

TOWN OF CLARENDON, VERMONT

MINUTES

SELECTBOARD MEETING-REGULAR

Monday, August 8th, 2016

SELECT BOARD MEMBERS:

Robert Congdon, Jr, Clerk (A)

Michael Klopchin, Chair

Arthur Knox

Daniel Pinkowski

Richard Wilbur (A)

CALL TO ORDER: 6:08 pm

PRESENT AT MEETING: Selectboard (3), Administrative Assistant, Treasurer, Zoning Administrator, Bette Ladabouche, Cindy Davis, Marjorie Southard, and Robert Bixby.

AGENDA ADDITIONS/DELETIONS: The Board Chair asked if there were any additions or changes to the agenda. There were none.

APPROVAL OF SELECT BOARD MEETING MINUTES:

Select Board Meeting Regular July 25th, 2016: Selectman Knox brought to the Board's attention a typographical error on page 1, and asked that it be corrected. The Board Chair acknowledged Marjorie Southard, who discussed a concern with the minutes pertaining to records custodianship. The Board Chair asked the Administrative Assistant to remind all public entities of the Open Meeting minutes requirements, and that minutes and other documents need to be available in the Town Hall. Tax stabilization and the bidding involved was also discussed and explained. Selectman Knox motioned to accept the minutes, Selectman Pinkowski seconded, the motion passed unopposed. The typographical error was the only correction to the minutes.

HIGHWAY: The Road Commissioner was not present.

Municipal Roads General Permit: The Administrative Assistant informed the Board on the costs and expectations for the Town regarding the implementation of the general permit, and advised that she was attempting to set up a meeting with Jim Ryan, the municipal roads coordinator. The Board chair asked that the meeting be before the Select Board at a public meeting.

The completion of Bridge 11 was discussed, as well as the tree removal issue on Hier Lane. The Board Chair stated that the homeowners of the properties where the trees were cut were offered the resulting lumber and declined. Robert Bixby asked if the Road Crew had received the new truck, it was confirmed they had; Mr. Bixby also inquired about an issue at the Community Center, the Administrative Assistant was requested to follow up with the Road Commissioner.

Bids for paving were presented to the Board and reviewed. Selectman Pinkowski motioned to accept the bid from Fuller Sand and Gravel under the Road Commissioner's recommendation, Selectman Knox seconded. It was noted that Fuller Sand and Gravel had the lowest per ton price.

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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: Bette Ladabouche, Concerns on Land Encroachment: Ms. Ladabouche explained that she had a property encroachment problem with her neighbors, whereas they had allegedly moved the property line further onto her property and the resulting structure built was therefore partially on her property, and not adhering to the variance granted by the BZA. After a brief discussion of the history of the situation, the Board Chair advised that the Board could not enter into a legal dispute between neighbors, but could have the Zoning Administrator assess the situation to see if any Town regulations had been violated. The Zoning Administrator informed the Board that he had gone to the site, and advised Ms. Ladabouche to approach an attorney to advise her as to a course of action, and at least to get the line surveyed. He also informed the Board that he saw two potential issues, one that the permitted structure was on the property line, and two that there were structures on the property that were not permitted. The Board Chair stated that if a permit had been violated, the Town would get involved. The possibility that a driveway had been cut without an access permit was discussed and the Board instructed the Administrative Assistant research that possibility. The Board Chair thanked Ms. Ladabouche, and asked the Zoning Administrator to keep the Board updated.

PUBLIC COMMENTS (10 minutes): Cindy Davis advised the Board that there were trees in the West Clarendon Cemetery that needed to be removed, the Administrative Assistant stated that she had called Kyle Taylor Tree and Land Management, and would coordinate a time when Ms. Davis could point out the trees to him. Ms. Davis asked to speak about another issue, and the Board Chair polled the Board as to whether Ms. Davis could have more time, as she had exceeded the 10 minutes allowed, the Board granted more time. Ms. Davis asked about getting soil to fill in sunken areas in the cemeteries; the Board Chair asked the Administrative Assistant to call Tom Markowski about getting soil from the ball fields.

