

# TOWN OF CLARENDON, VERMONT

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## MINUTES

### SELECTBOARD MEETING-REGULAR

Monday, August 22<sup>nd</sup>, 2016

#### SELECT BOARD MEMBERS:

Robert Congdon, Jr, Clerk

Michael Klopchin, Chair

Arthur Knox

Daniel Pinkowski

Richard Wilbur

CALL TO ORDER: 6:02 pm

PRESENT AT MEETING: Select Board (5), Administrative Assistant, Treasurer, Road Commissioner, Planning Commission Chair; also present were Sheriff Stephen Benard, Robert and Joan Bixby, Cindy Davis, Arthur Menard, and Marjorie Southard.

AGENDA ADDITIONS/DELETIONS: The Board Chair asked if there were any additions or changes to the agenda. Selectman Knox asked that a potential issue on a property on Walker Mountain Road be added under highway, and Selectman Congdon stated that he would be adding a presentation to Cindy Davis' comments on the cemeteries. There were no objections

#### APPROVAL OF SELECT BOARD MEETING MINUTES:

Select Board Meeting Regular – August 8<sup>th</sup>, 2016: Selectmen Congdon and Wilbur abstained due to their absence at the August 8<sup>th</sup> meeting. Selectman Knox motioned to accept the minutes, Selectman Pinkowski seconded, the motion passed unopposed. There were no corrections to the minutes.

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

Community Center Repair Concerns: The Road Commissioner had reviewed the work to be done at the Community Center with Mr. Bixby and questioned what the Board wished the highway department to do. The Board agreed that the highway department could do the work needed during slow periods of the regular highway work. A discussion followed on the work to be done, and Robert Bixby agreed that the Community Center Board would discuss the matter and keep the Select Board informed.

Brush Cutting at West Clarendon Cemetery – update: The Road Commissioner informed the Board that the chipping of the cleared brush was underway; the brush cutting work was briefly discussed, and Selectman Congdon stated he would have more information during Cindy Davis' update.

Road Commissioner Report: The Road Commissioner brought before the Board an extended warranty for the 2017 Mack Truck in the amount of \$4300 for the engine and \$675 after treatment. Selectman Congdon motioned to approve the Road Commissioner to purchase the extended warranty for the Mack, Selectman Wilbur seconded, the motion passed unopposed.

The Rail Road Crossing on Walker Mountain Road was discussed, the Administrative Assistant was asked to look into when it was scheduled to be repaired. Selectman Pinkowski commented that the Alfrecha crossing was getting worse again.

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Selectman Pinkowski asked the Road Commissioner what the highway department would be doing in the next few weeks; the Road Commissioner informed the Board of the department's activities the last few weeks, and what would be expected in the coming weeks. It was asked if the Road Commissioner could update the Board regularly on the highway department's activities, having the Select Board members check in periodically with the Road Crew was also discussed. The possible crack sealing of the roads was briefly discussed.

**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: Occupational Health Partners (OUT OF ORDER FROM AGENDA):** Occupational Health Partners presented the services they can provide to the Board, and a lengthy discussion followed on the benefits, disadvantages, and costs there would be for the Town. The Board Chair commented that a special meeting to discuss the matter would be needed, and numbers could be drawn up and reviewed. The Board thanked OHP for coming.

**Village Center Designation – Clarendon Springs (OUT OF ORDER FROM AGENDA):** The Planning Commission Chair spoke to the Select Board's prior approval of an application for Village Center Designation for the Clarendon Springs area, and the planning commission's intention to put in said application. The PC chair noted that a designation would be an incentive to use available infrastructure, and that it would not change zoning. After a lengthy discussion regarding the application process, and the potential benefits and disadvantages to a Village Center Designation, Selectman Congdon motioned to reauthorize the planning commission to pursue Village Center Designation for Clarendon Springs with the understanding that there will be Select Board input and final approval before submission, Selectmen Wilbur and Knox both seconded; Selectman Knox withdrew his second and after a brief discussion abstained from voting due to the potential conflict of interest of him living in the Clarendon Springs area. The motion passed unopposed, with Selectman Knox abstaining. The PC chair suggested a joint meeting between the planning commission and the Select Board on October 17<sup>th</sup>, 2016. The Board agreed.

**GUEST: Joan Bixby, Cemeteries:** Mrs. Bixby informed the Board she was donating her two years of Cemetery Fact Finding Committee stipends, \$300, back to the Town, to be used in the Clarendon Flats Cemetery restoration. The Board Chair asked that Mrs. Bixby's donation information be placed on the website, and thanked Mrs. Bixby.

**GUEST: Cindy Davis, Cemeteries:** Ms. Davis thanked the Road Crew and Phillip Mandolare for their help in the West Clarendon Cemetery. The Road Crew had chipped brush, and Mr. Mandolare had found the antique metal tassels belonging to a plot fence. Ms. Davis then detailed to the Board what was still to be done in the cemetery, and the steps she had taken so far, and stated that on September sixth and seventh a group of volunteers would be coming in to help with the work, and she requested the Town supply drinks for the workers, the Board chair agreed. Selectman Congdon stated that the volunteers were his students performing community service. At this time Selectman Congdon presented a slide show that detailed the work done so far on the West Clarendon Cemetery, the lost stones that had been uncovered, and what condition the cemetery had previously been in. The public was encouraged to go and see the cemetery. A discussion followed on the trees that still needed to be taken down, and the areas that would need

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to be seeded. Marjorie Southard suggested barn floor hay for covering seed. Signs for the cemeteries were discussed, as well as funds needed, such as grants, and the possibility of having an article in the next Town Meeting Warning dealing with cemetery maintenance.

