

**BRATTLEBORO SELECTBOARD  
TUESDAY, AUGUST 11, 2020  
SPECIAL MEETING – 6:15PM  
HELD REMOTELY VIA ZOOM  
MINUTES**

***NOTE: Due to the ongoing social distancing requirements of COVID-19, this meeting was held remotely with no physical location using Zoom.***

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

Staff participating: Town Manager Peter Elwell, Assistant Town Manager Patrick Moreland, Public Works Director Steve Barrett, Highway/Utilities Superintendent Dan Tyler, Finance Director Andre Jaeger, Fire Chief Mike Bucossi, and Executive Secretary Jan Anderson.

Others participating: Adam Marchesseault, Mark Tully, Kurt Daims, ASL interpreters Janet Dickinson and Karen Todd, and BCTV staff and volunteers.

Chair Tim Wessel called the meeting to order at 6:16pm. He confirmed that the meeting was properly warned.

***APPROVE MINUTES***

Chair Wessel asked the Board to approve the minutes from the July 14, July 21, and July 28 meetings. There was no discussion.

**MOTION BY IAN GOODNOW TO APPROVE THE MINUTES FROM JULY 14, JULY 21, AND JULY 28.  
MOTION CARRIED 5-0.**

***CHAIR'S REMARKS***

Chair Wessel remarked that elections were taking place today and he encouraged voters to vote. He also that the weather recently had been unusually hot and humid, and he suggested that people check on their neighbors and to properly care for their pets.

***MANAGER'S COMMENTS***

None.

***SELECTBOARD COMMENTS***

Goodnow noted that he had been working at the election polls earlier in the day and announced that the polls were open for another forty minutes for those people who had not yet voted. He said the polls were located at the American Legion and were open until 7:00pm. He complimented the Board of Civil Authority, Town staff, and Town Clerk Hilary Francis for the immense amount of work they did to coordinate the election safely this year during COVID-19. He announced that the ballots for the November general election would be mailed to all voters, and he suggested that voters contact the Town Clerk to make sure their contact information was current and accurate.

Quipp announced that, through the Federal CARES Act, several millions of dollars would be available through the State, and administered locally through SEVCA, beginning on Friday to assist people with regulated utility bills. He suggested that anyone who had overdue utilities bills contact SEVCA to see if assistance was available to them.

## **PUBLIC PARTICIPATION**

Adam Marchesseault, economist and researcher at Brattleboro Common Sense (BCS), spoke about a project dedicated to making local reform pertaining to the presence of police officers' firearms in the interaction between a civilian and an officer. He questioned if it was constructive for the Town to take such a militarized stance. He suggested that the site of a weapon triggered a fight or flight response and a person could then become tense, defensive, and anxious, and that could possibly lead to escalation and violence including a possible police shooting. He said that BCS was looking to reform the Brattleboro Police Department and he asked the Selectboard to look at a proposal for police officers to relinquish their firearms on a six-month trial, and possibly moving to firearms-free policing. Board member Starr suggested that he collaborate with the community group that had recently brought a proposal for community safety to the Board. There was a brief discussion.

Mark Tully, contractor for Brattleboro Common Sense, expressed support for Adam Marchesseault's proposal to disarm police officers. He suggested that weaponless patrols could start within the schools.

Kurt Daims, Director of Brattleboro Common Sense, spoke in support of weaponless police practices. He said he was in consultation with Heather Urguhart, in Scotland, about ways to implement such a practice. He suggested adding this matter to an upcoming Selectboard agenda.

## **WATER AND SEWER COMMISSIONERS**

### **MOTION BY DANIEL QUIPP TO CONVENE AS WATER AND SEWER COMMISSIONERS. MOTION CARRIED 5-0.**

Wastewater Treatment Plant Digested Sludge Storage Tank Cover – Award Bid. Highway/Utilities Superintendent Dan Tyler said that the Board was asked to award a bid to Neagley & Chase Construction, of South Burlington, Vermont, in the amount of \$147,500, to provide and install a digested sludge storage tank cover at the Wastewater Treatment Plant. He said the cover would greatly reduce the odor emitted from the plant, as set forth in his memo dated July 17, 2020. There was some discussion by the Board.

