

**TOWN OF CLARENDON BOARD OF SELECTMEN MEETING**  
**REGULAR**  
**December 28, 2020**  
**Minutes**

**Attendees:**

Select Board

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

Heidi Congdon, Treasurer  
Katie Rock, Secretary  
Gloria Menard, Clerk  
Art Menard

**1. Call to Order**

Chairman Klopchin called the meeting to order at 6:15PM- the budget meeting ran late, but is now completed.

**2. Agenda additions/deletions**

Selectman Congdon motioned to add a website discussion under New Business. Selectman Wilbur seconded and all the Board members approved.

**3. Approval of Meeting Minutes**

Selectman Congdon motioned to approve the Regular Meeting minutes from 12/14 subject to any corrections. Selectman Bixby seconded for discussion. After finding no errors, the motion passed unopposed.

**4. Highway**

**Road Commissioner Report-** The Road Crew made it through the last storm with very little difficulty. The public was very courteous to the Town plow trucks. However, there was a lot of snow being pushed across the road by private contractors. Road Commissioner, Cash Ruane, noted with that large of a storm, it's difficult not to push snow across the road. Cash explained that with the flooding from Christmas day, some roads had to close until the water receded.

**5. Approval of Select Board Warrants**

All new warrants and warrants previously signed by the designated Select Board Member were approved and signed by all Select Board Members.

**6. Guests**

N/A

**7. Public Comments**

N/A

**8. Old Business**

Approved January 11, 2021

**Sign Keyser propane contract-** Selectman Bixby motioned for the Chairman to sign the agreement and Selectman Wilbur seconded. The motion passed unanimously.

## **9. New Business**

**Approve e-waste release procedure-** Katie explained that every 5 years ANR requires e-waste collectors to update their registration. Based upon this, the Board needed to adopt a written procedure for e-waste release. The State provided a template that was sufficient and met the requirements. Selectman Congdon motioned to approve the provided procedure for the Transfer Station, and Selectman Wilbur seconded. All of the Board members approved the motion.

**Approve FY20 Selectmen's Report-** Selectman Congdon reviewed the report and suggested deleting the paragraph about the updated CMV policy and the Board agreed. He motioned to approve the Selectmen's Report based on that correction. Selectman Ruane seconded and the motion passed unopposed.

**Town Website discussion-** Town Clerk, Gloria, explained that the website crashed completely over the weekend, and she had to upload everything again. This has happened multiple times. Selectman Congdon motioned to expend the estimated \$3,500 to build a new website, with the funds coming out of the contingency fund. Selectman Wilbur seconded for discussion. Chairman Klopchin questioned how much was in the contingency budget. Heidi explained there was a total of \$5,000 in that budget that would expire June 30, 2021. All of the Board members approved the motion that a new website should be built for the Town.

## **10. Town Officer's Report**

**Treasurer-** Heidi announced that the proposed budget is finished up. She provided the Board with year-to-date information pertaining to this year's financials. She is happy to provide any budget info for the public by request via phone or email.

## **11. Select Board Member Concerns**

Selectman Ruane warned the public to be careful with the possible ice storm coming in on New Year's Eve. Selectman Bixby and Congdon wished the Town a Happy New Year and extended their special thanks to the Road Crew for their efforts in the last snow storm.

## **12. Adjournment**

Selectman Bixby motioned to adjourn at 6:24PM, Selectman Wilbur seconded, and the motion passed unanimously.

SIGNED: Mike I. Klopchin Mike Klopchin, Chair

SIGNED: Robert Bixby Bob Bixby, Clerk