Sherriff's Department – Concerns: Call Response (OUT OF ORDER FROM AGENDA): Sheriff Benard gave an update on the 44 marijuana plants found in the West Clarendon Cemetery. Clarendon's hours were explained, in that Clarendon has been using more than the 20 hours given by contract. The Sheriff stated that if a deputy was not available, then the State police should be called, and that the Board should feel free to give his phone number to the public if needed. Sheriff Benard detailed that the highway safety program would soon be coming, and that the department would be using electronic speed cards on some of Clarendon's roads in the future.

Kingsley Covered Bridge – Graffiti (OUT OF ORDER FROM THE AGENDA): The Sheriff was informed of a graffiti problem on the Kingsley Covered Bridge, and given the complainant's information. Joan Bixby also noted a speed issue on Moulton Avenue.

PUBLIC COMMENTS (10 minutes): Marjorie Southard stated that she believed tax stabilization should be brought before the voters. The Board then moved discussion to Tax Stabilization.

Tax Stabilization (OUT OF ORDER FROM THE AGENDA): The article on the 1980 warning giving the Select Board authorization to enter into tax stabilization contracts was discussed as to intent and validity. Art Knox expressed his concerns on how big of an incentive tax stabilization really was. Selectman Congdon questioned if the statute in the article was still valid, he was informed it still was, as verified with the VLCT. The Board Chair asked the Board members their opinions; Selectmen Pinkowski and Wilbur both expressed their affirmative stances on tax stabilization, Select Congdon advised against moving too quickly into anything, and cautioned the Board on how executive sessions are perceived by the public. Selectman Knox reiterated his concerns that tax stabilization is not enough incentive for businesses. A discussion followed on a possible policy, and a workshop. Selectman Congdon reiterated his previous opinion that the Town needed to better market the industrial park, and questioned what benefits the Town was gaining from REDC.

At this time Selectman Knox excused himself from the meeting and exited.

At this time the Board moved back to public comments. Cindy Davis asked about the School House Hill Road back fill issue, and the Clarendon Flats fence bids. The Administrative Assistant was asked to follow up on the School House Hill Road issue, and to send the Select Board the bids on the fence so they could review them for the next meeting.

#### OLD BUSINESS:

Tax Stabilization: Discussed previously.

Fuel Pre-Buy – Discussion: The Fuel Pre-Buy was discussed, Selectman Congdon motioned to stay with Keyser for the coming year, Selectman Wilbur seconded. Selectman Congdon amended his motion to stay

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with Keyser for a prebuy contract, Selectman Wilbur seconded the amended motion, the amended motion passed unopposed.

Village Center Designation – Clarendon Springs: Previously discussed.

Town Hall Restoration – Fund Raising: The Select Board gave permission to the Administrative Assistant to begin fund raising efforts to support the grant application for restoration of the upstairs of Town Hall.

#### NEW BUSINESS:

Burial Request, Spafford Cemetery: Selectman Congdon motioned to give the Barrett family permission to bury their deceased in Spafford Cemetery, Selectman Wilbur seconded, the motion passed unopposed.

Sheriff's Department – Concerns: Previously discussed.

Possible Land Sale: The Administrative Assistant advised that the sale of the old Prescott property to a private citizen was not possible, due to the Town obtaining the land through a grant.

Kingsley Covered Bridge - Graffiti: Previously discussed.

Access Permit – Constantino: The Select Board reviewed the access permit application from G. Constantino, Selectman Congdon motioned to approve the permit with the Road Commissioner's recommendations, Selectman Wilbur seconded. Selectman Congdon amended his motion to have the Board Chair sign on behalf of the Board, Selectman Wilbur seconded the amended motion, the amended motion passed unopposed.

PLANNING COMMISSION REPORT: Previously given by Planning Commission Chair Carol Geery.

TREASURER'S REPORT: No report given.

ADMINISTRATIVE ASSISTANT'S REPORT: No report given.

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

SELECT BOARD MEMBERS CONCERNS: Selectman Pinkowski expressed his concerns on the double utility polls on Moulton Avenue, the Administrative Assistant was asked to contact Fair Point and get a date when the superfluous polls would be removed; Selectman Pinkowski also had concerns that the berms on the Cold River had not been removed, the Administrative Assistant was asked to follow up with the State on this issue. The desire for more frequent reports from the Road Commissioner was reiterated.

The Board Chair informed the Board of his airport meeting, and the intent to straighten out the taxiway and replace the terminal. Selectman Pinkowski stated that the airport was also an advantage to bring business.

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Selectman Congdon stated that his concerns over REDC were not personal, and also thanked the road crew for chipping brush at the cemetery, and thanked Markowski's excavating for the donation of topsoil to fill in the cemetery sunken areas.

ADJOURNMENT: At 8:39 pm, Selectman Congdon 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 September 12<sup>th</sup>, 2016.

APPROVED