

TOWN OF CLARENDON BOARD OF SELECTMEN MEETING
REGULAR
October 10, 2022
Minutes

Attendees:

Select Board

Mike Klopchin, Chair

Bob Bixby, Clerk

Robert Congdon

Cash Ruane

Art Menard

Katie Nop, Secretary

William Chmielewski, PEG - TV

Kevin Peck

Joel Baker

Call to Order

Chairman Klopchin called the meeting to order at 6PM.

Agenda additions/deletions

Selectman Congdon motioned to delete lister position under New Business and Selectman Bixby seconded. The motion passed unopposed.

Selectman Congdon motioned to add an update on heat pumps under Old Business, and Selectman Bixby seconded. The motion passed 4-0.

Approval of Meeting Minutes

Selectman Congdon motioned to approve the Regular Meeting minutes from September 26, 2022 subject to any corrections, and Selectman Bixby seconded. The motion passed unanimously.

Highway

Road Commissioner Report- Road Commissioner Ruane reported that South Creek Road was paved last week. The end of the section needs to be shimmed up a bit and the shoulders need material. Cash asked the Board how they felt about asking Fuller's for a quote to do South Creek Road and Pimple Hill Rd shoulders. The town does have a shoulder machine but it doesn't fit any of the current trucks. Cash asked if they should consider selling it. Rutland Town technically owns half of it because they altered it to fit the trucks. Clarendon bought it, but Rutland town modified it to fit the single axel. They have it in their possession because they still have a single axel (Clarendon does not anymore). Selectman Congdon had no problem with the Road commissioner getting a quote for the shoulder project. He said he had no issues asking if Rutland Town wants to buy it out. Selectman Congdon stressed the importance that going forward, there must be equipment lease agreements in writing in place.

The road crew is ditching on Walker Mountain Road where they had ice problems last year. Road Commissioner Ruane is hoping to get a paving grant next year for Walker Mtn Road to alleviate the water run off issues.

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.

Public Comments

N/A

Old Business

Cemetery Committee- cemetery rules. There was no public feedback received. Selectman Congdon motioned to approve the Cemetery Rules and Regulations as presented; Selectman Bixby seconded. Kevin Peck, of the Cemetery Committee, noted that at the last Board meeting, the Board wanted to include a time waiver about stone placement in section 3 of the draft. Selectman Congdon amended his motion to include a to change to Section 3, bullet point 1, to add at the end of the sentence: "unless a waiver is applied for and granted from the Select Board." Selectman Bixby seconded the motion, and all approved.

Kevin also reported that Elizabeth Fox requested a burial in the West Clarendon Cemetery. The Fox's own a 4-lot plot. The deceased was cremated. The possible date for interment would be November 5. Selectman Congdon motioned to approve the Fox burial for November 5 and that any paperwork that gets received is approved. Selectman Ruane seconded and the motion passed unopposed.

Kevin said that Jeff Lear was awarded the tree removal bid and he will be reached out to again. Kevin plans on being around the day that the tree comes down.

The Cemetery Committee is getting quotes for the stone that was damaged in the Marsh Cemetery by the mowers. Kevin asked Katie to keep Intrinsic in the loop on that. Kevin informed the family whose stone was damaged. By law, the town has to inform them and make the old stone available for the family to claim. Kevin's pulled the old stone out to see if they can repair it; it's too cold right now to do repairs on site. The Board thanked Kevin for his continued work in the Cemetery Committee.

*Heat Pump update-*Selectman Congdon asked for an update on the heat pump installation since we are amidst heat pump season. Katie said she had received an email in the previous week asking for information to get the billing account set up, but had not heard if the equipment was in. She will follow up with GSK to get it scheduled ASAP.

