

TOWN OF CLARENDON, VERMONT

MINUTES

SELECTBOARD MEETING- REGULAR

Monday, April 24th, 2017

SELECT BOARD MEMBERS:

Robert Bixby, Clerk

Robert Congdon, Jr.

Michael Klopchin, Chair

Daniel Pinkowski

Richard Wilbur

CALL TO ORDER: 6:00 Pm

PRESENT AT MEETING: Select Board (5), Administrative Assistant, Treasurer, Janice McCoy, Cindy Davis, Alf Strom Olsen, Marjorie Southard, Gloria Menard, Arthur Menard, Norman Flanders, Rita Flanders.

AGENDA ADDITIONS/DELETIONS: The Board Chair asked if there were any additions or changes to the agenda. The Administrative Assistant advised that a new liquor license had been received, the Board Chair asked that she bring the issue up during her reports. There were no changes to the Agenda.

APPROVAL OF SELECT BOARD MEETING MINUTES:

Select Board Meeting Regular – April 10th, 2017: Selectman Congdon motioned to approve the minutes subject to corrections, Selectman Wilbur seconded, the motion passed unopposed. A typographical error was corrected.

Fire Lane 2, Name Change: The Administrative Assistant gave a brief rundown of the history of the problem. Norman and Rita Flanders, residents of Fire Lane 2, spoke to the issue, and questioned what the process would be. A discussion followed on what would be the simplest way to satisfy the Town Ordinance and the E911 Board. As several mobile homes had been removed from Fire Lane 2, the possibility of measuring the numbers directly from Route 103 was discussed. The Administrative Assistant was asked to discuss the possibilities with the GIS specialist from E911, and to also contact the property owners of Fire Lane 3 about a possible name change.

Guest: Janice McCoy: Mrs. McCoy expressed her concern with ATVs possibly using the newly widened trail in the municipal forest. The Administrative Assistant detailed the state law regarding the ATV use in the state. The Board agreed to post signs stating that no unauthorized motor vehicles would be allowed on the trail, and asked the Administrative Assistant to contact the Road Commissioner about the signs. Moving the current access sign to a more appropriate spot was also discussed.

HIGHWAY: The Road Commissioner was not present.

Access Permit Peterson, Access Permit Guimond: The Board reviewed two access permits, one for East Clarendon Road and one for Teer Road. Selectman Congdon motioned to approve the access permits with the Road Commissioner's recommendations, Selectman Pinkowski seconded. The motion passed unopposed.

Electrical Work – Salt Shed: The issue was resolved before the meeting and did not to be discussed.

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Selectman Bixby questioned if the current 11 foot lane roads could be changed to 10 foot lanes with a wider shoulder added, a discussion followed. The Administrative Assistant stated she would ask the question of the district three manager. Selectman Bixby also stated that he thought that Earle's was expensive for truck repair, and asked the Administrative Assistant to research other Towns to see what other Towns use for repairs. Selectman Wilbur also agreed to pass a speeding concern on East Clarendon Road on to the Sheriff's department.

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.

PUBLIC COMMENTS: Marjorie Southard read a statement about her feelings about Zapata Courage, the Wetlands Ecologist, and the recreation fields from the April 10th, 2017 meeting. A discussion followed. The public was also updated on the status of the issue.

OLD BUSINESS:

Conflict of Interest: The Administrative Assistant read the letter of review of the draft policy from the Town attorney. After a brief discussion, Selectman Congdon motioned to pass a new conflict of interest policy next meeting using the attorney's language, Selectman Bixby seconded, the motioned passed unopposed.

Recreation Fields – Power: The Board reviewed the estimate given to bring power to the recreation field, a lengthy discussion followed, and the Treasurer was consulted as to the balance of the Recreation budget. Selectman Bixby motioned to approve the recreation field wiring by Jack Flood provided that the recreation committee had the funds in their budget for the remaining fiscal year, Selectman Wilbur seconded, the motion passed unopposed.

NEW BUSINESS:

Light Duty Discussion: The Board discussed a light duty assignments for employees. After a brief discussion of the possible benefits of a light duty policy, the Administrative Assistant was asked to look into other Town's policies.

911 Addresses Changes: The Administrative Assistant updated the Board as to a confusing situation with Haven Hill, and informed the Board that a few numbers would be altered.

Cemetery Updates: The Board was updated as to trees that needed removal in Spafford Cemetery, and what funding was available for tree removal. The Board asked the Administrative Assistant that Kyle Taylor be contacted for an estimate.

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The issue was also discussed of a recent stone placement in Spafford Cemetery, and the Town's ability to dictate as to where burials should take place. The Administrative Assistant was asked to research this.

Further work needing to be done in the West Clarendon Cemetery was discussed. Cindy Davis detailed that she had a tentative date in June for a crew to reset stones.

PLANNING COMMISSION REPORT: Nothing submitted.

TREASURER'S REPORT: The Treasurer advised that the Workman's Comp Audit went well, and the Town would receive approximately \$4,000 back. The Board Chair asked if the outside audit had taken place yet, and was informed it would happen soon. The Treasurer informed the Board as to a training she and the assistant treasurer had attended.

ADMINISTRATIVE ASSISTANT'S REPORT:

The Administrative Assistant presented the Board with the previously mentioned Liquor License application. Selectman Congdon motioned to approve the license for the Hangar Café, Selectman Pinkowski seconded, the motion passed unopposed.

The possibility of the Administrative Assistant attending a retreat dealing with funding sources for public buildings was discussed. Selectman Pinkowski motioned to allow the Administrative Assistant to attend the Vermont Preservation Trust retreat, with the cost not to exceed \$150, Selectman Bixby seconded, the motion passed.

The Administrative Assistant was presented with a token of appreciation from the Board due to Administrative Professional's week.

The Board Chair at this time took a phone call from the Recreation Committee Chair, discussing the power to the fields.

PUBLIC COMMENT ON AGENDA ITEMS ONLY (5 minutes): Cindy Davis advised the Board that metal detecting to locate missing parts of the cemetery ornate fences would be taking place.

SELECT BOARD MEMBERS CONCERNS: Selectman Pinkowski asked about the remaining Moulton Avenue polls, and the status of the Cold River Berm Removal project.

ADJOURNMENT: At 7:45 pm, Selectman Congdon motioned to adjourn, Selectman Wilbur seconded, the motion passed unopposed.

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 May 8th, 2017.