

Town of Mendon

Selectboard

January 11, 2021

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

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Bill Ellis, Road Commissioner

Visitors present: Representative Jim Harrison, Val Taylor

The Selectboard Meeting was called to order at 5:30 PM with all present participating remotely.

In response to COVID-19, the Selectboard strongly encourages the public to participate in this meeting by video or teleconferencing. The public can follow the directions on the agenda and posted publicly on the Mendon website at www.mendonvt.org.

As Chair of the Town of Mendon Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

Providing public access to the meeting by video with additional access offered through telephone. We are using Gotomeeting.com for this remote meeting. All members of the Selectboard have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by **joining the meeting from your computer, tablet or smartphone.**

- a) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using telephone and video in our posted meeting agenda. Instructions have also been provided on the town website at: www.mendonvt.org.
- b) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please *e-mail mendonclerk@comcast.net* and
- c) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Selectboard Meeting 1/11/21
Mon, Jan 11, 2021 5:30 PM - 7:30 PM (EST)

Please join my meeting from your computer, tablet or smartphone.

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Access Code: 827-999-445

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Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Geoff Wells, Larry Courcelle

Agenda: R. Wilcox moved to approve the agenda with the addition of Garage Roof Snow Load. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

There will be a Special Selectboard Meeting January 14, 2021 at 5:30 PM to discuss and finalize the proposed budget for 2021-2022 to be presented to the voters at Town Meeting 2021.

The Town of Mendon is accepting applications for an Assistant Road Commissioner- Highway Maintenance/Equipment Operator and Building/Grounds Maintenance. This one full-time position. Information can be found on the town website at www.mendonvt.org.

Administrative Matters

Selectmen's Orders were reviewed. Motion by R. Wilcox to approve payroll in the amount of \$9,345.09 for the period ending December 26, 2020 and to approve pay orders for January 11, 2021 for \$34,627.54 and \$533.93. Motion seconded by G. Wells. The Selectboard unanimously approved the motion. Motion by L. Courcelle to approve payroll in the amount of \$9,569.90 for the period ending January 9, 2021. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

2020-2021 Year to Date Financial Update N. Gondella provided an overview of the current budget status. There are a few increases in revenue attributed to COVID-19 reimbursement from expenses that occurred in the 2019/2020 budget. Ordinance fine income is at \$5,250 to help offset the Rutland City Fire Department cost currently at \$22,000. Recording fees are at \$10,000 and it is anticipated this to double by year end. The town received \$5,000 in grant funds for election expenses. There are \$1,800 remaining to help pay for election expenses for Town Meeting 2021. Appraisal expenses are overbudget as anticipated due to a contract increase with Vermont Municipal Assessor. Various line items of the budget were discussed.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 12/14/20. Motion seconded by G. Wells. The motion passed.

Business

Representative Jim Harrison Rep. Harrison welcomed Larry Courcelle back to the Selectboard. Rep. Harrison has been appointed to the House Appropriations Committee. Act 162 allowed municipalities to vote the budget by Australian ballot this year in order to observe COVID-19

safety protocols. There is no petition requirement for candidates running for local office. House Bill 48 allows municipalities and school districts to conduct all mail balloting as an option. This would allow governing bodies to send a ballot to the entire voter checklist. This bill also allows towns to change the date of Town Meeting and elections to further into the spring. It also grants the authority to the Secretary of State to make available options for towns in the future. The State has allocated \$2,000,000 in Cares Act funding to help offset expenses for those that choose all mail balloting. Act 164 is an act that will tax and regulate the sale of marijuana. It is prohibited to open a retail establishment selling marijuana unless the town votes in favor of it at a Town Meeting. Licensing fees have not been determined or what portion of those fees will go to the municipality. Rep. Harrison recommended working with VLCT to determine wording of an article if the Selectboard wanted to include a question on the ballot this year regarding the allowance of retail sales of marijuana in Mendon. N. Gondella asked if the \$2,000,000 in cares Act funding would be available for programming tabulators or paying for postage of post cards to request a ballot to be sent by mail. Rep. Harrison was not sure and to wait for guidance from the Secretary of State's Office. L. Courcelle advocated for funding of the State College Systems specifically Castleton State College. It was discussed that VT spends over the national average educating students through high school, but are far below the national average funding higher education. L. Courcelle also advocated for Castleton State College to keep their name as it is one of the oldest colleges in the country.

Budget 21-22 & Reserve Funds The Selectboard reviewed the budget in detail. G. Wells recommended looking at the Goals and Objectives to determine how to streamline projects.

Town Report 2020 G. Wells also recommended we highlight in bold print the open positions and request volunteers. L. Courcelle stated the Town Plan will be in effect for 8 years or until 2028. N. Gondella discussed that the audit period for Tropical Storm Irene projects is until May 2022. S. Tully will incorporate this information in the Highlights and Objectives Report. The Town Report dedication or recognition was discussed but not determined. L. Courcelle recommended additional information be provided to the voters about each appropriation request because the voters will be voting by Australian ballot rather than from the floor at Town Meeting. Traditionally, representatives from the organization or voters in support of the organization would speak on their behalf and answer questions from the floor at Town Meeting. The Selectboard recommended J. Bridge assist with gathering this information.

Town Meeting 2021 The Selectboard previously decided the budget will be voted by Australian ballot in order to limit the exposure to COVID-19. The Town will conduct an Informational Meeting on Monday March 1st utilizing an online forum. Currently the town uses Gotomeeting.com. N. Gondella is evaluating if the town should remain using this format or switching to a different website.

COVID-19 Response & Town Government Operations- COVID-19 continues to sharply rise in VT with daily totals ranging from 140 to 200 cases per day. All departments continue to develop the Continuity of Operations Plan. S. Tully provided an update for the Highway Department. The federal requirements regarding hiring CDL Drivers was discussed. The Town is working with VLCT to follow the required process. All departments will fold their information into the Continuity of Operations Plan. Currently, the Town Clerk, Town Treasurer and Bookkeeper

plan has been updated in the plan. The Selectboard continue to place the plan at a high priority for all departments to complete.

Salt Shed Maintenance B. Ellis has received a second estimate for maintenance of the Salt Shed. In accordance with the Purchasing Policy, a minimum of three quotes will be presented to the Selectboard.

Woodward Road Lot R. Wilcox provided an overview of a complaint that an adjacent property owner to the lot owned by the Town of Mendon has bulldozed a path to access the pond. It is unclear without conducting a site visit and researching any surveys recorded where the property lines actually exist. The Town had previously referred the property owner to a Wetland Specialist with the State of Vermont Agency of Natural Resources. Following the guidance of ANR and applying for a wetlands permit, the property owner intends to mitigate the width of the path in the spring. If in fact the Town of Mendon owns the property a new work plan would need to be discussed with the Town of Mendon applying for the Wetlands Permit. The Selectboard requested N. Gondella conduct some vault research to gather any recorded information regarding the Town owned lot on Woodward Road and access to the pond.

Town Garage Roof Snow Load VLCT PACIF reached out to municipalities warning about the snow load upon municipal buildings due to the large snowstorm that occurred on December 17, 2020 and the rain event to occurred shortly after. Many buildings were threatened to collapse and VLCT recommended removing the snow load. In December, L. Courcelle evaluated the snow load that was on the garage and provided an overview to the Selectboard. Town staff is not trained to work at safely at the height of the garage roof. The Town would need to hire a contractor to clear a large snow load. To date, it is no longer an issue based on the weather pattern and melting of the snow.

There being no further business, R. Wilcox moved to adjourn at 7:35 PM. Motion seconded by G. Wells. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Geoff Wells

Larry Courcelle

Town of Mendon

Selectboard

January 14, 2021

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

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Jesse Bridge, Bookkeeper

Visitors present: None

The Selectboard Meeting was called to order at 5:30 PM with all present participating remotely.

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Special Selectboard Meeting
Thu, Jan 14, 2021 5:30 PM - 6:30 PM (EST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/129325397>

You can also dial in using your phone.

United States: +1 (872) 240-3311

Access Code: 129-325-397

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Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Geoff Wells, Larry Courcelle

Agenda: R. Wilcox moved to approve the agenda. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Business

2021-2022 Budget discussion and finalization for presentation to the voters at Town Meeting

2021 G. Wells recommended a change in the budget for zoning permit income. Currently the proposed budget is at \$1,400 and the recommendation is to increase it to \$4,000. The Selectboard agreed to the change. S. Tully provided an overview of payroll taxes and retirement calculations based on the decided budgeted salaries. The Town Administrator's hours increased annually from 1560 to 1690 to be used as needed throughout the year. The vacant highway position was also budgeted to hire an Assistant Road Commissioner and Equipment Operator. The proposed budget with these changes results in an increase of \$23,759 or 2%. Motion by L. Courcelle to set the 2021-2022 budget at \$1,211,999 to be presented to the voters at Town

Meeting 2021. Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion. The Selectboard discussed the surplus from the 2019-2020 year end. \$55,109 was used as a cash balance forward to the 2020-2021 reducing the amount to be raised by taxes. The Selectboard discussed asking the voter via an Article at Town Meeting to use \$25,000 in surplus funds for the 2021-2022 to offset the 2% increase reducing the amount to be raised by taxes. An additional Article would be warned to put the remaining surplus funds from 2019-2020 in the Contingency Fund. N. Gondella will determine the exact surplus amount remaining.

Town Meeting 2021 N. Gondella attended a training regarding how the warning for Town Meeting would change for this year and provided an overview for the Selectboard. N. Gondella recommended a post card mailing requesting a ballot is preferred, not mailing ballots to the entire voter checklist. It has been recommended the school districts coordinate with their municipalities which voting option would be implemented by the school district and municipalities. N. Gondella requested use of the Town Garage for in person voting and counting. The Selectboard authorized N. Gondella to coordinate the system of sending ballots with the Town of Chittenden and the Barstow Unified Union School District.

There being no further business, R. Wilcox moved to adjourn at 6:30 PM. Motion seconded by G. Wells. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Geoff Wells

Larry Courcelle

Town of Mendon

Selectboard

January 25, 2021

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

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Bill Ellis, Road Commissioner, Phil Douglas, Constable

Visitors present: Gordon Stake, Imants Smildzins, Elizabeth Swett

The Selectboard Meeting was called to order at 5:31 PM with all present participating remotely.

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Selectboard Meeting
Mon, Jan 25, 2021 5:30 PM - 7:30 PM (EST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/789050949>

You can also dial in using your phone.

United States: [+1 \(646\) 749-3122](tel:+16467493122)

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Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Geoff Wells, Larry Courcelle

Agenda: R. Wilcox moved to delete the YTD financial update as that was provided at the last meeting and approve the rest of the agenda items. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Announcement

The Town of Mendon is accepting applications for an Assistant Road Commissioner- Highway Maintenance/Equipment Operator and Building/Grounds Maintenance. This one full-time position. Information can be found on the town website at www.mendonvt.org.

Administrative Matters

Selectmen's Orders were reviewed. Motion by R. Wilcox to approve pay orders for January 25, 2021 for \$15,693.59 and \$1,282.78. Motion seconded by G. Wells. The Selectboard unanimously approved the motion. Motion by R. Wilcox to approve payroll in the amount of \$11,112.39 for the period ending January 25, 2021. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 1/11/21 and 1/14/21. Motion seconded by G. Wells. The motion passed.

Public Comment

P. Douglas discussed a Firearms Discharge Ordinance that he proposed to the Selectboard in 2015. The Selectboard elected not to pursue adoption at that time. Residents attended the Selectboard meeting to request the Selectboard reconsider the ordinance for the health, safety and welfare of the town. The Selectboard supported engaging in the adoption process and present the ordinance for public hearing and adoption.

Business

Town Report 2020 S. Tully discussed the status of the Town Report. The Selectboard will approve the final draft of the Highlights and Objectives report by the end of the week. A recap of how the town responded to the COVID-19 pandemic will be included in this report.

Town Meeting 2021 The Selectboard reviewed and discussed the Articles for Town Meeting 2021. All articles will be voted by Australian ballot. There will be an informational meeting

conducted virtually on March 1st at 6 PM with the polls open on March 2nd from 8 am to 7 pm. Voting will take place at the Town Garage. A request can be submitted to the Town Clerk for a ballot to be mailed to a voter. A post card will be mailed to the voter checklist with directions to request a ballot be sent by mail. The Notice of Informational Meeting was reviewed and approved. The Notice includes directions on the link to the virtual meeting and the agenda mirrors the warned articles to be voted on March 2nd. The Notice, proposed budget and the Warning will be mailed to the voters.

COVID-19 Response & Town Government Operations COVID numbers remain elevated in Vermont. The Continuity of Operations Plan continues to be developed. G. Wells inquired about the status of creating the centralized plan. S. Tully informed the Selectboard they previously decided each department would update their section of the plan. This started with the Town Clerk, Town Treasurer and Bookkeeper positions. N. Gondella will distribute the draft she had updated.

Woodward Road Update R. Wilcox reported a site visit was conducted on Woodward Road to locate the property lines for the properties around the Dee Run pond. It is clear the access to the pond that was cleared last year was located on Town property. The Town will reach out to Zapata Courage, ANR to determine what is required from the town to continue to allow the adjacent property owner to repair the damage caused last year. It was clear to R. Wilcox that the property owner has access to the pond in a different location than what was cleared last year.

Personnel Issue Motion by R. Wilcox to enter Executive Session at 6:55 PM to discuss personnel with the Selectboard, S. Tully and P. Douglas present. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion. The Chair declared the Board out of Executive Session at 7:29 PM.

There being no further business, R. Wilcox moved to adjourn at 7:29 PM. Motion seconded by G. Wells. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Geoff Wells

Larry Courcelle

Town of Mendon

Selectboard

February 8, 2021

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

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Bill Ellis, Road Commissioner, Phil Douglas, Constable, Jesse Bridge, Bookkeeper & Assistant Clerk

Visitors present: Gordon Stake, Imants Smildzins, Elizabeth Swett, Hal Rosenzweig, Bret Yates, Val Taylor

The Selectboard Meeting was called to order at 5:36 PM with all present participating remotely.

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Selectboard Meeting
Mon, Jan 25, 2021 5:30 PM - 7:30 PM (EST)

Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/789050949>

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Access Code: 789-050-949

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Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Geoff Wells and Larry Courcelle. Richard Wilcox joined the meeting at 5:45 PM

Agenda: G. Wells moved to add Air B&B's, Public Safety Fund and Certificate of Highway Mileage to the agenda. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

The Town of Mendon is accepting applications for an Assistant Road Commissioner- Highway Maintenance/Equipment Operator and Building/Grounds Maintenance. This is one full-time position. Information can be found on the town website at www.mendonvt.org.

Administrative Matters

Selectmen's Orders were reviewed. Motion by G. Wells to approve pay orders for February 8, 2021 for \$15,979.56 and \$3,093.93. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Motion by R. Wilcox to approve payroll in the amount of \$9,509.78 for the period ending February 9, 2021. G. Wells recommended tabling the motion. The motion did not receive a second and was not voted upon.

Minutes of Previous Meeting: G. Wells moved to approve the minutes of January 25, 2021. Motion seconded by L. Courcelle. The motion passed.

Public Comment

G. Stake addressed the Selectboard requesting a better understanding of the zoning process. He outlined three potential zoning violations citing sections of Mendon's Zoning Regulations. S. Tully responded that zoning violations are determined by the Zoning Administrator, Steve Cosgrove and provided Mr. Cosgrove's contact information.

Business

Firearm Discharge Ordinance P. Douglas presented the draft of the Firearm Discharge Ordinance. Multiple residents spoke in favor of its adoption. S. Tully provided an overview of the adoption process. S. Tully was directed to find out from the town of Killington who they

used for legal review. D. Wilcox will contact VLCT. Once the legal review is complete the Selectboard will move forward with warning the adoption of the ordinance.

Salt Shed Maintenance B. Ellis presented 3 quotes for maintenance of the salt shed. Motion by D. Wilcox to hire Belden Company for \$5,985 to complete maintenance requirements as per the building maintenance schedule to be paid out of the Garage Maintenance Fund. Motion seconded by G. Wells. The Selectboard approved the motion.

Town Meeting 2021 & Voting The Selectboard discussed the specifics regarding the Informational Meeting 3/1/21 and the polls will be open at the Town Garage on from 8 AM to 7 PM.. The ballot postcard has been mailed. The Town Meeting Mailer is at the printers and will cost approximately \$800 to prepare. N. Gondella expects to spend half of this out of the grant proceeds and the remainder out of the General Fund budget for postage and printing. The Selectboard discussed the presentations for the informational meeting.

COVID-19 Response & Town Government Operations- S. Tully provided an update on the progress of the Continuity of Operations Plan. S, Tully reported the US Department of Labor issued stronger workplace guidance on coronavirus: New OSHA guidance seeks to mitigate, prevent viral spread in the workplace. The VT department of labor issued the VT Critical Infrastructure Worker Inclusion Guidance. S. Tully is reviewing all new regulations to determine an implementation plan for the Selectboard.

CDL Drivers J. Bridge provided an update regarding the hiring procedure for CDL drivers. S, Tully recommended the town adopt a medical card policy as recommended by the Vermont League of Cities and Towns. L. Courcelle spoke against the medical card policy as it could eliminate qualified employees already in short demand. The Selectboard elected not to create a medical card policy. J. Bridge will implement the CDL hiring procedure with any sensitive material regarding going to S. Tully, Town Administrator.

Woodward Road Update The Selectboard reviewed direction given by Z. Courage, Wetlands Permit Specialists and will pursue discussions with adjacent property owners regarding access to the pond.

Air B&B's G. Wells recommended the Town look into regulating Air B&B's like Killington with permit fees.

Mendon Public Safety Fund G. Wells stated we should have put more money in the fund for the Barstow generator maintenance. D, Wilcox responded the budget is complete but we can look at that next year.

Certificate of Highway Mileage Motion by G. Wells to approve the Certificate of Highway Mileage with no changes from last year. Motion seconded by L. Courcelle. The motion passed unanimously. S. Tully will arrange for the Selectboard sign the certificate for submittal before February 20th.

Zoning Violation S. Tully provided an update and was directed to work with the property owner and S. Cosgrove, Zoning Administrator to assist the property owner in obtaining/ the proper zoning permits.

Personnel Issue Motion by D. Wilcox to enter Executive Session at 7:40 PM to discuss Personnel with the Selectboard and S. Tully present. Motion seconded by L. Courcelle. The motion passed unanimously. The Chair declared the board out of Executive Session at 8:30 PM.

No action taken.

There being no further business, R. Wilcox moved to adjourn at 8:30 PM. Motion seconded by G. Wells. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Geoff Wells

Larry Courcelle

Selectboard

Town of Mendon

February 23,
~~January 23, 2021~~

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

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Bill Ellis, Road Commissioner, Phil Douglas, Constable

Visitors present: Val Taylor, Justin Lindholm, Gordan Stake, Imants Smildzins, Brett Yates, Claudine Safar

The Selectboard Meeting was called to order at 8:30 AM with all present participating remotely.

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Selectboard Meeting

Tue, Feb 23, 2021 8:30 AM - 10:30 AM (EST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/165427797>

You can also dial in using your phone.

United States: +1 (571) 317-3112

Access Code: 165-427-797

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Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Geoff Wells, Larry Courcelle

Agenda: R. Wilcox moved to approve the agenda with the addition of 2/20/21 payroll and Compensatory Time Off. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

The Town of Mendon is accepting applications for an Assistant Road Commissioner and a Highway Maintenance/Equipment Operator and Building/Grounds Maintenance. Full time employment with competitive benefit package is available. Information can be found on the town website at www.mendonvt.org.

