

TOWN OF CLARENDON, VERMONT

MINUTES

SELECTBOARD MEETING- ORGANIZATIONAL

Monday, March 13th, 2017

SELECT BOARD MEMBERS:

Robert Bixby, Clerk

Robert Congdon, Jr

Michael Klopchin, Chair

Daniel Pinkowski

Richard Wilbur

CALL TO ORDER: 6:02

PRESENT AT MEETING: Select Board (5), Administrative Assistant, Treasurer, Road Commissioner, Cindy Davis, Arthur Menard, Gloria Menard, Marjorie Southard.

ELECTION OF BOARD CHAIR AND CLERK: Selectman Pinkowski motioned to elect Michael Klopchin Select Board Chair, Selectman Wilbur seconded, the motion passed unopposed. Selectman Congdon motioned to elect Robert Bixby as Select Board Clerk, Selectman Wilbur seconded, the motion passed unopposed.

The Board Chair welcomed the new Treasurer Heidi Congdon and the newly appointed assistant Treasurer Gloria Menard.

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 – February 27th, 2017: Selectman Wilbur motioned to accept the minutes with corrections as needed, Selectman Pinkowski seconded, the motion passed unopposed, with Selectman Bixby abstaining.

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

Bridge and Road Standards: The Board Chair read the certificate of compliance for the Bridge and Road Standards. Selectman Pinkowski motioned to sign the certificate of compliance, Selectman Bixby seconded, the motion passed unopposed.

Annual Financial Plan: The Administrative Assistant updated the Board as to the yearly Annual Financial Plan that will be gone over with Vtrans, the Road Commissioner and the Administrative Assistant. The Board Chair asked that the Administrative Assistant keep the Board and the Treasurer informed.

The Road Commissioner discussed preparations for the incoming snow storm. Selectman Bixby asked about a truck that had had to be towed.

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.

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GUEST: There was no guest.

PUBLIC COMMENTS (10 minutes): There were none.

OLD BUSINESS:

Policies – Administrative Review: The Board Chair advised the public that Town policies were due to be reviewed, and suggested that the first meeting in April be dedicated to policy review, and the personnel policy and conflict of interest policies were discussed as beginning options.

NEW BUSINESS:

Appointed Officials for 2017: The appointed positions were discussed, and the Board Chair asked if there were another person interested in the alternate position on the airport committee, which was vacant. Selectman Wilbur agreed to fill the position. Marjorie Southard asked about the committee and whether it was the same as the REDC task force, and was informed it was not.

Selectman Congdon advised that an alternate was needed for representative to the Solid Waste District; Selectman Bixby agreed to fill the position. Selectman Congdon motioned to appoint the positions as presented, Selectman Wilbur seconded, the motion passed unopposed. (Attachment 1)

Designation of Newspaper for Notices 2017: Selectman Congdon motioned to designate the Rutland Herald as paper of notice, Selectman Bixby seconded, the motion passed four to one, with Selectman Wilbur opposed.

PLANNING COMMISSION REPORT: The Administrative Assistant advised that the notices to land owners for the Clarendon Springs Village Center Designation would shortly be sent out.

TREASURER'S REPORT: Heidi Congdon advised that NEMRC had been at the office for training, and presented a budget status report to the Board. Telephone numbers and other contact information for the Treasurer were discussed.

ADMINISTRATIVE ASSISTANT'S REPORT: A notice from Delinquent Tax Collector to the Board regarding upcoming tax sales was read, and the results of the ballot from Town Meeting were reviewed.

PUBLIC COMMENT ON AGENDA ITEMS ONLY (5 minutes): None

SELECT BOARD MEMBERS CONCERNS: The Board Chair advised that a citizen had contacted him with a concern about the silt build up underneath the bridge on Alfrecha Road over the Otter Creek, and asked that ANR be contacted. Selectman Wilbur had received a concern about tree cutting, and had advised the citizen to contact the sheriff's department.

ADJOURNMENT: Selectman Congdon motioned to adjourn at 6:24 pm, Selectman Wilbur seconded, the motion passed unopposed.

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SIGNED: _____ Michael Klopchin, Chair /s

SIGNED: _____ Robert Bixby., Clerk/s

These minutes taken and respectfully submitted by Heather Kent, Administrative Assistant, and were approved on March 27th, 2017.

Approved