

TOWN OF CLARENDON

Select Board Meeting – Regular Minutes April 13, 2020

ATTENDEES:

Select Board

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

Heidi Congdon, Treasurer
Katie Rock, Board Secretary
Gloria Menard, Town Clerk, via Zoom call
Art Menard, via Zoom call

this was an online Zoom meeting due to COVID-19 Pandemic

1. CALL TO ORDER

Chairman Klopchin called the meeting to order at 6PM. Klopchin explained that the Town of Clarendon is compliant with the current COVID-19 guidelines and VT Open Meeting Laws.

2. AGENDA ADDITIONS / DELETIONS

Selectman Wilbur motioned to add the approval and signing of the liquor license renewal for Steve's Country Store; Selectman Bixby seconded, all approved. Selectman Bixby motioned to add the Mountain Times COVID-19 Resource Publication discussion to the agenda and Selectman Wilbur seconded. The motion passed unanimously. Both topics fall under New Business.

Chairman Klopchin passed on the Town's condolences to Town Clerk Gloria Menard, as her father passed away.

3. APPROVAL OF MEETING MINUTES

Selectman Congdon motioned to approve the Regular Meeting minutes from March 9, 2020 as presented, Selectman Bixby seconded, all approved.

4. HIGHWAY

A. Road Foreman Report- Cash Ruane reported that the Road Crew is working on filling in potholes and grading. They've completed East and West Tinmouth Road, as well as Tier Road. They plan to work on School House Hill Road and East Street during the rest of this week. The Road Crew has also been working on opening up Gorge Road by cutting back brush and limbs. That project is about 80% completed. Gorge Road's repairs are completed by the State, but the Town is cleaning up the sides a bit before opening. There is no promised opening date, but they hope to be done in 2 or 3 weeks. Selectman Bixby reported that the culvert project completed by Markowski's was done very well and he was impressed.

B. Appoint Road Commissioner

Selectman Bixby motioned to appoint Cash Ruane as Road Commissioner for a three-year term, Selectman Wilbur seconded, and the motion passed 3-0. Selectman Ruane abstained from the vote. The Road Commissioner appointment is a three-year term and will be reevaluated in April of 2023 or the second meeting of April in 2023. Selectman Congdon motioned to eliminate the Road Foreman position, Selectman Wilbur seconded, and the motion passed 3-0. Selectman Ruane abstained from the vote.

C. Discuss Truck Bids

Cash Ruane reached out to 4 different truck dealers to replace the 2014 International. He only heard back from 2 dealers; Sheldon Mack and RR Charlebois (Western Star). Road Commissioner Ruane pointed out that local businesses such as Casella, Fabians, Markowski are using Macks. The Board discussed if all Road Crew members could drive standard transmission and they can. The bid for the Mack costs \$124,000, with no trade in. That gives the Town the opportunity to sell their International truck out right, which puts them ahead of the trade in value which is \$7,000. The Western Star bid was \$131,000, with a \$14,000 trade in value. The Town is planning to make a down payment on the Mack truck in the current fiscal year with the remaining balance to be paid in FY21. Selectman Congdon motioned to go with Cash's recommendation of buying the Mack truck, with a down payment that should not exceed \$54,000; Selectman Bixby seconded for discussion. Selectman Bixby commented that Mack trucks seem to be the truck of choice for this area. The motion passed 3-0, Selectman Ruane abstained from the vote.

Before the pandemic, the truck could be made in two months. The outfitting was scheduled for September. Cash hopes the truck will be outfitted by November, but things are up in the air with the virus.

Cash reported that the Town's F-550 is losing power, getting plugged up, and overheats. If it dies it could cost about \$5,000 to fix and the value of the truck wouldn't increase. Claremont Ford had a 2019 F-550 XLT, six speed transmission for \$53,800. JC Stewart offered a 2020 XL Ford F-550 10 speed transmission, for \$48,000. Selectman Congdon motioned to authorize the Road Commissioner to expend up to \$2,000 on a 2020 F-550 XL 10 speed transmission at Claremont Ford for a down payment, and the final price not to exceed \$48,100 to be paid after July 1. Selectman Wilbur seconded for discussion. Selectman Ruane discussed with this new 10 speed transmission, there is an 84-month warranty. Selectman Congdon and Wilbur rescinded that motion. The Board decided to wait and discuss the Ford F-550 purchase at the next meeting, after getting more information.

