

TOWN OF CLARENDON, VERMONT

MINUTES

SELECTBOARD MEETING- REGULAR

Monday, February 26th, 2018

SELECT BOARD MEMBERS:

Robert Bixby, Clerk
Robert Congdon, Jr.
Michael Klopchin, Chair
Daniel Pinkowski (A)
Richard Wilbur (A)

CALL TO ORDER: 6:05 pm

PRESENT AT MEETING: Selectboard (3), Administrative Assistant, Treasurer. Marjorie Southard, John McKenna, Joel Baker, Alf Strom-Olsen, Randy Kinne, Janet Keefe, Cash Ruane.

AGENDA ADDITIONS/DELETIONS: The Board Chair asked if there were any additions or changes to the agenda. Selectman Bixby asked that a discussion about the Highway Committee of Operation and Function's recommendations be added under highway. There were no objections.

APPROVAL OF SELECT BOARD MEETING MINUTES:

Select Board Meeting Special – February 19th, 2018: Selectman Congdon motioned to accept the minutes with corrections, Selectman Bixby seconded, the motion passed unopposed. The minutes were corrected to state that Selectman Congdon had said that a serious discussion was needed on downsizing the fleet by one truck, and that the Board had agreed to discuss it after town meeting.

Select Board Meeting Regular – January 22nd, 2018: Tabled.

HIGHWAY: The Road Commissioner was not present.

Road Commissioner's Report: The Road Commissioner's report was read aloud, and the new mileage/fuel/load log was reviewed. Selectman Bixby requested that the driver of the vehicle also be recorded on the log sheet.

Selectman Congdon advised that he heard from citizens on Peters Lane that every mailbox had been hit during a weather event and asked the Administrative Assistant to speak to the Road Commissioner about the issue. The suggestion that the tandem trucks were too big for small roads such as Peters Lane.

Jeff Grembowicz, Highway: Tabled.

Letter – Norm Bowen: Copies of the letter were distributed to those present, no discussion was had.

MRGP: The Administrative Assistant advised the Board that the Municipal Roads General Permit had been in effect as of January and informed the Board that the Town had been awarded a grant for the Road Erosion Inventory, which was the first step with complying with the MRGP. Marjorie Southard suggested locals be involved in the inventory.

TOWN OF CLARENDON, VERMONT

MINUTES

SELECTBOARD MEETING- REGULAR

Monday, February 26th, 2018

Better Roads – Grant: Previously discussed in meeting.

A discussion on shoulders and cracking on paved roads followed, and the need to fix the cracks, the Board Chair agreed to go on a drive with Randy Kinne to review some problem areas. A question was answered from the public regarding weight restrictions on public roads.

Marjorie Southard questioned when the letter from Norm Bowen had been received.

Committee Recommendations (ADDED TO AGENDA): Selectman Bixby stated that he had three points he wished to discuss, fuel logs, use of smaller trucks, and time cards, and that the first two had been addressed. Selectman Bixby motioned that the Road Commissioner be informed that the time clock would now be used, Selectman Congdon seconded. The Administrative Assistant asked if the time clock would be used in conjunction with time sheets already used. The Treasurer advised that the time sheets used contained the documentation needed for grants, Selectman Bixby amended his motion to include that the time clock would be used in conjunction with the currently used time sheets, Selectman Congdon seconded the amended motion, the amended motion passed unopposed.

Selectman Congdon advised the Board that a town's person had given him the number of a person who could assist the highway department in fixing the grader issues, so that they could do it themselves in the future. The Administrative Assistant was asked to notify the Road Commissioner. Selectman Congdon also clarified for the record that the Board had discussed trading two trucks towards the purchase of one truck but had never discussed purchasing two trucks. Marjorie Southard asked for clarification on the Board's discussion on downsizing the fleet, Selectman Congdon stated that the downsizing had not been ruled out, and on the nineteenth of February he had said that the Board was not in a position to discuss the issue.

Selectman Congdon informed the Board that the Road Crew had been seen turning in metal at Rosen's, the Treasurer advised that she had not yet seen money from Rosen's. After a discussion, the Treasurer stated she would speak to the owners of Rosen's and ask that any payments be in check form.

The grader was again discussed, and the need that that it be dealt with quickly.

At 7:05 pm the Board took a two-minute recess and returned to session at 7:07 pm.

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: John McKenna, School Zone: Mr. McKenna advised the Board that the traffic cones in front of Holden House were not working to slow traffic and had become targets for drivers; the school resources officer Deputy Hoffman had asked him to request that the Select Board designate Middle Road in front of the high school as a school zone. After a discussion confirmed that a decision from the Board was the first step in the process, Selectman Congdon motioned to designate the area in front of the high school as a school zone with a speed limit of 25mph, Selectman Bixby seconded. Selectman Congdon amended his motion to say based on a request from the high school, Selectman Bixby seconded the amended motion,

TOWN OF CLARENDON, VERMONT

MINUTES

SELECTBOARD MEETING- REGULAR

Monday, February 26th, 2018

the amended motion passed unopposed. The Administrative Assistant was asked to continue researching the process.

PUBLIC COMMENTS (10 minutes): Public comments were taken throughout the meeting.

OLD BUSINESS: None.

NEW BUSINESS:

Transfer Station – Recertification: The Administrative Assistant advised that the State was requiring the stumps at the transfer station be either buried or disposed of offsite. It was suggested that the fire department might burn the stumps, and Alf Strom-Olsen was asked to question the RCSWD about the person who came to the Gleason Road station to chip up stumps. Selectman Congdon motioned that the transfer station would no longer accept stumps, Selectman Bixby seconded, the motion passed unopposed.

Electronic Communications: The Administrative Assistant advised the Board that several citizens had expressed the desire for electronic notifications from the Town. After a brief discussion on what other towns do, the Board agreed to offer an email sign up to residents and discussed possibly Town Meeting and Tax Collection as times to do so.

Tree Warden: The Administrative Assistant updated the Board to possible changes in the statues governing tree wardens, no action was needed.

PLANNING COMMISSION: No report was submitted.

TREASURER’S REPORT: The Treasurer updated the Board on the internal auditors and advised that she would have updated budget reports at the next meeting. The Treasurer also announced that she would be establishing regular office hours starting March 5th.

ADMINISTRATIVE ASSISTANT’S REPORT: The Administrative Assistant had nothing to report.

PUBLIC COMMENT ON AGENDA ITEMS ONLY (5 minutes): Road shoulders were discussed, and East Clarendon Road was suggested as a priority for shouldering.

SELECT BOARD MEMBERS CONCERNS: Selectman Bixby asked that the Road Commissioner be informed of a pothole on Middle Road on the south west corner of the bridge over the cold river. Selectman Congdon motioned that an electronic programmable thermostat be installed at the Town Hall, Selectman Bixby seconded, the motion passed unopposed.

TOWN OF CLARENDON, VERMONT

MINUTES

SELECTBOARD MEETING- REGULAR

Monday, February 26th, 2018

ADJOURNMENT: At 7:40 pm, Selectman Congdon motioned to adjourn, Selectman Bixby 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 March 12th, 2018.