Administrative Matters

Selectmen's Orders were reviewed. Motion by R. Wilcox to approve payroll in the amount of \$7,890.63 for the period ending February 8, 2021 and \$9,784.25 for the period ending February 20, 2021 and to approve pay orders for February 23, 2021 for \$17,380.57. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 2/8/21. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Business

Firearm Discharge Ordinance R. Wilcox reported the draft ordinance has preliminarily been legally reviewed by Claudine Safar, Monaghan Safar Ducham, PLC and minor changes have been suggested. Mr. Smildins and Mr. Stakes spoke in support of the Firearm Discharge Ordinance. J. Lindolm explained his background and training in several shooting site safety courses and his experience of the Fish and Wildlife Board. He brought up several points of discussion to the Selectboard that included setbacks for shooting sites for practice purposes for noise abatement, setbacks for hunting purposes, time prohibitions for target shooting suggesting 9 PM to 8 AM or dusk to dawn whichever is earlier, a warning not to enact laws that entrap a person, add that a shooter must shoot away from the direction of the road and a reminder that all National Forest is open for shooting practice. C. Safar recommended defining trails, clarifying time restrictions, assigning authorization to a Town Official for issuing a violation in addition to law enforcement, include the ability to file injunction relief. A graduated penalty structure was discussed from a warning, 1st violation \$200, 2nd violation \$400, 3rd violation \$600, and all additional violations \$800. The definition of incident and violations was discussed at length to decided a shooting event would not be per shot rather a period of time of one hour would

constitute an incident and a violation issued per incident. S. Tully discussed previous complaints over the years included not using appropriate backstops for practice shooting. S. Tully provided an overview of the ordinance adoption process which begins with adoption of the ordinance at a warned Selectboard Meeting. The ordinance will be publicly noticed per Vermont law. The ordinance will go into effect in 60 days unless a petition is filed signed by 5% of the voters within 44 days of its adoption. R. Wilcox discussed it is the goal of the Selectboard to update the current draft by the end of the week and publish the proposed ordinance on the towns website. The Selectboard will move forward with warning its adoption. The Selectboard authorized L. Courcelle and P. Douglas to incorporate these changes with C. Safar for final legal review.

Town Meeting 2021 & Voting -Presentation for Informational Meeting 3/1/21 N. Gondella reported that the Town meeting Practice Session does not need to be warned as a Selectboard Meeting according to VLCT. The Selectboard decided to remove the agenda from the website. The practice session will take place on Thursday 2/25/21 with the Moderator, Selectboard, Town Clerk, Assistant Clerk and Town Administrator. N. Gondella reported that no member of the public attended the technical assistance session that occurred on February 18th to assist anyone to access the remote meeting. N. Gondella reported 160 ballots have been mailed upon voter request. She expects to have approximately 300 voters total.

COVID-19 Response & Town Government Operations -S. Tully provided an update on the Highway Continuity of Operations Plan. The US Department of Labor issued stronger workplace guidance on coronavirus: New OSHA guidance seeks to mitigate, prevent viral spread in the workplace. S. Tully reported the wellness survey update has been implemented based on the VT Critical Infrastructure Worker Inclusion Guidance.

Community Visit – Mendon on the Move There is a Steering Committee meeting on Wednesday evening to determine talking points for discussion at the Community Visit as well as a discussion for outreach strategies. A date for the Community Visit will be determined.

Otter Creek Communications District L. Courcelle reported the Rutland Regional Planning Commission reached out to Mendon encouraging participating in the Otter Creek Communication District to expand broadband in underserved areas. Last September the Selectboard tabled participating at that time. Amanda O'Connor, RRPC Regional Planner is willing to attend a meeting to discuss the program with the Selectboard. The Board agreed and will schedule Ms. O'Connor to attend an upcoming meeting. The RRPC encourages the town appoint representation to serve on a committee for the Otter Creek Communications District.

Compensatory Time Off R. Wilcox made recommendations to the Selectboard to eliminate the accumulated Compensatory Time Off that continues to be a liability to the town. The proposal included a payout of comp time that is unused by the end of March, accumulation of comp time going forward to be approved by the Chair of Selectboard, status of comp time will be reviewed monthly, the Selectboard will determine a plan of assigned work duties and assignment modifications. The staff is encouraged to meet and make recommendations to the Selectboard.

Access Permit B. Ellis discussed the status of a driveway being upgraded on the Fall Road. The town has received multiple complaints regarding the location of this driveway on a sharp blind corner. The driveway previously existed, but was rarely used by the previous owners. New owners of the property intend to build a camp on the property and use this driveway as its access. B. Ellis has discussed the need for an Access Permit with the contractor. To date the town has not received the permit. S. Tully will follow up with a letter to the new owners informing them

of the towns regulations; Access Permit, Seasonal Weight Restrictions of the Road and Building Permit.

Personnel Issue Motion by R. Wilcox to enter Executive Session at 10:15 AM to discuss personnel with the Selectboard and S. Tully present. The motion was seconded by G. Wells. The Selectboard unanimously approved the motion. The Chair declared the Board out of executive session at 10:30 AM.

There being no further business, R. Wilcox moved to adjourn at 10:30 AM. Motion seconded by G. Wells. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Geoff Wells

Larry Courcelle

Town of Mendon

Selectboard

March 10, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Phil Douglas, Constable

Visitors present: Brett Yates, Elizabeth Swett, Hal Rosenzweig, Amanda O'Connor

The Selectboard Meeting was called to order at 5:04 PM with all present participating remotely.

In response to COVID-19, the Selectboard strongly encourages the public to participate in this meeting by video or teleconferencing. The public can follow the directions on the agenda and posted publicly on the Mendon website at www.mendonvt.org.

As Chair of the Town of Mendon Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

Providing public access to the meeting by video with additional access offered through telephone. We are using Gotomeeting.com for this remote meeting. All members of the Selectboard have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by **joining the meeting from your computer, tablet or smartphone.**

- a) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using telephone and video in our posted meeting agenda. Instructions have also been provided on the town website at: www.mendonvt.org.
- b) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please *e-mail mendonclerk@comcast.net* and
- c) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Selectboard Meeting

Wed, Mar 10, 2021 5:00 PM - 6:30 PM (EST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/624239701>

You can also dial in using your phone.

United States: [+1 \(872\) 240-3212](tel:+18722403212)

Access Code: 624-239-701

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<https://global.gotomeeting.com/install/624239701>

Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Larry Courcelle, Val Taylor

Agenda: R. Wilcox moved to approve the agenda with the addition of seasonal posting of roads, payroll for 3/8/21 and to reschedule the next Selectboard Meeting. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Public Invited to Comment on Aitken State Forest Draft Management Plan: members of the public who wish to review and comment on the plan can visit <https://arcg.is/0KinX5> to learn about the Aitken State Forest draft plan and to take the public comment survey. Comment can also be shared by email to ANR.AitkenSFPublicComment@vermont.gov.

Annual Organizational Matters

Motion by L. Courcelle to appoint Richard Wilcox, Chair of the Selectboard. Motion seconded by V. Taylor. The motion passed unanimously.

Motion by R. Wilcox to appoint Larry Courcelle, Vice-Chair of the Selectboard. Motion seconded by V. Taylor. The motion passed unanimously.

Motion by L. Courcelle to appoint Sara Tully, Clerk of the Selectboard. Motion seconded by R. Wilcox. The motion passed unanimously.

Motion by R. Wilcox to set the regular Selectboard meetings on the second and fourth Mondays of the month. Motion seconded by L. Courcelle. The motion passed unanimously. A calendar of 2021 meetings was provided with a few dates rescheduled around holidays.

Motion by R. Wilcox to adopt the Rules of Procedure for Selectboard Meetings. Motion seconded by L. Courcelle. The motion passed unanimously. The Selectboard reviewed the Purchasing Policy for the town.

Motion by L. Courcelle to identify the Rutland Herald as the newspaper of general circulation the town will utilize for town business. Motion seconded by R. Wilcox. The motion passed unanimously.

Motion by R. Wilcox to appoint Justin Lindholm, Larry Courcelle and Richard Wilcox to be the Fence Viewers. Motion seconded by L. Courcelle. The motion passed unanimously.

Motion by L. Courcelle to appoint Rod MacCuiag, the Pound Keeper and Animal Control Officer. Motion seconded by V. Taylor. The motion passed unanimously.

Motion by L. Courcelle to appoint Bill Ellis the Tree Warden. Motion seconded by V. Taylor. The motion passed unanimously.

Policy Adoption:

Open Meeting Law Policy The Selectboard reviewed the Open Meeting Law. S. Tully presented the Open Meeting Law Compliance Policy which outlines how Mendon will meet the requirements of the Open Meeting Law. Motion by R. Wilcox to adopt the Open Meeting Law Policy. Motion seconded by L. Courcelle. The motion passed unanimously.

Town Road and Bridge Standards The Selectboard tabled the adoption of the Town Road and Bridge Standards until the next meeting.

2021-2022 Goals and Objectives S. Tully presented the 2021-2022 Goals and Objectives for the Selectboard to review and prioritize. The Selectboard will provide feedback for the next meeting.

Administrative Matters

Selectmen's Orders were reviewed. Motion by R. Wilcox to approve pay orders for 3/8/21 for \$30,776.14 and approve payroll in the amount of \$9,398.20 for the period ending 03/06/2021. Motion seconded by L. Courcelle. The motion passed unanimously.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 2/23/21 and 3/1/21. Motion seconded by L. Courcelle. The motion carried.

Business

Selectboard Meeting Due to a scheduling conflict the next Selectboard Meeting for regular business will be held March 23, 2021 at 5:30 PM.

Seasonal Road Posting S. Tully reported Bill Ellis, Road Commissioner posted seasonal weight restrictions on all Mendon roads on March 8, 2021. These restrictions will remain until May 15th.

Recap Town Meeting The Informational Meeting was attended by approximately 40 people. Historically approximately 60 people attend Town meeting when it is held in person. N. Gondella reported a higher than normal turnout for voting with 136 ballots returned by mail or early voting and 100 people voted in person at the polls. L. Courcelle commented that everyone did a great job at the election.

Mendon on the Move Community Visit The Mendon on the Move Community Visit is scheduled for March 24th at 6 PM. All are welcome to attend. Information can be found on the town's website with links to the Mendon on the Move website.

Otter Creek Communications Union District A. O'Connor from the Rutland Regional Planning Commission presented an overview of the Otter Creek Communications Union District (OCCUD). The purpose of the OCCUD is to expand broadband throughout the district including remote and rural locations. The OCCUD is a municipal entity, but can not use taxpayer money from member towns. The Selectboard must approve joining the OCCUD and adopt a resolution to be part of the communication union district planning and for the properties in Mendon to opt in when the service becomes available. The state is committed to increasing broadband service in VT to 100/100 service. It is anticipated that there will be federal funding coming to VT with the passage of the American Rescue Plan Act. The Selectboard reviewed the internet service currently available in Mendon with only 5 properties with 100/100 service. The Selectboard will send any additional questions to A. O'Connor and will warn the adoption of the Resolution at the next meeting.

Firearms Discharge Ordinance The Selectboard has warned a Public Hearing to provide an opportunity for the public to express their views regarding the adoption of the proposed Firearm Discharge Ordinance. The draft ordinance can be found on the Mendon website at www.mendonvt.org, the Facebook page and hard copies are available at the Town Office. The Public Hearing will be held remotely March 15th at 6 PM. A link to the meeting can be found on the website. The Selectboard discussed how the public hearing will be conducted.

There being no further business, R. Wilcox moved to adjourn at 7:00 PM. Motion seconded by L. Courcelle. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Larry Courcelle

Val Taylor

Selectboard

Town of Mendon

March 23, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Bill Ellis, Road Commissioner

Visitors present: Brett Yates, Elizabeth Swett, Hal Rosenzweig, Gordon Stake, Dennis Charles, Justin Lindholm

The Selectboard Meeting was called to order at 5:28 PM with all present participating remotely.

In response to COVID-19, the Selectboard strongly encourages the public to participate in this meeting by video or teleconferencing. The public can follow the directions on the agenda and posted publicly on the Mendon website at www.mendonvt.org.

As Chair of the Town of Mendon Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

Providing public access to the meeting by video with additional access offered through telephone. We are using Gotomeeting.com for this remote meeting. All members of the Selectboard have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by **joining the meeting from your computer, tablet or smartphone.**

- a) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using telephone and video in our posted meeting agenda. Instructions have also been provided on the town website at: www.mendonvt.org.
- b) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please *e-mail mendonclerk@comcast.net* and

- c) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Selectboard Meeting

Tue, Mar 23, 2021 5:30 PM - 7:30 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/993475101>

You can also dial in using your phone.

United States: +1 (224) 501-3412

Access Code: 993-475-101

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<https://global.gotomeeting.com/install/993475101>

Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Larry Courcelle, Val Taylor

Agenda: R. Wilcox moved to approve the agenda with the addition of payroll to the agenda. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Public Invited to Comment on Aitken State Forest Draft Management Plan: members of the public who wish to review and comment on the plan can visit <https://arcg.is/0KinX5> to learn about the Aitken State Forest draft plan and to take the public comment survey. Comment can also be shared by email to ANR.AitkenSFPublicComment@vermont.gov.

L. Courcelle informed the Selectboard that the VT Department of Forest Parks and Recreation does not plan on doing a timber sale in the Aiken State Forest this year. The next timber harvest may be scheduled for 2022.

Mendon on the Move – Community Visit Program March 24th! Learn more about the process and register to attend at: bit.ly/MendonOnTheMove

L. Courcelle informed the Selectboard about the RRPC's Road Roundup newsletter that will provide updates on important transportation programs such as paving, roadside management, and the municipal roads general permit. S. Tully provided a brief update regarding the status of Mendon's compliance with the municipal roads general permit.

L. Courcelle provided an overview of upcoming trainings for Town Officials offered by VLCT. S. Tully recommended the Selectboard participate in trainings if they are available to do so. Board members may register for trainings by contact N. Gondella.

Policy Adoption:

Town Road and Bridge Standards S. Tully reviewed the Town Road and Bridge Standards for the Selectboard. Motion by L. Courcelle to adopt the Town Road and Bridge Standards as stated by S. Tully. Motion seconded by R. Wilcox. The motion passed unanimously.

2021-2022 Goals and Objectives S. Tully presented the 2021-2022 Goals and Objectives for the Selectboard to review and prioritize. S. Tully will identify which goals and objectives are at the Selectboard's discretion to prioritize versus task required with imposed deadlines for review by the Selectboard.

Administrative Matters

Selectmen's Orders were reviewed. Motion by R. Wilcox to approve pay orders for 3/22/21 for \$125,692.46 and \$1,013.93. Motion seconded by L. Courcelle. Motion by R. Wilcox to approve payroll for 3/20/21 in the amount of \$15,806.58. Motion seconded by L. Courcelle. The motion passed unanimously.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 3/10/21. Motion seconded by V. Taylor. The motion carried.

Business

Appointment of Officers

R. Wilcox moved to appoint:

William Ellis, Road Commissioner for a one year term ending March 31, 2022

Sara Hebert Tully, Administrative Road Commissioner for a one year term ending March 31, 2022

Mary Ann Reich, Town Service Officer for a one year term ending April 14, 2022

Fred Bagley, Planning Commission for a four year term ending March 31, 2025

Phil Douglas, Planning Commission for a four year term ending March 31, 2025

Jack Kennelly, Zoning Board of Adjustment for a three year term ending March 31, 2024

Larry Courcelle, Recreation Committee for a four year term ending March 31, 2025

Liam Fracht-Monroe Recreation Committee for a four year term ending March 31, 2025
Phil Douglas, Emergency Management Director, for a two year term ending March 31, 2023
Larry Courcelle, Rutland Regional Planning Commission for a three year term ending March 31, 2024
Mary Ann Reich, Deputy Health Officer for a three year term ending April 14, 2023
Mary Ann Reich, Regional Ambulance Service for a three year term ending April 14, 2023
Susannah Loffredo, Rutland County Solid Waste District for a three year term ending March 31, 2024.
Motion seconded by L. Courcelle. The motion passed unanimously.

Motion by R. Wilcox to appoint:

Val Taylor, Cemetery Commission for a one year term ending March 31, 2022
William Ellis, Cemetery Commission for a one year term ending March 31, 2022
Dennis Charles, Cemetery Commission for a one year term ending March 31, 2022
Motion seconded by L. Courcelle. The motion passed unanimously.

Motion by R. Wilcox to appoint:

Jesse Bridge, E911 Coordinator for a two year term ending March 31, 2023
Motion seconded by V. Taylor. The motion passed unanimously.

Health Insurance N. Gondella inform the Selectboard that an employee will be turning 65 and eligible for Medicare. The Personnel Policy and Rules Handbook does not address eligibility for Health Insurance through Medicare specifically. The Selectboard should consider defining the eligibility in the Personnel Policy and Rules Handbook. N. Gondella received estimates from MVP on supplemental coverage that ranges from \$40 to \$140.00 per month. S. Tully will research other municipal policies through VLCT.

Dog Licenses N. Gondella reported that last year the town waived late penalties for dog licenses due to the COVID-19 pandemic. Many veterinarians were not open in March 2020 and April 2020 to issue rabies vaccinations required for registration. The Selectboard discussed and determined there is no need to waive late penalties this year.

Delinquent Taxes N. Gondella reported that she will be turning over \$206,230 in delinquent taxes to Nancy Merrill, Delinquent Tax Collector. This amount is higher than last year of approximately \$190,000. The town has received approximately \$50,000 in taxes that paid late and have been charged the 9% penalty. Several late paying taxpayers have requested whether the town would consider or look into waiving the late fees due to the COVID-19 pandemic. Current procedure allows taxpayers to request a reduction in taxes to the Board of Abatement. The Selectboard discussed and determined there is no need to waive late penalties as a system of appeal is in place.

Otter Creek Communications Union District Resolution S. Tully read the Resolution to join the Otter Creek Communications Union District. There is no financial exposure to the town. The District would bring broadband throughout Mendon regardless of remote locations through fiber optic technology. Motion by L. Courcelle to adopt the Resolution to join the Otter Creek Communications Union District. Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion. Motion by V. Taylor to appoint L. Courcelle the Mendon Representative to the OCCUD and Richard Wilcox, Alternate Representative. Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion.

Local Emergency Operation Plan Update must be readopted in April The Selectboard discussed the Local Emergency Operation Plan and look for updated information to be submitted by P. Douglas at the next meeting.

Firearms Discharge Ordinance: Recap of the Public Hearing held 3-15-21- discuss next steps The Selectboard would like to thank the public that attended the Public Hearing on the 15th. The discussions were cordial and well presented. S. Tully presented an outline of next steps as a result of the Public Hearing on March 15th. The Selectboard continues to review the comments from 63 members of the public that attended the Public Hearing. There were 25 people that submitted letters and emails. Three of the letters were from attorneys. One letter represented 34 property owners. One petition had approximately 116 signatures of which 21 were identified with Mendon addresses. The Selectboard has reached out to meet with the State Police and Game Warden to gain clarity on the state statutes that regulate the discharge of firearms in Vermont. The Selectboard discussed setting up meetings with the State Police and Game Warden. S. Tully will publicly warn these Special Selectboard Meetings when scheduled. S. Tully commented that an authorization to enter Executive Session in accordance with T. 1 VSA § 313(1) to discuss Civil Action or prosecution by the State may be in order. Once the Selectboard has had an opportunity to evaluate additional information they will either propose amendments to the proposed Firearm Discharge Ordinance or seek alternate solutions to some of the complaints received by the Selectboard.

Zoning Violations S. Tully provided an overview of the status of two zoning violations. The Selectboard requested continued assistance by S. Tully for the property owner on South Mendon Road to obtain the proper permits. The Selectboard waived the current COVID-19 safety restriction to not conduct in person site visits. This was a town-imposed safety precaution and not part of the Governor's orders. The site visit must occur to ensure the project meets the Town of Mendon Zoning regulations. Masks must be worn by all parties. Motion by R. Wilcox to enter Executive Session at 7:15 PM for the purpose of discussing matters authorized under T. 1 VSA §301(1) with the Selectboard and S. Tully present. The motion was seconded by L. Courcelle. The Selectboard unanimously approved the motion. The Chair declared the Board out of Executive Session at 7:44 PM.

Zoning violations will be served by law enforcement officers.

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

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Larry Courcelle

Val Taylor

Town of Mendon
Special Selectboard Meeting

March 26, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator

Visitors present: Doug Norton, VT State Police, Gordon Stake, Elizabeth Swett, Douglas Earle

The Selectboard Meeting was called to order at 1:00 PM with all present participating remotely.

In response to COVID-19, the Selectboard strongly encourages the public to participate in this meeting by video or teleconferencing. The public can follow the directions on the agenda and posted publicly on the Mendon website at www.mendonvt.org.

As Chair of the Town of Mendon Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

Providing public access to the meeting by video with additional access offered through telephone. We are using Gotomeeting.com for this remote meeting. All members of the Selectboard have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by **joining the meeting from your computer, tablet or smartphone.**

- a) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using telephone and video in our posted meeting agenda. Instructions have also been provided on the town website at: www.mendonvt.org.
- b) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please *e-mail mendonclerk@comcast.net* and
- c) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Special Selectboard Meeting
Fri, Mar 26, 2021 1:00 PM - 2:00 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/511752093>

You can also dial in using your phone.

