

# TOWN OF CLARENDON, VERMONT

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## MINUTES

### SELECT BOARD MEETING - REGULAR

MONDAY, APRIL 8, 2019

#### ATTENDEES:

##### SELECT BOARD

Michael Klopchin, Chair  
Robert "Bob" Bixby, Clerk  
Cash Ruane  
Robert Congdon  
Rick Wilbur

Board Secretary Janet Arnold  
William Chmielewski, PEG-TV

#### 1. CALL TO ORDER

At 6:03 p.m., Chairman Klopchin called the meeting to order, and welcomed audience members.

#### 2. REVISIONS TO AGENDA

Mike called for revisions to the agenda, noting that three additional liquor license requests have been submitted for Board approval. Cash moved to add the liquor licenses to the agenda, Rick seconded the motion, and the motion passed.

Rick then moved to add mowing bids to the agenda. Bob seconded the motion, and it passed.

The Board then queried the agenda item to address the donation of the Queen Elizabeth antique clock to the Town, as the topic had been addressed at a previous meeting. Janet noted that a draft letter of thanks to the donor was in their packets for review.

#### 3. MEETING MINUTES

The Board considered the minutes of the March 25, 2019 Meeting. Mike called for revisions to the minutes, and one correction was noted: under the discussion of liquor licenses, "approve" was changed to "approved". With that revision, Bob moved to approve the minutes as presented. Cash seconded the motion, and it passed, with Rick abstaining from the vote because he was not at that meeting.

#### 4. APPROVAL OF AP AND PAYROLL WARRANTS

Accounts Payable and Payroll warrants were executed by the Board.

#### 5. PUBLIC COMMENTS

Community members greeted the Board. No comments were offered.

#### 6. HIGHWAY

Cash reported that the crew has been working diligently on filling pot holes, laying coarse gravel to address muddy areas and addressing other emerging issues. An audience member queried why the roads have not been posted. She is concerned because she has seen double tandem logging trucks on the road. As heavy as those trucks tend to be, the roads can be torn up badly, resulting in the Town of Clarendon incurring additional, not insignificant, costs. Moreover, she indicated that the Road Commissioner from Wallingford was driving one of the trucks. As a result, she suggested that the Town should enforce weight limits for Clarendon roads.

The Board discussed the matter, noting that there isn't an enforcement mechanism in the Town rules. In addition, the Board has been advised by legal counsel that it would be quite costly to establish the necessary structure and secure proper equipment for such an effort. Moreover, farm equipment is exempt. However, the Board noted that this has proven to be a serious issue this year. The Board and Sheriff Benard discussed several strategies that the Town could use to address the issue, noting that, with weight as the primary issue, Addison County has two

units that could be brought down to weigh trucks and impose fines. He also stated that Carrara's scales have been used for that purpose in the past. The Board discussed the potential cost of such an effort, initially concluding that it might not prove to be financially viable.

The Board engaged audience members on the issue, discussing various situations and brainstorming potentially viable solutions. Robert suggested that transportation ordinances are necessary for Class 1, 2 and 3 roads, with Cash stating that overweight trucks have resulted in additional costs to the Town, including crushed culverts and other damage. Robert moved that the Selectboard revisit the issue with workshops in the month of July. The motion was seconded by Bob, and following a spirited and far-reaching discussion on a number of aspects of the issue that involved audience members, the motion passed. The Administrative Assistant was tasked with researching ordinances for Class 1, 2 and 3 roads.

## **7. OLD BUSINESS**

### ***a. Town Officially Taking Over Maintenance of Sunny Hill Development Roads***

Cash opened the discussion of the Sunny Hill development by querying whether Sherri Lane was specifically included in the posted warning, since it has been the Town's intention to take over maintenance of that road as well. It was not, so in an abundance of caution, the warning will be amended and re-posted to include both Sunny Hill Drive and Sherri Lane, with the Board agreeing that it is imperative to ensure that their action be in full compliance with legal requirements.

## **8. NEW BUSINESS**

### ***a. Garvey Nissan & Renaming of Route 7B North Extension***

Janet reported that she has been working with Garvey Nissan and the State 911 coordinator on new addresses for Garvey and the three homes located on Route 7B North Extension. The State has indicated that "Route 7B North Extension" is not an appropriate road name pursuant to current standards. As a result, given that there are three homes on the road and Garvey Nissan, the State suggested that the road be renamed. The State proposed that, given the limited number of residents on the road, that the residents themselves name the road. One suggestion has already been offered. The General Manager of Garvey Nissan, Todd Neil, described his discussions with the director of Vermont 911. Mr. Neil noted that it, in his view, the road name should be simple and locally recognized. Following discussion that revealed a degree of disagreement regarding what the State wants, Mr. Neil indicated that he will contact Mr. Hermanson to determine the extent of the re-naming effort. In addition, the Board discussed the configuration of the road and State concerns. The Administrative Assistant was tasked with determining notice requirements for a road name change, to be reported back to the Selectboard at the next meeting.

### ***b. Weight Limits on Town Roads & Citizen Concerns***

The Board and audience member continued the discussion of weight limits, wear and tear on local roads and potential solutions, focusing on weight limits, and posting of same.

