

TOWN OF CLARENDON BOARD OF SELECTMEN MEETING
REGULAR
March 22, 2021
Minutes

Attendees:

Select Board

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

Heidi Congdon, Treasurer
Katie Nop, Secretary
William Chmielewski, PEG- TV

Via Zoom:

Trombley's
CJ Frankiewicz
K. Obenauer, VTrans
Laura Stone, VTrans
Janet
JMccarthy, VTrans
Josif Bicja, HTA
Sean James
Gary Besaw
Dawn VanDyck
Janine Nilsen
Janice McCoy

Call to Order

Chairman Klopchin called the meeting to order at 6:03PM.

Agenda additions/deletions

N/A

Approval of Meeting Minutes

Selectman Ruane said after reading them through, he found no errors and motioned to approve the Regular Meeting minutes from March 8, 2021. Selectman Congdon seconded, and all of the Board members approved.

Highway

Road Commissioner Report- The Road Crew has noted the roads becoming increasingly muddy with the recent warm weather. The Road Commissioner warned the public that Gorge Road is in rough condition right now with extensive rutting. Because Gorge Road only has 5 residences, it is considered low priority, but they will get to it as soon as they can. Cash reported that the 2021 Mack was delivered last week. He also had an access permit from Louie McNeil that needed approval. He is resurfacing an additional driveway on his property on East Clarendon Road. There had been a driveway there previously so Cash explained to the Board, that he did a site visit and recommended approving the permit. Selectman

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Congdon motioned to approve it based on the Road Commissioner's assessment. Selectman Bixby seconded and the motion passed unopposed.

Selectman Bixby let the Road Commissioner know that he was approached about painting stop lines, specifically at the North Shrewsbury and Cold River Road intersection.

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.

Guests

N/A

Public Comments

N/A

Old Business

VTrans / Hoyle, Tanner & Associates (HTA)- Kingsley Bridge -VTrans and HTA were present over Zoom to discuss updates with the Kingsley Covered Bridge project. Josif Bicja gave a brief overview on the statistics of the bridge. It's 121 feet long, posted for an 11-foot clearance, and 3-ton weight capacity. An inspection was done in June. Based on the National Bridge Inspection Standard Condition Ratings, the bridge was scored with a 5. This is a fair rating based on the scoring, 0 being poor and 9 being excellent. Josef went over the inspection findings. He explained issues with the superstructure, substructure, deck condition, and channel condition. HTA evaluated 4 different options to rehabilitate the bridge based on design load. It's currently posted for 3T, and they presented options for 3T, 12T, 15T, and 20T. The Clarendon residents, along with the Board, discussed the benefits and disadvantages of rehabilitating the bridge with the different weight load options. The most favorable option was fixing the bridge with a 12T capacity, in order to allow ambulances to go through safely. The Town would post it for 3T to discourage overweight vehicles from going through. Furthermore, the 12T load was most desirable based on the pricing presented. In the 2012 legislation, Act 153 changed the Town Share rates. If the Town closes the road during construction the Town Share is reduced by 50% for a total cost share of 2.5%. Below is a chart to further explain:

	Town Share	
	Road Closed During Construction	Road Open During Construction
Rehabilitation	2.5%	5%
Replacement	5%	10%

Because the bridge will be closed during the rehabilitation, the community discussed their expectations for road conditions on East Street and Bump Road. They asked the Board and Road Commissioner for a guarantee that those roads will be maintained. The Board agreed and added they would request that the Sheriff's Department patrol the area for excess speeding during that time.

Vtrans approximated the construction to take about 10 weeks, beginning late spring.

The cost estimate for a 12T bridge is \$2.24M. This pricing included a NOCHAR fire retardant coating as well as interior lighting. There were mixed opinions on whether lighting was necessary. There would be a monthly fee associated with lighting because of electricity. The

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Board will make a final decision on this in the coming months. There were other options for fire protection like a sprinkler system and/or fire protection system. Nothing official was decided but the Board leaned with the basic fire-retardant coating.

To close out this discussion, Selectman Congdon motioned that the Chairman sign the Town Acceptance of Scope Proposal, selecting Alternative 2 (Rehabilitation for 12-ton loading with traffic maintained on an offsite detour with 8-month closure). Selectman Wilbur seconded for discussion. Chairman Klopchin thanked VTrans, HTA, and the Clarendon residents for their time and feedback. The motion passed unopposed.

Road Commissioner / Selectman Offices, requested by CJ Frankiewicz – CJ had no further questions on this matter, after receiving the chart and statutes on incompatible offices in the state of Vermont. As the law reads right now, there is no issue with a Selectman simultaneously holding a Road Commissioner's position.

