsman  
Kaitlin Ford  
Felix Seidel  
Megan Grove  
Kevin Berry  
Audrey Morin  
Marissa Ashmore  
Molly Steinmark  
Lucie Foster  
Sharon Fantl  
Emily Marker  
Amy Majer  
Eli Holmes  
Anna May Seaver  
Suzanne Vaine  
Rebecca Baiser  
Alyssa Todd  
Brittany Dunn  
Mackenzie Reilly  
Eli Coughlin-Galbraith  
Simon Reynolds  
Hannah McNeill  
Echo Marshall  
Jackson Stein

Jessica Gelter  
Rose Alexandre-Leach  
Tabitha Celani  
Doran Hamm  
Lindsey Britt  
Maeve Campman  
Ellen Graham  
Tim Guarente  
Jean Davis  
Isabel Williams  
Nathaniel van Osdol  
Maya Shulman-Ment  
April Judd  
Hayle Wesolowski  
Rebecca Jones  
Samia Abbass  
Branch Gold  
Israel Cavanagh  
Caitlin Burlett  
Julia Cavicchi  
Doran Hamm  
Charlotte Nicholson  
Toma Cernea-Novac  
Marisa Keller  
Izzy Snyder  
Emily Hartz  
Jenna Sciolla  
Anna Bario  
Kristopher Cain  
Anna Riechmann  
Ava Howard  
Audrey Morin  
Freesia Capy Goldfarb  
Sandy Klein  
Ronald Schneiderman  
Mary Stowe  
Jonathan Gitelson  
Arthur Davis  
Saskia Bailey-de Bruijn

To: Tim Wessel, Brandie Starr, Daniel Quipp, Ian Goodnow and Peter Elwell  
From: Elizabeth McLoughlin  
RE: BPD Examination Process  
Date: July 2, 2020

## INTRODUCTION:

Consistent with statements made by Selectboard members when voting for the town budget on June 16, 2020, the following program and process is offered to my fellow Selectboard members for consideration to begin a focused examination of the Brattleboro Police Department (BPD).

The key elements of this process are to ask for volunteers to serve as moderators/facilitators and to ask for volunteers to form a public committee. Both the facilitators and the public committee members will be selected as part of a public call for volunteers at public meetings by the Selectboard. This facilitated public committee will meet with small groups of the public to hear ideas/comments regarding the BPD. The facilitators and committee will also engage in discussions with the BPD. This public process will be focused on reviewing existing policies and suggesting new policies and new training for the BPD based upon Campaign Zero, or other established criteria and in full compliance with newly adopted State and Federal laws. The target date for completion of this process is November of this year, prior to the Selectboard review of the FY21 Annual Budget. All meetings will be governed by the Vermont Open Meeting law.

Attached to this memo is a page from the Campaign Zero Solutions website: I encourage reading of this plan, it is a very thorough set of criteria to work from.  
<https://www.joincampaignzero.org/solutions>.

## GOALS:

Goal #1: Citizen review of policies, training, procedures and budget of the current Brattleboro Police Department through a public examination process.

Goal #2: As stated in the Brattleboro marketing campaign, we welcome all. This welcome must include persons of color, in particular, both as visitors and as residents. Through this process, we will establish that this welcome is shared by the BPD. Upon completion, our town government can be a reflection of our town values.

## THE PROPOSAL

1. The Selectboard will ask for volunteers to serve as moderators/facilitators to engage the public in discussions and examination of the Brattleboro Police Department. Facilitators will be selected at a public Selectboard meeting.
2. This facilitator team will provide outreach to persons currently engaged in equity and justice matters to raise interest in participating in an examination of town police based upon national review criteria of progressive police measures as outlined in Campaign Zero Solutions (or other criteria). The result will be an open call for the public to volunteer to join this public committee. Committee members will be engaged by the Selectboard at a public meeting.

The committee will be led by identified moderators/facilitators to assure that the engagement and discussion is non-confrontational.