United States: +1 (872) 240-3212

Access Code: 511-752-093

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<https://global.gotomeeting.com/install/511752093>

Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Larry Courcelle, Val Taylor

The purpose of the meeting is to meet with the State Police to discuss law enforcement response in Mendon, state statutes regarding the discharge of firearms, the proposed Mendon Firearm Discharge Ordinance and Civil Actions or prosecutions by the State.

Business

The Selectboard discussed with Doug Norton, State Police general law enforcement in Mendon and statutes regulating discharging firearms. Some towns have adopted Firearm Discharge Ordinance, but they are limited. The State Police do not respond to calls of discharging firearms more in towns without ordinances rather than ones that do. In general, they do not respond to a large number of complaints regarding discharging firearms.

The Selectboard discussed enforcement regarding the proposed Mendon Firearm Discharge Ordinance. Depending on how it is worded the State Police could issue a municipal ticket, but the town would primarily be the enforcing agency.

Motion by R. Wilcox to enter Executive Session at 1:15 PM for the purpose of discussion under T.1 VSA 313 (1) with the Selectboard, S. Tully and Doug Norton present. The motion was seconded by L. Courcelle. The motion passed unanimously. The Chair declared the Board out of Executive Session at 2:17 PM.

No action taken.

S. Tully will set up meetings with the Rutland County Sheriff and Game Warden to have similar conversations regarding the proposed Mendon Firearm Discharge Ordinance and enforcement of

local ordinances.

There being no further business, R. Wilcox moved to adjourn at 2:18 PM. Motion seconded by L. Courcelle. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Larry Courcelle

Val Taylor

Selectboard

Town of Mendon

April 12, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Bill Ellis, Road Commissioner, Phil Douglas, Constable, Steve Cosgrove, Zoning Administrator, Liam Fracht-Monroe, Recreation

Visitors present: H. Rosenzweig, A. Cristelli, B. Limpert, B. Fitzsimmons, B. Yates, J. Ruth, M. Ruth, G. Stake, C. Gates, unidentified callers.

The Selectboard Meeting was called to order at 5:30 PM with all present participating remotely.

In response to COVID-19, the Selectboard strongly encourages the public to participate in this meeting by video or teleconferencing. The public can follow the directions on the agenda and posted publicly on the Mendon website at www.mendonvt.org.

As Chair of the Town of Mendon Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

Providing public access to the meeting by video with additional access offered through telephone. We are using Gotomeeting.com for this remote meeting. All members of the Selectboard have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by **joining the meeting from your computer, tablet or smartphone.**

- a) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using telephone and video in our posted meeting agenda. Instructions have also been provided on the town website at: www.mendonvt.org.
- b) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please *e-mail* mendonclerk@comcast.net and

- c) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Selectboard meeting

Mon, Apr 12, 2021 5:30 PM - 6:00 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/698551645>

You can also dial in using your phone.

United States: +1 (312) 757-3121

Access Code: 698-551-645

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<https://global.gotomeeting.com/install/698551645>

Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Larry Courcelle, Val Taylor

Agenda: R. Wilcox moved to approve the agenda with the addition of the approval of the 3-26-21 minutes to the agenda. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Mendon on the Move – Community Visit Program April 21th! Learn more about the process and register to attend at: bit.ly/MendonOnTheMove Everyone is welcome!

Administrative Matters

Selectmen's Orders were reviewed. Motion by R. Wilcox to approve pay orders for 4/12/21 for \$533.93 and \$1,101,430.50 and to approve payroll in the amount of \$15,806.58 for the period ending 03/20/2021. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion. N. Gondella stated the approval of the 4/6/21 payroll will be on the agenda for the next meeting.

Policy Overview – The Conflict of Interest and Ethical Conduct Policy adopted in 2019 was reviewed by the Selectboard.

2021-2022 Goals and Objectives S. Tully presented the 2021-2022 Goals and Objectives to the Selectboard with tasks and projects to be prioritized highlighted. The Selectboard will further discuss the prioritization of tasks at the next meeting.

Financial Update N. Gondella provided year to date financials to the Selectboard. The Selectboard tabled the review until the next meeting.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 3/23/21 and 3/26/21. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Public Comment No public comment.

Business

Mendon on the Move Mailing The Selectboard thanked Larry and Wanda Courcelle for completing the post card mailing for the Mendon on the Move Community Visit.

Recreation L. Fracht-Monroe reported the Recreation Committee met and provided the Selectboard with an update on discussions. The Recreation Committee is working with the Barstow Youth Club to determine field use this spring for their programs. The town has also received a request by the Rutland County Little League to also use the field this spring and summer. Mendon Recreation Area Facility Use Agreements will need to be executed for both organizations. L. Fracht-Monroe reported their will be no access to the Mendon maintenance shed. S. Tully clarified the storage shed is owned by the Town of Mendon and historically has allowed the BYC to store equipment in the shed. The recreation Committee requested to reopen the playground structures after posting the required signage.

Zoning Violations and Use of the Town Office S. Cosgrove attended the Selectboard meeting and provided an update on two zoning violations. The Selectboard addressed direction in both cases. The Selectboard clarified the Zoning Administrator should carry out his duties to conduct an onsite site inspection accompanied by P. Douglas, Constable. COVID-19 safety protocol must be followed by wearing a mask when in the presence of others. The Selectboard also confirmed the service of the Notice of Zoning Violation can be served by P. Douglas, Constable accompanied by a Rutland County Sheriff. S. Cosgrove also requested unrestricted access to the Town Office to carry out his duties of Zoning Administrator. S. Tully explained the Town of Mendon is operating under the guidance of the Be Smart, Stay Safe order by the Governor as well as the safety protocol determined by the Mendon Continuity of Operations Plan to ensure essential municipal operations continue. Currently S. Cosgrove has access to the Town Office M-TH after 5 PM, all day Friday, Saturday and Sunday as long as another Town official is not already present in the building. These are the same restrictions as all other municipal offices other than the Town Clerk and her Assistant Clerk. The Selectboard agreed

to allow S. Cosgrove to set additional office hours one additional morning or afternoon per week. N. Gondella, Town Clerk will need to refrain from scheduling vault research at the same time as S. Cosgrove's office hours in order to maintain the limited occupancy of the building as per the Governor's order. L. Courcelle will coordinate the schedule with S. Cosgrove and N. Gondella.

COVID-19 Guidance S. Tully provided to the Selectboard an updated draft memo to employees and Town Officials of the COVID-19 safety guidance in accordance with update #48 issued April 2, 2021 to the Be Smart, Stay Safe Order. The Selectboard approved the memo with guidance to allow J. Bridge and N. Gondella to resume operations together at the Town Office Monday through Thursday.

VLCT American Rescue Plan Act (ARPA) Coordination and Assistance Program It is expected financial assistance will be sent directly to the Town in June. There are specific restrictions on how the Town can use this money. VLCT and RRPC will be providing guidance for municipalities. Coronavirus Relief Funds can be used: ▪ To respond to the pandemic or its negative economic impacts, including assistance to households, small businesses and non-profits, or aid to impacted industries such as tourism, travel and hospitality; ▪ To provide premium pay for essential workers; ▪ To replace revenue lost compared to the most recent full fiscal year prior to the pandemic; or ▪ To make investments in water, sewer, or broadband infrastructure. N. Gondella attended a teleconference with Senator Sanders and learned the municipality will be able to use these funds for building safety modifications, digitization of land records, outdoor notice boards and deferred maintenance on recreation facilities. The Town will learn more specifics in the weeks to come.

Local Emergency Operations Plan P. Douglas reported the draft Local Emergency Operations Plan is complete. S. Tully reported she has submitted additional information and comments to P. Douglas. S. Tully will distribute a copy of the Local Emergency Operations Plan with her comments to the Selectboard. The Local Emergency Operations Plan will be adopted by the Selectboard at the next meeting.

Firearm Discharge Ordinance S. Tully provided an overview of the Public Hearing and next steps for the Selectboard. The Selectboard met with the State Police to discuss enforcement of the proposed ordinance and to discuss in general the response of the State Police to Mendon. The Selectboard also determined the need to have similar conversations with the Game Warden and the Rutland County Sheriff as they too respond to Mendon. To date meetings with the Game Warden or Rutland County Sheriff have not been scheduled. P. Douglas offered to coordinate these meetings. The Selectboard designated L. Courcelle to represent the Selectboard in these meetings. In addition to gathering information from area law enforcement, the Town received dozens of letters and emails in support of and opposition to the ordinance that they are still evaluating. P. Douglas has provided suggested changes to the current proposed Firearm Discharge Ordinance. To date, no changes have been

considered at this time as the Selectboard continues to gather additional information. The Selectboard agreed to publicly post any changes to the proposed Firearm Discharge Ordinance and allow the public to comment further.

Truck #4 Replacement and Sale of 2008 Chevrolet Silverado B. Ellis provided a cost of \$33,780 for the new truck. The Selectboard previously approved \$33,000. Motion by D, Wilcox to amend the original motion and increase the amount to purchase a pick up truck to \$34,000 to be paid out of the Equipment Replacement Fund. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion. The new truck will be ordered in the color blue similar to the color of the existing truck. The Selectboard agreed to advertise the 2008 Chevrolet Silverado for Sale.

Lawnmower Purchase B. Ellis is obtaining quotes to replace the riding lawn mower. Issue tabled until the next meeting.

Grants in Aid Equipment Grant S. Tully reported the town was awarded the Grants in Aid Equipment Grant Awarded for \$6,720 to purchase a blower. The blower will clear debris from ditches in order to keep drainage routes clear and avoid clogging culverts. B. Ellis will provide quotes at the next meeting.

Structures and Class 2 Roadway Grant Applications Due April 15th S. Tully provided an overview of the grant applications. The town will be applying for replacement of 3 culverts (07-20, 07-28, and 07-29) on Wheelerville Road under the Structures Grant. The town will be applying to resurface the Notch Road under the Class 2 Roadway Grant.

Declaration of Inclusion The Selectboard received a request by a resident to adopt a Declaration of Inclusion. S. Tully confirmed the Towns of Putney, Pittsford, Moretown, Franklin, and Brandon have adopted similar resolutions. VLCT has created an Equity Committee and are pursuing contracting with consulting companies specializing in equity and inclusion facilitation. One of the goals of the VLCT Equity Committee is to provide guidance to municipalities about how to navigate these discussions and implement policies and training programs. The Selectboard discussed they commonly look to VLCT for guidance in many areas surrounding policy adoption, management of human resources and training programs. The Selectboard would like to continue the conversation and gather information as it becomes available and then publicize to the town what the Selectboard is considering.

Request of Right of Way The Selectboard received a request for a right of way across one of two lots owned by the Town of Mendon in the Village District. The Selectboard noted there are many discussions happening right now with the Mendon on the Move Community Visit. The Selectboard did not want to consider the request until they see what comes out of the Community Visit program.

Request to amend the Animal Control Ordinance to include chickens S. Tully provided an overview of a handful of complaints from property owners that neighbors chickens are a nuisance or cause property damage. Last year, the Selectboard discussed possibly amending the Animal Control Ordinance to include regulating farm animals. At that time, the Selectboard met with Animal Control Officer, Rod MacCuiag. Since that meeting two Selectboard members are new to the Selectboard. L. Courcelle offered to met with the parties currently experiencing issues with neighbors chickens to gather additional information. The Selectboard agreed and L. Courcelle will report back to the Board.

There being no further business, R. Wilcox moved to adjourn at 7:42 PM. Motion seconded by L. Courcelle. The Selectboard approved the motion.

The Liquor Control Board Meeting was called to order at 7:42 PM with all present participating remotely.

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

1. Suisse Chalet, LLC d/b/a Countryman's Pleasure
2. T.P. Hospitality, LLC d/b/a Red Clover Inn
3. Mountain View Hospitality d/b/a The Vermont Inn

Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

There being no further business, R. Wilcox moved to adjourn the Liquor Control Board Meeting at 7:45 PM. Motion seconded by L. Courcelle. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Larry Courcelle

Val Taylor

Town of Mendon

Selectboard

April 26, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Bill Ellis, Road Commissioner, Phil Douglas, Constable

Visitors present: H. Rosenzweig, B. Limpert, B. Yates, G. Stake, C. Gates, D. Charles, E. Swett, A. Wakefield, B. Harnish, H. Smith

The Selectboard Meeting was called to order at 5:00 PM with all present participating remotely.

In response to COVID-19, the Selectboard strongly encourages the public to participate in this meeting by video or teleconferencing. The public can follow the directions on the agenda and posted publicly on the Mendon website at www.mendonvt.org.

As Chair of the Town of Mendon Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

Providing public access to the meeting by video with additional access offered through telephone. We are using Gotomeeting.com for this remote meeting. All members of the Selectboard have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by **joining the meeting from your computer, tablet or smartphone.**

- a) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using telephone and video in our posted meeting agenda. Instructions have also been provided on the town website at: www.mendonvt.org.
- b) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please *e-mail* mendonclerk@comcast.net and

- c) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Selectboard Meeting

Mon, Apr 26, 2021 5:00 PM - 7:00 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/376076813>

You can also dial in using your phone.

United States: +1 (408) 650-3123

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Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Larry Courcelle, Val Taylor

Agenda: R. Wilcox moved to approve the agenda with the addition of the Barstow Youth Club and approval of April 3rd payroll to the agenda. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion. The Liquor Control Board meeting was also publicly warned and added to the agenda to approve a Liquor License at the conclusion of the Selectboard Meeting.

Announcement

The Town of Mendon has advertised the 2008 Chevrolet Silverado for sale for \$16,000 or best reasonable offer. The Town of Mendon will be accepting offers until May 6th at Noon. All offers must be submitted in writing and delivered to the Mendon Town Office, 2282 US Route 4, Mendon, VT during regular business hours M-TH 9AM-5PM or submitted via email to mendonadmin@comcast.net. Offers will be accepted in the order they are received. The town reserves the right to reject any or all offers. The vehicle is being sold "as is" with no warranties expressed or implied. The Town of Mendon logo will be removed prior to sale. Payment must be made in cash or certified bank check.

The truck can be viewed on Wednesday April 28, 2021 at 2 PM at the Mendon Town Office, 2282 US Route 4, Mendon, VT. At this showing you will be able to access the interior of the vehicle and ask questions with the Road Commissioner. The truck will also be parked at the Town Office for exterior viewing when not in operation with the highway department between 4/22/21-5/6/21. Additional information is posted on the website at www.mendonvt.org.

Otter Creek Communication Union District conducted its first meeting April 21, 2021 as reported to the Board from L. Courcelle. There is a tremendous amount of information for OCCUD members to learn as the OCCUD continues to form.

Administrative Matters

Selectmen's Orders were reviewed. Motion by R. Wilcox to approve pay orders for 4/26/21 for \$160.00 and \$274,043.53 and to approve payroll in the amount of \$9,524.73 for the period ending 04/17/21 and \$9,466.18 for the period ending 4/3/21. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Financial Update N. Gondella provided year to date financials to the Selectboard with detail regarding each line item that may contribute to a surplus/deficit at year end June 30th. The Selectboard approved sending a reminder to register dogs. All dogs must be registered in the town they live in annually by April 1st.

2021-2022 Goals and Objectives S. Tully presented the 2021-2022 Goals and Objectives to the Selectboard with tasks and projects to be prioritized highlighted. S. Tully provided an overview of each task or project, its history, importance and timeline. Prioritizing the 2021-2022 Goals and Objectives provides direction to staff regarding which projects to tackle next as time allows. L. Courcelle offered to assist in policy planning to see if a policy can be updated and reviewed at each Selectboard Meeting. R. Wilcox explained that some policies will require additional research and consideration than that. The issue was tabled for further consideration.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 4/12/21. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Public Comment No public comment.

Business

Declaration of Inclusion Al Wakefield and Bob Harnish presented the background and development of

the Declaration of Inclusion. Currently, 8-10 towns have adopted or are considering adoption in the next few weeks. The Governor's Office has declared May 9-15th Inclusion Week. The document was distributed to all Selectboard members prior to the meeting. The actual document was not discussed in detail. B. Harnish, a business owner in Mendon for many years and a resident of Pittsford, felt he wanted to take a stand for inclusion to welcome all people to Vermont stating we are all immigrants. He credited Chittenden County's economic success to their diverse community. A. Wakefield, a Mendon resident, described the process of moving his family from New York City to Vermont noting he was welcomed by many members of the Rutland County community. He quoted Ernie Royal, owner of Royal's Hearthside Restaurant in Rutland, VT "When you move to Vermont, bring with you what you did that made you a success, and adapt it to the Vermont way." There was no discussion or action taken by the Selectboard.

COVID-19 Guidance S. Tully provided information regarding the universal guidance set forth in the VT Forward Plan. The town of Mendon's operations are within the Category A (low volume professional office & outdoor recreation) & B (construction) guidance and subsequent implementation schedule. The operation of Public Meeting Guidance was discussed. Public meetings are required to maintain 1 person per 100 square feet. This would only allow 4 people to meet in the Conference Room. The Town Garage would allow for the required square footage. The Selectboard agreed meetings of public boards and commissions will continue to be held remotely until this guidance is changed. The Wellness survey is no longer required under the universal guidance. A log of contacts that come to the town office is still required as well as not coming to work with symptoms, wearing masks and maintaining social distancing of 6 feet.

Local Emergency Operations Plan Adoption Motion by R. Wilcox to approve the 2021 Local Emergency Operations Plan incorporating updates as presented by P. Douglas and S. Tully. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Firearms Discharge Ordinance L. Courcelle provided an overview of discussions with Sheriff Fox, Rutland County Sheriff and Lt. Gallant, Game Warden, Southern District regarding Mendon's proposed Firearm Discharge Ordinance. The Rutland County Sheriff has not enforced a Firearm Discharge Ordinance in other Rutland County towns that have such an ordinance. Lt. Gallant informed the town that the Game Warden's enforce state law, and do not get involved with discharging firearm issues or complaints unless there is an animal involved. The town was advised that a Firearm Discharge Ordinance would be nearly impossible to enforce. Enforcement of local ordinances is the primary responsibility of the Constable. There are municipalities that have adopted Firearm Discharge Ordinances. It was questioned if any of them have been enforced and how they were enforced. L. Courcelle summarized the options for consideration. The Selectboard must decide whether to not pursue adoption of the ordinance, leave proposed ordinance as drafted and expect it will be petitioned

for town vote, incorporate amendments by Constable P. Douglas and consider other submitted changes and hold another public hearing. A resident stated that the State Police made comment that a Firearm Discharge Ordinance is another tool in their toolbelt. The Selectboard continues to question whether the tool has ever been enforced in other municipalities that have adopted a Firearm Discharge Ordinance. The town will attempt to gather this information.

Lawnmower Replacement B. Ellis will present quotes at a future meeting. He is looking at machines with a 52" deck.

Request to Amend the Animal Control Ordinance to Include Chickens L. Courcelle provided an update regarding a complaint about chickens wondering off the property of their owner and damaging neighbor's gardens, grass and property. Currently this is a civil matter between neighbors. The town has received a handful of complaints in the last 10 years about livestock damaging neighboring property. Some municipalities have included regulation of livestock in the Animal Control Ordinance. The Selectboard discussed the problem is not widespread and the need to regulate the entire town based on a few incidents seems unnecessary. L. Courcelle will continue to try and mediate a solution for the frustrated property owner.

Request of Right of Way H. Smith attended the meeting to discuss the town's interest in selling or granting a right of way across town property. Two town owned lots located on Park Lane and Stoney Meadows would allow for easier access to his property that currently has access off Route 4. R. Wilcox stated the Selectboard is reluctant in giving up the rights to town property.

Mendon on the Move Community Visit Priorities Set:

1. Reimagine and Improve the Rt. 4 Corridor
2. Advance Outdoor Recreation

The April 21st Mendon on the Move Community Visit Meeting narrowed down multiple ideas brainstormed by community members on March 24th. The community members set two priorities to create committees and actions plans to tackle. The first is to reimagine and improve the Route 4 corridor. The second is to advance outdoor recreation. All members of the community were invited to these meetings to partake in setting these priorities and they are now welcome to join committees to tackle these goals in Mendon. Any interested parties can join a task force by going to:

bit.ly/MendonOnTheMove. There were many ideas presented that the town has already pursued and this information should be provided to the task forces set up for each priority.