### **MOTION BY IAN GOODNOW TO AWARD A BID TO NEAGLEY & CHASE CONSTRUCTION IN THE AMOUNT OF \$147,500 TO PROVIDE AND INSTALL A DIGESTED SLUDGE STORAGE TANK COVER AT THE WASTEWATER TREATMENT PLANT. MOTION CARRIED 5-0.**

#### Construction Phase Engineering Contracts

- (i) *Exit 1 Utilities Improvements*
- (ii) *Reservoir Trail Culvert Project*

Public Works Director Steve Barrett said that the Board was asked to award two contracts to Dufresne Group for construction oversight engineering services on two separate projects. He said that the first contract, in the amount of \$95,000, was for engineering services for the Exit 1 water and sewer improvements. He said that the second contract, in the amount of \$20,670, was for engineering services for the Reservoir Trail Culvert Replacement Project, which would complete one segment of the new waste process water line from the Pleasant Valley Water Treatment Plant. He said that funding for both projects was approved in the FY21 Utilities Capital Budget, along with a grant for the Exit 1 project in the amount of \$440,000 from the U.S. Economic Development Administration, as set forth in the memo dated July 21, 2020, from Highway/Utilities Superintendent Dan Tyler. There was a brief discussion by the Board.

### **MOTION BY BRANDIE STARR TO AWARD A CONTRACT FOR CONSTRUCTION PHASE ENGINEERING SERVICES TO DUFRESNE GROUP, IN THE AMOUNT OF \$95,000, FOR THE EXIT 1 WATER AND SEWER IMPROVEMENTS, AND TO AWARD A CONTRACT FOR CONSTRUCTION PHASE ENGINEERING SERVICES TO DUFRESNE GROUP, IN THE AMOUNT OF \$20,670, FOR THE**

**RESERVOIR TRAIL CULVERT REPLACEMENT PROJECT. MOTION CARRIED 5-0.**

Water and Sewer Main Relocation/Replacement on Putney Road – Engineering Services Contract. Highway/Utilities Superintendent Dan Tyler said that the Board was asked to approve the engineering agreement with Green International Affiliates, Inc., of Westford, Massachusetts, in the amount of \$75,472, for engineering services to provide design, coordination, and permitting services in connection with the Putney Road Water and Sewer Main Relocation/Replacement Project. He said that the utilities would be relocated as part of the VTrans Putney Road Improvement Project, and the cost of design, permitting, and construction of the relocation/replacement of the Town's infrastructure was the Town's responsibility, as set forth in his memo dated July 22, 2020. He said that the cost for the actual relocation work was estimated at \$1.8 million and those funds were spread out over the next five years in the utilities capital plan. There was some discussion by the Board, including potential grant funding and the proposed timeline.

**MOTION BY DANIEL QUIPP TO APPROVE AN ENGINEERING AGREEMENT WITH GREEN INTERNATIONAL AFFILIATES, INC., OF WESTFORD, MASSACHUSETTS, IN THE AMOUNT OF \$75,472, FOR ENGINEERING SERVICES TO PROVIDE DESIGN, COORDINATION, AND PERMITTING SERVICES IN CONNECTION WITH THE PUTNEY ROAD WATER AND SEWER MAIN RELOCATION/REPLACEMENT PROJECT. MOTION CARRIED 5-0.**

Proposed Resumption of Water Shut-Offs for Delinquent Commercial/Industrial Accounts – Elwell said that the Board had previously advised staff to suspend the practice of shutting off water and sewer services due to economic stressors and other ramifications from the COVID-19 pandemic. He said that the Board was now asked to reinstate utility disconnections for delinquent commercial and industrial water and sewer accounts, as set forth in the memo dated July 31, 2020, from Assistant Town Manager Patrick Moreland. He emphasized that this request was not directed toward residential customers. He added that payment plans could be formulated with the affected businesses and any residential customers who were accumulating delinquent charges and penalties. There was some discussion by the Board.

**MOTION BY ELIZABETH McLOUGHLIN TO AUTHORIZE THE RESUMPTION OF UTILITY DISCONNECTIONS FOR DELINQUENT COMMERCIAL AND INDUSTRIAL WATER AND SEWER ACCOUNTS. MOTION CARRIED 5-0.**

**MOTION BY IAN GOODNOW TO ADJOURN AS WATER AND SEWER COMMISSIONERS. MOTION CARRIED 5-0.**

Chair Wessel called for a recess at 7:44pm. He reconvened the meeting at 8:01pm.

