

TOWN OF CLARENDON, VERMONT

MINUTES

SELECTBOARD MEETING-REGULAR

Monday, June 13th, 2016

SELECT BOARD MEMBERS:

Robert Congdon, Jr, Clerk

Michael Klopchin, Chair

Arthur Knox

Daniel Pinkowski

Richard Wilbur

CALL TO ORDER: 6:00 p.m.

PRESENT AT MEETING: Selectboard (5), Administrative Assistant, Treasurer, Road Commissioner, Road Crew members Timothy Kennedy, Joe Parker, and Joel Baker. Also present were Cindy Davis, Marjorie Southard, Robert Bixby, Representative David Potter, Richard Lee, Sheriff Stephen Benard, Tom Giffin and Ted Lindgren.

AGENDA ADDITIONS/DELETIONS: The Board Chair asked if there were any additions or changes to the agenda. Selectman Congdon asked that the e-cycles contract be removed from the agenda and placed on the June 27th agenda. There were no objections, the contract was removed from the agenda.

APPROVAL OF SELECT BOARD MEETING MINUTES:

Select Board Meeting Regular – May 23rd, 2016: The following corrections were made: Page 1, Marjorie Southard was added to those present. Page 2 second paragraph, the Alfrecha crossing work was to be done before July 1st, and the Walker Mountain crossing after July 1st. Page 3, a typographical error was corrected.

Select Board Town Plan Hearing – May 23rd, 2016: A typographical error under “May 9th Town Plan Hearing Minutes” was corrected.

Selectman Congdon motioned to approve the Select Board Meeting Regular and Town Plan Hearing minutes of May 23rd as corrected, Selectman Knox seconded, the motion passed unopposed.

EXECUTIVE SESSION, PERSONNEL DISCUSSION: At 6:10 p.m., Selectmen Knox motioned to go into executive session to discuss a personnel issue, Selectmen Pinkowski seconded, the motion passed unopposed. The Selectboard, Administrative Assistant, Treasurer, Road Commissioner, and Road Crew entered into executive session. At 6:30 p.m., upon returning to the public, Selectman Knox motioned to exit executive session, Selectman Pinkowski seconded, the motion passed unopposed. The Board Chair informed the public that the Board would again be entering executive session at the end of the meeting to continue the personnel issue discussion.

HIGHWAY: The Road Commissioner was not present for the remainder of the meeting.

Unifirst Contract: The Administrative Assistant informed the Board that the Road Commissioner was happy with the Unifirst service. The Board reviewed the contract; Selectman Congdon motioned that the Board Chair sign the contract on behalf of the Board, Selectman Wilbur seconded, the motion passed unopposed. The 60 month contract was signed, with no automatic renewal.

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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: Sheriff Benard, Deputy Coverage: The Sheriff presented the new contract between the Town and the Rutland County Sheriff's Department, as was discussed at budget time, with 20 hours of coverage a week. The Board Chair was listed as administrator. Selectman Knox motioned that the Select Board sign the contract, Selectman Congdon seconded, the motion passed unopposed. Sheriff Benard also informed the Board that Clarendon's Deputy would now be Deputy Jessica Ryan LeBlanc. A discussion followed on the possibility of once again obtaining a grant to decrease the Town's costs. The Sheriff informed the Board of the gathering of the Rainbow Family to occur in Mt. Tabor in July 2016.

GUEST: Richard Lee, Bicycles, Roller Blading, and Law Enforcement in Clarendon: Mr. Lee expressed his concern with the speeding issue on Walker Mountain Road, and the road signs obscured by brush. The Administrative Assistant was asked to follow up with the Road Commissioner about the signs. Mr. Lee also spoke to the number of bicycle riders, specifically on Creek Road. A discussion followed on the rules and regulations that bike riders must adhere to; Rep. Dave Potter spoke to a discussion occurring in the Transportation Committee, spurred by bike fatalities, which would increase fines for bike riders riding shoulder to shoulder and not moving for motor vehicles. Roller bladers were also discussed, as well as what would possibly deter speeders. The Board Chair stated that a notice would be posted on the website regarding the issue, and Sheriff Benard stated that he would Geo-fence the area of Walker Mountain Road for his deputies to pay special attention to.

