

# TOWN OF CLARENDON, VERMONT

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## MINUTES

### SELECT BOARD MEETING - REGULAR

MONDAY, SEPTEMBER 9, 2019

#### ATTENDEES:

##### SELECT BOARD

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

##### MEDIA

William Chmielewski, *PEG-TV*

#### 1. CALL TO ORDER

Chairman Klopchin called the meeting to order at 6:00 p.m.

#### 2. ADDITIONS/DELETIONS TO AGENDA

Mike called for revisions to the agenda, and Robert indicated noted a need for executive session at the end of the meeting. Robert so moved, Cash seconded the motion, and the motion passed.

#### 3. APPROVAL OF MEETING MINUTES

Board members reviewed the minutes of the August 26, 2019 meeting. Bob moved to approve the minutes. Rick seconded the motion, after which Cash noted one revision on the second page under Road and Bridge Update. The reference in the last paragraph to "Middle Road" should be "Walker Mountain Road". With that revision, the Board voted to approve the minutes with no opposition.

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

The Chair noted that the AP and Payroll warrants were being circulated for execution by Board members.

#### 5. PUBLIC COMMENTS

None offered.

## 6. HIGHWAY

### **A. *Equipment Needs***

Cash reported that he has been working to purchase equipment from Rutland Town, but has been unable to connect with his counterpart there. He will therefore report on the status of the effort at the next meeting. Cash also reported that the highway crew is doing shoulder work, and will soon be able to get back to the work on East Tinmouth Road, as well as the shoulder work on Quarterline Road.

### **B. *Road Issues***

Marjorie commented that there have been issues with speeding, and the Board noted that they are aware of it. In addition, there is a resident on East Clarendon Road, just south of Windy Lane, where a resident has improperly created an entrance. Cash also indicated that he has had calls about roadside mowing, and that effort is ongoing.

Bob noted that he has had inquiries about wood lottery deliveries, and he indicated that it is not a priority at this time due to other, far more pressing, priorities.

Alf Strom-Olsen inquired about work on Gorge Road, and Cash indicated that both contractors and an VDOT personnel inspected the situation. Mike noted that, in three different meetings, the State has admitted that there are three culverts coming into one ditch. VTRANS has accepted responsibility for the situation. Cash stressed that he has consistently messaged that the Town will not accept responsibility for the situation, since it was caused by activity at the airport. The Board and audience suggested getting others involved, such as legislators and State Agency heads, to see if they can get the process moving.

## 7. OLD BUSINESS

### **A. *Proposed Marijuana Ordinance***

The Board reviewed the draft ordinance. Rick moved to pass the ordinance. Bob seconded the motion. Mike then emphasized that it must be posted in five places for sixty days.

Alf Strom Olsen asked the Board to clarify its intentions to enhance clarity on the ordinance. Mike proposed that the statement of purpose in the ordinance was sufficient, and Robert agreed, noting that the purpose is very clear in the ordinance. Mike then read the purpose of the ordinance verbatim for purposes of informing the viewing public. Following that, the motion passed unanimously.

### **B. *State E911 Request to Rename Coburn Court Streets***

Janet reported that she has been in contact with the Vermont Department of housing, and will be talking with the Rutland Post Office this week to determine how mail is delivered to Coburn Court, since the map of Coburn Court provided by the Vermont Department of Housing shows clear numbers, which are presumed to be e911 numbers, but clarification is required. She has also reached out to both the Vermont Housing Authority and Vermont e911 to see if either entity provides e911 house number markers.

The Board then discussed authority over the roads, since they are private. The discussion then evolved to a broader discussion, including the history of the park going back approximately five years, and the responsibility for 911 safety. Bob then suggested Ash, Maple and Oak for street names.

Following additional discussion, Mike suggested that we notify the State that the Roads be named One, Two and Three, and the town is satisfied with that. If that is insufficient, then the Town suggests that Vermont e911 have a discussion with the Vermont Department of Housing.

## **8. NEW BUSINESS**

### ***A. Request for Funding for Zoning Administrator Training***

Clarendon Zoning Administrator Jeff Biasuzzi provided a written report to the Board, along with a request to attend a "Zoning and Land Use Law " course. Robert moved to approve the course for Jeff, and Rick seconded the motion. The motion passed.

Jeff is also proposing a fee for Zoning Administrator Letters of Opinion on compliance issues, as these letters are commonly requested by attorneys and lenders. He feels a fee is appropriate in light of the amount of time it takes to research, inspect and draft reports for such inquiries. Jeff also requesting an update to the fee schedule. Robert moved to table the issue until the Board has an opportunity to review the matter, since neither he nor other Board members had had an opportunity to review the document. Cash seconded the motion, and it passed.

The matter will be placed on the Agenda for the next meeting.

## **9. TOWN OFFICER REPORTS**

Heidi reported that she will be printing and sending out the tax bills tomorrow. Board members asked how they could be of service in that effort.

Gloria also reported that the donated clock has been hung in the Town Clerk's Office, and is an outstanding addition to the Town Hall.

## **10. SELECTBOARD MEMBER CONCERNS**

Bob reported that Rutland County Solid Waste District did not have their meeting because there was not quorum, so they will try to hold it this week.

Robert thanked everyone for their expressions of sympathy on the passing of his family member. Rick echoed the sentiment.

Rick announced for the benefit of the people in Town, that it is illegal under State Law to mow grass into the road. The same is true for plowing snow into the road.

## **11. EXECUTIVE SESSION**

Cash moved to enter into Executive Session to discuss confidential personnel matters. Robert seconded the motion, and it passed. The Board entered into Executive Session at 6:44 p.m.

The Board exited executive session at 7:37 p.m. on motion by Bob, seconded by Cash. The Selectboard then indicated that, due to changing circumstances and projects on the horizon requiring a different skill set, it has been mutually agreed upon that the Selectboard will

commence an Administrative Assistant position search to fulfill that changing need. Janet has agreed to remain on until the position is filled.

#### **11. ADJOURNMENT**

Business having concluded, Robert moved to adjourn the meeting. Bob seconded the motion, and with no objection, the motion passed. The meeting adjourned at 7:43 p.m.