New Business

Childhood Cancer Awareness Week – Clarendon was reached out to by the Kids Cancer Connection Inc., requesting Clarendon approve a declaration statement about support for Childhood Cancer Awareness Week (week of October 23). Selectman Congdon said he had no issues with the statement but wondered if the Board could make a nod to the Foley Cancer Center, the local cancer facility. Selectman Congdon motioned to include the Foley Cancer Center at RRMC to the list in the statement, Selectman Bixby seconded and the motion passed unanimously. (The statement can be viewed on the town's website).

Forest Fire Warden & Deputy Forest Fire Warden Reappointments- Selectman Congdon motioned to reappointment Clayton Rockwell as Town Forest Fire Warden and reappoint TJ Lacz as Deputy Forest Fire Warden (when TJ's proper paperwork is received). Selectman Ruane seconded, and the motion passed 4-0.

Unifirst Contract- shop rags

Katie explained that the Town has a contract with Unifirst for shop rags. It's about \$25/month. Unifirst had not delivered or billed the town since May. Road Commissioner Ruane went elsewhere and bought them for \$20. Katie asked the Board for approval to

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terminate the contract with Unifirst. Selectman Ruane made a motion to terminate the contract, Selectman Bixby seconded, and all approved.

Town Officer's Report

Katie reminded the Board that any comments on the MRGP draft are due October 14.

Select Board Member Concerns

Chairman Klopchin read a letter aloud that the Board had received from Kevin Peck. It stated his interested in a Lister position, should a vacancy occur. At this time, there are no openings.

Executive Session- Personnel

Chairman Klopchin asked if the Board wanted to go into executive session. Selectmen Ruane and Bixby felt the Board should move forward with the issue at hand. Selectman Congdon was fine without an executive session. Chairman Klopchin asked Selectman Menard his thoughts. He responded by saying he wanted to have the conversation with the Board during open meeting as opposed to an executive session.

Selectman Menard said he received a phone call about equipment that went off of town property. He drove by and saw the mowing that had occurred out of the town's ROW and sent an email out to the Board. Selectman Ruane said he reached out to the property owner after the incident and was able to come to the resolution with them. Selectman Menard wanted to make the point that the road crew should have asked permission before going onto private property. Selectman Ruane said he didn't realize that anyone lived there.

The Board then went onto discuss open meeting laws in regards to emails. Selectman Congdon clarified that the Board has always been on the over communicating side and emphasized the fact that the Board has to work together and be a cohesive unit.

Selectman Menard does not want to receive any complaints about the town's road crew, ideally. Selectman Ruane said if there are any complaints or concerns, he would like them brought to his attention directly as Road Commissioner and he has no problem addressing them.

Selectman Congdon concluded that he was glad to see that the issue was corrected and going forward the Board needs to have open communication.

Guests

Shannon Pytlik- Friends of MRU football

Ms. Pytlike was present on behalf of Friends of MRU Football. She said they need to do some fundraising. There is a play off game on October 29th at 1 o'clock. They would like to have a coin drop on Middle Road in front of the high school for 2 hours before the game. Selectman Congdon said that the town will definitely need a certificate of liability with the Town as additionally insured. Shannon was hoping they would be able to borrow caution signs from the town for the event. The Board suggested she reach out to the Fire Department for their signage or Wallingford for theirs. There was discussion about the coin drop happening on the road or within the high school parking lot. Selectman Congdon motioned to approve the coin drop as long as the town has a certificate of insurance listing the town as an additionally insured and Selectman Menard seconded for discussion. Selectman Bixby would like to see a sheriff deputy there. Katie asked for clarification if the Board wanted her to make them aware of the coin drop or to direct them to be present for it. Selectman Congdon said to wait and see what Friends of MRU Football decide about the location of it, and go from there with coordinating sheriff coverage.

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Adjournment

Selectman Congdon motioned to adjourn at 7:03PM, Selectman Bixby seconded, and all approved.

SIGNED: Mike Klopchin Mike Klopchin, Chair

SIGNED: Bob Bixby Bob Bixby, Clerk