

TOWN OF CLARENDON, VERMONT

MINUTES

SELECTBOARD MEETING-REGULAR

Monday, May 9th, 2016

SELECT BOARD MEMBERS:

Robert Congdon, Jr, Clerk

Michael Klopchin, Chair

Arthur Knox

Daniel Pinkowski

Richard Wilbur (A)

CALL TO ORDER: 6:45 p.m.

PRESENT AT MEETING: Select Board (4), Administrative Assistant, Treasurer, Road Commissioner, Robert Bixby, Michael Sheehe, Cindy Davis, Marjorie Southard, Connie Coolidge.

AGENDA ADDITIONS/DELETIONS: There were no changes.

APPROVAL OF SELECT BOARD MEETING MINUTES:

Select Board Meeting Regular – April 25th, 2016: Selectman Congdon motioned to accept the minutes subject to corrections, Selectman Pinkowski seconded, the motion passed unopposed. There were no corrections to the minutes.

Select Board Meeting Special – April 13th, 2016: Selectman Congdon motioned to accept the minutes subject to corrections, Selectman Pinkowski seconded, the motion passed unopposed. There were no corrections to the minutes.

Select Board Meeting Special – May 2nd, 2016: Selectman Congdon motioned to accept the minutes subject to corrections, Selectman Pinkowski seconded, the motion passed unopposed. There were no corrections to the minutes.

Select Board Meeting Special – March 30th, 2016: Selectman Congdon noted that these minutes were not on the agenda presented to the Board, but had been on the agenda presented to the public, and motioned to add the March 30th minutes to the agenda, Selectman Pinkowski seconded, the motion passed unopposed. Selectman Congdon motioned to accept the minutes subject to corrections, Selectman Pinkowski seconded, the motion passed unopposed. There were no corrections to the minutes.

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

Contract – Salt Shed, Possible Executive Session: The Board Chair asked the contractor Michael Sheehe if he preferred an executive session, he indicated it was not necessary. The Board discussed the contract for the stairway and door work to be done to the Town's salt shed, and Mr. Sheehe's concerns about the specifications, in particular the hand railing and overhead door clearance. Selectman Congdon motioned that the Board Chair sign the contract on behalf of the Board, Selectman Pinkowski seconded, the motion passed unopposed. The Board Chair and Mr. Sheehe signed the contract.

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Alfrecha Rail Crossing Update: The Administrative Assistant informed the Board that per their request she had contacted Markowski's excavating, and then the State to see as to the status of the possible repair on Alfrecha's crossing; the State had not returned her messages. The Board instructed the Administrative Assistant to continue trying to contact the state, and that a letter to governor could be drafted in the future if needed. Robert Bixby updated the Board on the transportation council.

Bridge 11 Signage Update: The Road Commissioner informed the Board that the signs have been purchased, and a discussion followed on having professionals install the signs. The Road Commission stated that the Highway Department did not have the proper tools to install the signs, and the Treasurer indicated that there were sufficient funds available for the job. Selectman Congdon motioned that Lafayette install the needed signs, with the amount not to exceed \$3,500, to be taken from the Bridge Reserve Fund, Selectman Pinkowski seconded, the motion passed unopposed.

The Road Commissioner discussed with the Board crack sealing and prospective paving projects for the year and agreed to keep the Board updated. Dust control and the importance of it was also discussed; the Road Commissioner commented that the 2012 truck was currently out of commission.

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): Cindy Davis commented on the possibility that a resident was burning non wood debris, and questioned the burn status. The Board Chair replied that the Fire Warden was aware of the issue and was investigating.

OLD BUSINESS:

Otter Creek Debris Jam Update: The Administrative Assistant reported to the Board regarding ANR's site visit to the debris jam with herself and Selectmen Wilbur and Pinkowski. The ANR representative, Josh Carvajal, had said that the Town did not need a permit to break up the jam if it was less than 10 cubic yards, and ANR would not intervene if the jam did not threaten improved property or infrastructure. When questioned about the inorganic material in the jam (ie, plastic containers), Mr. Carvajal stated that ANR would not be concerned with it. Selectman Pinkowski stated that he found ANR hypocritical in their lack of concern. After a brief discussion, the Board decided that the Town would not further address the jam for the present, and instructed the Administrative Assistant to write letters to the landowners notifying them.

Renaming Route 103 Update: Route 103 from Ludlow to Rockingham was named as part of the Calvin Coolidge memorial highway, and as such could not be renamed. The Board would be kept informed of any further efforts.

VT Alert Letter: The Board reviewed a letter to be sent to VT Alerts requesting that the Town become a submitting agency in the system. Selectman Congdon motioned that the Board Chair sign on behalf of

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the Board, Selectman Knox seconded, the motion passed unopposed. Selectman Congdon suggested that a policy on what constitutes an alert should be considered, the Administrative Assistant was instructed to research what other town's had for policies to bring to the Board June 13th.

Administrative Assistant's Hours Discussion: Selectman Congdon motioned to enter executive session to discuss personnel not to exceed 10 minutes, Selectman Knox seconded, the motion passed unopposed, executive session was entered at 7:45. At 7:58, Selectman Knox motioned to exit executive session, Selectman Congdon seconded, the motion passed unopposed. The Board Chair stated that the Administrative Assistant would be changing her hours to Monday through Wednesday 8-12:20, with Thursday remaining 10-4, and the change would take place after Memorial Day.

NEW BUSINESS: There was no new business.

TREASURER'S REPORT: There was no report given.

ADMINISTRATIVE ASSISTANT'S REPORT: The Administrative Assistant presented a letter from the zoning administrator, which the Board Chair read aloud, addressing his schedule and his billable hours.

PUBLIC COMMENT ON AGENDA ITEMS ONLY (5 minutes): There were no comments.

SELECT BOARD MEMBERS CONCERNS: Selectman Knox reiterated the importance of dust control on unpaved roads to the Road Commissioner. Selectman Pinkowski questioned if a motion was needed to officially change the Administrative Assistant's hours, after a brief discussion it was decided that no motion was needed. There were no other concerns.

ADJOURNMENT: At 8:07 p.m., Selectman Knox motioned to adjourn, Selectman Pinkowski 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 May 23rd, 2016.