### ***c. Official Appointment of New E911 Coordinator for State Purposes***

Janet explained that she had been contacted by the Vermont 911, informing her that they had never received communication regarding the new 911 coordinator, which is something the State needs. As a result, she noted that there is a draft letter in the Board packets for signature of the Board chair. Rob moved that the Chair execute the letter. Rick seconded the motion, and Mike thereafter executed it.

### ***d. Local Emergency Management Plan***

Janet reported that the local Emergency Management Plan is due to the State on May 1. She has been in touch with Matt Jakubowski, and he is presently working on it. He anticipates it will be finished well before the deadline.

### ***e. Funds Budgeted for Cemeteries***

Heidi noted that approximately \$10,000 had been allocated in the budget for cemeteries. Robert noted that he would like to see fallen monuments restored, and Bob indicated that work is in progress. Cindy Davis shared photos with the Board showing issues in cemeteries that must be addressed, with some fences down, and querying whether more permanent fences

could be installed. She proposed that maintenance of fencing could be made a part of the cemetery mowing contract. For clarification, the Administrative Assistant queried whether that would be a different contract from the mowing contract, since fencing is arguably a different skill set. The Board and audience also discussed fences not being on the boundary lines, and the need to move some fences. Robert then queried whether Cindy has taken inventory of trees that could be dangerous. Cindy stated that each cemetery needs to be visited to determine the needs of each.

Robert noted that bidders must be clear about their responsibilities, and that it appears that the work to be done is broader than just mowing and trimming. He therefore suggested that the cemetery committee, including Cindy, do a “walk through” with bidders so as to make responsibilities clear, suggesting that signs on the cemeteries should be considered. The Board, however, noted that the other work should come first.

The Board then reviewed the proposed newspaper ad for the cemetery work, and the shorter form of ad was preferred. The Board also noted that there should be a required “walk through” for all bidders. Cash moved to change the due date on the bids to April 30<sup>th</sup>. Robert seconded the motion. The motion was then amended to approve the “short form” of the ad with the changed date, to be posted by the end of the week. The amended motion passed.

Finally, the Board noted that within two meetings, an inventory of trees that need to come down should be performed. Heidi and Cindy committed to bring recommendations back to the Board.

***f. Paving Bid Update***

Cash indicated that they presently working on getting everything together.

***g. R. Clark Forest Maintenance***

Heid noted that four thousand dollars (\$4,000.00) was allocated from the year before to upgrade trails, and the funds must be expended before June 30. Mike suggested that the trails be assessed so as to know how to prioritize the work. Rob commented that trails were supposed to have signage, along with chains or cables to prohibit ATVs. However, that was at the end of the previous Road Commissioner’s tenure. Heidi stated that the \$4,000.00 must be used before the end of the fiscal year, or it will roll into the general budget.

The Chair tasked the Administrative Assistant to contact Joe Peterson, Clarendon Forester, to get an update on the condition of the trails and log landing, and whether signage is needed. If Joe has questions, he should call Chairman Klopchin.

***h. Rutland County Solid Waste Board – Open Seat***

Janet presented a draft advertisement for the position, the cost of which is \$40.98 per day. Gloria reported that there hasn’t been any interest, even though she posted it on the website. The Board noted that the seat may need to be advertised if there has been no interest by the next meeting. In the meantime, Bob Bixby indicated that he would reach out to Alf Strom-Olsen to see if he can attend the April meeting.

**9. OLD BUSINESS**

***a. Donation of Queen Elizabeth Antique Clock (Circa 1890)***

The Board reviewed the draft “thank you” letter to the donor of the clock. Robert moved to approve the letter, and to authorize ordering a plexiglass case to protect the clock, with funds to come out of the Selectmen’s budget. Bob B. seconded the motion, and it passed, with all Board members again expressing gratitude for the generous and profoundly meaningful gift to the Town.

**10. TOWN OFFICER REPORTS**

Town Clerk Gloria Menard and Kelly Jakubowski both greeted the Board. Gloria then presented three liquor licenses for approval: one for Loretta’s and two for Stone Hedge Golf Course. Rob moved to approve them, Rick seconded the motion, and the motion passed.

Heidi reported that it is “audit season”, with a DOT Grants audit conducted last week, and an external audit by Sullivan Powers on Monday and Tuesday of the past week. The DOT Grants audit went very well, and a draft of the Sullivan Powers audit should arrive within the next two

weeks. Finally, there was a Worker's Compensation audit conducted last Wednesday, and this also went well, with \$2,000.00 coming back to the town.

**11. SELECTBOARD COMMENTS**

Rick commented that the Church may be looking into siting a solar array behind the Town Hall. Construction would be at no charge. Mike alerted the Board to the potential for a flood plain issue, as well as an issue with the railroad right-of-way, so those issues should be investigated. Rick stated that he would address those issues when he next meets with the contractor.

**13. ADJOURNMENT**

Business having concluded, Rob moved to adjourn the meeting. Bob seconded the motion, and the meeting was adjourned at 7:27 p.m.