Barstow Youth Club Motion by R. Wilcox to waive the facility fee for the Barstow Youth Club to use the Mendon Recreation Area until June 11, 2021. Motion seconded by L. Courcelle. The motion passed unanimously.

There being no further business, R. Wilcox moved to adjourn at 7:21 PM. Motion seconded by L. Courcelle. The Selectboard approved the motion.

The Liquor Control Board Meeting was called to order at 7:21 PM with all present participating remotely.

Motion by L. Courcelle to approve the Liquor Licenses for:

1. Flannel's Restaurant, LLC d/b/a Flannel's Bar & Grill

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

There being no further business, R. Wilcox moved to adjourn the Liquor Control Board Meeting at 7:23 PM. Motion seconded by L. Courcelle. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Larry Courcelle

Val Taylor

Town of Mendon

Selectboard

May 10, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Bill Ellis, Road Commissioner, Phil Douglas, Constable

Visitors present: H. Rosenzweig, B. Limpert, B. Yates, G. Stake, C. Gates, D. Charles, E. Swett, B. Harnish, N. Swift, J. Lindholm, "Jack"

The Selectboard Meeting was called to order at 5:00 PM with all present participating remotely.

In response to COVID-19, the Selectboard strongly encourages the public to participate in this meeting by video or teleconferencing. The public can follow the directions on the agenda and posted publicly on the Mendon website at www.mendonvt.org.

As Chair of the Town of Mendon Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

Providing public access to the meeting by video with additional access offered through telephone. We are using Gotomeeting.com for this remote meeting. All members of the Selectboard have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by **joining the meeting from your computer, tablet or smartphone.**

- a) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using telephone and video in our posted meeting agenda. Instructions have also been provided on the town website at: www.mendonvt.org.
- b) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please *e-mail* mendonclerk@comcast.net and

- c) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Selectboard Meeting

Mon, May 10, 2021 5:00 PM - 7:00 PM (EDT)

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You can also dial in using your phone.

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Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Larry Courcelle, Val Taylor

Agenda: R. Wilcox moved to approve the agenda with the addition of the 2008 Chevrolet Silverado, Billing of False Alarm calls, Reappraisal to the agenda. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Dog Licensing N. Gondella reported a reminder post card was sent for residents to register their dogs which is the third communication from the town. N. Gondella suggested the Selectboard consider issuing violations of the Animal Control Ordinance if dogs are not registered.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve pay orders for 5/10/21 for \$533.93 and \$160,300.13. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion. Motion by R. Wilcox to approve payroll in the amount of \$17641.83 for the period ending 05/1/21. Motion seconded by V.

Taylor. R. Wilcox clarified that this payroll includes a payout of accumulated Comp Time to date. The Selectboard directed staff to obtain prior approval from a Selectboard member prior to accumulating Comp Time in the future. The Selectboard will review Comp Time monthly. The Selectboard unanimously approved the motion.

2021-2022 Goals and Objectives At the last meeting S. Tully presented the 2021-2022 Goals and Objectives to the Selectboard with tasks and projects to be prioritized highlighted. S. Tully provided an overview of each task or project, its history, importance and timeline. Prioritizing the 2021-2022 Goals and Objectives provides direction to staff regarding which projects to tackle next as time allows. The issue was tabled for further consideration.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 4/26/21. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Public Comment J. Lindholm supported a Firearm Discharge Ordinance and forming a committee of non-emotional people to write an ordinance that is not too complex or complicated. The ordinance can have law enforcement respond or just a legal action only. G. Stake agreed with J. Lindholm's comments.

Business

Declaration of Inclusion S. Tully provided an overview of the minutes of the VLCT Equity Committee from 4/19/21. The Selectboard is monitoring the developments of their guidance and training programs for municipalities closely. The section of the Declaration of Inclusion that reads "protect these classes to the fullest extent of the law" was questioned. What does this mean for the Town of Mendon? Who is responsible for that? How does the Town accomplish this? It was further discussed that in general the Selectboard supports the Declaration of Inclusion, but they are merely the legislative body. It seems there is an educational piece to the Declaration of Inclusion. How does the town get it out to the community for information/discussion/support? The Selectboard is looking for feedback from the creators of the document.

The town of Mendon Selectboard generally agrees with the Declaration of Inclusion presented at the last meeting. We are anticipating guidance from the Vermont League of Cities and Towns on the subject, as they have created an Equity Committee and are hiring a professional consultant to develop a diversity, equity and inclusion policy statement and trainings. If this guidance is significantly delayed we will reconsider acting on the Declaration of Inclusion at a future meeting.

In addition, the recognized the Governor's Proclamation of Inclusion dated May 7, 2021 and declaration of Inclusion Week May 9-15th, 2021.

Rutland County Public Works Mutual Aid Agreement Motion by D, Wilcox to approve the Rutland County Public Works Mutual Aid Agreement with delegating Bill Ellis as the primary contact and Phil Douglas the alternate contact for the town. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Firearms Discharge Ordinance Action steps from the last meeting was to find out what towns have Firearm Discharge Ordinances, how they are enforced and what experience municipalities have had regarding enforcement of the ordinance. Constable P. Douglas provided information that he attempted to contact 83 towns since the last meeting to inquire about whether they have a Firearm Discharge Ordinance and how it had been enforced. 5 towns responded they have an ordinance, 44 towns do not. P. Douglas has left messages with the remaining 33 towns. He stated there are 250 towns in Vermont and he has many more to contact. He would like the town to complete this research and assemble a report. R. Wilcox offered to assist. L. Courcelle reported that he researched the 28 towns in Rutland County. 4 towns have ordinances – Proctor, Killington, Rutland City and Wallingford, 24 towns do not. Julie Sharon, Wallingford Town Clerk reported to L. Courcelle that the ordinance has existed in the village since 1974 and she doesn't recall any issues and therefore had no comments on enforcement. Robert Montgomery, Killington described to L. Courcelle issues with shooting near the recreation area and library in Killington. The town received some push back on the adoption of an ordinance, but recommended the ordinance needed to be specific to an area and mapped out. Rutland County Sheriff Fox stated that if the RCS was on duty in Mendon when a complaint is received about a violation of the Firearm Discharge Ordinance they would respond. All other times it would be the Constable that enforces the ordinance. Sheriff Fox recalled they had one response in Proctor. An additional action step from the last meeting was to clarify a comment from the State Police that a Firearm Discharge Ordinance would be another "tool in the toolbox". The town would like to know what is meant by this statement and what organization is going to use this tool the State Police or local law enforcement? L. Courcelle reported he reached out again to Doug Norton, State Police and the answer was local law enforcement. Mr. Norton stated there was no recollection of enforcement of a Firearm Discharge Ordinance by the State Police. There are many challenges that remain. It will be difficult to get a committee together, why have an ordinance if you can't enforce it, but should anyone be able to shoot in a cluster development. L. Courcelle described that a committee would need to take a map of Mendon and map out the cluster development and create a description street by street. Each neighborhood should be surveyed as some may want an ordinance and some may not. There should be a representative sample of shooters versus non-shooters to come up with a census of what will work. L. Courcelle asked is the Proposed Firearm Discharge Ordinance should remain on the website or state

that it will be rewritten and continued to inquire of the Selectboard what direction are we going in. P. Douglas stated the current draft is too restrictive and quoted 500' from a habitable residence and said there was not an extensive list of enforcement. So far in his research, no one could recall any enforcement. There have also been limited incidents in Mendon, P. Douglas recalled one in Wheelerville and one on the Notch Road. He further noted that the property owner that called about the Notch Road incident where a stray bullet hit his barn also expressed opposition to a Firearm Discharge Ordinance. R. Wilcox summarized again that the VT State Police and the RCS would not respond to a violation of the Firearm Discharge Ordinance and that it would need to be handled by the Constable. P. Douglas clarified that the State Police will respond if the action is a criminal offense. R. Wilcox stated that our ordinance would not attack the issue by itself. Action steps from the discussion is P. Douglas and R. Wilcox will continue to contact municipalities to determine which have adopted a Firearm Discharge Ordinance and have they had any experience enforcing them.

Lawnmower Replacement S. Tully recapped three bids that were submitted to B. Ellis for the riding lawnmower replacement. Inventory is potentially a real issue and a decision must be made to assure we can purchase a lawnmower. Some distributors won't receive inventory until July or August. The Selectboard discussed the bids. Motion by R. Wilcox to purchase a John Deere X570 with a 54" deck for \$6,099 to be paid out of the Equipment replacement Fund. V. Taylor seconded the motion. The motion passed unanimously.

AOT Annual Financial Plan The AOT Annual Financial Plan was submitted and signed by the Selectboard. Motion by R. Wilcox to approve the AOT Annual Financial Plan. L. Courcelle seconded the motion. The motion passed unanimously.

Irene Celebration Committee L. Courcelle will call a meeting of the Irene Celebration Committee and finalize some details about a date and location for the celebration. The 10th Anniversary of Tropical Storm Irene leaving devastating damage in Vermont is August 28th.

Comp Time Plan R. Wilcox reported the residual Comp Time has been paid and clarified it should be paid from the Contingency Fund. N. Gondella asked if we should wait to determine if there is a surplus at year end to avoid taking the expense from the Contingency Fund. The Selectboard agreed. Going forward any Comp Time needs to be approved by the Selectboard member in advance. S. Tully asked who the employee needed to contact for approval and it was clarified any Selectboard member could approve the Comp hours. The Comp hours will be reviewed monthly by the Selectboard.

Highway Employment A full time Assist Road Commissioner/Equipment Operator position remains vacant. In addition the Selectboard discussed hiring a seasonal employee for the summer with job responsibilities that would include mowing, road maintenance, building cleansing and maintenance. S.

Tully will advertise the positions and the positions will be posted on the website at www.mendonvt.org. Any interested candidates can contact Sara Tully at mendonadmin@comcast.net.

False Alarm Calls P. Douglas provided an overview of fire calls through the end of December 2020 resulting in an additional billing of \$3750 in false alarm fines.

Reappraisal N. Gondella reported the informational booklets of the reassessed property values will be mailed by next week. Spencer Potter, Vermont Municipal Assessor, will be conducting individual phone conferences May 27-29th to answer questions property owners have about their assessments. In June the formal Change of Appraisal Notices will be sent. Grievance hearings will be conducted mid to late June with appeals being conducted in July or early August.

2008 Chevrolet Silverado The Town of Mendon advertised the 2008 Chevrolet Silverado for sale for \$16,000 or best reasonable offer. The Town accepted offers until May 6th at Noon. S. Tully provided the offers to the Selectboard. Motion by R. Wilcox to rejected all offers and extend the period to submit offers until May 20th at Noon. Motion seconded by L. Courcelle. The motion passed unanimously. Details of the truck listing can be found on the town website www.mendonvt.org or at the Town Office.

There being no further business, R. Wilcox moved to adjourn at 6:31 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Larry Courcelle

Val Taylor

Town of Mendon

Selectboard

May 10, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Bill Ellis, Road Commissioner, Phil Douglas, Constable

Visitors present: H. Rosenzweig, B. Limpert, B. Yates, G. Stake, C. Gates, D. Charles, E. Swett, B. Harnish, N. Swift, J. Lindholm, "Jack"

The Selectboard Meeting was called to order at 5:00 PM with all present participating remotely.

In response to COVID-19, the Selectboard strongly encourages the public to participate in this meeting by video or teleconferencing. The public can follow the directions on the agenda and posted publicly on the Mendon website at www.mendonvt.org.

As Chair of the Town of Mendon Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

Providing public access to the meeting by video with additional access offered through telephone. We are using Gotomeeting.com for this remote meeting. All members of the Selectboard have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by **joining the meeting from your computer, tablet or smartphone.**

- a) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using telephone and video in our posted meeting agenda. Instructions have also been provided on the town website at: www.mendonvt.org.
- b) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please *e-mail* mendonclerk@comcast.net and

- c) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Selectboard Meeting

Mon, May 10, 2021 5:00 PM - 7:00 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/126949173>

You can also dial in using your phone.

United States: +1 (646) 749-3112

Access Code: 126-949-173

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Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Larry Courcelle, Val Taylor

Agenda: R. Wilcox moved to approve the agenda with the addition of the 2008 Chevrolet Silverado, Billing of False Alarm calls, Reappraisal to the agenda. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Dog Licensing N. Gondella reported a reminder post card was sent for residents to register their dogs which is the third communication from the town. N. Gondella suggested the Selectboard consider issuing violations of the Animal Control Ordinance if dogs are not registered.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve pay orders for 5/10/21 for \$533.93 and \$160,300.13. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion. Motion by R. Wilcox to approve payroll in the amount of \$17641.83 for the period ending 05/1/21. Motion seconded by V.

Taylor. R. Wilcox clarified that this payroll includes a payout of accumulated Comp Time to date. The Selectboard directed staff to obtain prior approval from a Selectboard member prior to accumulating Comp Time in the future. The Selectboard will review Comp Time monthly. The Selectboard unanimously approved the motion.

2021-2022 Goals and Objectives At the last meeting S. Tully presented the 2021-2022 Goals and Objectives to the Selectboard with tasks and projects to be prioritized highlighted. S. Tully provided an overview of each task or project, its history, importance and timeline. Prioritizing the 2021-2022 Goals and Objectives provides direction to staff regarding which projects to tackle next as time allows. The issue was tabled for further consideration.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 4/26/21. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Public Comment J. Lindholm supported a Firearm Discharge Ordinance and forming a committee of non-emotional people to write an ordinance that is not too complex or complicated. The ordinance can have law enforcement respond or just a legal action only. G. Stake agreed with J. Lindholm's comments.

Business

Declaration of Inclusion S. Tully provided an overview of the minutes of the VLCT Equity Committee from 4/19/21. The Selectboard is monitoring the developments of their guidance and training programs for municipalities closely. The section of the Declaration of Inclusion that reads "protect these classes to the fullest extent of the law" was questioned. What does this mean for the Town of Mendon? Who is responsible for that? How does the Town accomplish this? It was further discussed that in general the Selectboard supports the Declaration of Inclusion, but they are merely the legislative body. It seems there is an educational piece to the Declaration of Inclusion. How does the town get it out to the community for information/discussion/support? The Selectboard is looking for feedback from the creators of the document.

The town of Mendon Selectboard generally agrees with the Declaration of Inclusion presented at the last meeting. We are anticipating guidance from the Vermont League of Cities and Towns on the subject, as they have created an Equity Committee and are hiring a professional consultant to develop a diversity, equity and inclusion policy statement and trainings. If this guidance is significantly delayed we will reconsider acting on the Declaration of Inclusion at a future meeting.

In addition, the recognized the Governor's Proclamation of Inclusion dated May 7, 2021 and declaration of Inclusion Week May 9-15th, 2021.

Rutland County Public Works Mutual Aid Agreement Motion by D, Wilcox to approve the Rutland County Public Works Mutual Aid Agreement with delegating Bill Ellis as the primary contact and Phil Douglas the alternate contact for the town. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Firearms Discharge Ordinance Action steps from the last meeting was to find out what towns have Firearm Discharge Ordinances, how they are enforced and what experience municipalities have had regarding enforcement of the ordinance. Constable P. Douglas provided information that he attempted to contact 83 towns since the last meeting to inquire about whether they have a Firearm Discharge Ordinance and how it had been enforced. 5 towns responded they have an ordinance, 44 towns do not. P. Douglas has left messages with the remaining 33 towns. He stated there are 250 towns in Vermont and he has many more to contact. He would like the town to complete this research and assemble a report. R. Wilcox offered to assist. L. Courcelle reported that he researched the 28 towns in Rutland County. 4 towns have ordinances – Proctor, Killington, Rutland City and Wallingford, 24 towns do not. Julie Sharon, Wallingford Town Clerk reported to L. Courcelle that the ordinance has existed in the village since 1974 and she doesn't recall any issues and therefore had no comments on enforcement. Robert Montgomery, Killington described to L. Courcelle issues with shooting near the recreation area and library in Killington. The town received some push back on the adoption of an ordinance, but recommended the ordinance needed to be specific to an area and mapped out. Rutland County Sheriff Fox stated that if the RCS was on duty in Mendon when a complaint is received about a violation of the Firearm Discharge Ordinance they would respond. All other times it would be the Constable that enforces the ordinance. Sheriff Fox recalled they had one response in Proctor. An additional action step from the last meeting was to clarify a comment from the State Police that a Firearm Discharge Ordinance would be another "tool in the toolbox". The town would like to know what is meant by this statement and what organization is going to use this tool the State Police or local law enforcement? L. Courcelle reported he reached out again to Doug Norton, State Police and the answer was local law enforcement. Mr. Norton stated there was no recollection of enforcement of a Firearm Discharge Ordinance by the State Police. There are many challenges that remain. It will be difficult to get a committee together, why have an ordinance if you can't enforce it, but should anyone be able to shoot in a cluster development. L. Courcelle described that a committee would need to take a map of Mendon and map out the cluster development and create a description street by street. Each neighborhood should be surveyed as some may want an ordinance and some may not. There should be a representative sample of shooters versus non-shooters to come up with a census of what will work. L. Courcelle asked is the Proposed Firearm Discharge Ordinance should remain on the website or state

that it will be rewritten and continued to inquire of the Selectboard what direction are we going in. P. Douglas stated the current draft is too restrictive and quoted 500' from a habitable residence and said there was not an extensive list of enforcement. So far in his research, no one could recall any enforcement. There have also been limited incidents in Mendon, P. Douglas recalled one in Wheelerville and one on the Notch Road. He further noted that the property owner that called about the Notch Road incident where a stray bullet hit his barn also expressed opposition to a Firearm Discharge Ordinance. R. Wilcox summarized again that the VT State Police and the RCS would not respond to a violation of the Firearm Discharge Ordinance and that it would need to be handled by the Constable. P. Douglas clarified that the State Police will respond if the action is a criminal offense. R. Wilcox stated that our ordinance would not attack the issue by itself. Action steps from the discussion is P. Douglas and R. Wilcox will continue to contact municipalities to determine which have adopted a Firearm Discharge Ordinance and have they had any experience enforcing them.

Lawnmower Replacement S. Tully recapped three bids that were submitted to B. Ellis for the riding lawnmower replacement. Inventory is potentially a real issue and a decision must be made to assure we can purchase a lawnmower. Some distributors won't receive inventory until July or August. The Selectboard discussed the bids. Motion by R. Wilcox to purchase a John Deere X570 with a 54" deck for \$6,099 to be paid out of the Equipment replacement Fund. V. Taylor seconded the motion. The motion passed unanimously.

AOT Annual Financial Plan The AOT Annual Financial Plan was submitted and signed by the Selectboard. Motion by R. Wilcox to approve the AOT Annual Financial Plan. L. Courcelle seconded the motion. The motion passed unanimously.

Irene Celebration Committee L. Courcelle will call a meeting of the Irene Celebration Committee and finalize some details about a date and location for the celebration. The 10th Anniversary of Tropical Storm Irene leaving devastating damage in Vermont is August 28th.

Comp Time Plan R. Wilcox reported the residual Comp Time has been paid and clarified it should be paid from the Contingency Fund. N. Gondella asked if we should wait to determine if there is a surplus at year end to avoid taking the expense from the Contingency Fund. The Selectboard agreed. Going forward any Comp Time needs to be approved by the Selectboard member in advance. S. Tully asked who the employee needed to contact for approval and it was clarified any Selectboard member could approve the Comp hours. The Comp hours will be reviewed monthly by the Selectboard.

Highway Employment A full time Assist Road Commissioner/Equipment Operator position remains vacant. In addition the Selectboard discussed hiring a seasonal employee for the summer with job responsibilities that would include mowing, road maintenance, building cleansing and maintenance. S.

Tully will advertise the positions and the positions will be posted on the website at www.mendonvt.org. Any interested candidates can contact Sara Tully at mendonadmin@comcast.net.

False Alarm Calls P. Douglas provided an overview of fire calls through the end of December 2020 resulting in an additional billing of \$3750 in false alarm fines.

