

TOWN OF CLARENDON, VERMONT

MINUTES

SELECTBOARD MEETING-REGULAR

Monday, July 25th, 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: Select Board (5), Administrative Assistant, Treasurer, Robert Bixby, Josef Peterson and Cindy Davis. Also present was Korrine Rodrigue.

AGENDA ADDITIONS/DELETIONS: The Board Chair asked if there were any additions or changes to the agenda. The Administrative Assistant advised the Board that Josef Peterson would be late; the Board agreed to move Mr. Peterson's presentation to when he arrived.

APPROVAL OF SELECT BOARD MEETING MINUTES:

Select Board Meeting Regular – July 11th, 2016: Selectman Congdon abstained from approving the minutes as he was not present at the July 11th meeting. The minutes were approved with no corrections.

HIGHWAY: The Road Commissioner was not present.

Culvert Policy Draft: The Board reviewed the culvert policy draft, which had also been reviewed by the Road Commissioner. After a brief discussion, the Board agreed to add that a culvert must be prepaid by a homeowner when being purchased through the Town. Selectman Knox motioned that the culvert policy be adopted, with the stated change, Selectmen Pinkowski seconded, the motion passed unopposed.

RSMS Update: The Administrative Assistant informed the Board that she and the Road Commissioner had completed the road network inventory.

The work on Town Bridge 11 was discussed, and the Administrative Assistant was asked to follow up with the Road Commissioner as to what paving would be done when the bridge was finished. Selectman Congdon mentioned concerns about the status of replacing Town road signs with signs containing bigger lettering, and asked the Administrative Assistant to follow up with the Road Commissioner on the issue.

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: Korrine Rodrigue, Rutland County Senate Candidate, an Introduction:

Ms. Rodrigue introduced herself to the Board and discussed her background and goals for Vermont, and answered questions from the Board. Some topics discussed were substance abuse, economics, crime rate, and the Syrian refugee issue. The Board thanked Ms. Rodrigue for attending.

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PUBLIC COMMENTS (10 minutes): There were none.

OLD BUSINESS:

Joe Peterson – Logging of Municipal Forest (moved to end of meeting).

Cemeteries – VOCA registration and Fact Finding Committee Report: Selectman Congdon motioned to approve the annual \$10 fee for the Town to join the Vermont Old Cemetery Association, Selectman Knox seconded, the motion passed unopposed. The Board reviewed two bids for the brush cutting in the Town Cemeteries from Old Skool Services and Michael Wetherly, as well as a fencing estimate from Springfield fence to replace the fence around Clarendon Flats Cemetery. A discussion followed on different types of fencing that might be used, and if any of the old fence was salvageable. The possibility of the Town purchasing fencing materials and installing the fence was discussed, as well as the need for volunteers. The Board Chair asked that a request for volunteers to aid with the cemeteries be placed on the website, and advised that the Clarendon Flats fence would be discussed at the next Select Board meeting, to give time for any volunteers to come forward. Cindy Davis presented to the Board a list of suggested projects in the Town cemeteries, and the different funds available were discussed. Ms. Davis also suggested that the cemetery records of the Select Board and the Town Clerk be combined, the Board advised that the Town Clerk was the custodian of her records, and the Select Board did not have purview over them. After a brief discussion of what cemetery work should be done first, Selectman Congdon motioned that the Board authorize Old Skool Services to cut brush at the West Clarendon/Chippenhook cemetery, and for other plot repair work to be done, with the total not to exceed \$2800; Selectman Wilbur seconded, the motion passed unopposed. Selectman Congdon also motioned to authorize to expend no more than \$2000 on brush cutting by Old Skool Services at the Smith Button cemetery, Selectman Pinkowski seconded, the motion passed unopposed. Spafford and Marsh cemeteries were also discussed. Selectman Congdon proposed the possibility of designating any potential logging revenue from the municipal forest for the cemeteries.

NEW BUSINESS:

Setting Tax Rate and Due Date: The Board reviewed the tax rate information as presented to them and confirmed the due date of October 14th, 2016 with the Treasurer. Selectman Wilbur motioned to set the tax rate and due date as presented, Selectman Knox seconded, the motion passed unopposed. (See Attachment 1)

Appointment of Administrative Assistant: Selectman Knox motioned to reappoint Heather Kent to the position of Select Board's Administrative Assistant, Selectman Condon seconded, the motion passed unopposed. Heather Kent accepted the appointment.