3. This facilitator team will meet with police chief to discuss police engagement in this process, to review and understand current policies, and to provide a background of understanding to the Campaign Zero Solutions (or similar criteria).
4. The committee will meet as necessary. An initial meeting will establish a common vocabulary focusing on Campaign Zero (or similar criteria), and initial discussions held to make sure all parties and the public understand the focus of this process is to discuss issues related to police policies, practices, training and budget.
5. Small listening sessions will be held by the committee for additional public input, including people who may have had bad experiences with or do not wish to engage with the police. Meetings can be held without the police present. All meetings are subject to Open Meeting Law.
6. The facilitated committee or a designated sub-committee will conduct an independent citizen review of current policing practices, policies, training and budget as benchmarked against Campaign Zero Solutions or other criteria. A policy team may want to draft policy statements. A training team may want to develop a training course for the BPD based upon this work.
7. Non-profit conversation: facilitators and committee will hold sessions with the non-profits who currently work with BPD on Project Care to discuss potential expansion of this collaboration into other areas of policing beside opioid use and to hear their perspective on police practices. What might these agencies do with more money? What tasks currently performed by the BPD might be undertaken either in partnership with social services or only by social services? Can restorative justice programs be expanded? This effort will focus on measures to reduce the number of people who are introduced to the criminal justice system through the BPD. These groups from Project Care are:

- Groundworks Collaborative
- HCRS
- Turning Point

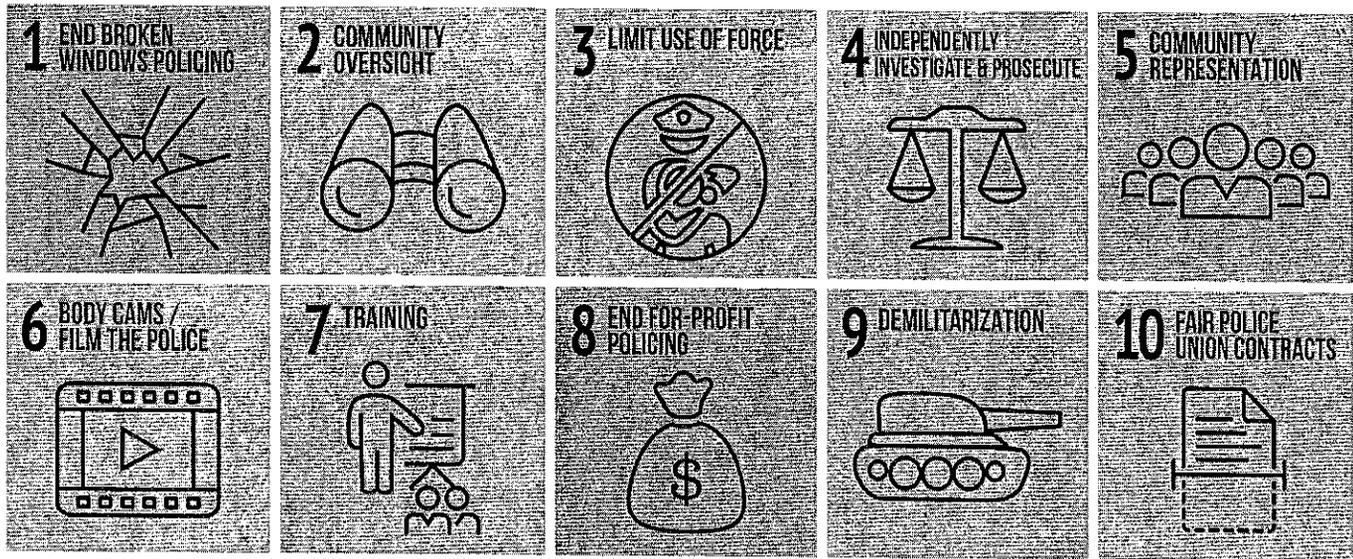
But would add:

- Youth Services
- Women's Freedom Center
- Brattleboro Community Justice Center
- DCF

8. Report to Selectboard and public: The committee will report its findings to the Selectboard and the public. All new initiatives will be reviewed for compliance with newly adopted State and Federal laws. Discussions of police policies, training, procedures and budget will be examined, suggested timing will be established as either short term or long term measures. The town will act upon the recommendations received in a public forum. Implementation of new policies, operations and/or budget decisions will be determined by the Selectboard, Town Manager and/or BPD. Changes to BPD budget, increased funding to restorative justice, and/or non-profit social service agencies will be determined by the Selectboard and RTM.

# CAMPAIGN ZERO

WE CAN LIVE IN A WORLD WHERE THE POLICE DON'T KILL PEOPLE  
BY LIMITING POLICE INTERVENTIONS, IMPROVING COMMUNITY INTERACTIONS  
AND ENSURING ACCOUNTABILITY.



WE CAN LIVE IN A WORLD WHERE SYSTEMS AND STRUCTURES DO GOOD, NOT HARM.

[JOINCAMPAIGNZERO.ORG](https://www.joincampaignzero.org)