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2008 Chevrolet Silverado The Town of Mendon advertised the 2008 Chevrolet Silverado for sale for \$16,000 or best reasonable offer. The Town accepted offers until May 6th at Noon. S. Tully provided the offers to the Selectboard. Motion by R. Wilcox to rejected all offers and extend the period to submit offers until May 20th at Noon. Motion seconded by L. Courcelle. The motion passed unanimously. Details of the truck listing can be found on the town website www.mendonvt.org or at the Town Office.

There being no further business, R. Wilcox moved to adjourn at 6:31 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Larry Courcelle

Val Taylor

Town of Mendon

Selectboard

May 24, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer

Visitors present: C. Gates, A. Cristelli, E. Swett, caller 1 & 2 unidentified

The Selectboard Meeting was called to order at 5:00 PM with all present participating remotely.

In response to COVID-19, the Selectboard strongly encourages the public to participate in this meeting by video or teleconferencing. The public can follow the directions on the agenda and posted publicly on the Mendon website at www.mendonvt.org.

As Chair of the Town of Mendon Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

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- c) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Selectboard Meeting

Mon, May 24, 2021 5:00 PM - 7:00 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/350776605>

You can also dial in using your phone.

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Access Code: 350-776-605

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<https://global.gotomeeting.com/install/350776605>

Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Larry Courcelle, Val Taylor

Agenda: R. Wilcox moved to approve the agenda with no additions Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Announcement

The town wide reappraisal booklets were mailed Friday May 21st. Property owners can schedule phone meetings with Spencer Potter, VT Municipal Assessors set up for May 27, 28 and 29th.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve pay orders for 5/24/21 for \$14,812.10 and \$6,473.02 to approve payroll in the amount of \$9,630.08 for the period ending May 15, 2021. Motion seconded by L. Courcelle.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 5/10/21. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Public Comment None

Business

Tax Sales There is one tax sale scheduled for June 24th 2021 for a property located on Cabin Row in Mendon. Chris Corsones submitted a letter requesting to make the opening bid on behalf of the town. The Selectboard expects Chris Corsones to open bidding add the amount owed plus fees. The Selectboard agreed to pay Chris Corsones the attorney's fees for conducting the tax sale if there are no bidders present at the tax sale. These fees will carry forward in the amount owed on the property if it does not sell at tax sale. Motion by R. Wilcox to not make the opening bid at tax sale on behalf of the town, rather authorize Chris Corsones to set the opening bid at the amount owed plus fees and the town will pay the attorneys fees if the property does not sell at tax sale. The fees will carry forward as amount owed on the property. Motion seconded L. Courcelle. The Selectboard unanimously approved the motion.

2008 Chevrolet Silverado Truck Offers S. Tully announced the town received four offers on the truck and recommended the Selectboard accept highest offer for the sale of the 2008 Chevrolet Silverado. S. Tully also recommended the Selectboard also accept the second highest offer in the event the transfer falls through on the highest offer. The Selectboard agreed. Motion by L. Courcelle to authorize the transfer of the Chevrolet Silverado and accept the high bid of \$14,000. In the event this transfer does not go through the second highest offer will be accepted. Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion. If the transfer does not occur with the two highest offers, the Selectboard will readvertise the truck for sale.

Crack Sealing S. Tully presented three bids for crack sealing. The two lowest bids are equal at \$4,000 per day. Motion by R. Wilcox to spend up to \$20,000 on crack sealing to be paid out of the Highway Improvement Fund. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Paving Bids S. Tully presented three bids for paving Old Turnpike Road. Motion by R. Wilcox to accept the lowest bid from Wilk Paving of \$60 per ton asphalt and \$20 per ton gravel, sweeping and compaction for the paving of Old Turnpike Road to be paid out of the Highway Improvement Fund. Motion seconded by L. Courcelle.

Irene Celebration Committee R. Wilcox elected to step down from the Irene Celebration Committee in order to avoid a quorum of the Selectboard present at their meetings. L. Courcelle recapped a meeting

conducted on May 20th. Present were Ann Singiser, Jennifer Bagley and Larry Courcelle. It is recommended to appoint additional committee members/ L. Courcelle moved to appoint Phil Douglas, Teri Corsones, Mary Rizk, Jesse Bridge, Betsy Reddy, Jim Reddy and Wanda Courcelle to the Irene Celebration Committee. Motion seconded by R. Wilcox. Save the date for August 28, 2020 from Noon to 3 PM at the Mendon Recreation Area for a celebration of the 10th anniversary of TS Irene passing through Mendon, VT. L. Courcelle provided a brief overview of the details the committee is discussing that included food, supplies and advertising. The next Meeting of the Irene Celebration Committee will occur at the Singiser residence at 472 Meadowlake Drive, Mendon VT June 10, 2021 at 4 PM. Anyone interested in volunteering to help with this event, please contact Larry Courcelle.

Blower Quotes S. Tully presented three quotes for self-contained debris blowers and trailers. The Grants in Aid Equipment Grant will pay for up to \$5,600 towards this purchase. Motion by R. Wilcox to accept the lowest bid for a Buffalo Turbine Blower and trailer with extra nozzles for \$8,504.00 to be paid out of the Equipment Replacement Fund. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Highway Employment S. Tully informed the Selectboard that both the seasonal fulltime position and the Assistant Road Commissioner position for the Highway Department are currently posted and accepting applications. The Selectboard authorized the continued part time employment of Dan Hendee to assist in road projects and mowing. Anyone interested in applying for these positions should contact Sara Tully at mendonadmin@comvcast.net or 802-558-3935.

COVID – Universal Guidance- VT Forward Plan S. Tully provided an overview the current Universal Guidance and the announce plan by the Governor to reach full open status once the State's population of ages 12 and over reach 80% vaccination status. The operations of the town office, highway department and remote meetings were discussed. N. Gondella expressed the ability to open the office to the public while allowing unvaccinated people social distancing space or remote services. The Selectboard authorized the office to remain closed at the beginning and end of the day to allow for the required cleaning. The Highway Department will resume normal operations while allowing unvaccinated people social distancing space. Remote meetings will continue as it is difficult to determine who would wish to attend and their vaccination status. The conference room at the office leaves little room for social distancing. S, Tully will update the COVID safety protocol memo for employees and staff.

American Rescue Plan (ARPA) S. Tully provided an overview of the training that occurred last week outlining eligible uses of the ARPA funds. N. Gondella provided an overview of the accounting requirements of the ARPA funds. The town will learn more as the plan is rolled out. Assistance will be provided by VLCT and the Rutland Regional Planning Commission.

Firearms Discharge Ordinance R. Wilcox provided an overview of the research P. Douglas conducted contacting 248 towns in Vermont. 26 municipalities have a Firearm Discharge Ordinance. Most towns do not have a Constable that is certified law enforcement to enforce an ordinance. Some towns have regulated the discharge of firearms through a noise or nuisance ordinance. R. Wilcox recapped three directions the town can pursue. The first would be to modify the current proposed firearm discharge ordinance with a few changes and adopt. The second is to develop a highly modified firearm discharge ordinance that would identify neighborhoods and cluster developments. The Selectboard discussed this would be a long process and a lot of work looking at maps and defining the neighborhoods/cluster developments and unsafe shooting areas. The third option is to abandon the project and not pursue adoption. V. Taylor expressed she felt it was important. The Selectboard discussed developing a committee to look at the ordinance and make a recommendation to the Selectboard or if there is actually a need for an ordinance. This committee would be advisory and would report back to the Selectboard with their findings. R. Wilcox and S. Tully will pursue a balanced committee of members that have expressed support of and opposition to an ordinance.

There being no further business, R. Wilcox moved to adjourn at 6:37 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Larry Courcelle

Val Taylor

Town of Mendon

Selectboard

June 14, 2021

Members of Selectboard present: Richard Wilcox; Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Phil Douglas, Constable, Bill Ellis, Road Commissioner

Visitors present: J. Bagley, C. Gates, E. Swett, B. Yates, G. Stake, B. Limpert, H. Rosenzweig, D. Charles, A. Wakefield, caller 1 unidentified

The Selectboard Meeting was called to order at 4:59 PM with all present participating remotely.

In response to COVID-19, the Selectboard strongly encourages the public to participate in this meeting by video or teleconferencing. The public can follow the directions on the agenda and posted publicly on the Mendon website at www.mendonvt.org.

As Chair of the Town of Mendon Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

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c) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Selectboard Meeting

Mon, Jun 14, 2021 5:00 PM - 5:30 PM (EDT)

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Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Larry Courcelle, Val Taylor

Agenda: R. Wilcox moved to approve the agenda with the addition of the Otter Creek Communications Union District Update and the Rutland Regional Planning Commission Mapping Project Update to the agenda. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Property Appraisal Grievance Deadline is June 17th, 2021. For more information go to www.mendonvt.org or call the Town Office at 802-775-1662.

SAVE the DATE Mendon Town Picnic Remembering Irene September 18, 2021 Noon to 3 PM at the Mendon Recreation Area.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve pay orders for 6/14/21 for \$58,903.92 and \$2,501.53 to approve payroll in the amount of \$9,901.00 for the period ending 5/24/21 \$9,545.67 for the period ending 06/12/21. Motion seconded by L. Courcelle.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 5/24/21. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Public Comment None

Business

Reappraisal N. Gondella reported the office has received between 65-70 grievance requests. In order to continue with the grievance process property owners must submit a grievance request to the Town Office by June 17, 2021. This message is being widely advertised on the Mendon website, Facebook and Front Porch Forum. Office staff has received a large volume of calls expressing concern that the reassessed values are so high. In talking with Spencer Potter, VT Municipal Assessor, appraisals are up due to the demand on properties due to the COVID pandemic, but also the demographic of people in their 30's are in the market to buy houses. N. Gondella, Town Treasurer, reported an increased appraised value does not translate to a similar increased property tax bill. The amount to be collected in taxes does not change and the tax rate will go down. The Town of Mendon was mandated by the state to conduct a reappraisal. In response to the many inquires, N. Gondella reached out to Nancy Merrill, Vermont Property Valuation and Review, to determine if the town had any options regarding the reappraisal. The response was no the Grand List has been lodged. The Town of Mendon website has property cards for each parcel, 18 months of property transfers so property owners can compare their property to what properties have sold for in Mendon and directions regarding the grievance process.

FEMA Pre-Award Monitoring The Town of Mendon is seeking financial assistance from FEMA from flooding in April 2019. The State has reviewed the Town's Procurement Policy and Conflict of Interest Policy meet state requirements, but amendments are required for projects eligible for federal funding. N. Gondella have reviewed these recommended changes and proposed a combined Conflict of Interest and Procurement Policy modeled from a VLCT. S. Tully discussed the spending limits based in minor through major expenses and recommended these be amended to higher thresholds. The Selectboard also discussed that updating these policies now will also prepare the town to receive federal funding from the ARPA funds and will provide the suggested review to Rutland regional Planning Commission to help assist other towns. The policy update was tabled until further review for the next meeting.

Heat Pump Installation N. Gondella provided three bids for installation of two heat pumps at the

Town Office. The lowest bid was from Tim Harte at \$4,000 after available rebates. This cost does not include required electrical upgrades. The Selectboard authorized N. Gondella to hire an available electrician to perform this minor electrical work. Motion by L. Courcelle to accept Tim Harte's quote for \$4,000 to purchase and install two heat pumps at the Town Office to be paid for out of the Town Office Maintenance Fund. The town will continue to determine what is needed to cap off or remove the central air system that has not worked properly for many years.

Grants in Aid FY22 Letter of Intent Motion by R. Wilcox to approve the letter of intent to participate in the FY22 Grants in Aid program. Motion seconded by L. Courcelle. The motion passed unanimously. The Grants in Aid approved project cost is \$7,625 with state funding in the amount of \$6,100 leaving \$1,525 to be paid by the town. S. Tully reported over the past three years of this program projects costs average about \$18,000 to bring hydrologically connected road segments into compliance.

Access Permit 722 Woodward Road L. Courcelle moved to approve the Access permit for 722 Woodward Road. Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion.

Maintenance of Legal Trail Old Turnpike to Elbow Road S. Tully provided an overview of required maintenance from washouts in two areas of the legal trail that connects Old Turnpike Road to Elbow Road. B. Ellis discussed the repairs needed to get the water off the road preventing further damage. The Selectboard approved the maintenance to the legal trail.

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There being no further business, R. Wilcox moved to adjourn at 6:40 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Larry Courcelle

Val Taylor

Town of Mendon

Selectboard

June 28, 2021

Members of Selectboard present: Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Phil Douglas, Constable, Bill Ellis, Road Commissioner, Nancy Merrill, Delinquent Tax Collector

Visitors present: Carol Gates, Stephanie Sheehan

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Rutland County Sheriff Contract The Selectboard reviewed the 2021-2022 Rutland County Sheriff Contract. There is a 1.5% rate increase. Motion by L. Courcelle to approve the 2021-2022 Rutland County Sheriff contract for \$75,196. Motion seconded by V. Taylor. The motion passed.

There being no further business, L. Courcelle moved to adjourn at 7:50 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved _____

Larry Courcelle

Sara Tully - Clerk of the Board

Val Taylor

Town of Mendon

Selectboard

June 14, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Phil Douglas, Constable, Bill Ellis, Road Commissioner

Visitors present: J. Bagley, C. Gates, E. Swett, B. Yates, G. Stake, B. Limpert, H. Rosenzweig, D. Charles, A. Wakefield, caller 1 unidentified

The Selectboard Meeting was called to order at 4:59 PM with all present participating remotely.

In response to COVID-19, the Selectboard strongly encourages the public to participate in this meeting by video or teleconferencing. The public can follow the directions on the agenda and posted publicly on the Mendon website at www.mendonvt.org.

As Chair of the Town of Mendon Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

Providing public access to the meeting by video with additional access offered through telephone. We are using Gotomeeting.com for this remote meeting. All members of the Selectboard have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by **joining the meeting from your computer, tablet or smartphone.**

- a) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using telephone and video in our posted meeting agenda. Instructions have also been provided on the town website at: www.mendonvt.org.
- b) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please *e-mail* mendonclerk@comcast.net and

c) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Selectboard Meeting

Mon, Jun 14, 2021 5:00 PM - 5:30 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/215095973>

You can also dial in using your phone.

United States: [+1 \(408\) 650-3123](tel:+14086503123)

Access Code: 215-095-973

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/215095973>

Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox, Larry Courcelle, Val Taylor

Agenda: R. Wilcox moved to approve the agenda with the addition of the Otter Creek Communications Union District Update and the Rutland Regional Planning Commission Mapping Project Update to the agenda. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Property Appraisal Grievance Deadline is June 17th, 2021. For more information go to www.mendonvt.org or call the Town Office at 802-775-1662.

SAVE the DATE Mendon Town Picnic Remembering Irene September 18, 2021 Noon to 3 PM at the Mendon Recreation Area.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve pay orders for 6/14/21 for \$58,903.92 and \$2,501.53 to approve payroll in the amount of \$9,901.00 for the period ending 5/24/21 \$9,545.67 for the period ending 06/12/21. Motion seconded by L. Courcelle.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 5/24/21. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Public Comment None

Business

Reappraisal N. Gondella reported the office has received between 65-70 grievance requests. In order to continue with the grievance process property owners must submit a grievance request to the Town Office by June 17, 2021. This message is being widely advertised on the Mendon website, Facebook and Front Porch Forum. Office staff has received a large volume of calls expressing concern that the reassessed values are so high. In talking with Spencer Potter, VT Municipal Assessor, appraisals are up due to the demand on properties due to the COVID pandemic, but also the demographic of people in their 30's are in the market to buy houses. N. Gondella, Town Treasurer, reported an increased appraised value does not translate to a similar increased property tax bill. The amount to be collected in taxes does not change and the tax rate will go down. The Town of Mendon was mandated by the state to conduct a reappraisal. In response to the many inquires, N. Gondella reached out to Nancy Merrill, Vermont Property Valuation and Review, to determine if the town had any options regarding the reappraisal. The response was no the Grand List has been lodged. The Town of Mendon website has property cards for each parcel, 18 months of property transfers so property owners can compare their property to what properties have sold for in Mendon and directions regarding the grievance process.

FEMA Pre-Award Monitoring The Town of Mendon is seeking financial assistance from FEMA from flooding in April 2019. The State has reviewed the Town's Procurement Policy and Conflict of Interest Policy meet state requirements, but amendments are required for projects eligible for federal funding. N. Gondella have reviewed these recommended changes and proposed a combined Conflict of Interest and Procurement Policy modeled from a VLCT. S. Tully discussed the spending limits based in minor through major expenses and recommended these be amended to higher thresholds. The Selectboard also discussed that updating these policies now will also prepare the town to receive federal funding from the ARPA funds and will provide the suggested review to Rutland regional Planning Commission to help assist other towns. The policy update was tabled until further review for the next meeting.

Heat Pump Installation N. Gondella provided three bids for installation of two heat pumps at the

Town Office. The lowest bid was from Tim Harte at \$4,000 after available rebates. This cost does not include required electrical upgrades. The Selectboard authorized N. Gondella to hire an available electrician to perform this minor electrical work. Motion by L. Courcelle to accept Tim Harte's quote for \$4,000 to purchase and install two heat pumps at the Town Office to be paid for out of the Town Office Maintenance Fund. The town will continue to determine what is needed to cap off or remove the central air system that has not worked properly for many years.

Grants in Aid FY22 Letter of Intent Motion by R. Wilcox to approve the letter of intent to participate in the FY22 Grants in Aid program. Motion seconded by L. Courcelle. The motion passed unanimously. The Grants in Aid approved project cost is \$7,625 with state funding in the amount of \$6,100 leaving \$1,525 to be paid by the town. S. Tully reported over the past three years of this program projects costs average about \$18,000 to bring hydrologically connected road segments into compliance.

Access Permit 722 Woodward Road L. Courcelle moved to approve the Access permit for 722 Woodward Road. Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion.

Maintenance of Legal Trail Old Turnpike to Elbow Road S. Tully provided an overview of required maintenance from washouts in two areas of the legal trail that connects Old Turnpike Road to Elbow Road. B. Ellis discussed the repairs needed to get the water off the road preventing further damage. The Selectboard approved the maintenance to the legal trail.

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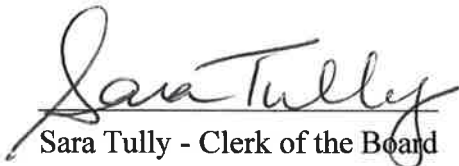
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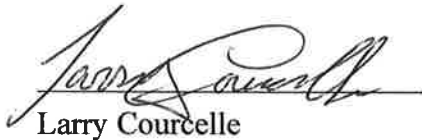
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Date Approved June 28, 2021

Richard Wilcox


Sara Tully - Clerk of the Board


Larry Courcelle


Val Taylor

Town of Mendon

Selectboard

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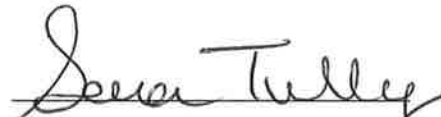
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There being no further business, L. Courcelle moved to adjourn at 7:50 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved July 12, 2021


Larry Courcelle


Sara Tully - Clerk of the Board


Val Taylor

Town of Mendon

Selectboard

July 26, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Phil Douglas, Constable

Visitors present: Rutland County Deputy Sheriff Bossong, Justin Lindholm, Dennis Charles, Oliver Olsen, Bret Yates (partial attendance), Brian Gates (partial attendance), Carol Gates (partial attendance), Hal Rosenzweig (partial attendance)

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

Agenda:

Motion by R. Wilcox to approve the agenda with additions of ARPA Funds, Green Mountain Power Access Permit for Meadowlake Drive, Dry Hydrants, Irene Recognition Committee Update. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Selectboard Rules of Procedure The Selectboard annually adopts Rules of Procedure for the operation of public meetings. The current policy was adopted March 10, 2021. S. Tully presented an updated version with verbiage taken from the Vermont League of Cities and Towns Model Policy that clearly defines the opportunity for public participation at meetings along with expectations of order and decorum. The discussion was disrupted by B. Gates who insisted the Selectboard did not have the authority to adopt such a policy. The Chair directed B. Gates that interruptions of the meeting would not be tolerated. Deputy Bossong requested B. Gates step outside the meeting. Constable Douglas accompanied Deputy Bossong.

Motion by R. Wilcox to adopt the Selectboard Rules of Procedure dated July 26, 2021. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion. N. Gondella distributed copies of the policy to members of the public present.

