

TOWN OF CLARENDON, VERMONT

MINUTES

SELECTBOARD MEETING-REGULAR

Monday, February 12th, 2018

SELECT BOARD MEMBERS:

Robert Bixby, Clerk
Robert Congdon, Jr.
Michael Klopchin, Chair
Daniel Pinkowski (A)
Richard Wilbur

CALL TO ORDER: 6:03 pm

PRESENT AT MEETING: Select Board (4), Administrative Assistant, Road Commissioner, Alf Strom-Olsen, Marjorie Southard, Joel Baker, Cash Ruane, Tim Kennedy, Randy Kinne, Ed Baker.

AGENDA ADDITIONS/DELETIONS: The Board Chair asked if there were any additions or changes to the agenda. Selectman Congdon asked that the January 22nd meeting minutes be tabled until February 26th due to his absence at said meeting and the resulting lack of quorum for approval. The Board agreed, the January 22nd meeting minutes were tabled until February 26th.

APPROVAL OF SELECT BOARD MEETING MINUTES:

Select Board Meeting Regular – January 22nd, 2018: Tabled.

Select Board Meeting Special – January 31st, 2018: Selectman Congdon motioned to accept the minutes with corrections, Selectman Bixby seconded, the motion passed unopposed. The following corrections to the minutes were made.

- The repetition of Rick Bersaw in the attendance list was deleted
- “logs maintenance” was corrected to “maintenance logs”
- “maintenance logs for each individual truck” was corrected to “each individual piece of equipment”
- “the committee recommended” was corrected to “the data supported” in reference to cutting a truck and highway crew member
- “A building fund for the Town Garage was suggested” was corrected to “The Committee indicated that a new Town Garage was not an immediate need. However, after the savings are initiated and after the equipment fund is fully funded, the future savings could then be applied to establish a Town Garage building fund.”

HIGHWAY: The Road Commissioner was present and participated in discussion.

Selectman Wilbur arrived at 6:12 pm.

Road Commissioner’s Report: The Board Chair read the Road Commissioner’s report on past and future planned work. The Road Commissioner expanded on details in the report, specifically the lights on truck

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14. Alf Strom-Olsen reminded the Board that the Highway Committee had recommended the number of loads of salt and sand being used be recorded for better tracking. The Road Commissioner asked that the Board sit down with the Road Crew and himself to speak about the proposed changes, a discussion followed. Marjorie Southard spoke that the changes would have come to the Select Board. The Administrative Assistant was asked to give a copy of the highway committee's report to each of the road crew members, as well as the bulleted points. The cooperation between the Select Board and Road Crew was stressed. The Road Committee's recommendations and the process of implementation were discussed at length, specifically the recommendation to cut a road crew position and truck. Alf stated that he thought the Town was in a good position to reduce to three trucks. Selectman Bixby stated that he would like to have a meeting with the Road Crew, Select Board, Committee and public to discuss implementing recommendations. Selectman Congdon agreed, and stated that a department analysis is never easy, and stressed that this was not a criticism of the Road Crew and thanked the Road Crew for their work. Selectman Wilbur agreed with Selectmen Congdon and Bixby and stated that a discussion was needed.

Highway Committee of Function/Operation – Planning: A meeting was scheduled for Monday the 19th to be attended by the Board, Committee, Road Commissioner and Road Crew.

The abuse of the public sand policy was discussed, as well as the safety of public vehicles loading sand during regular hours. It was agreed by the Board that a sand pile would be placed for public usage by the Town Hall. The Administrative Assistant suggested a camera system be pursued using the PACIF grant, the Board agreed. The Administrative Assistant was asked to post the new system on the website. Selectman Congdon suggested a conversation with the citizen possessing the right of way on Town Garage Drive to arrange a chain across the drive.

Certificate of Highway Mileage: Selectman Congdon motioned to sign the certificate, Selectman Wilbur seconded, the motion passed unopposed.

Access Permit – Parker: Selectman Congdon motioned that the Board Chair sign the permit, Selectman Bixby seconded, the motion passed unopposed.

Earle's Letter – Review: The Board reviewed the draft letter. The request for more information was removed, and a typographical error corrected. Selectman Congdon motioned that the Board Chair sign the letter, Selectman Bixby seconded, the motion passed unopposed.

APPROVAL OF ACCOUNTS PAYABLE AND PAYROLL WARRANTS: All new warrants and warrants previously signed by the designated Select Board member were approved and signed by all Select Board members.

GUEST: There was no guest.

PUBLIC COMMENTS (10 minutes): There were none.

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OLD BUSINESS:

Personnel Policy – Approved: The Board signed the amended and approved personnel policy.

NEW BUSINESS:

Litigation Update, Possible Executive Session: Selectman Congdon updated the public on the two ongoing litigation cases against the Town. Selectman Congdon motioned to enter executive session to discuss litigation not to exceed 15 minutes, Selectman Bixby seconded. At 7:20 pm the Board and Administrative Assistant entered executive session. At 7:28 pm, upon return to the public Selectman Bixby motioned to exit executive session, Selectman Congdon seconded, the motion passed unopposed.

TREASURER’S REPORT: The Treasurer was not present.

ADMINISTRATIVE ASSISTANT’S REPORT: The Administrative Assistant asked for permission to attend a Governmental Accounting and Auditing training, Selectman Wilbur motioned to approve the request, Selectman Congdon seconded, the motion passed unopposed.

PUBLIC COMMENT ON AGENDA ITEMS ONLY (5 minutes): None.

SELECT BOARD MEMBERS CONCERNS: Selectman Congdon thanked the Board for their forbearance on his previous absences due to his work commitments. Selectman Wilbur asked about the composition of the sand used on the road.

ADJOURNMENT: At 7:35pm, Selectman Congdon motioned to adjourn, Selectman Bixby seconded, the motion passed unopposed.

SIGNED: _____ Michael Klopchin, Chair /s

SIGNED: _____ Robert Bixby, Clerk/s

These minutes taken and respectfully submitted by Heather Kent, Administrative Assistant, and were approved on March 26th, 2018