***UNFINISHED BUSINESS***

Representative Town Meeting – Approval of Warning for an All-Online Meeting on Zoom on September 12, 2020 (and September 13, 2020, if necessary). Town Manager Elwell said that the Selectboard received the draft Representative Town Meeting (RTM) Warning at its July 28 meeting, at which time the Board approved holding the rescheduled 2020 RTM via Zoom on Saturday, September 12, and Sunday, September 13, if necessary. He said that the Board was now asked to approve the Warning, as presented. There was a brief discussion.

**MOTION BY IAN GOODNOW TO APPROVE THE WARNING FOR THE RESCHEDULED 2020 REPRESENTATIVE TOWN MEETING TO BE HELD ON SATURDAY, SEPTEMBER 12, AND SUNDAY, SEPTEMBER 13, IF NECESSARY, AS PRESENTED. MOTION CARRIED 5-0.**

COVID-19 Update - Town Manager Elwell provided an update on COVID-19 matters. He said that the Town offices were open for business and many staff members were still working remotely. He noted that updates were issued less often since town operations were operating and steady. He said that links to

governmental departments and resources were still available on the Town's website. He said that he would no longer offer updates at each Selectboard meeting, and he would continue to provide updates, as necessary. There was some discussion by the Board.

**NO ACTION TAKEN.**

***NEW BUSINESS***

Monthly Financial Report – June. Finance Director Andre Jaeger discussed the preliminary year-end financial report for FY20. He said he was optimistic about a favorable year-end result, in spite of COVID-19. There was a brief discussion by the Board.

**NO ACTION TAKEN.**

Purchase of Radio Alarm Receiver Box for the Central Fire Station. Fire Chief Mike Bucossi said that the Board was asked to authorize the Fire Department's purchase of a radio alarm box receiver from L.W. Bills, of Georgetown, Massachusetts, in the amount of \$32,488.70, as set forth in his memo dated July 13, 2020. He spoke about the need for the more modern equipment and the transition from the old style mechanical box. There was a brief discussion.

**MOTION BY DANIEL QUIPP TO AUTHORIZE THE PURCHASE OF A RADIO ALARM BOX RECEIVER FROM L.W. BILLS IN THE AMOUNT OF \$32,488.70. MOTION CARRIED 5-0.**

Winter Sand – Award Bid. Public Works Director Steve Barrett said that the Board was asked to award a bid for winter sand to Zaluzny Excavating, of Vernon, Vermont, in the amount of \$14.40 per cubic yard delivered or \$10 per cubic yard picked up. He said that two bids were received and Zaluzny was the low bidder, as set forth in the memo dated July 15, 2020, from Highway/Utilities Superintendent Dan Tyler. There was a brief discussion.

**MOTION BY ELIZABETH McLOUGHLIN TO AWARD A BID FOR WINTER SAND TO ZALUZYNY EXCAVATING IN THE AMOUNT OF \$14.40 PER CUBIC YARD DELIVERED OR \$10 PER CUBIC YARD PICKED UP. MOTION CARRIED 5-0.**

Town Committees and Boards – Appointments. Wessel said that the Board was asked to appoint members to the Development Review Board and Energy Committee. Goodnow asked that the nominations be separated because he had a conflict of interest with the DRB nomination, and he intended to recuse himself from that vote. He explained that Margaret Shugart was an attorney in the office where he was employed. There was a brief discussion.

**BRANDIE STARR NOMINATED MARGARET SHUGART TO THE DEVELOPMENT REVIEW BOARD FOR A TERM ENDING JUNE 2023. NOMINATION CARRIED 4-0 (GOODNOW ABSTAINED).**

**BRANDIE STARR NOMINATED DJANGO GRACE TO THE ENERGY COMMITTEE FOR A TERM ENDING JUNE 2022. NOMINATION CARRIED 5-0.**

There was no further business.

**MOTION BY ELIZABETH McLOUGHLIN TO ADJOURN AT 8:56PM. MOTION CARRIED 5-0.**

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Ian Goodnow, Clerk