Smith Button Pratt Burial Request: The Administrative Assistant advised that there was a request to bury three Smith relatives, Hervey, Rodric, and Virginia Smith, in the Smith plot, and that she has been assured the family was in agreement. Selectman Congdon motioned to allow burial of the Smith family deceased in the plot, Selectman Knox seconded, the motion passed unopposed.

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Tax Sales – Bidding Permission, Chris Corsones: The Board reviewed a letter from attorney Chris Corsones asking permission to place the minimum bid on four properties going to tax sale. The Administrative Assistant advised that the owners of one of the properties had requested an abatement hearing, and therefore the tax sale on their property was to be postponed. Selectman Knox motioned that the Board grant permission to Chris Corsones to bid the minimum on the remaining three properties, Selectman Pinkowski seconded, the motion passed unopposed.

PLANNING COMMISSION REPORT: The Board Chair read aloud the planning commission report regarding their July 18th, 2016 meeting. Selectman Congdon noted the Village Center designation intent, and advised that the topic had been heated during the Town Plan hearings, and suggested that the Board get the opinion of the people before the topic came before them. A brief discussion followed, in which a non-binding questionnaire to gage the public's opinion was suggested.

TREASURER'S REPORT: The Treasurer advised that two of the auditors had observed the Assistant Treasurer's reconciliation of the Town check book, and were pleased. The Board Chair asked about the yearend figures, the Treasurer responded that it looked good, and advised that she, the Assistant Treasurer, and the Administrative Assistant would be going over postings.

ADMINISTRATIVE ASSISTANT'S REPORT: The Administrative Assistant advised that she was still gathering information on Tax Stabilization and would present it to the Board on August 8th; she also informed the Board that there was renewed interest in a Town historical society.

Joe Peterson – Logging of Municipal Forest: Mr. Peterson went over his proposal to the Board regarding a timber harvest of the municipal forest; in his opinion it is time to cut timber. He outlined the areas to be thinned, and stated that the goal is to leave good quality trees in the forest. The Board Chair inquired as to the amount of potential revenue from the sale, Mr. Peterson estimated eight to ten thousand dollars, but stated he would have a better idea after marking the trees. A discussion followed about the process, and possible ways to sell the timber. Selectman Pinkowski asked about a potential harvest time frame, and how the stands would be accessed. Mr. Peterson stated that winter would be best to harvest, and that Kevin Spencer's land would be a possibility for access, but it was best to use the Town's own land. After further discussion, Selectman Congdon authorized Joe Peterson to mark trees to be harvested in the Town forest and return to the Board with a lump sum or per thousand fee schedule, Selectman Wilbur seconded. Selectman Congdon amended his motion to include Mr. Peterson's \$55/hour rate, Selectman Wilbur seconded the amended motion, the motion passed unopposed. Mr. Peterson stated that he would most likely have the trees marked by the fall.

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

SELECT BOARD MEMBERS CONCERNS: The Board Chair asked if there any concerns. Selectmen Wilbur, Pinkowski, and the Board Chair had no concerns. Selectman Congdon spoke of the polling of the Board regarding voter input on major zoning changes taken at the July 11th, 2016 for which he was not present; Selectman Congdon stated for the record that he as well agrees that any major zoning changes should be

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brought before the voters. Selectman Knox reminded the Board that there was an abatement hearing on Thursday at 6 pm.

ADJOURNMENT: At 8:00 p.m., 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 August 8th, 2016.

APPROVED

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ATTACHMENT 1.

Municipal and Educational Taxes

FY 2016		FY 2017	
Homestead property tax		Homestead property tax	
Homestead Education Tax	\$1.4523	Homestead Education Tax	\$1.3220
Town Tax Rate	\$0.3875	Town Tax Rate	\$0.3923
Local Agreement Tax	\$0.0015	Local Agreement Tax	\$0.0022

TOTAL HOMESTEAD PROPERTY TAX

FY 2017: \$1.7165

FY 2016: \$1.8413 FY 2017: \$1.7165
DIFFERENCE: -\$0.1248

Non-residential property tax		Non-residential property tax	
Non-residential Edu. Tax	\$1.3870	Non-residential Ed. Tax	\$1.3267
Town Tax Rate	\$0.3875	Town Tax Rate	\$0.3923
Local Agreement Tax	\$0.0015	Local Agreement Tax	\$0.0022

TOTAL NON-RESIDENTIAL PROPERTY TAX

FY 2017: \$1.7212

FY 2016: \$1.7760 FY 2017 \$1.7212
DIFFERENCE: -\$0.0548

DUE AND PAYABLE FRIDAY, OCTOBER 14th, 2016

Approved by the Board of Selectmen July 25th, 2016
Heather Kent, Administrative Assistant