OLD BUSINESS:

Tax Stabilization: The Board Chair advised the public that the Town had voted to give the Select Board permission in 1980 to enter into tax stabilization agreements, and that the VLCT had reviewed the article and deemed it still valid. The Administrative Assistant was asked to bullet the information available and post it on the website for public information, and to look into scheduling a workshop in September to discuss the issue. A discussion followed on use of tax stabilization, the intent of the 1980 article, and the relation to the industrial park; the Board Chair read the 1980 article.

Josef Peterson Work Order: The work order was read aloud. The Treasurer asked that the work order be changed from "invoiced weekly" to "invoiced weekly but paid twice monthly", the Board agreed. Selectman Pinkowski motioned to sign the work order, Selectman Knox seconded, the motion passed unopposed.

Noise Ordinance Draft: The Board reviewed a draft noise ordinance presented by the planning commission. It was briefly discussed and portions read aloud. The Board agreed to send the ordinance back to the planning commission to have it reviewed by an attorney before proceeding any further. The

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question was brought up as to whether to sample ordinances from other towns used to draft the noise ordinance had been reviewed by an attorney.

Planning Commission Fee Schedule: After reviewing the new fees, Selectman Knox motioned to accept the Planning Commission permitting fees, Selectman Pinkowski seconded, the motion passed unopposed.

NEW BUSINESS:

Fuel Oil Prebuy: This discussion was tabled until Selectman Congdon could be present.

PLANNING COMMISSION REPORT: There was no report.

TREASURER'S REPORT: The Treasurer presented a letter from the delinquent tax collector requesting funds to search for Daniel and Marilyn Morton, as they were several years delinquent. After a brief discussion, Selectman Pinkowski motioned to authorize up to \$300 to search for the Mortons, Selectman Knox seconded, the motion passed unopposed. The Treasurer also submitted a list of motions to close the Fiscal Year (see attachment 1), Selectman Knox motioned to approve the motions as submitted, Selectman Pinkowski seconded, the motion passed unopposed. There was a brief discussion as to whether the motions should be placed on the website, or attached to the minutes. The Board agreed to attach the motions to the minutes.

ADMINISTRATIVE ASSISTANT'S REPORT: The Administrative Assistant reported to the Board the following:
1.) In answer to the question posed on July 25th, all road sign lettering on roads over 40mph must be 8 inches in height by 2018, and all road sign lettering on roads under 40mph must be 6 inches by 2018. The Road Commissioner currently is indexing the signs, and the issue should be discussed at budget time.
2.) The Select Board granted the Administrative Assistant permission to pursue a grant to restore the upstairs of Town Hall.

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

SELECT BOARD MEMBERS CONCERNS: Selectman Knox commented on the hard work gone into finished Bridge 11, and a letter thanking the workers was suggested. The Administrative Assistant was asked to look into it. There were no other concerns.

ADJOURNMENT: At 8:05 pm, 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 August 22nd, 2016.

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Motions 8/8/2016

Motion to move 44,500. From the equipment fund to the general fund as budgeted for FY17 equipment purchase.

Motion to authorize the borrowing of money from the Special Reserve Funds up to the total amount of the funds available as needed during the FY17 fiscal year.

Motion to transfer \$55,000. To the Equipment Fund from the general fund for the FY17 tax allocation.

Motion to transfer \$15,000. To the General Bridge Fund from the General Fund for the FY17 tax allocation.

MOTIONS TO CLOSE FY16 8/8/2016 MEETING

Note: Although Community Center Expense was over by \$3,500. and Community Center Expense was over by \$4,249.23 no money was moved from the Community Center Fund to cover the shortfall due to surplus funds in the GF.

Motion to move \$227.00 from Records Restoration to General Fund to cover actual cost of planned expense for FY16 over budgeted expense amount.

Motion to pay 1/2% interest to the following funds for use of money in the GF during FY16:

Equipment Fund -----	\$233.88
Reappraisal Fund-----	\$496.56
Clarendon Community Fund-----	\$247.70
Restoration Fund	---\$110.36
Historical Fund-----	\$11.16
General Bridge Fund-----	\$560.83