

# Town of Mendon

Selectboard

September 25, 2017

Members of the Selectboard present: Richard Wilcox, Geoff Wells

Town Officers and employees present: Sara Tully, Town Administrator, Nancy Gondella, Bookkeeper

Residents and Visitors present: None

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

*Additions/deletions to the Agenda:* Motion by G. Wells to delete Town Garage Improvement Project from the agenda and to add Overview of Upcoming Projects, and Personnel to the agenda. Seconded by R. Wilcox. The motion passed unanimously.

## Announcements

Chamber of Commerce Meeting, October 19<sup>th</sup> 5-7 PM at the Paramount, the Killington Valley Marketing Initiative will be discussed.

## Administrative Matters

*Selectmen's Orders* approved and signed.

Minutes of Previous Meeting: Motion by G. Wells to approve the minutes of 9/11/17. Motion seconded by R. Wilcox. The motion carried.

## Business:

*Appointment of the Town Clerk and Town Treasurer* R. Wilcox moved to appoint Nancy Gondella Town Clerk and Town Treasurer effective immediately. Motion seconded by G. Wells. N. Gondella thanked the Selectboard and she will appoint Marie Conway, Assistant Town Clerk and Assistant Treasurer until March. S. Tully and N. Gondella will update and prepare job descriptions to present to the Selectboard. The Bookkeeper position will be advertised by the end of October.

*Rolston Rest* The Selectboard reviewed the Contingent Right of Way Easement and have concluded that it does not allow the town the flexibility to utilize the road in response to an emergency. The Selectboard will contact State and Federal delegates to determine how to best plan for future disasters if municipalities can not access State and Federal land.

*Meadowlake Drive Erosion Control Project* S. Tully presented bids from the bid opening on September 20<sup>th</sup>. Motion by R. Wilcox to accepted the lowest bid from Mendon Trucking and Excavation for \$9,858. To complete the Meadowlake Drive Erosion Control Project. Motion seconded by G. Wells. The Selectboard approved the motion.

*Municipal Planning Grant* The Planning Commission with the support of the Selectboard are applying for a Municipal Planning Grant to have a comprehensive update of the Town Plan. The Selectboard reviewed the application and provided comments. Motion by R. Wilcox to adopt the Resolution for Municipal Planning Grant. Motion seconded by G. Wells. The motion passed.

*Economic Development Committee* The organizational meeting of the Mendon Economic Development Committee will be Thursday October 5, 2017 at 6 OM at the Town Office. Interested parties can contact S. Tully if they want to volunteer on the committee.

*Rutland City Fire Protection Contract* Motion by R. Wilcox to approve the Rutland City Fire Protection Contract. Motion seconded by G. Wells. The motion passed. The Selectboard signed the Rutland City Fire Protection Contract.

*Upcoming Projects* S. Tully reviewed a list of projects that town staff along with the Selectboard will be undertaking and completing by the end of the year.

*Personnel* S. Tully and B. Ellis will complete Chad Galiano's 90 day review to present to the Selectboard.

There being no further business, R. Wilcox moved to adjourn the Selectboard Meeting at 7:00 PM. Motion seconded by G. Wells. The motion carried.

Date approved \_\_\_\_\_

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Richard Wilcox

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Sara Tully, Selectboard Clerk

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Geoff Wells