

Town of Mendon

Selectboard

March 25, 2019

Members of Selectboard present: Richard Wilcox, Geoff Wells, Scott Bradley

Town Officers and employees present: Sara Tully, Town Administrator, Bill Ellis, Road Commissioner, Phil Douglas, Constable

The Selectboard Meeting was called to order at 5:00 PM at the Town Office.

Agenda: R. Wilcox moved to approve the agenda with the addition of Preservation Fund, Equipment Fund and Town Plan. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Administrative Matters

Selectmen's Orders were reviewed and signed.

Certificate of Highway Mileage Motion by D. Wilcox to approve and sign the Certificate of Highway Mileage. Seconded S. Bradley. The Selectboard unanimously approved the motion.

Announcements

The Rutland Redevelopment Authority was not awarded the Better Connections Grant that the Mendon Selectboard supported and agreed to provide \$1,000 in matching funds if the grant was successful.

Minutes of Previous Meeting: G. Wells moved to approve the minutes of March 11, 2019. Motion seconded by D. Wilcox. The Selectboard unanimously approved the motion.

Business

2019-2020 Goals and Objectives The Selectboard reviewed the list and added follow up with Rolston Rest and Repairs to culvert 07-48 to the list.

Appointment of Officers

Motion by G. Wells to set a three year term ending 3/31/20 for the appointed offices of Town Clerk and Town Treasurer, currently held by Nancy Gondella appointed on 9/25/17. Seconded by D. Wilcox. The Selectboard unanimously approved the motion.

Motion by G. Wells to set a three year term ending 3/31/20 for the appointed office of Assistant Town Clerk, appointed by the Town Clerk and currently held by Marie Conway appointed on 9/26/17. Seconded by D. Wilcox. The Selectboard unanimously approved the motion.

Motion by G. Wells to set a three year term ending 3/31/21 for the appointed office of Assistant Town Clerk, appointed by the Town Clerk and currently held by Jesse Bridge appointed on 1/8/18. Seconded by D. Wilcox. The Selectboard unanimously approved the motion.

Motion by G. Wells to set a three year term ending 3/31/20 for the appointed office of Assistant Treasurer, appointed by the Town Treasurer and currently held by Marie Conway appointed on 9/26/17. Seconded by D. Wilcox. The Selectboard unanimously approved the motion.

Motion by G. Wells to appoint:

William Ellis, Road Commissioner term ending 3/31/20

Sara Tully, Road Commissioner Admin. term ending 3/31/20

Mary Ann Reich, Town Service Officer, term ending 4/14/20

Mike Curran, Zoning Board of Adjustment, term ending 3/31/22

Andrew Zak, Zoning Board of Adjustment, term ending 3/31/22

Therese Corsones, Zoning Board of Adjustment, term ending 3/31/22

Betsy Reddy, Town Recreation, term ending 3/31/23

Chad Galiano, Town Recreation, term ending 3/31/23

Jesse Bridge, Town Recreation, term ending 3/31/20

Scott Bradley, Cemetery Commission Chairman, term ending 3/31/20

Phil Douglas, Rutland Regional Transportation Commission, term ending 3/31/22

Larry Courcelle, Rutland Regional Transportation Commission Alternate, term ending 3/31/22

Phil Douglas, Emergency Management Director, term ending 3/31/21

Sara Hebert Tully, E911 Coordinator, term ending 3/31/21

Sara Hebert Tully, Health Officer, term ending 4/30/22

Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion.

** Positions that remain outstanding is Cemetery Commissioner, Planning Commission, Zoning Board of Adjustment.*

Grant Applications B. Ellis and S. Tully are preparing the Structures and Class 2 Roadway applications that are due by April 29, 2019.

Library Survey S. Tully provided the Selectboard with a summary of the Library Survey that was distributed to all voter households and taxpayers. Overall, the Town has received 89 responses. 57% of the respondents use the library. An additional 27% of the respondents don't use the library, but support the library. 16% of the respondents do not use or support the library. The information gathered from this survey will be used by the Selectboard to best represent the taxpayers and voters of Mendon in providing access to the library. The Selectboard would like to thank everyone that completed a survey.

Paving Bid Package The Town of Mendon and Rutland Town are together requesting bids for paving roads this summer. Bids are due at the Rutland Town Office on April 12, 2019. The Rutland Town Selectboard will be considering bids at their meeting on April 16, 2019. B. Ellis and S. Bradley will attend the Rutland Town Selectboard meeting to represent Mendon's interest in considering the bid proposals. The Mendon Selectboard will ratify their decision at the meeting on April 22, 2019. Motion by R. Wilcox to authorize B. Ellis and S. Bradley to

represent Mendon in consideration of the paving bids at the Rutland Town Selectboard Meeting on April 16, 2019. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Truck Replacement B. Ellis and S. Bradley presented the bids to the Selectboard. Lengthy discussion regarding the details of cost and delivery of the truck as well as operations of the highway department. It is cost prohibitive to wait until 2020 for the delivery of a replacement truck. The Selectboard narrowed the options and directed S. Tully to follow up.

Local Emergency Operations Plan Motion by D. Wilcox to adopt the Local Emergency Operation Plan 2019. Motion seconded by S. Bradley. The Selectboard unanimously approved the motion.

Zoning Permit Fee Schedule Steve Cosgrove presented an amended Zoning Permit Fee Structure that includes a higher fee for public warnings as the cost for advertising in the Rutland Herald has increased. The town wide reappraisal was discussed. Spencer Potter is reporting to the town when he discovers improvements to properties have been made possibly without obtaining a building permit. Motion by D. Wilcox to approve the Zoning Fee Structure as presented. Motion seconded by S. Bradley. The Selectboard unanimously approved the motion.

Personnel Policy & Employee Appreciation D. Wilcox reported that he has started researching and updating the Personnel Policies with the office staff and VLCT resources. D. Wilcox also proposed an employee appreciate lunch to thank the staff for their hard work throughout the year. The Selectboard agreed.

Preservation Fund N. Gondella submitted a request to spend up to \$150 from the Preservation Fund to purchase storage bins for the records that must be maintained based on the State's retention schedule. Motion by D. Wilcox to spend up to \$150 from the Preservation Fund to purchase storage bins. Motion seconded by S. Bradley. The Selectboard unanimously approved the motion.

Equipment Fund Motion by S. Bradley to spend up to \$700 out of the Equipment Replacement Fund for plates for the backhoe. Motion seconded by D. Wilcox. The Selectboard unanimously approved the motion.

Town Plan The Selectboard will review the draft of the Town Plan and submit comments to the Planning Commission for them to consider at their May meeting.

There being no further business, R. Wilcox moved to adjourn at 6:37 PM. Motion seconded by G. Wells. Motion carried.

The Liquor Control Board meeting was called to order at 6:37 PM

Motion by R. Wilcox to approve the Liquor Licenses for:

1. Mountain View Hospitality Inc. dba The Vermont Inn
2. Countryman's Pleasure Inc. dba Countryman's Pleasure
3. T.P Hospitality, LLC dba Red Clover Inn

Motion seconded by S. Bradley. The Selectboard unanimously passed the motion.

There being no further business, R. Wilcox moved to adjourn the Liquor Control Board Meeting 6:40 PM. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Geoff Wells

Scott Bradley