GUEST: Tom Giffin and Cindy Davis, Cemetery Upkeep and Maintenance: Mr. Giffin introduced himself as the cemetery commissioner for Rutland City, and a member of the Vermont Oldtime Cemetery Association (VOCA), and discussed ways in which he has restored and maintained cemeteries, and the resources he has used. He detailed involving high school students in restorations, and introduced Mr. Ted Lindgren, a teacher who spoke to the educational value of the students helping, as well as other benefits such as a decrease in vandalism. Student liability was discussed, as well as potential grants and volunteers being utilized. The Board thanked Mr. Giffin and Mr. Lindgren for their time.

Cindy Davis presented the Board with pictures of the cemeteries, and expressed her concern with the state of the Town cemeteries, included mowing, mapping, and stone maintenance and restoration. The Board agreed to contact contractors regarding pruning the tree line at West Clarendon Cemetery. The current cemetery mower was discussed, and the dissatisfaction with the state of the cemeteries for Memorial Day; Selectman Congdon spoke to the repetitive nature of the problem, and the Board agreed to bid out the cemetery mowing for the 2017 season. Funding of cemetery work was discussed, and the possible free replacement of military stones. Volunteerism was also discussed, and Selectman Knox voiced his concern on the extent of the tasks. The Board Chair brought up the interest of Heather Kent to help with the cemeteries; Selectman Knox motioned to appoint Heather Kent to the Cemetery Fact Finding Committee, Selectman Wilbur seconded, the motion carried unopposed.

Rep. David Potter commended the Board on their decision to bid out the mowing, and spoke to the importance of paying respect to the graves, many of which belong to military veterans.

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The Administrative Assistant was asked to contact the current contractor about maintenance, and also to write a letter placing him on notice in regard to the Town's dissatisfaction.

PUBLIC COMMENTS (10 minutes): There were no public comments.

OLD BUSINESS:

Approval and Adoption of Town Plan Draft: Selectman Pinkowski expressed his reservation in the time frame of approving the plan, stating that the Select Board had a short time to review the plan compared to the Planning Commission's time in drafting it. Marjorie Southard stated that "industrial parks" on page 67 should be "industrial park", as the Town had only one. Selectman Congdon motioned that the Town Plan be adopted as of June 13th, 2016, with the correction of the "s" on page 67, Selectman Knox seconded, the motion passed unopposed. The Board Chair commended the Board members, the Planning Commission, and the public on participation in the plan.

BZA Opening: Robert Underhill had submitted a letter of interested in the position, which was read aloud. Selectman Knox motioned to appoint Mr. Underhill to the BZA, Selectman Pinkowski seconded, the motion passed unopposed.

Logging – East Street Forest: The Administrative Assistant stated that she had received the most recent management plan from the country forester, and forwarded it to the Tree Warden, Joe Peterson, who would be giving his recommendation. The Board asked that the Administrative Assistant follow up with Mr. Peterson.

NEW BUSINESS:

Appointments – RRPC and Transportation Council: Selectman Congdon motioned to appoint Carol Geery as Commissioner to the Rutland Regional Planning Commission, with Gale Licausi as the alternate, and David Potter to the Transportation Council with Robert Bixby as the alternate, Selectman Pinkowski seconded, the motion passed unopposed. Selectman Congdon motioned that the Board Chair sign the appointment papers on behalf of the Board, Selectman Wilbur seconded, the motion passed unopposed.

Financial Reporting:

The Treasurer discussed the Quarterline Road widening project, saying it could not be done this fiscal year, and recommended that bids be obtained for the work to occur next fiscal year, the Board agreed.

The Treasurer requested that the Board motion to make the end of the year transfers contained in Attachment 1. Selectman Knox motioned that the Board allow the treasurer to make these transfers, Selectman Congdon stated that he believed the motion needed to be more specific. Selectman Knox rescinded his motion; Selectman Congdon motioned that the Board allow the Treasurer to make the six fund transfers on the paper dated June 13th, 2016, Selectman Knox seconded, the motion passed unopposed.

