

TOWN OF CLARENDON, VERMONT

MINUTES

SELECT BOARD MEETING - EMERGENCY

Tuesday, May 14, 2019

ATTENDEES:

SELECT BOARD

Michael Klopchin, Chair
Robert Congdon
Cash Ruane
Board Secretary Janet Arnold

1. CALL TO ORDER

Chairman Klopchin called the Emergency Meeting to order at 1:05 P.M.

2. PUBLIC COMMENTS

With no audience members present, no comments were offered.

3. APPOINTMENT TO THE CEMETERY COMMITTEE

Mike noted that Cash had moved to withdraw the motion that was made the previous evening relative to the sole bid for cemetery maintenance. Cash renewed that motion, Robert seconded the motion, and it passed. Mike then recommended that the Board draft a ballot item that establishes an independent cemetery committee. Heidi added that she has been in touch with the Vermont League of Cities and Towns (VLCT), and will keep the Board informed as to the requirements relative to a cemetery committee. The Board noted that preparations for the elections at the end of June should result in getting the committee in place.

Mike noted that there are clearly needs in the cemeteries in Town, and suggested that the Board ask the Committee for a strategic plan to address the most important issues. Indicating that time is of the essence, the Board discussed whether the Town should proceed with the only bid that was received. Robert suggested that the Board allow additional time to secure additional bids. Board members also touched on the potential for an appearance of impropriety, hard feelings, conflicts of interest, etc. with a bid process that resulted in only one bid.

The Board then engaged in a broad discussion regarding the bid process, and revising it for the future so as to better emulate the State's approach. Heidi added that the Town does not have a Policy regarding a minimal number of required bidders, and it is something that the Selectboard might consider. Discussion ensued regarding establishing bidding processes requiring at least 3 bids. Robert moved to enter into executive session. Cash seconded the motion, and the Board entered into executive session to discuss legal aspects of the current bidding situation, premature disclosure of which could cause harm to a party involved.

Following confidential discussion, Robert moved to come out of executive session, Cash seconded the motion, and the Board existed Executive Session at 1:25 p.m.

4. MOWING BIDS

Mike summarized the discussions of the executive session, noting that Board members are concerned that one bid is insufficient. He also stating that the bid seemed high from his perspective. As a result, the Board indicated that it will repost the bid. Heidi then suggested that the bids be broken into three distinct pieces: mowing & trimming, fence repair and brush clean-up. Robert so moved, Cash seconded the motion, and it passed, with Board members agreeing that the three contracts were a reasonable way to ensure that all needed tasks would be completed. Mike suggested that, because of upcoming holidays, the bids to be reposted for 1 week, with bids due at 4:00 p.m. on May 20, and bids to be opened at 6:00 p.m. that same evening.

Robert moved to post three contracts for then added that the bid notice should note that the first mowing and Spring Cleanup should be completed by Memorial Day, weather permitting. Motion passed unanimously. Robert then moved to add to the bid notice that it the contractor must be able to complete first mowing and Spring cleanup by Memorial Day. Cash seconded the motion, and the motion passed unanimously.

4. ADJOURNMENT

Business having concluded, Robert moved to adjourn the meeting. Cash seconded the motion, and the motion passed. The meeting was adjourned at 1:38 p.m.