

Town of Mendon

Selectboard

November 28, 2016

Members of the Selectboard present: Larry Courcelle, Geoff Wells, Richard Wilcox

Town Officers and employees present: Nancy Gondella, Bookkeeper/Office Manager, Susan Schreibman, Interim Town Administrator, Bill Ellis, Road Commissioner, Phil Douglas, Constable,

Residents and Visitors present: None

The meeting was called to order at 5:30 PM at the Town Office.

Additions/deletions to the Agenda: N. Gondella asked to add Clear Span payments and Adi's to the agenda. L. Courcelle made a motion to approve the agenda with the additions. Seconded by R. Wilcox. The Selectboard unanimously approved the motion.

Administrative Matters

Selectmen's Orders approved and signed.

Minutes of Previous Meetings: L. Courcelle moved to approve the minutes of 11/14/16 and the special meeting of 11/21/16. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Announcements

S. Schreibman gave an update on the buy-out of 6196 US4. The deed research was done. R. Faley, DTA from VTrans said that he would provide a letter stating that VTrans will take the property from the town and that they will not require a survey. L. Courcelle stated that the maintenance clause in the sub grantee agreement is of concern and they do not want to put the town taxpayers at risk. S. Schreibman said she will follow-up and see if the clause can be modified. The discussion continued to the funding source to fill the gap before payments were received and N. Gondella suggested the highway fund. The topic will be on the next agenda again.

L. Courcelle reminded all of the holiday dinner on 12/7 at Countryman's Pleasure.

L. Courcelle spoke about REDC's initiative to promote "Killington Valley" and that should they visit Mendon and request funds, the town's process using a petition for special funding should be followed.

Business:

Health Insurance: N. Gondella explained that the budget last year was \$80,500 and this year's rate increase is 5.2%. The projected cost is \$69,053 as the town has one less employee, the status of one may change, and one may continue to take a buy-out. The deductibles and co-pays for the coming year have increased and will increase the employees' expenses. R. Wilcox responded that the town's package is very generous and that the town is absorbing the increase. He wondered if it is expected and appreciated, as the private sector is not this generous. He wondered about its sustainability. N. Gondella assured all that this is most appreciated. R.

Wilcox added that given the lateness of this decision, due December 1, that this should serve as a warning that if there are larger increases in the future, this will be on the table. N. Gondella suggested that in the future the Selectboard might want to discuss the structure of health insurance prior to the costs coming out in mid-October.

Budget: N. Gondella led the discussion about suggested changes in the new budget- the delinquent taxes could be decreased, there is \$17k in the contingency fund which can be transferred should the town administration go over budget, and the computer line item should be increased. The Selectboard needs to decide about salary changes and the Impala was deleted from public safety expenses. R. Wilcox asked about the cash balance forward and N. Gondella said that this is considered in setting the current tax rate so there is no extra money. There was a carry-over of sand from last year. They reviewed the Reserve Fund sheet and what changes should occur. This would be the source for the office painting and grinder needed. Irene funding was discussed and \$645k is the amount of the note due. N. Gondella suggested paying this down and check with Mascoma to see if we can continue to borrow until all the FEMA payments have been received. If the paperwork is approved, Mendon should receive enough to cover the balance.

Town of Mendon Signs: S. Schreiberman said that she reached out to companies to refurbish the signs and received only one response. The discussion continued on to the original proposal submitted. L. Courcelle said that the 2 signs at the borders can wait until spring and that the one at the town office should be relocated as proposed, with 2 new posts covered in PVC. He will contact Signs of Distinction to clarify the work requested. G. Wells made a motion to spend up to \$900 for the town office sign to come from the office maintenance fund. R. Wilcox seconded the motion. Motion passed unanimously.

CAI Technologies Proposal: S. Schreiberman demonstrated on a laptop what the program does for towns. Both Proctor and Pawlet have the town data on their website for staff, boards and researchers. Both are very pleased. The high hosting cost was discussed and the Selectboard will consider how to proceed.

Contracts- LaFaso and Law Enforcement: The LaFaso contract for electrical work at the highway department was discussed and L. Courcelle made a motion to sign the contract for \$0,932.40. G. Wells seconded the motion that passed unanimously.

The contract with the Sheriff's Department is for \$37/hour, 40 hours/week. It includes the purchase of the Impala. There is a 14 day notice cancellation clause. L. Courcelle made a motion to approve the contract with the Rutland County Sheriff's Department as presented. R. Wilcox seconded the motion and it passed unanimously. *Purchasing Policy:* L. Courcelle discussed how this would help with FEMA that has its own set of rules. The quote sheet will be amended to include where and the date the project/request for quotes was advertised. L. Courcelle made a

motion to approve the purchasing policy with the changes and G. Wells seconded it. The motion passed unanimously.

Sale of Impala and Trailer: The Impala was previously discussed and there has been no interest in the trailer to date.

Meeting Schedule for December: The Selectboard decided to hold its meetings 12/12/16 and 12/19/16. The 12/19 meeting will need to be warned as that is not the regular meeting date.

Town Office Hours: L. Courcelle discussed the office being closed 2 days per week and it was decided that this will be addressed after January 1.

Clear Span: B. Ellis said there is a leak and he will call Clear Span. N. Gondella reported that the 11/7 bill has not yet been paid.

Adi's: N. Gondella said that she was told that the awning has snow on it and B. Ellis responded that he will tie the awning up. She voiced concern about required notice before entering the building. The Selectboard agreed that there is a liability issue and that 24 hour advance notice must be given.

L. Courcelle said that the next agenda should include Selectboard presentations at town meeting.

There being no further business, G. Wells moved to adjourn the Selectboard Meeting at 7:45 PM. Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion.

Date approved _____

Larry Courcelle

Susan Schreiberman, Interim Selectboard Clerk

Geoff Wells

Richard Wilcox