

TOWN OF CLARENDON BOARD OF SELECTMEN MEETING
REGULAR
Monday, April 22, 2024
Clarendon Town Hall @ 6:00PM
MINUTES

Mike Klopchin, Chair
George Ambrose, Board Clerk
Robert Congdon, Selectman
Art Menard, Selectman

Heidi Congdon, Treasurer
Robert Underhill, Lister
Kevin Peck, Lister
Matt Jakubowski, Lister
Ashley Robinson, Admin Assistant
Will Chmielewski, PEG-TV
Bob Bixby
Jimmy Austin
Eddie baker
Shelly lutz
Wayne Willhaus
Teresa Miele

Call to Order

Chairman Klopchin called meeting to order at 6:00PM

Agenda additions/deletions

No additions/deletions

Approval of Meeting Minutes

-Regular Meeting: March 11, 2024 (Art and Cash were not present for this meeting)

-Regular Meeting: April 08, 2024 (George was not present at this meeting)

Selectman Congdon motioned to approve both sets of minutes. Selectman Ambrose provided the second. The motion was approved unanimously.

Selectman Ambrose apologized for missing the April 8th meeting.

Highway

-Road Commissioner Report

Road Commissioner Ruane is on vacation. Administrative assistant Ashley Robinson added that the traffic lights were in as well as items from the safety grant had arrived and the road crew is pleased with the products and signage.

-FY25 Grants in Aid Letter of Intent

Ashley spoke in regards to the letter of intent saying that the town needs to send this in to be in the running for FY25 grants in aid opportunities.

Selectman Congdon motioned to approve sending in the Letter of Intent for Grants in Aid. Selectman Ambrose provided the second. The motion was approved unanimously.

-Annual Financial Plan Town Highway signoff

Annual financial plan needs to be signed yearly. Selectman Congdon speaks on what the plan looks like. There is total of \$887,300. The plan is broken down and there are copies of this available if anyone would like a copy. Town Treasurer Heidi Congdon adds that these numbers are what Vermont Transit uses to go off of for the paving grants that become available.

Selectman Congdon motioned to approve the signoff of the AFP. Selectman Ambrose provided the second. The motion was approved unanimously.

-Certification of Compliance for Town Road and Bridge Standard signoff
This is our yearly compliance that needs to be signed by the entire board.
Selectman Congdon motioned to approve the signoff of the Certificate of Compliance.
Selectman Ambrose provided the second. The motion was approved unanimously.

Approval of Select Board Warrants

All new warrants and warrants previously signed by the designated select board members were approved and signed by the present select board members.
Selectman Ambrose invites anyone who is present at the meetings who would want to see what pay orders and payroll accounts that are being signed to do so. He speaks how one board member has to fully look over of all warrants and sign as they are produced and look for oddities.

Guests

N/A

Public Comments

Eddie Baker speaks on how the roads are looking great. Selectman Ambrose references the Clarendon's side of Quarterline Road looking like a super highway. Eddie says the town is doing a great job on grading the roads and keeping up with the pot holes. He suggested to rake out the road after the grading to avoid having a divot in the road from when a rock gets stuck in the blade of the grader. This will help with water not getting caught up in the divot that the rock caused being stuck in the grader blade.

Old Business

NEMRC Reappraisal sign-off

Selectman Congdon speaks briefly on the NEMRC timeline for reappraisal being from 2026-2028. This is when NEMRC will do data collection and entry. Late spring-early summer of 2028 will be when any hearings will take place in regards to the reappraisal numbers.
Selectman Congdon motioned to approve the signoff of NEMRC contract. Selectman Ambrose provided the second. The motion was approved unanimously.

New Business

-Transfer station financial assurance letter signoff

This letter is to ensure that the Town of Clarendon indeed has the funds to close the transfer station if needed.

Selectman Congdon read letter to ANR and DEC.

Selectman Congdon motioned to approve the signoff of the Financial Assurance letter.
Selectman Menard provided the second. The motion was approved unanimously
Selectman Menard asked if we knew what it would take to shut down the transfer station financially, and it was confirmed that it would need a padlock on the gates to be locked.

-LEOP sign off - Matthew Jakubowski

Matt talked about how he had met with RPC to review. There were only a few changes. Changed admin to Ashley, added a shelter (RRMC) and changed some names to positions.
Selectman Congdon motioned to approve the signoff of the LEOP. Selectman Ambrose provided the second. The motion was approved unanimously.

Town Officer's Report

Treasurer Heidi Congdon printed updated budget status for everyone. Copies are available to public if needed. Selectman Ambrose asked if there were any category that may be of concern and Heidi said no. Selectman Congdon asked if there was a forecast if we would be on target for what we had voted to expend out of the fund balance if there was any idea. Heidi says we are on target, and now that we have had some tax sales and more delinquent money coming in that there is more which is off setting costs.

Matt Jakubowski says there is a recreation committee meeting Thursday at 6pm at the rec fields. He also spoke about how the fire department had to pump water out of a basement on Airport Road that had four feet of water recently. Luckily no oil was present. He is also dealing with an ongoing skunk problem at the community center.

Select Board Member Concerns

Selectman Ambrose reports traveling the northern end of Quarterline Road has been rough, however a community member has been filling in the holes which has been appreciated.

Selectman Congdon moved to close the comments/concerns. Selectman Menard provided the second. The motion was approved unanimously.

Adjournment

Selectman Klopchin motioned to close the meeting at 6:17pm. Everyone motioned and approved

SIGNED:  Mike Klopchin, Chair

SIGNED:  George Ambrose, Clerk