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

Marjorie Southard sent in paperwork about how to handle agendas and Open Meeting laws with COVID-19 going around. Chairman Klopchin asked Board Secretary, Katie, to make a copy of Act 92 regarding current open meeting laws and send them to her.

7. PUBLIC COMMENTS

N/A

8. OLD BUSINESS

N/A

9. NEW BUSINESS

A. Adopt CMV Policy

Selectman Congdon motioned to adopt the updated Drug and Alcohol CMV Operators policy that has been revised over the past few months, Selectman Bixby seconded, and the motion passed 3-0. Selectman and Road Commissioner Ruane abstained from the vote, due to his involvement in revisions. The Road Crew will have to sign the updated policy.

B. Sign AFP for VTrans Grant

Selectman Congdon motioned to approve and have all Board members sign the Annual Financial Report required by Vtrans, by all Board members, Selectman Ruane seconded, and all approved.

Approved May 11, 2020

C. Sign MRGP Annual Report

Selectman Ruane motioned for Chairman Klopchin to sign the MRGP annual report, Selectman Congdon seconded for discussion. Chairman Klopchin read the report aloud. The motion passed unanimously.

D. Steve's Country Store Liquor License Renewal- Selectman Wilbur read aloud the liquor license renewal for Steve's Country Store. Cash motioned to approve and sign the liquor license renewal by all Board members, Bob seconded, all approved.

E. Mountain Times COVID-19 Resource Publication Discussion- Selectman Congdon motioned to not participate in the Mountain Times COVID-19 guide, Selectman Bixby seconded, all approved.

F. Discuss Rutland Humane Society budget request

Board Secretary, Katie, explained she received a letter early March from the Rutland Human Society and the Board has not been able to discuss this until now. Katie and Heidi have talked about how they were very late to getting it in during budget season (Nov/Dec). Selectman Ruane motioned to send them a letter saying that we have received and read their letter and ask that they come in November 2020 to put in their request during budget season; Selectman Wilbur seconded. Heidi said that she loves the organization and encourages private donations but recommended that they come during budget season so that it can get on the ballot. The motioned passed unanimously.

E. Office Reappointments

Board Secretary, Katie, explained that she had contacted all committee members who were up for reappointment. Selectman Congdon motioned to "blanket" reappoint all those who were up for reappointment, except for Robert Sebasky of RAS and Stephen Benard of ZBA who have resigned, and wait to hear back from Cindy Davis of Cemetery Fact Finding Committee, and Josef Peterson of Tree Warden. Selectman Congdon continued his motion to post the openings for the committees that have vacancies; Selectman Ruane seconded, all approved.

10. TOWN OFFICER'S REPORT

Heidi, Treasurer, reported she had current budget status paperwork available for the Board to look over and the Town will be running a very tight ship through the rest of the current fiscal year.

11. SELECT BOARD MEMBER CONCERNS

Selectman Ruane warned the public to stay safe. Selectman Bixby advised by July 1, depending on the virus, the Town needs to be very careful with spending as this will be a tough year for tax payers. Selectman Congdon encouraged residents to hang in there for a few more weeks so we can go back to normal. Chairman Klopchin thanked Selectman Congdon for setting up Zoom for us to have this meeting.

Selectman Ruane asked about the financial report from Heidi, specifically about health insurance. Heidi explained that health insurance has increased and the Town runs on a fiscal year, and health insurance runs on a calendar year. The health insurance increase will affect employees after July 1.

Chairman Klopchin asked about employee reviews and raises. The Board decided they need to look at their employee requests before May.

12. ADJOURNMENT

Selectman Congdon motioned to adjourn at 7:06PM, Selectman Bixby seconded, all approved.

SIGNED: Mike Klopchin Mike Klopchin, Chair

SIGNED: Bob Bixby Bob Bixby, Clerk