Announcement

SAVE the DATE Mendon Town Picnic Remembering Irene September 18, 2021 Noon to 3 PM at the Mendon Recreation Area with a rain date of September 19, 2021.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve pay orders for 7/26/21 for \$9,876.35 and \$71.72. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Motion by R. Wilcox to approve payroll for period ending 7/24/21 for \$10,829.17. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 7/12/21. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Fiscal Year 2021 End Update N. Gondella provided a year end analysis to the Selectboard and reported the year end surplus is about \$258,000 due to various reasons, but the main factors are salaries & benefits were low due to a vacant position, COVID expenses incurred in FY20 were reimbursed in FY21 from the CARES Act, State Aid to Highways received additional funding, recording revenue was up and Nancy Merrill did a great job collecting delinquent taxes.

Public Comment

Oliver Olsen attended the Selectboard meeting to discuss the unfortunate timing of the reappraisal in an increasing market. Mr. Olsen discussed the history of Mendon's Common Level of Appraisal and Coefficient of Dispersion being within the state's definition of acceptable levels. The Selectboard responded that in 2017 the state mandated the Town to reappraise by 2020 and then received a one year extension due to COVID. N. Gondella provided additional information regarding the reappraisal process. The Town agreed with O. Olsen and will monitor the annual Equalization Studies and will evaluate options available to the Town depending on what the future data shows.

C. Gates accused the Selectboard of violating the Open Meeting Law and accused S. Tully of not providing public documents. S. Tully reported to the Selectboard that she had responded to all public information requests submitted by C. Gates. C. Gates demanded who she could report these violations to and S. Tully responded that she can contact an attorney.

Justin Lindholm addressed the Selectboard with a suggestion to change the wording in the current draft of the Declaration of Inclusion to read "The Town of Mendon condemns racism and welcomes all persons to our community who possess the spirit of inclusion". J. Lindholm stated he does not support the town welcoming people to Mendon that did not support inclusion. R. Wilcox informed the public that the Declaration of Inclusion is currently tabled until September, but thanked J. Lindholm for his suggestion.

Business

Town Office Security Measures N. Gondella reported the old office had a panic button that could be used in an emergency to dispatch law enforcement. The panic button has not been operational in the new office. N. Gondella continued by stating she will not stand for being called names or being yelled at by members of the public. She requested the Town look at options for security systems. S. Tully supported N. Gondella's statements and requests. S. Tully further requested locking doors on offices. Motion by R. Wilcox to purchase two door locks and directed staff to look into security systems for the town office. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion. The Selectboard will seek advice from legal counsel.

Setting the 2021-2022 Tax Rate N. Gondella calculated the municipal tax rate using various cash carry forward amounts. The FY21 year end surplus is \$258, 000. There is \$25,000 offsetting the amount to be raised in taxes from FY20 as approved by the voters. N. Gondella discussed the effects the surplus has on stabilizing the fluctuation of the municipal tax rate for upcoming years. The Selectboard is authorized to retain surplus highway funds to be used on highway expenses. The surplus of highway funds totals \$60,000. The Selectboard discussed the effects of rolling over \$100,000 of the FY21 surplus to offset the amount to be collected in taxes. S. Tully reported that making this decision will save taxpayers \$41.60 per \$100,000 property value. The Selectboard will determine a proposal of what to do with the remaining surplus funds and present it for voter approval in March 2022.

Motion by L. Courcelle to set the 2021-2022 Tax Rates:

2021/2022 Tax Rate:

(reappraisal completed April 1, 2021)

Homestead = \$1.5377
 (\$.3793+\$1.1578+\$0.0006)

Non-Residential = \$1.6040
 (\$.3793+\$1.2241+\$0.0006)

Municipal Tax Rate: \$.3793

2021-2022 Amount to be raised by taxes (FY21) \$911,866(carry over \$25000 FY20 and \$100,000)

2021-2022 Municipal Grand List \$2,404,229

Education Tax Rate:

Homestead = \$1.1578

Non-Residential = \$1.2241

2021-2022 Summary:

Municipal Tax Rate= \$.1642 decrease or 30.2% decrease

Education Tax Rate:

Homestead = \$1.1578 a \$.3514 decrease or 23.3% decrease

Non-Residential = \$1.2241 a \$.4747 decrease or 28% decrease

Total Homestead = \$.5168 decrease or 25.2% decrease

Total Non-Residential = \$.6401 decrease or 28.5% decrease

Local Agreement Tax: \$.0006

Eligible properties (4)

Voter approved Property Assessment Exemption \$40,000 = 160,000/100

Total Exemption \$1,600-\$211 from the state =\$1389

2021-2022 Municipal Grand List \$2,404,229

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

N. Gondella reported the tax bills will be prepared and mailed by Monday August 2nd.

Grants in Aid Equipment Grant S. Tully submitted the final documentation for the Grants in Aid Equipment Grant. The Town purchased a Buffalo Turbine Cyclone Debris Blower for \$8,504. The grant funds total \$5,600 and the Town will incur a cost of \$2,904. The Selectboard approved the expenses and signed the final documentation.

American Rescue Plan Act Funds S. Tully reported the ARPA funds have been release to the State of Vermont and the estimate for Mendon is to receive \$105,839 in two installments.

Green Mountain Power Access Permit for Meadowlake Drive S. Tully reported that Green Mountain Power (GMP) submitted an Access Permit in May 2020 to install utilities in the right of way. The project included burying lines along and under Meadowlake Drive near the addresses of 571 and 639 Meadowlake Drive. The Selectboard had requested to try and tunnel underneath the road rather than dig it up and have to resurface the roadway. GMP attempted to tunnel under the roadway and met rock or ledge in the middle of the roadway. The Town will request a replacement access permit be submitted with a new scope of work outlining how they will dig up the roadway and reconstruct and resurface to the Town of Mendon Highway Specification Ordinance. Bill Ellis will approve the Access Permit to authorize the start of the project. The goal is to complete this road work before school starts at Barstow.

Dry Hydrants P. Douglas recommended the Town complete a grant applications for multiple dry hydrants in Mendon. The first application would be for reconstruction and possible relocation of the dry hydrant on Woodward Road. Additional applications could be for dry hydrants in water sources located at 6677 US Route 4. The Selectboard agreed and directed S. Tully and P. Douglas to work on submitting applications to the Rural Fire Protection Grant.


Irene Recognition Grant L. Courcelle reported the committee will send a postcard to all property owners with details about the Town Picnic Remembering Irene September 18, 2021 Noon to 3 PM at the Mendon Recreation Area with a rain date of September 19, 2021.

There being no further business, R. Wilcox moved to adjourn at 6 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

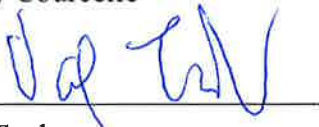
Date Approved 8/9/21



Richard Wilcox


Sara Tully - Clerk of the Board


Larry Courcelle


Val Taylor

Town of Mendon

Selectboard

August 9, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Phil Douglas, Constable

Visitors present: Rutland County Deputy Sheriff Bossong, Justin Lindholm, Dennis Charles, Bret Yates, Hal Rosenzweig, Judy Dark, Susannah Loffredo, Sue and John Feenick, Roy and Ellen Prior

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

Agenda:

Motion by R. Wilcox to approve the agenda. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Selectboard Rules of Procedure are available for view.

SAVE the DATE Mendon Town Picnic Remembering Irene September 18, 2021 Noon to 3 PM at the Mendon Recreation Area with a rain date of September 19, 2021.

American Rescue Plan Act Funds were received in the amount of \$52,919.66 and will be deposited in a separate fund. The Town of Mendon will hold meetings in the Fall for public comment on how these funds should be used in compliance with all federal eligibility requirements.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve payroll in the amount of \$10,321.51 for the period ending 8/7/21 and orders for 8/26/21 for \$4,610.53. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 7/26/21. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Public Comment None

Business

next projects will be to pursue reclassification of some roads as well as a newly added project to the list is the Dry Hydrant upgrades at Woodward Road. Town representatives will be meeting with Troy Dare, Rural Fire Protection Task Force, Bill Lovette, Rutland City Fire Department and Zapata Courage, a Department of Environmental Conservation Wetlands Permit Specialist on August 17th to determine a scope of work for the project. A grant application with the Vermont Rural Fire Protection Task Force has been submitted to assist with funding.

Irene Recognition Committee Update L. Courcelle provided a brief update on the Mendon Town Picnic Remembering Irene September 18, 2021 Noon to 3 PM at the Mendon Recreation Area with a rain date of September 19, 2021.

There being no further business, R. Wilcox moved to adjourn at 6:20 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Larry Courcelle

Val Taylor

Town of Mendon

Selectboard

July 12, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Bill Ellis, Road Commissioner

Visitors present: Justin Lindholm, Planning Commission, Devon Neary, Rutland Regional Planning Commission, Susan and John Feenick, Susannah Loffredo, Ellen and Roy Prior, CJ Abatiell, Judy Dark, Al Wakefield, Norman Cohen, Carol and Brian Gates.

The Selectboard Meeting was called to order at 5:02 PM at the Town Office.

Agenda: R. Wilcox moved to approve the agenda with the additions of June 28th payroll, July 10th payroll, June 30th orders and the Irene Recognition Committee to the agenda. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Announcement

SAVE the DATE Mendon Town Picnic Remembering Irene September 18, 2021 Noon to 3 PM at the Mendon Recreation Area with a rain date of September 19, 2021.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to amend the motion made on 6/28/21 to approve payroll for 6/26/21 for \$9,184.73 which was the net amount to 11,494.42 the gross amount. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Motion by R. Wilcox to approve payroll for 7/10/21 for \$9,876.35 and pay orders for 6/30/21 for \$9,922.46 and \$228.54. Motion seconded by L. Courcelle. The motion passed unanimously.

Minutes of Previous Meeting: L. Courcelle moved to approve the minutes of 6/28/21. Motion seconded by V. Taylor. The motion passed.

Public Comment J. Lindholm attended the meeting to express dissatisfaction with the reappraisal and the lack of explanation by Vermont Municipal Assessor in how values are derived. Somehow a quality rating and functional depreciation is factored into property values and it is unclear how these are determined or the effect they have on the value. N. Gondella offered to contact the State of Vermont Property Valuation and review to see if they can provide additional information or definitions.

Year End Update N. Gondella reported the numbers have not been finalized yet and she will have a further report at the next meeting.

Business

Traffic Study Devon Neary, Transportation Planner with the Rutland Regional Planning Commission provided an overview of what a traffic study entails. The Selectboard has received a request from residents of Journeys End to reduce the speed limit on the road. Residents provided details regarding how 35 mph is too fast for the dead end rural road. Traffic from construction projects, visitors, delivery vehicles, new drivers and residential traffic all contribute to the problem. A fairly recent transfer of multiple properties have brought multiple families with children to the road.

Green Mountain National Forest Telephone Gap Integrated Resource Project Issue tabled until Chris Matrick can attend the Selectboard Meeting.

Mendon on the Move – Route 4 Development Issue tabled until Megan Smith can attend the Selectboard Meeting.

Declaration of Inclusion A. Wakefield and N. Cohen requested the Selectboard reconsider the removal of the wording that listed out the protected classes in the Declaration of Inclusion. They requested to continue the discussion into the Fall when additional residents in support of the Declaration of Inclusion can participate in the discussion and encouraged the Board to refer to versions of the Declaration of Inclusion that other communities have adopted. V. Taylor expressed that in order to support this document she wants details on how it will be used in the future to shape policy and action. L. Courcelle emphasized the need for education and support from the community and suggested that maybe the appropriate action is for the Declaration of Inclusion go to town vote. R. Wilcox questioned the timing of the adoption with pressure to adopt something quickly, but now a request to push the issue off until the Fall. The Selectboard agreed to table the issue until further discovery, research and discussion. The Selectboard experienced difficulties getting through this discussion with multiple disruptions and unruly behavior by C. Gates and B. Gates that included physical threats by B. Gates to “take it outside”.

The Vermont State Police were called and dispatched.

Procurement Policy/Conflict of Interest Policy S. Tully discussed increasing the thresholds of each spending tier. The discussion was halted.

C. Gates and B. Gates continued their inappropriate, disruptive, and unruly behavior while each member of the Selectboard tried to calmly address their questions and correct misinformation the couple was yelling. C. Gates and B. Gates were met in the parking lot by law enforcement.

The meeting was able to continue.

Procurement Policy/Conflict of Interest Policy The Purchasing and Conflict of Interest Policy presented meets state and federal guidelines of procedures that must be in place to accept federal funding. Motion by L. Courcelle to approve the Town of Mendon Purchasing and Conflict of Interest Policy with spending tiers that include Incidental Purchases up to \$1,500, Minor Purchases between \$1,501 and \$30,000 and Major Purchases over \$30,000. Motion seconded by R. Wilcox. The motion passed unanimously. The Town of Mendon Purchasing and Conflict of Interest Policy replaces the Town of Mendon Procurement Policy adopted 2016 and the Town of Mendon Conflict of Interest Policy adopted 2019.

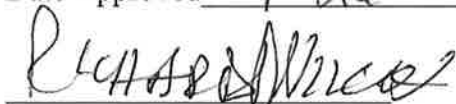
Public Information Request Policy The Public Records Inspection, Copying and Transmission Policy presented is modeled from a Vermont League of Cities and Towns model policy. It establishes a clear procedure for requesting access to and obtaining copies of public documents in accordance with 1 V.S.A. § 315-320. It also clearly identifies the fees for services in accordance with 1 V.S.A. § 316(e). Motion by L. Courcelle to adopt the Public Records Inspection, Copying, and Transmission Policy. Motion seconded by R. Wilcox. The motion passed unanimously.

American Rescue Plan Act Funding Request Motion by R. Wilcox to accept ARPA funds and comply with the US Department of Treasury Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions and Assure Compliance with Civil Rights Requirements (Title VI of the Civil Rights Act of 1964). R. Wilcox continued the motion to appoint Val Taylor to be the Authorized Representative to act as a duly authorized representative to act on the town's behalf. Motion seconded by L. Courcelle. The motion passed unanimously.

Irene Recognition Committee Motion by L. Courcelle to appoint Ann Clark to the Irene Recognition Committee. Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion.

There being no further business, R. Wilcox moved to adjourn at 7:50 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

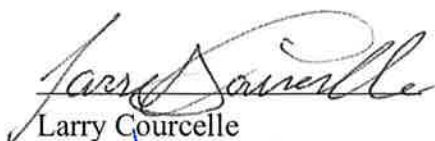
Date Approved 7-26-21



Richard Wilcox



Sara Tully - Clerk of the Board



Larry Courcelle



Val Taylor

Town of Mendon

Selectboard

August 9, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Phil Douglas, Constable

Visitors present: Rutland County Deputy Sheriff Bossong, Justin Lindholm, Dennis Charles, Bret Yates, Hal Rosenzweig, Judy Dark, Susannah Loffredo, Sue and John Feenick, Roy and Ellen Prior

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

Agenda:

Motion by R. Wilcox to approve the agenda. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Selectboard Rules of Procedure are available for view.

SAVE the DATE Mendon Town Picnic Remembering Irene September 18, 2021 Noon to 3 PM at the Mendon Recreation Area with a rain date of September 19, 2021.

American Rescue Plan Act Funds were received in the amount of \$52,919.66 and will be deposited in a separate fund. The Town of Mendon will hold meetings in the Fall for public comment on how these funds should be used in compliance with all federal eligibility requirements.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve payroll in the amount of \$10,321.51 for the period ending 8/7/21 and orders for 8/26/21 for \$4,610.53. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 7/26/21. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Public Comment None

Business

Town Office Security Measures N. Gondella provided an overview of security measures that can be implemented at the Town Office. Motion by L. Courcelle to spend \$992.69 with Royal Security to install direct response buttons at the Town Office to be paid for out of the Public Safety Fund and \$299 on an annual monitoring fee to be paid out of the General Fund utilities line item. This system will dispatch out the State Police for emergency response. Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion.

Reappraisal N. Gondella provided a financial recap of the total anticipated cost of the Reappraisal that includes the VMA contract, copier expense, insurance, mailings, payroll, and supplies at \$86,529 to be paid out of the Reappraisal Fund. Expected balance of this fund after payment of anticipated reappraisal cost is \$100,000 at the end of the fiscal year. A stipend to pay BCA members for the incredible amount of work members are doing in hearing appeals was discussed and the issue was tabled. S. Tully reported the total tax billed for FY20 was \$3,775,423 compared to the total tax billed for FY21 was \$3,786,554, a reduction of \$11,131.

FY20 Structures Grant Request for Reimbursement Culvert 07-42 S. Tully presented the final grant documentation for grant #BC2018 in the amount \$111,080.90. The Selectboard approved the final grant documentation to submit for reimbursement. The Selectboard signed the grant documentation.

Journeys End Traffic Study Update & Erosion Control Project S. Tully reported the Regional Planning Commission continues to gather data regarding the traffic count and speed on Journeys End. The RRPC may have data available at the next meeting. R. Prior indicated the traffic count has reduced dramatically in the past few weeks. S. Tully provided an overview of the Erosion Control Project for the end section of Journeys End. The proposed project would bring the section of the road in compliance with the Municipal Roads General Permit and reconstruct and establish appropriate ditches, install cross culverts, direct water away from the roadway, repair water surfacing under the road, reconstruct road subbase and pave the road. The town would seek permission from private landowners to direct water onto their property. The estimated construction cost is \$170,000. S. Tully will be researching grant funds to assist financially which could contribute \$30-\$40,000 to the total project cost. The remaining funds would be paid for out of the Highway Improvement or Bridge and Culvert Funds. The Selectboard directed S. Tully and B. Ellis to continue to plan out the project and apply for grant funds.


Sherwood Drive & Helvi Hill The water from Helvi Hill Road has been an ongoing issue for decades causing damage and maintenance issues to Sherwood Drive. The town is scheduled to resurface Sherwood next summer. In order to comply with the Municipal Roads General Permit, the town will be performing erosion control measures and ditching along Sherwood Drive. The town along with technical advice from the Department of Environmental Conservation have provided suggested erosion control measures to representatives of Helvi Hill Road, a private road. The town will prepare a recommendation and timeline for implementation of erosion control measures for Helvi Hill. At which time the town completes their project on Sherwood Drive any damage caused by lack of appropriate erosion control measures by Helvi Hill will be charged to the residents of Helvi Hill for damaging a town highway.


2021-2022 Goals and Objectives Update S. Tully provided a detailed update on projects that have been completed, are underway and have yet to be started on the 2021-2022 Goals and Objectives. The next projects will be to pursue reclassification of some roads as well as a newly added project to the list is the Dry Hydrant upgrades at Woodward Road. Town representatives will be meeting with Troy Dare, Rural Fire Protection Task Force, Bill Lovette, Rutland City Fire Department and Zapata Courage, a Department of Environmental Conservation Wetlands Permit Specialist on August 17th to determine a scope of work for the project. A grant application with the Vermont Rural Fire Protection Task Force has been submitted to assist with funding.

Irene Recognition Committee Update L. Courcelle provided a brief update on the Mendon Town Picnic Remembering Irene September 18, 2021 Noon to 3 PM at the Mendon Recreation Area with a rain date of September 19, 2021.


There being no further business, R. Wilcox moved to adjourn at 6:20 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved 8/23/21


Richard Wilcox


Sara Tully - Clerk of the Board


Larry Courcelle


Val Taylor

Town of Mendon

Selectboard

August 23, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Phil Douglas, Constable, Bill Ellis, Road Commissioner, Mary Ann Reich, Deputy Health Officer

Visitors present: Justin Lindholm, Susannah Loffredo, Steffanie Sheehan

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

Agenda:

Motion by R. Wilcox to approve the agenda with the addition of Rutland Ambulance Service, COVID Precautions and Woodward Road Dry Hydrant. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Selectboard Rules of Procedure are available for view.