New Business

Office Reappointments -Chairman Klopchin read the reappointment paperwork, provided by Katie. The reappointments are at the end of the minutes for more information. Cindy Davis has decided to resign from the Cemetery Committee. Treasurer and fellow committee member, Heidi, thanked Cindy for her many dedicated years of service to the Town. The Board asked Katie to send her a letter of thanks. Selectman Congdon motioned to reappoint the individuals to their respective offices and post any vacancies. Selectman Wilbur seconded and the motion passed unanimously.

Approve AFP- Katie presented the Board with the FY22 Annual Financial Plan, required by VTrans. She went over the paperwork with the Treasurer and it is all set. Selectman Congdon motioned to approve the AFP and have all Board members sign it. Selectman Ruane seconded, and all approved.

Approve NEMRC Software Licensing Agreement – Treasurer, Heidi, presented an annual Software Licensing Agreement from NEMRC. NEMRC is the computer program that the staff uses for Town business (ie: payroll, lister cards, budget reports, etc.). Selectman Wilbur motioned to approve it and have the chairman sign. Selectman Bixby seconded and the motion passed unopposed.

Approve Liquor/Tobacco License- Steve's Country Store- Selectman Congdon motioned to approve the liquor and tobacco license for Steve's Country Store and have the Board Chair sign it. Selectman Wilbur seconded, all approved.

MRUUSD Special Election – Selectman Congdon explained that on March 19th he was asked to testify before the VT Senate Governance & Operations Committee in regards to the recent change in legislation surrounding the appointment and election processes of Unified Union school district school boards. Selectman Congdon was able to voice his opinions alongside others who were both in agreement with him and those who were not. He requested that the language of the statute be changed back to its previous intent where the Select Board held the right to appoint a School Board member. However, based on that hearing, Selectman Congdon gathered that a special election to elect a Clarendon school director, is definitely something the Town can do. He believes now, that a special meeting holding an election is even more warranted because 3 candidates have expressed interest. The townspeople should make this decision. Selectman Congdon has worked in conjunction with the Town Clerk to figure out specifics on how a special election would run. If the School Board continues with the appointment process, that person would serve until the day of election. If that same candidate does win the election they would continue to serve. If not, the elected candidate would proceed. Selectman Congdon motioned to warn a special election for May 18, 2021. Selectman Bixby seconded and the motion passed unanimously. He further motioned that an official letter be drafted and sent to the Mill River School Board, letting them know of the election and request that they halt their appointment process, leave the

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seat open, and direct all interested candidates to the Town Clerk to be placed on the ballot. Selectman Congdon asked that the letter be sent by the close of this week. Selectman Bixby seconded it and that motion passed unanimously as well.

Town Officer's Report

Secretary Katie, reported that the planning team had another Hazard Mitigation Plan meeting and are continuing to work with RRPC on updating it.

Select Board Member Concerns

N/A

Adjournment

Selectman Congdon motioned to adjourn at 7:29PM, Selectman Bixby seconded, and all approved.

2021 Appointments	Expiration
Airport Committee	3/22
Mike Klopchin, Primary	
Rick Wilbur, Alternate	
Community Center	3/22
Matt Jakubowski	
Robert Bixby	
Marjorie Southard	
Arthur Menard	
Gloria Menard	
Community Center Board Town Rep	3/22
Joan Bixby	
Nancy Buffum	
Emergency Management Director	3/22
Matthew Jakubowski	
E911 Contacts/Coordinator	3/22
Katie Nop, Primary	
Matt Jakubowski, Secondary	
Rec Committee	3/22
Matt Jakubowski, Chair	
Rick Wilbur	
Vacant (x5)	
Special Police Officer	3/22
Vacant	
State Police Advisory Committee- Select Board Liaison	3/22
Robert Bixby	
Cemeteries Fact Finding Committee	3/22

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Heidi Congdon

Joan Bixby

Vacant

Tree Warden

3/22

Vacant

Grand Juror

3/22

Mike Pedone

First Constable

3/22

CJ Frankiewicz

Rutland County Solid Waste District Rep

3/22

Dave Potter, Regular

Robert Bixby, Alternate

Rutland County Sheriff's Office- Select Board Liaison

3/22

Rick Wilbur

Planning Commission

4/25

Heidi Eccleston

Zoning Board of Adjustment

Brownson Spencer, Chair

3/23

Gale LiCausti

3/23

Vacant

3/23

Regional Ambulance Service Inc

3/23

Vacant

SIGNED: Mike Klopchin Mike Klopchin, Chair

SIGNED: Robert Bixby Bob Bixby, Clerk