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The Board was presented with a financial management form from the treasurer. Selectman Congdon motioned that the Board Chair sign the form acknowledging that the Board had received it, Selectman Wilbur seconded, the motion passed unopposed.

Transfer Station Discussion: The Board Chair addressed the recent Notice of Violation received regarding the burning of painted wood at the transfer station; he had discussed it with Aric Brown at the Department of Environmental Conservation. The notice would be recalled, and it was suggested that the transfer station staff police what is being burned more thoroughly; a bin for construction waste was also discussed, but the transfer station staff did not think that would be beneficial. The Board acknowledged the difficulty of transfer station attendants' jobs, and commended them on their efforts. The Administrative Assistant was instructed to contact Mr. Brown and notify him that the Town would be more vigilant, and to also place on the website a notice to citizens allowing no construction waste at the Transfer Station.

TREASURER'S REPORT: The Treasurer had nothing to report.

ADMINISTRATIVE ASSISTANT'S REPORT: The Administrative Assistant expressed her concern that the E-Cycle contract that had been removed from the agenda was due on June 20th. The Board discussed the contract briefly, and Selectman Congdon motioned to approve the contract, Selectman Knox seconded, the motion passed unopposed. Selectman Congdon amended his motion to include the Board Chair signing the contract on behalf of the Board, Selectman Knox seconded the amended motion.

PUBLIC COMMENT ON AGENDA ITEMS ONLY (5 minutes): Robert Bixby inquired about the Road Commissioner completing work by the community center with mulch, the Administrative Assistant was asked to follow up with the Road Commissioner. Cindy Davis welcomed Heather Kent to the Cemetery Fact Finding Committee.

EXECUTIVE SESSION (not on agenda): Selectman Knox motioned to enter executive session to continue discussing the personnel issue, Selectman Wilbur seconded, the motion passed unopposed. The Select Board, Administrative Assistant, and Treasurer entered executive session. At 9:12 p.m., upon return to the public, Selectman Knox motioned to exit executive session, Selectman Congdon seconded, the motion passed unopposed. The Board Chair reminded the public that personnel issues were discussed, and there would be information at the next Select Board meeting.

SELECT BOARD MEMBERS CONCERNS:

Selectman Pinkowski stated his desire to attract business to town, and suggested tax stabilization. The Board briefly discussed this and agreed to add it to the June 27th agenda under new business. Selectman Pinkowski also inquired as to grading of the roads, and if the road crew was doing this continuously. The Administrative Assistant was asked to follow up with the Road Commissioner.

The Board Chair read aloud Mr. Daniel Fowler's resignation from the recreation committee.

Selectman Wilbur asked that the strawberry festival be posted to the website.

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ADJOURNMENT: At 9:18, Selectman Knox motioned to adjourn, Selectman Congdon seconded, the motion passed unopposed.

SIGNED: _____ Michael Klopchin, Chair /s

SIGNED: _____ Robert Congdon, Jr., Clerk/s

These minutes taken and respectfully submitted by Heather Kent, Administrative Assistant, and were approved on June 27th, 2016.

APPROVED

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ATTACHMENT 1.

Motions for FY16 made at June 13th, 2016 Selectboard Meeting

- 1.) Transfer \$200,000 from Fund Balance into Revenues in the GF "Fund Balance" line.
- 2.) Transfer \$75,000 from the Equipment Fund into the GF "Transfer – Equip Fund line.
- 3.) Transfer \$1507.06 Records Restoration to the GF "Transfer – Records Restoration line.
- 4.) Transfer \$3,000 from the Clar Comm Ctr Expense line into the Clar Comm Fund.
- 5.) Transfer \$55,000. From the Equipment Fund expense line into the Equipment Fund.
- 6.) Transfer \$15,000. From the GF General Bridge Reserve Fund to the Bridge Fund.

APPROVED