SAVE the DATE Mendon Town Picnic Remembering Irene September 18, 2021 Noon to 3 PM at the Mendon Recreation Area with a rain date of September 19, 2021. Details about the event will be posted on the Town of Mendon website at www.mendonvt.org and Mendon's Facebook page.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve payroll in the amount of \$10,561.16 for the period ending 8/21/21 and orders for 8/19/21 for \$18,510.61 and \$5,125.30. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 8/9/21 as amended to include an additional sentence in the reappraisal paragraph to include a comparison of total taxes billed. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Public Comment Steffanie Sheehan attended the Selectboard meeting to discuss that she has quizzed Spencer Potter on the property assessments multiple times and have not received answers to her questions. The chair responded that some information is not relevant to the hearing and therefore Mr. Potter need not respond and that discussions about other property assessments were not relevant to her hearing. S. Sheehan wanted to know what information was submitted for a neighboring property that would cause the assessment to be lowered. D. Wilcox encouraged a review of the procedure. The

BCA site visit has been conducted and Spencer Potter is no longer involved in this part of the appeal. If S. Sheehan continued to be unhappy with her assessed value after the BCA renders its decision, she can continue the appeal to the State Auditor or Court. S. Sheehan continued to question whether the town officials are required to answer her questions.

Business

Rutland Ambulance Service M. Reich is the Mendon representative on the Rutland Ambulance Service and provided an update that they are experiencing staffing shortages. Emergency response calls are unaffected, but non-emergency transports could experience significant delays.

COVID Precautions M. Reich is the Deputy Health Officer in Mendon and a nurse. She attended the Selectboard meeting to recommend an increase in safety precautions at the Town Office in response to the surge COVID cases in Vermont from the Delta variant. The safety precautions included all staff be vaccinated, go back to telecommuting when possible and require everyone to wear masks at the Town Office and Town Garage. M. Reich urged the Selectboard that the pandemic is not over and we must protect the staff that runs the town and our two highway employees.

Tax Sales N. Merrill requested the Selectboard authorize the use of legal assistance by Chris Corsones to issue three letters of payment for Delinquent Taxes in order to avoid the town sending these properties to tax sale. Motion by R. Wilcox to authorize Chris Corsones to send letters requesting payment of delinquent taxes to Travis Giese, Eloise Suker (Estate), and Nils Trahnstrom. Motion seconded by V. Taylor. The motion passed.

Journeys End Traffic Study and Erosion Control Project The traffic study on Journeys End was completed and a report submitted by Rutland Regional Planning Commission. The results of the study were reviewed by Selectboard. During the period of 7/30/21-8/6/21 the average daily volume was 85, the average speed was 28 mph, the 85th percentile speed was 28 mph, the percent driver's over the posted speed limit was 1% and 93% of the vehicles were classified as passenger with 7% classified as commercial or heavy duty. The results of the traffic study supports lowering the speed limit on Journeys End to 25 mph. S. Tully described the process of changing the Traffic Ordinance. P. Douglas and B. Ellis will review the Traffic Ordinance to determine any additional changes that need to be updated. Issue tabled until the next meeting. S. Tully reported there is no update on the Erosion Control Project at this time. Issue tabled until the next meeting.

Sherwood Drive and Helvi Hill Erosion Control Project S. Tully reported there is no update on the Erosion Control Project at this time. Issue tabled until the next meeting.

Irene Recognition Committee Update L. Courcelle provided a brief update on the Mendon Town Picnic Remembering Irene September 18, 2021 Noon to 3 PM at the Mendon Recreation Area with a rain date of September 19, 2021.

VLCT Town Fair VLCT's annual town Fair is being conducted with both in person and remote options. S. Tully will distribute information of the trainings being offered to the Selectboard and town staff .

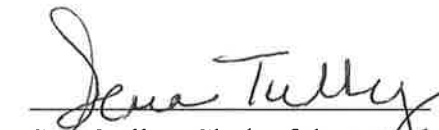
Woodward Road Dry Hydrant P. Douglas reported on the site visit conducted at the Woodward Road Dry Hydrant with Bill Lovett, Rutland City Fire Department and Troy Dare, VT Rural Fire Protection Task Force. The proposed plan would extend the dry hydrant pipe from the current location to Woodward Road and construction a 12' X 40' pull off for a fire truck. The proposed plan would enable two fire trucks to access water from the pond. T. Dare has requested copies of the original installation plans of the dry hydrant. Zapata Courage, Wetland Specialist will determine if a permit is required.

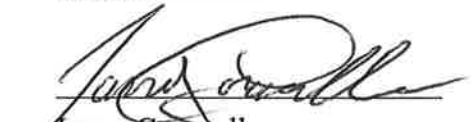
Rutland County Sheriff P. Douglas reported there will be two officers assigned to Mendon to fulfill the contract with the Town of Mendon. The RCS is currently experiencing a shortage of officers and to assign one officer to complete all the hours under the contract is currently not feasible.

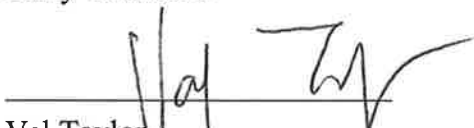
There being no further business, R. Wilcox moved to adjourn at 6:35 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved 9/13/21


Richard Wilcox


Sara Tully - Clerk of the Board


Larry Courcelle


Val Taylor

Town of Mendon

Selectboard

September 10, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Bill Ellis, Road Commissioner

Visitors present: None

The Selectboard Meeting was called to order at 9:00 AM at the intersection of Wheelerville Road and the Falls Road also known as Town Highway #16.

The purpose of the meeting is to conduct a site visit of the Falls Road.

Site #1: The culvert at the intersection of the Falls Road and Wheelerville Road. S. Tully provided a brief history of the culvert. It is undersized and has experienced flooding in two declared disasters. The water crossed Wheelerville Road and enters into the stream at the abutment of bridge #15. The estimated cost of replacement is \$150,000. The culvert is currently in fair condition

Site #2: Slope failure on the uphill side of Falls Road. Dubois & King estimated the cost to stabilize the bank at approximately \$250,000.

Site #3: Mitigating the step grade of both hills. There is no cost estimate at this time.

Site #4: At the blind corner, the Selectboard reviewed the slope stabilization project completed by Towne Trucking after T.S. Irene which continues to look good.. B. Ellis discussed how there was a 4 foot berm along the road on the opposite side which has since slide down the hill. The private driveway at the blind corner will need to be repaired in order not to deposit stone into the roadway.

Site #5: The last culvert on the roadway was viewed. It currently is in good condition. It will require upsizing when it needs to be replaced. Project cost approximately \$100,000.

B. Ellis discussed a few additional small culverts that will need to be replaced in the near future costing approximately \$10,000.

B. Ellis discussed additional driveways that needed to correct erosion control issues as not to fill in the ditches in the right of way with sediment.

S. Tully discussed the lack of grant funding for Class 4 or legal trails. Class 3 roads are eligible for Better Road Grants and Structure Grants. S. Tully is researching the eligibility of bank stabilization projects on legal trails, class 4 roads and Class 3 Roads through the Hazard Mitigation Grant.

Currently, Mendon maintains the Falls Road except for plowing operations in the winter. The VAST Snowmobile use the road and it is maintained in the winter by local residents. There are approximately 2 dozen or more property owners that use the Falls Road as access.

The Selectboard will consider whether to reclassify the road.

No action taken.

Announcement

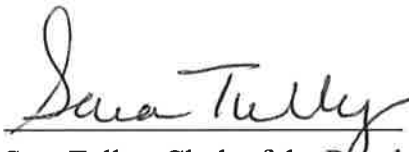
SAVE the DATE Mendon Town Picnic Remembering Irene September 18, 2021 Noon to 3 PM at the Mendon Recreation Area with a rain date of September 19, 2021. Details about the event will be posted on the Town of Mendon website at www.mendonvt.org and Mendon's Facebook page.

There being no further business, L. Courcelle moved to adjourn at 10:30 AM. Motion seconded by R. Wilcox. The Selectboard approved the motion.


Date Approved 9/13/21



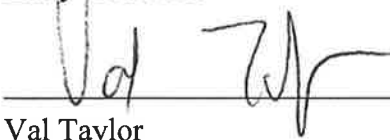
Richard Wilcox



Sara Tully - Clerk of the Board



Larry Courcelle



Val Taylor

Town of Mendon

Selectboard

September 27, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Bill Ellis, Road Commissioner

Visitors present: Justin Lindholm, Danielle Monroe, Fred Bagley, Megan Smith, Brian Sells, Cort Jones, Jessica Sardelli

The Selectboard Meeting was called to order at 5:05 PM at the Town Office.

Agenda:

Motion by R. Wilcox to approve the agenda with the addition of VLCT Insurance Renewal and COVID-19 Safety Precautions. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Selectboard Rules of Procedure are available for view.

Town Fair Education Conference is scheduled for October 4- October 8, 2021 virtually with the VLCT Annual Meeting scheduled for September 29, 2021 with virtual and in person options available.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve payroll in the amount of \$10,747.69 for the period ending 9/21/21 and orders for 9/27 for \$17,747.77 and \$1,397.91. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 9/13/21. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Public Comment None

Business

Mendon on the Move: Report of Outdoor Recreation, Route 4 Safety, Economic Development and Beautification Committees M. Smith, F. Bagley, J. Sardelli, B. Sells and C. Jones made a presentation of the research, discussion and action steps each sub-committee has been working on since the Community Visit.

(See Attachment 1) F. Bagley requested support for the Town applying for a Municipal Planning Grant to conduct a comprehensive safety study of the Route 4 corridor in Mendon that would look at speed limits, lane configuration, bus stops, signage etc. Rutland Regional Planning Commission would assist the town in submitting the application due in November. There is a 10% match for funds with the Municipal Planning Grant. Cost estimates for the study are still being solicited. D. Wilcox cautioned that tonight's report is the first presentation from Mendon on the Move to the Selectboard and that their work is appreciated, but he is doubtful a grant application can be prepared in such a short timeframe. F. Bagley requested approval to try and work with the Rutland Regional Planning Commission on it. After further discussion, the Selectboard agreed to allow the Mendon on the Move Route 4 Safety Committee to work with RRPC to determine if a Municipal Planning Grant can be submitted for a comprehensive safety study on Route 4.

Road Reclassification S. Tully provided information on T. 19 §302 (3)(B) that discusses minimum standards for class 3 highways and a process to determine whether a class 3 highway should be plowed. The maintenance of the Falls Road was discussed. The damage on the Notch Road was discussed. The Selectboard requested additional information from Dubois and King. The Selectboard directed additional signage be placed on either end of the damaged section of the Notch Road.

Irene Recognition/Recap Town Picnic Remembering Irene Financial Recap L. Courcelle reported that thanks to private monetary donations as well as donation of the use of equipment and supplies from Richard Howe, Betty Ann Limpert, Hal Rosenzweig, Teri Corsones, Phil Douglas, and Green Mountain Pug Rescue as well as all the volunteers, the Town Picnic's net cost so far is \$37 plus an outstanding expense of the porta potty. The Selectboard discussed the cost of the Irene Recognition Monument honoring Doug Casella installed at Sugar and Spice Restaurant. Motion by R. Wilcox to pay for a portion of the cost of the monument and spend \$2,728.70 from the Irene Fund to Gawet Marble and Granite, Inc. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Regional Emergency Management Committees S. Tully reported the passage of H. 122 directed the Division of Emergency Management to establish Regional Emergency Management Committees (REMC). REMC's will coordinate emergency planning and preparedness activities to improve their regions' ability to prepare for, respond to and recover from disasters. The REMC's will follow boundaries covered by Regional Planning Commissions and shall consist of voting and nonvoting members. Each town will have two voting members, the Director of Emergency Management and one additional representative. Nonvoting members can be others that serve the community from fire departments, emergency medical services, law enforcement, media, transportation, regional planning commissions, hospitals, department of health, Vermont Emergency Management, organizations that serve vulnerable populations and others. The Regional Emergency Management Committee Statewide Guidance was released to provide information to towns.

Road Crew Opening/Salaries S. Tully provided a recap of outreach strategies to fill the vacancy on the highway department and buildings and grounds maintenance. S. Tully recommended an increase on the offered salary to attract potential candidate. The Selectboard discussed impacts on the budget with increases in personnel wages. S. Tully will provide the Selectboard with additional financial analysis.

2022-2023 Budget Timeline S. Tully provided an overview of the 2022-2023 budget timeline that will start at the next Selectboard Meeting and conclude in December. There will only be minor adjustments of unknown numbers in January 2022.

VLCT Insurance Renewal S. Tully reported that the Town will be submitting information on the VLCT Insurance renewal for 2022. S. Tully provided a recap of the various options for listed insured values. Mendon currently insures town-owned property at Guaranteed Replacement Cost. The Selectboard will review and provide feedback on the insurance renewal to S. Tully.

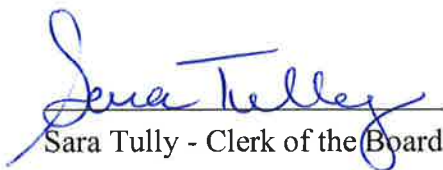
COVID-19 Safety Precautions S. Tully, Mendon Town Health Officer submitted a memo regarding COVID-19 safety precautions to the Selectboard who is also the Local Board of Health. S. Tully provided information of the current spread of the Covid-19 Delta variant throughout the State and specifically Rutland County. Information from the VT Department of Health Dashboard reported the 14 day case count for Rutland County increased significantly from 203 cases on September 9th to 386 cases September 27th. S. Tully discussed new this school year the Department of Health started reporting weekly "COVID Cases in schools while Infectious". This report has been issued for 4 consecutive weeks reporting new cases in the schools in Vermont at 41 cases, 40 cases, 78 cases and 174 cases. S. Tully reported she has reached out to Rutland Regional Medical Center regarding medical care capacity which is a concern with any increased demand on medical services while experiencing staffing shortages. S. Tully recommended the Selectboard implement multi-layered prevention strategies to protect staff and our community from the spread of COVID-19. These prevention strategies include wearing masks by employees, officials and the public in Town of Mendon buildings & vehicles when more than one person is present and social distancing cannot be achieved. All employees should be required to get the vaccine and subsequent recommended boosters or agree to routine testing. Social distancing should be required to the maximum extent possible. Hand washing, disinfection of frequently touched surfaces and ventilation of buildings should be required. S. Tully also recommended the Director of Emergency Management update the Continuity of Operations Plan to ensure the winter maintenance of our roads and required municipal services can continue without disruption in the event staff is out for weeks due to contracting COVID-19 or being identified as a close contact. The Selectboard discussed the recommendations and decided to implement wearing masks in town-owned buildings and vehicles when social distancing cannot be achieved effective October 1st. This requirement is based on the current elevated COVID-19 cases in Rutland County and it will be reviewed at each Selectboard Meeting to determine the continued need for the precaution.

There being no further business, R. Wilcox moved to adjourn at 8:00 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved 10/12/21



Richard Wilcox


Sara Tully - Clerk of the Board



Larry Courcelle



Val Taylor

Town of Mendon

Selectboard

October 12, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer

Visitors present: Representative James Harrison, Megan Smith, Fred Bagley

The Selectboard Meeting was called to order at 8:30 AM at the Town Office.

Agenda:

Motion by R. Wilcox to approve the agenda. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Selectboard Rules of Procedure are available for view.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve payroll in the amount of \$10,298.03 for the period ending 10/5/21 and orders for 10/7/21 for \$47,221.19 and \$2,838.70. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 9/27/21. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Public Comment None

Business

Rep. James Harrison Representative James Harrison attended the select board meeting to discuss a variety of topics that may be addressed during the next legislative session. ARPA funds and investments broadband issues clean water climate change affordable housing are just a few. Recently the Barstow Unified Union School District discussed limiting school choice which met stiff opposition. This may be an issue that is discussed at the state level to discuss additional criteria the old schools must meet to receive public funds. The formula for education funding will likely be discussed. The reapportionment process based on the 2020 census will occur by April or May of next year. There is a shift in population from the Northeast Kingdom as well as Rutland County in the southern part of the state. The northwest part of the state gain population. The reapportionment committee will determine a

Compensation and Benefits study. The Selectboard requested S. Tully calculate the Road Crew position at \$24.00 per hr. to determine its effects on the budget.

2022-2023 Budget S. Tully provided the Selectboard with the first draft of the budget. Department Head input will be presented at the next meeting.

There being no further business, R. Wilcox moved to adjourn at 11:20 AM. Motion seconded by V. Taylor. The Selectboard approved the motion.

The Liquor Control Board meeting was called to order at 11:20 AM

Motion by R. Wilcox to approve the second half of the year Third Class Liquor License for

Suisse Chalet, LLC
d/b/a The Countryman's Pleasure
63 Townline Road
Mendon, VT 05701

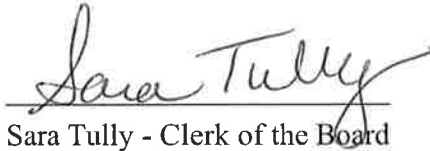
Motion seconded by V. Taylor. The Liquor Control Board approved the motion.

There being no further business, R. Wilcox moved to adjourn at 11:25 AM. Motion seconded by V. Taylor. The Liquor Control Board approved the motion.

Date Approved _____



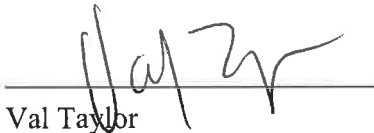
Richard Wilcox



Sara Tully - Clerk of the Board



Larry Courcelle



Val Taylor

Town of Mendon

October 25, 2021

Selectboard

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Bill Ellis, Road Commissioner

Visitors present: Fred Bagley

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

Agenda:

Motion by R. Wilcox to approve the agenda with the addition of COVID-19 Safety Precautions, Cemetery space, Personnel Policy and Grants in Aid Final Documentation FY21. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Selectboard Rules of Procedure are available for view.

The next Selectboard meeting will be postponed from November 8th at 5 PM to November 9th at 8:30 AM to allow for a quorum of the Selectboard to be present.

L. Courcelle reported the Otter Creek Communications Union District is not performing any of the broadband expansion currently being performed by Consolidated Communications in many towns in Rutland County.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve payroll in the amount of \$10,747.69 for the period ending 10/16/21 and orders for 10/25/21 for \$45.28 and \$1,239,722.11. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Grants in Aid Final Documentation FY21 S. Tully reported the final documentation of the Grants in Aid FY21 will be submitted by October 31, 2021. The final invoices are included in the 10/25/21 orders. The grant amount is \$7,800. Total project cost is over \$25K.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 10/12/21. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Public Comment None

Business

Road Reclassification The Mendon Selectboard conducted a site visit of the Falls Road and Notch Road with Doug Casella, Casella Construction. The Notch Road washout from Tropical Storm Irene has continued to deteriorate the former roadway. The town's right of way is completely impassible even on foot. The town will be installing additional signage warning hikers to utilize the trails at Tamarack Notch and not the town's right of way. D. Casella explained what the project would entail to reconstruct the Notch Road. The Selectboard discussed this option and determined the Falls Road to be a better continued access for the town. D. Casella provided an explanation on the construction repairs required for the Falls Road which includes culvert replacement, slope stabilization, ditching and grade mitigation. D. Casella complimented the town on the maintenance of the road as it is in great condition. The town along with VAST Trails and private residents with permission from the town maintain the road as classified as a legal trail. The town is considering options for reclassifying the Falls Road also known as TH #16. S. Tully will set up a virtual meeting with the town's engineer, Dave Conger, Dubois & King to provide information regarding the history of working with FEMA after T.S. Irene on the Notch Road and Falls Road. D. Conger will also be asked what upgrades need to be made to reclassify all or part of the Falls Road as a Class 3 Town Highway. The Selectboard will discuss this information at their next meeting.

Mendon on the Move: Transportation Alternative Grant F. Bagley reported that the RRPC has received the letter from the Selectboard committing to applying for a Transportation Alternative Grant and up to \$9,000 in matching grant funds if the application is successful. The Mendon on the Move Route 4 subcommittee regarding safety met last week to finalize the talking points of the grant. F. Bagley met with Devon Neary, RRPC to discuss the best approach for applying for grant funds. These include how to enhance safety of Route 4 and how to use Route 4 to create an identity and sense of place in the context of community improvement and based on feedback from town officials and the VCRD community visit. Other issues that would be addressed in the study is the importance of public transit and businesses between Killington and Rutland, major trail systems cross Route 4 in Mendon (VAST, Appalachian & Long Trail and the Catamount Ski Trail), potential for signing recreation assets from Route 4 and creating something attractive to the parking area of the former Beaver Pond as an enhancement to the Rutland Region. Mendon will request letters of support from the VCRD and Mendon on the Move.

Regional Emergency Management Committee The Town of Mendon must appoint two representatives to the Regional Emergency Management Committee. The first representative is each town's Emergency Management Director, Phil Douglas. The second representative is suggested to be part of the town's fire or police. Mendon contracts these services. The town is looking for anyone interested in getting involved with Mendon's emergency management team.

