

**TOWN OF CLARENDON**

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**SELECT BOARD MEETING- REGULAR  
FEBRUARY 24, 2020  
MINUTES**

**ATTENDEES:**

Select Board

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

Kelly Jakubowski, Delinquent Tax Collector  
Heidi Congdon, Treasurer  
Katie Rock, Board Secretary  
Gloria Menard, Town Clerk  
Marjorie Southard  
Tim Kennedy  
Joel Baker  
Mike Pedone  
Art Menard  
Matt Jakubowski  
William Chiemelewski, PEG- TV

**1. CALL TO ORDER**

Chairman Klopchin called the meeting to order at 6:08pm.

**2. ADDITIONS/DELETIONS**

Chairman Klopchin explained that him and the Zoning Administrator had met earlier in the day and thought it was best to have an executive session to discuss personnel issues. Selectman Wilbur motioned to put executive session under Old Business, Selectman Bixby seconded, and all approved.

**3. APPROVAL OF MINUTES**

Selectman Bixby motioned to approve the February 10th Regular Meeting minutes as presented, Selectman Congdon seconded, and all approved.

**4. EXECUTIVE SESSION**

**Road Crew Personnel Issues**

Selectman Congdon motioned to move into executive session at 6:10PM, to discuss Road Crew Personnel issues, not to exceed 30 minutes, Selectman Bixby seconded, and the motion passed unanimously. Selectman Ruane motioned to come out of executive session around 6:30PM, Selectman Bixby seconded and all approved. Chairman Klopchin said there was some personnel issues with the road crew, there will be some research done, and final decisions later in March.

**5. HIGHWAY**

**Road Commissioner Report-** Cash extended "kudos" to the Road Crew who salted and sanded all night in the last ice/rain storm. Cash and Katie are continuing to work on the Vtrans District 3 Structures Grant.

**Discuss Road Commissioner Appointment**

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Selectman Congdon motioned to adjust the agenda so that the discussion of Road Commissioner Appointment was under New Business as well as an executive session, Selectman Wilbur seconded, and all approved.

#### **6. 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.

#### **7. GUESTS**

N/A

#### **8. PUBLIC COMMENTS**

Chairman Klopchin asked Matt Jakubowski how the Rec Committee meetings were going. Matt said it was wonderful, he met with Rick Wilbur and together they approved the Rec Fields mowing bid sheet. Matt is acting as temporary chair. Matt is going to try to do once a month-meetings until there are more members.

#### **9. OLD BUSINESS**

##### **Discuss Zoning Administrator**

Selectman Bixby motioned to move into executive session to discuss Zoning Administrator personnel issues at 6:38PM, not to exceed 15 minutes, Selectman Ruane seconded, and all approved. Selectman Congdon motioned to come out of executive session at 7:04PM, Selectman Wilbur seconded, and the motion passed unanimously. Chairman Klopchin explained that there was confusion as to whether or not the Zoning Administrator's term was up. Klopchin announced that the Zoning Administrator will continue his term until 2022.

#### **10. NEW BUSINESS**

Selectman Bixby motioned to move into executive session at 7:07PM, to discuss the Road Commissioner appointment, but not to exceed discussing more than 15 minutes, Selectman Wilbur seconded, all approved. Selectman Wilbur motioned to come out of executive session around 7:15PM, Selectman Congdon seconded, all approved. The Select Board completed negotiations. The Board decided to hire Cash Ruane as "Road Foreman" going forward. Selectman Congdon motioned to post the Road Commissioner opening for 14 days starting next Wednesday (3/4/20), Selectman Wilbur seconded. Four of the five board members approved, Selectman Ruane abstained from the vote, as a conflict of interest. Heidi Congdon, Treasurer, explained that naming Cash as a "Road Foreman" was just a technicality in the process, so that if Cash is reappointed to "Road Commissioner," there will not be a lapse in his healthcare benefits. The Board cannot appoint Cash to the Road Commissioner position without allowing it to be held vacant after the elected term was up, per statute.

#### **11. TOWN OFFICER'S REPORT**

Heidi, Treasurer, reported that town reports are now available for the public at the Town Hall as well as Transfer Station.

Katie, Board Secretary, reported that she and Cash attended a weight permit posting seminar and they will be working on posting roads. She also read aloud a letter from REDC that expressed their apologies with their lack of communication with the Town of Clarendon. They were interested in meeting with the Select Board to discuss further. The Board responded by saying if REDC would like to discuss they could contact their secretary to get on the agenda. Katie received a letter from Skylar Ambrose that expressed interest in being a lister. Selectman Congdon motioned to appoint Skylar Ambrose to fill the vacant lister position, with the understanding that she would have to run and be elected in 2021. Selectman Ruane seconded the motion, and all approved.

#### **12. SELECT BOARD MEMBER'S CONCERNS**

Selectman Bixby received a complaint that with the recent warm weather, residents' dogs are running loose in the village. He asked Selectman Wilbur to notify the Sheriff of the complaints

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and be on the watch for that. Selectman Ruane and the rest of the Board wanted to thank Art Menard for his 10 years of service as a lister. Selectman Congdon thanked Rick Wilbur and Matt Jakubowski for pulling together for the Rec Committee. Selectman Wilbur reported that the Sheriff is retiring March 15.

**13. ADJOURNMENT**

Selectman Congdon motioned to adjourn at 7:26PM, Selectman Bixby seconded, and all approved.

SIGNED: Mike Klopchin Mike Klopchin, Chair

SIGNED: Bob Bixby Bob Bixby, Clerk