

# TOWN OF CLARENDON, VERMONT

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## MINUTES

### SELECTBOARD MEETING-REGULAR AND BUDGET

Monday, January 9<sup>th</sup>, 2017

#### SELECT BOARD MEMBERS:

Robert Congdon, Jr, Clerk (A)

Michael Klopchin, Chair

Arthur Knox

Daniel Pinkowski

Richard Wilbur

CALL TO ORDER: 6:00 p.m.

PRESENT AT MEETING: Select Board (4), Joel Baker, Cindy Davis, Marjorie Southard, Robert Bixby, Treasurer, Administrative Assistant, Alf Strom Olsen, Road Commissioner, Town Clerk, Lister Art Menard.

AGENDA ADDITIONS/DELETIONS: The Board Chair asked to add Garvey's under Old Business. Selectman Knox motioned to add Garvey's Nissan under Old Business, Selectman Pinkowski seconded, the motion passed unopposed. The Board Chair advised that Matt Jakubowski was ill and would not be attending, Selectman Wilbur motioned to remove him as guest, Selectman Pinkowski seconded, the motion passed unopposed.

#### APPROVAL OF SELECT BOARD MEETING MINUTES:

Select Board Meeting Regular December 12<sup>th</sup>, 2016: Selectman Knox motioned to accept the minutes as written, Selectman Wilbur seconded, the motion passed unopposed.

Select Board Meeting Emergency November 29<sup>th</sup>, 2016: The Board Chair explained there was previously no quorum to approve the minutes. Selectman Pinkowski motioned to accept the minutes as written, Selectman Wilbur seconded, the motion passed unopposed, with Selectman Knox abstaining due to his absence at the November 29th meeting.

Select Board Meeting Regular December 28<sup>th</sup>, 2016: Selectmen Wilbur and Knox abstained due to their absence at the meeting. The Board was left with no voting quorum. The minutes were tabled until the next Select Board meeting.

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

Possible Executive Session, Personnel Review: At 6:07, Selectman Knox motioned to enter executive session for a personnel review, not to exceed 15 minutes, Selectman Pinkowski seconded, the motion passed unopposed. The Select Board, Treasurer, Road Commissioner, Administrative Assistant, and Joel Baker entered executive session. At 6:30 pm, upon return to the public, Selectman Wilbur motioned to exit executive session, Selectman Pinkowski seconded, the motion passed unopposed.

Innovation Drive: The Board Chair detailed for the public the process of taking over the road, and the need for the survey map of Innovation Drive. The issue was tabled until the survey could be obtained.

Garvey's Nissan: Moved to highway. The Road Commissioner advised the Board on his meeting with Kevin and Steffanie from Marble Valley Engineering, and that the signing work and markings would not be done by the Town, but would be maintained by the Town. The Administrative Assistant detailed that

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an amendment to the access permit was requested to take off the point of the triangle on the median of 7B. The Administrative Assistant was asked to write up the proper verbiage to present to the Board.

Robert Bixby suggested that the survey of Innovation Drive might be possessed by Rutland City. Mr. Bixby also asked to the performance of the new Mack truck, the Road Commissioner answered it was performing satisfactorily.

Work on the Community Center was also 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: Matt Jakubowski, Dry Hydrant Request Bridge 11. Removed from agenda.

PUBLIC COMMENTS (10 minutes): There were none.

#### OLD BUSINESS:

West Clarendon Cemetery Clean Up - Update: The Board was updated as to the progress of Old Skool Services in the Cemetery clean up.

Proclamation Request: The Board discussed the School Board's recommendation that the proclamation should not be signed by the Select Board. After a brief discussion, the Board Chair recused himself from voting due to a conflict of interest. Alf Strom-Olsen commented on the cost of school choice, and to the motives of the man requesting the proclamation. A discussion on the merit of private and public school, types of school choice, and the way education factors into taxes followed. After further discussion, Selectman Pinkowski motioned upon the advice of the School Board, not to sign the proclamation, Selectman Knox seconded, the motion passed unopposed with the Board Chair recusing himself.

The Board Chair suggested that someone from the School Board should attend a Select Board meeting to discuss school choice.

NEW BUSINESS: There was no new business.

TREASURER'S REPORT: The Treasurer advised that the internal auditors would soon be conducting their first meeting of the year.

ADMINISTRATIVE ASSISTANT'S REPORT: The Administrative Assistant advised that the new governor would be attending a luncheon open to the public on January 30th in Rutland. The Board agreed members would email the Administrative Assistant if there was any interest.

PUBLIC COMMENT ON AGENDA ITEMS ONLY (5 minutes): Robert Bixby asked if the RCSWD charter change would be addressed in the future. The Board Chair did not think so.

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#### SELECT BOARD MEMBERS CONCERNS:

The Board Chair advised that he had not had a chance to ask about the Markowski fill.

Selectman Wilbur thanked the Road Commissioner for the good job on the winter road maintenance.

At 7:00, Selectman Knox motioned to recess, Selectman Wilbur seconded. The motion passed unopposed.

#### BUDGET:

At 7:15pm, Selectman Knox motioned to reconvene, Selectman Wilbur seconded, the motion passed unopposed.

The Board Chair suggested going line by line through the budget. The amount of \$217,588 was discussed as the shortfall that needed to be made up, without anything coming from the fund balance. The fund balance and the history of its formation was discussed, as well as the \$250,000 balance recommended by the auditors.

The following line items were adjusted to the following balances:

Starting on Selectmen's expense: \$600

Website: \$0

Asst. Clerk: \$7000

Town Report: A discussion occurred on ways to save money on the Town Report, and what was required to be included. \$1500.

Town Hall Utilities: \$7000

Town Hall Maintenance: \$10,000

Office Support and Upgrade: \$3800

Listing Compensation: \$27,000

Zoning Admin: \$2,350

Solid Waste Expenses: \$41000

Social Security: \$30,000

Health Officer: \$750

Health Officer Mileage: \$100

County Tax: \$20,500

Industrial Park Taxes: \$27,000

Contingency: \$5,000

Legal Fees: \$4,000

Cemetery Maintenance: \$7,000

Recreation: \$9,000

Bailey: \$24,817

Community Center Maintenance: \$37,500

Community Center Fund: \$2,000

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Highway:

Salt: \$70,000

Sand: \$15,000

Calcium Chloride, line name changed Ice Be Gone: \$5,500

Cold Patch and Resurfacing: \$50,000

Road Reconstruction: \$30,000

Utilities: \$5,500

Fuel Oil and Grease: \$25,000

Mech supplies: \$30,000

Misc: \$15,000

Contract Services: \$19,000

Signs and Pavement Lines: \$4,000

BZA Legal: \$0

BCA: \$0

At 9:55 pm, Selectman Knox excused himself and exited the meeting.

At the conclusion of the budget discussion, the Board agreed that \$50,000 should be taken from the fund balance.

ADJOURNMENT: At 11:00 pm, Selectman Wilbur 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 January 23<sup>rd</sup>, 2017.