

# TOWN OF CLARENDON, VERMONT

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## MINUTES

### SELECTBOARD MEETING-REGULAR

Monday, February 27<sup>th</sup>, 2017

#### SELECT BOARD MEMBERS:

Robert Congdon, Jr, Clerk

Michael Klopchin, Chair

Arthur Knox (A)

Daniel Pinkowski

Richard Wilbur

PRESENT AT MEETING: Select Board (4), Administrative Assistant, Assistant Treasurer Tammy Hogenauer, Road Commissioner, Tim Kennedy and Joe Parker of the Road Crew, Fire Chief Matthew Jakubowski, Planning Commission Chair Carol Geery and members John McKenna and Don Pratt. Robert Bixby, Marjorie Southard, Arthur Menard, Ralph Loomis, Cindy Davis. Steve Schild of the Rutland Regional Planning Commission.

CALL TO ORDER: 6:00 pm

AGENDA ADDITIONS/DELETIONS: Selectman Congdon motioned to move the fire request to above the executive sessions, Selectman Pinkowski seconded, the motion passed unopposed.

#### APPROVAL OF MEETING MINUTES:

Select Board Meeting Regular - February 13th, 2017: Selectman Congdon motioned to accept the minutes, Selectman Wilbur seconded, the motion passed unopposed, with Selectman Pinkowski abstaining due to absence at said meeting, and the Board Chair voting.

Select Board Meeting Regular – January 23rd, 2017: Selectman Congdon motioned to accept the minutes, Selectman Pinkowski seconded, the motion passed unopposed, with Selectman Wilbur abstaining due to his absence at said meeting, and the Board Chair voting.

Select Board Meeting Emergency – January 30th, 2017: Selectman Pinkowski motioned to accept the minutes, the Board Chair seconded. Selectmen Congdon and Wilbur agreed to vote to obtain quorum, based on the recommendation of the Board Chair and Selectman Pinkowski that the minutes were accurate. The motion passed unopposed.

Select Board Meeting Emergency – February 2nd, 2017: Selectman Pinkowski motioned to accept the minutes, Selectman Wilbur seconded, the motion passed unopposed, with Selectman Condon abstaining due to his absence at said meeting, and with the Board Chair voting.

Select Board Meeting Special – February 9th, 2017: Selectman Pinkowski motioned to accept the minutes, Selectman Congdon seconded, the motion passed unopposed.

Fire Department Request: (moved from new business). The Fire Chief explained that the department would like to practice using the Jaws of Life at the transfer station after hours. The Board was assured that all mess would be cleaned up by the department. There were no objections.

Possible Executive Session, Personnel – Requested by Road Commissioner: Selectman Wilbur motioned go into executive session not to exceed 15 minutes for a personnel issue, starting at 6:08 pm, Selectman Congdon seconded, the motion passed unopposed. The Select Board, Administrative Assistant, the Road Commissioner, Tim Kennedy and Joe Parker of the Road Crew entered executive session. Upon return to the public Selectman Congdon motioned to exit executive session at 6:23 pm, Selectman Pinkowski seconded, the motion passed unopposed.

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Possible Executive Session, Personnel – Requested by Arthur Menard, Lister: Selectman Congdon motioned to enter executive session for a personnel issue at 6:24 pm not to exceed 15 minutes, Selectman Pinkowski seconded, the motion passed unopposed. The Select Board and Mr. Menard entered executive session. Upon return to the public, Selectman Congdon motioned to exit executive session at 6:35 p.m., Selectman Pinkowski seconded, the motion passed unopposed. Selectman Congdon detailed to the public that the Treasurer had at a previous meeting misspoken, the dates listed worked by Mr. Menard were not Saturdays, but instead an end of the week date, and there were no hours listed. There was no evidence of a mistake from Mr. Menard. The Board Chair detailed that another Auditor's recommendation regarding timesheets was expected and would be discussed when received.

Planning Commission – Village Center Designation: Steve Schild, GPS Manager for the Rutland Regional Planning Commission, was introduced by Carol Geery, to discuss the application for the Village Center Designation of Clarendon Springs. The application sections required by the State were detailed. The Board Chair questioned if there would be incentives for new businesses in the Village Center, Mr. Schild confirmed that there would be, and that there would be no excess restrictions besides what is already restricted by the Clarendon Zoning. The Planning Commission Chair detailed that the hotel is on the list of historic places, and advised what the buildings had been in the past. The Board Chair advised that the old spring house was not represented on the presented map, and the location of was discussed. The benefits of village center designation were discussed. A meeting with the land owners in the proposed village center for March 27<sup>th</sup> was discussed, and the Administrative Assistant agreed to send notices to the land owners, so that the application could be submitted by April.

The Board Chair updated the public as to the recreation field.

## HIGHWAY

Bridge Priorities: The Administrative Assistant advised that the Road Commissioner stated that only Bridge 10 needed to be prioritized for projects.

Access Permit: Selectman Congdon motioned that the Board Chair sign the Access Permit for Velco on behalf of the Board, Selectman Wilbur seconded, the motion passed unopposed.

APPROVAL OF SELECT BOARD WARRANTS: All new warrants and warrants previously signed by the designated Select Board member were approved and signed by all Select Board members.

GUEST: There was no guest.

PUBLIC COMMENTS (10 minutes): Marjorie Southard asked where the Velco access points were. The Board advised that the points should be within Velco's easements.

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#### OLD BUSINESS:

Back Roads Grant: The Administrative Assistant advised the Board that the Regional Planning Commission would most likely not be able to contract with the Town to perform the road inventory for a category A grant. The Board agreed not to pursue the Back Roads Category A grant.

#### NEW BUSINESS:

Tax exempt forms – 2017: The Board granted the Administrative Assistant permission to send out tax exempt forms to vendors in 2017.

Fire Department Request: Previously discussed.

TREASURER'S REPORT: None.

ADMINISTRATIVE ASSISTANT'S REPORT: None.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY (5 minutes): None.

SELECT BOARD MEMBER'S CONCERNS: Selectman Pinkowski asked for an update on the grant for the Cold River Berm Removal, the Administrative Assistant advised that she would contact Nanci McGuire of the Rutland Conservation District for more details.

The Board Chair updated the board as to the status of the ANR investigation of the possible wetlands issue in the recreation field.

Selectman Congdon advised that there were severe potholes on South Creek Road.

Selectman Wilbur had no concerns.

ADJOURNMENT: At 7:08 p.m., Selectman Congdon motioned to adjourn, Selectman Wilbur seconded, the motion passed unopposed.

SIGNED: \_\_\_\_\_ Michael Klopchin, Chair /s

SIGNED: \_\_\_\_\_ Robert Bixby, Clerk/s

Minutes taken and respectfully submitted by Heather Kent, Administrative Assistant, and were approved on March 13th, 2017.