

# TOWN OF CLARENDON, VERMONT

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## MINUTES

### SELECTBOARD MEETING-REGULAR

Monday, January 25<sup>th</sup>, 2016

#### SELECT BOARD MEMBERS:

Robert Bixby, Clerk

Robert Congdon, Jr (arrived at 7pm)

Michael Klopchin, Chair

Arthur Knox

Richard Wilbur

CALL TO ORDER: 6:00 p.m.

PRESENT AT MEETING: Selectboard (5), Administrative Assistant, Road Commissioner, Timothy Kennedy and Joel Baker of the Road Crew, Lister Chair Robert Underhill, Brownson Spencer, Greg Decato, Marjorie Southard, Richard Griffith, and Cindy Davis.

AGENDA ADDITIONS/DELETIONS: The Board Chair suggested that the Bid Opening be moved to directly follow Approval of Select Board Meeting Minutes. There were no objections, no other changes to the Agenda were made.

#### APPROVAL OF SELECT BOARD MEETING MINUTES:

Select Board meeting Regular – January 11<sup>th</sup>, 2016: Selectman Bixby moved to accept the minutes subject to corrections or deletions, Selectman Knox seconded, the motion passed unopposed. There were no corrections to the minutes.

Select Board Budget Meeting Minutes: Selectman Wilbur moved to accept the minutes subject to corrections, Selectman Bixby seconded, the motion passed unopposed. There were no corrections to the minutes.

OPENING OF SALT SHED BIDS (out of order from agenda): The Board Chair opened and made public the following bids:

Woodline: \$23,000

Sheehee's Heating and Home Improvements Inc: \$21,000

Decato Contracting: \$26,250

A Plus Carpentry and Contracting: \$18,000

A discussion followed on the timeframe for the decision, with Road Commissioner advised that the project needed to be completed soon, as the Town's salt was being compromised by being uncovered. Mr. Decato from Decato Contracting stated that he thought he had not received all of the bidding materials, the Administrative Assistant responded that all the contractors had received the same specifications, but as she had explained to Mr. Decato, a list of questions from the engineer had not been available when he had come for materials on the bid deadline day. Selectman Knox motioned to accept the lowest bid from A Plus C and C for discussion, Selectman Bixby seconded, the motion passed unopposed. The bid from A Plus C and C was accepted. Selectman Knox motioned to hire Brownson Spencer to oversee the project, his fees not to exceed \$1,500. Selectman Wilbur seconded, the motion

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passed unopposed. The Board Chair instructed the Administrative Assistant to record in the minutes that Mr. Spencer drafted the plans for the Salt Shed, and that is why the Board hired him to oversee the project.

The Administrative Assistant was also directed to contact A Plus C and C to obtain a projected start date.

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

EXECUTIVE SESSION – PERSONNEL MATTER: The Board Chair informed the public that there was a personnel matter to be discussed with the Road Crew. Selectman Knox motioned to go into executive session not to exceed 15 minutes, Selectman Wilbur seconded, executive session was entered at 6:29 p.m., at 6:50 Selectman Knox motioned to exit executive session, Selectman Wilbur 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: SEAN GARVEY, GARVEY'S NISSAN UPDATE: Sean Garvey updated the Board on the Act 250 hearing for Garvey's Nissan, which will take place on February 8<sup>th</sup> at 9:00 a.m., to begin with a site visit, and then continue at the Bloomer Building in Rutland. Mr. Garvey asked the Board to please attend, and also thanked them for the letter of support that they had sent. Selectman Bixby reminded the Board Chair he was recusing himself due to a potential conflict of interest. Mr. Garvey encouraged Selectman Bixby to attend the hearing as a private citizen.

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

#### OLD BUSINESS:

Health Officer Recommendation: Richard Griffith was in attendance, and reiterated his interest in the position. Selectman Knox motioned to recommend to the State that Richard Griffith be appointed to the position of Health Officer, Selectman Bixby seconded, the motion passed unopposed. The Board Chair signed the recommendation form, and instructed the Administrative Assistant to submit it to the State, with a copy of the former Health Officer's resignation letter.

Fees for Planning Commission: The Board reviewed the proposed fee. Marjorie Southard commented on how she believed the Planning Commission formulated the proposed fees. The Board tabled the issue until the new proposed fees could be compared to the current fees.

#### NEW BUSINESS:

Lister Chair – 411 extension: The Lister Chair Robert Underhill explained to the Board that a solar farm had inadvertently been overcharged when education was included in their tax bill, and shouldn't have been, as they pay directly to the State for education. The Listers needed Selectboard approval for refiling, upon which the solar farm would be reimbursed \$50,000, which the Town would then receive back in the

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education payment from the State. At this time Selectman Congdon arrived. A brief discussion followed as to how this would affect the Town's budget, it was agreed that the Town's budget was not affected as it was the State's money to begin with. Selectman Condon motioned to approve the grand list and 411 correction, and for the Board Chair to sign. The motioned was seconded and passed unopposed.

Rutland Town Resolution: The Board reviewed the Rutland Town Resolution to the Public Service Board, calling for increased public and municipal input in energy projects, such as solar fields. After a brief discussion, the Board Chair suggested sending copies to both the State House and Senate stating that the Clarendon Board of Selectmen agrees with the resolution. Selectman Bixby so moved, Selectman Congdon seconded, the motion passed unopposed. A brief discussion followed on the Public Service Board and big business.

At this time, Selectman Knox excused himself for a 5 minute recess.

Selectboard's Report: The Selectboard reviewed its submission for the Town Report and it was read aloud to the public. It was suggested that the recreational field be mentioned in the report, and a grammatical error was corrected. Selectman Congdon thanked the Administrative Assistant for drafting the report.

Town Warning: The Selectboard reviewed the Town Warning and Articles for the Town Meeting. Selectman Congdon motioned to approve and sign the warning, Selectman Knox seconded, the motion passed unopposed.

TREASURER'S REPORT: The Treasurer was not present at the meeting.

ADMINISTRATIVE ASSISTANT'S REPORT: The Administrative Assistant brought the following before the Board.

- 1.) Update from TDI on the DC cable.
- 2.) Informed the Board that the Vermont Country Store intends to build a solar array on its roof. The Board Chair questioned if the airport objected to the project, and asked the Administrative Assistant to find out.
- 3.) Presented the Board with Mason's Lawn Care rates for the next season, which were the same as the previous season.
- 4.) Requested the Board Chair to sign a letter to Blue Cross Blue Shield indicating the Linda Trombley had retired and that Heather Kent was now the contact person for the Town. Selectman Congdon motioned that the Board Chair sign the letter, Selectman Wilbur seconded, the motion passed unopposed.
- 5.) The Auditors had questioned what contact information for the Zoning Administrator should be included in the Town report. The Board tabled the issue until the term for the current Zoning Administrator ends.

PUBLIC COMMENT ON AGENDA ITEMS ONLY (5 minutes): There was a brief discussion on who was running for public office this year. The public was instructed to contact the Town Clerk.

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SELECT BOARD MEMBERS CONCERNS: Selectman Knox asked Richard Griffith to consider the Zoning Administrator position. Selectman Congdon apologized to the Board and the public for being late. Selectman Bixby remembered Joe Raiche, a founding member of the fire department, whose burial had recently occurred.

ADJOURNMENT: At 7:40, Selectman Knox motioned to adjourn, Selectman Congdon 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 are scheduled for approval on February 8<sup>th</sup>, 2016.