2022-2023 Budget S. Tully reported that all department heads were encouraged to present budget recommendations tonight. B. Ellis and S. Tully presented the Highway budget recommending increases in fuel due to price increase. Vehicle maintenance and garage utilities require additional evaluation before a recommendation can be made. Winter and summer salaries are currently being evaluated by the Selectboard as significant increases are anticipated due the staffing shortage as well as the high demand for employees that have commercial driver's licenses. It was recommended all other line items of the highway budget be level funded. S. Tully presented the salary spreadsheet with calculation of bringing commercial licensed drivers to \$24.00 per hour and its effects on the budget of salaries. VLCT is soliciting information on whether municipalities are considering retention incentives. S. Tully will report these findings as soon as they are received.

Redistricting and pros and cons as it relates to the Mendon Selectboard The Selectboard discussed the proposed reapportionment districts proposed by the Legislative Apportionment Board. The goal is to have each district represent 4287 residents. The proposed plan splits Mendon into two Districts. The Rut-12 district has a population of 4629 people comprised of a portion of Rutland Town, a portion of Mendon and all of Chittenden. The Rut-13 district has a population of 4125 with Pittsfield, Killington, Stockbridge, Bridgewater with a small portion of Mendon. The Selectboard could not see any value in splitting Mendon's population into two districts. Rep. James Harrison will meet with the Mendon Board of Civil Authority Tuesday October 26th to discuss the reapportionment districts and prepare feedback to the Legislative Apportionment Board.

COVID-19 Safety Precautions On 9/27/21, S. Tully, Mendon Health Officer presented data on the sharp rise of COVID-19 cases in Rutland County and recommended multiple safety procedures be implemented in Mendon. The Selectboard implemented a mask requirement regardless of vaccination status for all town buildings and vehicles where 6 foot social distancing cannot be achieved. The Board agreed to review the status of COVID-19 at each meeting to determine the need for the mask requirement. S. Tully provided a recap and current status of COVID-19 cases in Rutland County. From 9/9 to 9/27 the 14 day total of cases rose from 202 to 386. Today's report is 276, a reduction from 310 reported just three days ago on 10/21. S. Tully added that cases in Chittenden are on an incline with 30% of their total cases since the start of the pandemic being reported in the past three weeks putting them in the highest transmission category >80 cases per 10,000 people. Mendon's numbers are reported as unreliable as some of Mendon's cases could be reported in Rutland Town or Rutland City as the 05701 zip code is shared. The Selectboard discussed the threshold in which the requirement of wearing masks would be lifted. Issue tabled until the next meeting to further evaluate the level of COVID-19 cases in Rutland County.

Cemetery Space The Selectboard was informed there is no available lots for sale in Mendon cemeteries and discussed adjacent property for expansion if this is desired. No action taken.

Personnel Policy S. Tully brought to the Selectboard's attention that she won an iPad while attending the VLCT Town Fair seminars. The Selectboard determined that S. Tully is able to keep the iPad that she won and does not conflict with the Personnel Policy.

There being no further business, R. Wilcox moved to adjourn at 8:00 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved 11/9/21

Richard Wilcox

Sara Tully
Sara Tully - Clerk of the Board

Larry Courcelle
Larry Courcelle

Val Taylor
Val Taylor

Town of Mendon

Selectboard

November 9, 2021

Members of Selectboard present: Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer (participating remotely), Nancy Gondella, Town Clerk and Treasurer, Jesse Bridge, Bookkeeper & Assistant Clerk

Visitors present: Fred Bagley

The Selectboard Meeting was called to order at 8:30 AM at the Town Office.

Agenda:

Motion by L. Courcelle to approve the agenda with the addition of Zoning Administrator and New England Conference. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Announcement

Selectboard Rules of Procedure are available for view.

The Otter Creek Communication Union District will meet on 11/17/21 at 5 pm to conduct the OCCUD annual meeting.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by L. Courcelle to approve payroll in the amount of \$10,436.40 for the period ending 11/2/21 and orders for 11/9/21 for \$20,087.44 and \$21,138.29. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Minutes of Previous Meeting: L. Courcelle moved to approve the minutes of 10/25/21. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Public Comment F. Bagley discussed with the select board that there was a camper trying to overnight camp on Wheelerville Rd. and inquired about follow up with our zoning administrator as it's a

violation of our zoning bylaws. It was suggested the town install signage of no overnight camping. F. Bagley also questioned the status of the trailer parked at the private residence on Route 4 that had temporary approval from the Zoning Administrator to park the trailer there to perform construction on the house. The Selectboard responded that the Zoning Administrator has been out of the office for personal reasons over the past few weeks and they will follow up with him upon his return to the office. An item was added to the agenda later on in the meeting to provide possible assistance for the Zoning Administrator in his absence.

Business

Mendon on the Move: Route 4 Safety Committee F. Bagley informed the Selectboard that the draft application for the Transportation Alternative Grant was not ready to review. F. Bagley and Devon Neary, Rutland Regional Planning Commission will submit the draft to the Selectboard this week for review and comment. The final draft will be approved at the next meeting 11/22/21 and submitted before the application deadline 11/23/21.

Mendon on the Move: Outdoor Recreation Committee The MOM Outdoor Recreation Committee is requesting the Selectboard approach Rutland to open the Rutland City Forest for recreation trails. The Selectboard does not have enough information to support the project and encourage the MOM Outdoor Recreation Committee present the proposal to the Selectboard.

S. Tully interrupted the meeting and informed the Selectboard that Steve Cosgrove, Mendon Zoning Administrator passed away. L. Courcelle moved to adjourn the meeting for 10 minutes at 9:10 AM and will reconvene the meeting at 9:40 AM. The motion seconded by V. Taylor. The motion passes unanimously.

L. Courcelle reconvened the meeting at 9:40 AM.

It is with great sadness that the town has learned of the passing of Steve Cosgrove. L. Courcelle requested a moment of silence in honor of Steve.

Road Reclassification Issue tabled until further information can be provided by Dubois & King.

Regional Emergency Management Committees The Selectboard will appoint Phil Douglas, Mendon's Emergency Management Director as required. The Selectboard is still looking for a second representative and appointments must be made at the next meeting. Issue tabled until then,

2022-2023 Budget Department Head Input The Selectboard reviewed the budget. N. Gondella recommended investment interest be lowered from \$3,200 to \$2,600, election expenses to increase from \$500 to \$2,000 because there are three elections next fiscal year, and office supplies and

maintenance to increase from \$4,000 to \$4,500 due to cost increases. N. Gondella recommended at least \$1/hr. increase per hour for the Bookkeeper/Assistant Clerk position.

Motion by L. Courcelle to hire Nicole Philips at \$16.00 per hour to perform office cleaning. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Health Insurance 2022 S. Tully reported rates increased by 1.5% and presented the following recommendation for 2022 health insurance.

2022 Funding Levels		BUYOUT
SINGLE	9,021	3609
TWO PERSON	18,043	7217
PARENT/CHILD	17,411	6964
FAMILY	25,350	10140

The Selectboard discussed the proposal and the impact on the budget based on current plans offered to employees. V. Taylor questioned the make up of the insurance buyout. S. Tully explained the buyout amount is set at 40% of the town's premium cost.

Motion by L. Courcelle to set the 2022 health insurance funding levels as presented. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

COVID-19 Safety Procedures On 9/27/21 the Selectboard required all individuals regardless of vaccination status to wear a mask in the Town Office, Town Garage and town-owned vehicles if social distancing can not be achieved. Currently, the Rutland County 14 day COVID case count is 406. The Selectboard will keep these safety procedures in place.

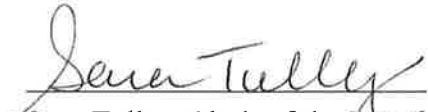
Zoning Administrator The Selectboard did not anticipate discussing an appointment of an interim Zoning Administrator and are still trying to digest the news of the vacancy. The Planning Commission will make recommendation to the Selectboard for permanent appointment. The Selectboard will wait until next week to post the vacancy. In the meantime, the Selectboard discussed with the current office staff appointing an Interim Zoning Administrator to address the current demands of the office. Jesse Bridge volunteer to take on this role. Motion by L. Courcelle to appoint Jesse Bridge Interim Zoning Administrator until a permanent position can be posted and filled. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.


New England Conference N. Gondella reported the Town Clerk's office will be closed Wednesday November 17th and Thursday November 18th while N. Gondella and J. Bridge attend the New England Conference of Clerks and Treasurers.

There being no further business, L. Courcelle moved to adjourn at 11:06 AM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved Nov. 22, 2021


Larry Courcelle


Sara Tully - Clerk of the Board


Val Taylor

Town of Mendon

Selectboard

November 22, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Bill Ellis, Road Commissioner, Nancy Gondella, Town Clerk & Treasurer, Mary Ann Reich, Deputy Health Officer

Visitors present: Fred Bagley, Cort Jones, Bryan Sells, Jessica Sardelli, Cameron Sardelli

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

Agenda:

Motion by R. Wilcox to approve the agenda with the addition of ARPA Community Outreach Meeting and Reapportionment update. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Selectboard Rules of Procedure are available for view.

The Selectboard meetings in December will be held on December 7th at 8:30 AM and December 13th at 5:30 PM at the Town Office. There will be no meeting on December 27th.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve orders for 11/16 for \$60.64 and \$101,494.43. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

The Selectboard Meetings in December will be changed to December 7th at 8:30 AM and December 13th at 5:30 PM. The Selectboard changed the start time of meetings from 5 PM to 5:30 PM.

Minutes of Previous Meeting: L. Courcelle moved to approve the minutes of 11/9/21. Motion seconded by V. Taylor. The motion passed.

Public Comment None

Business

ARPA Community Outreach The Selectboard will schedule a community outreach meeting to collect ideas of projects that would be eligible for American Rescue Plan Act funding. ARPA funds are federal dollars that require projects to be eligible and follow strict spending and reporting requirements. L. Courcelle informed the Board that Eric Hall, Rutland Regional Planning Commission is attending community meetings to discuss project eligibility. The Selectboard try to schedule the meeting so Eric Hall can assist to facilitate the discussion in Mendon. This meeting will be scheduled for January 2022.

Reapportionment N. Gondella reported that she reached out to the Town Clerk in Killington regarding their position on reapportionment districts. Killington has made the same recommendation as Mendon which support a district of Chittenden, Mendon, Killington and Pittsfield as all Rutland County towns meetings the population requirement. N. Gondella also reached out to Rutland Town which did not support Rutland Town being broken up into multiple districts and would welcome a population of 200 people to join a district with Rutland Town. N. Gondella will continue to gather information from Chittenden and Pittsfield. The Reapportionment Council will be updating their recommendation and submitting it to the legislature in January.

Rutland Regional Ambulance Service Mary Ann Reich provided information about the Regional Ambulance Service and the 2022-2023 budget request which has remained level funding for many years. M. Reich provided an update on COVID and some of the reasons for community spread. She stressed the importance of safety procedures to protect the employees. She also discussed hospital capacity and encouraged the town to keep track of what is going on in the community.

~~*COVID-19 Safety Procedures* S. Tully provided an overview of COVID-19 cases as reported by the Vermont Department of Health dashboard. Currently, there is a 14 day total in Rutland County of 853 which has seen a sharp and consistent over the past month. In September the town implemented a mask requirement regardless of vaccination status in all Mendon owned buildings and vehicles when social distancing can not be accomplished. At that time cases were on the rise in Rutland County and were at 386 on September 27th. The legislature convened a special session on November 23rd to discuss providing authority to municipalities to impose a town-wide mask mandate that would be temporary. S. Tully reported the mask requirement in the municipal buildings and vehicles was based off a VOSHA workplace safety memo that continues to be posted on the state's website. S. Tully recommended the safety procedures remain in place until the town receives information otherwise or if cases dramatically decrease in the community. The Selectboard agreed to keep the mask requirement in place.~~

Mendon on the Move:

Transportation Alternative Grant F. Bagley and D. Neary submitted the final draft of the Transportation Alternative Grant to conduct a scoping study of Route 4. The application incorporated the individual comments from the Selectboard last week. The Selectboard approved the final draft and S. Tully will submit tomorrow.

Report from Mendon on the Move Outdoor Recreation Committee J. Sardelli, C. Sardelli, B. Sells, and C. Jones provided an update on goals of the Mendon Mountain Biking Club to expand trails in Mendon. The club would like the Selectboard support to approach Rutland City to allow trails through the Rutland City Forest in Mendon. The former Beaver Pond access on Route 4 provides parking as well a potential opportunity to connect with the Velomont Trail planned to be developed in the area. The club reported the Rutland City Department of Public Works expressed concern about erosion from trails and its effects on the Rutland City Watershed. They would like the opportunity to dismiss these concerns and educate how trails could be constructed to not effect the watershed. The Selectboard agreed to issue a letter to support the project and instructed the Mendon Mountain Biking Club to be well prepared in their presentation. The Selectboard stressed the town values our relationship with the City of Rutland. The Mendon Mountain Biking Club also requested an appropriation for the 2022-2023 budget. The Selectboard provided instruction on how to petition the town for new appropriation requests.

Reappraisal Recap N. Gondella presented a wrap up for the town-wide reappraisal. The BCA heard 44 appeals resulting in a decrease of property values of \$1,563,400 and a municipal tax decrease of \$5,940. There are currently 13 appeals that have not reached the deadline to appeal to the state but at this time the town is aware of five appeals to the state appraiser and one appeal to Superior Court. According to 32 V.S.A. §4461 the Selectboard can settle an appeal before it reaches a hearing by stipulating to a result in rating with the taxpayer. The stipulation must be offered to the state appraiser or court for approval and the issuance of an order. Any change of appraisal as a result of a settlement or appeal to the State Appraiser or Superior Court made after the end of the year will require the town to not only absorb the municipal tax difference but also the education tax difference. If values are lowered by the State Appraiser or Superior Court the town must also reimburse with a 1% per month interest and if the value is changed more than 20% the appeal fee paid by the applicant must also be reimbursed.

Motion by R. Wilcox to enter Executive Session at 6:45 PM pursuant to 1 V.S.A. §313 for the purpose of discussing property appeals to the State Appraiser or Superior Court with the Selectboard, N. Gondella and S. Tully present. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.
The chair declared the board out of Executive Session at 7:45 pm.

No action taken by the Board as a result of discussions in Executive Session.

Road Reclassification – The Selectboard reviewed a report submitted by David Conger, Dubois & King with estimates of required work to upgrade the legal trail on the Falls Road to class 3 through the first two hills. The total cost is estimated at \$887,000. The Highway Reserve Fund has budgeted \$220,000 for part of the required work.

Regional Emergency Management Committees Motion by L. Courcelle to appoint Phil Douglas and Val Taylor as Mendon's voting members of the Regional Emergency Management Committee. Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion.

Update Job Descriptions S. Tully provided a draft of an updated Director of Public Safety Job Description. Discussion tabled until the next meeting.

2022-2023 Budget Tabled until the next meeting.

There being no further business, R. Wilcox moved to adjourn at 8:30 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved 12/7/21

Richard Wilcox

Richard Wilcox

Sara Tully

Sara Tully - Clerk of the Board

Larry Courcelle

Larry Courcelle

Val Taylor

Val Taylor

Town of Mendon

Selectboard

December 7, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Susannah Loffredo, Rutland County Solid Waste District Representative

Visitors present: Fred Bagley, David Brooks

The Selectboard Meeting was called to order at 8:36 AM at the Town Office.

Agenda:

Motion by R. Wilcox to approve the agenda with the addition of RCSWD update. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Selectboard Rules of Procedure are available for view.

ARPA Funds Community Outreach January 20, 2021 at 5 PM at the Town Office. The Selectboard is seeking project ideas eligible for the use of ARPA Funds.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve payroll for \$10,780.50. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Errors and Omissions to the April 1, 2021 Grand List: Spencer Potter, Tax Assessor submitted the following as an error and omission. A dwelling was erroneously omitted from the assessment.

#090036100 Gagner Michael & Dale SPAN 384-119-12831

Old assessment \$16,800 - New assessment \$285,700

Motion by R. Wilcox to approve the errors and omission for Parcel ID#090036100 owned by Michael & Dale Gagner SPAN #384-119-12831 to change the assessment from \$16,800 to \$285,700 to accurately reflect the value of the property with a dwelling. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

The Selectboard Meeting on December 13th will start at 5:30 PM and will be dedicated to a budget meeting.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 11/9/21. Motion seconded by L. Courcelle. The motion passed.

Public Comment F. Bagley thanked the Selectboard for submitting the Transportation Alternative Grant and thanked S. Tully for working with D. Neary at RRPC to review and submit the application last week. The Selectboard thanked F. Bagley and Mendon on the Move for their work on the application. The town hopes to hear an award of the grant in February 2022.

Business

COVID-19 Safety Procedures S. Tully informed the Selectboard the legislature passes S1 allowing municipalities to impose a temporary public mask mandate. Current COVID-19 cases in Rutland County are at one of the highest levels of the pandemic with Rutland County Reporting 805 cases in the past 14 days. News sources report Rutland Regional Medical Center, UVM and Dartmouth have reached medical capacity in recent days. The Selectboard discussed a town wide mask mandate and the challenges of enforcement placing the burden of enforcement on businesses. The Selectboard also discussed not knowing how mask mandates effect individual business operations and whether exceptions would need to be made. F. Bagley spoke in support of a mask mandate as a retire physician. D. Brooks spoke out in opposition of the mandate. The Board clarified the policy in place now requires masks be worn in the Town Office, Town Garage and town-owned vehicles regardless of vaccination status if social distancing can't be observed. Motion by L. Courcelle to require masks be worn in the Town Office, Town Garage and town-owned vehicles regardless of vaccination status if social distancing can't be observed. Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion. F. Bagley proposed the town organize and provide universal signage be provided to all businesses with strong recommendations to wear masks and social distance regardless of vaccination status. The proposal would send the message that COVID-19 prevention is important to our community and so is the operation of our businesses, schools and healthcare. He suggested the Mendon on the Move Route 4 Committee could be asked to help contact the businesses. The Selectboard directed S. Tully to reach out to Mendon in the Move.

RCSWD Update S. Loffredo, Mendon's representative for the Rutland County Solid Waste District provided an update for the Selectboard. The District has a number of capital improvement projects to replace aging equipment and a wetland protection project to mitigate runoff from entering wetlands. RCSWD has a surplus they are considering what to do with. One option is to return the surplus to the towns in Rutland County. Other options would be to keep the surplus for RCSWD projects. S. Loffredo asked the Selectboard for direction on how she should vote if it comes to vote. The Selectboard determined the RCSWD does not ask the town for an annual assessment and that the surplus is a result of the management of funds they receive. They supported RCSWD retaining the surplus for the needs of RCSWD. S. Loffredo also discussed ARPA Funds and if any of these funds could support projects at the District to keep that as an option. The Selectboard announced the Community Outreach Meeting on January 30th to discuss possible projects for the use of the ARPA Funds.

Tax Sale – December 21st- Giese Parcel ID 030151000- The Selectboard received a request by attorney to make opening bid for the tax sale on December 21st. The Selectboard declined to make the opening bid but agree to pay the attorney conducting the tax sale if the property is not sold at tax sale. The town expects that all costs for the tax sale will be carried forward with the total amount due for the property.

Job descriptions S. Tully presented update job descriptions for Zoning Administrator, Constable and Director of Public Safety. They were reviewed in detail. The Planning Commission was provided a copy of the Zoning Administrator Job Description on Monday 12/6/21. The Selectboard is soliciting comments from the Planning Commission and Acting Zoning Administrator regarding this job description.

Elected & Appointed Official Vacancies & Employment Openings R. Wilcox announced he decided not to run for re-election to the Selectboard. S. Tully provided a list of anticipated and current vacant offices and positions. These include Selectboard, Constable, Director of Public Safety, 2 Planning Commission members, Zoning Administrator, Zoning Board of Adjustment, RRPC Transportation Committee Alternate, and Highway and Buildings and Grounds Employee. N. Gondella reminded the Board all Justices of the Peace were up for election next year to take office in 2023. The Town of Mendon municipal operations can not function without relying on the community to fill these positions. S. Tully recommended an outreach strategy to solicit new volunteers.

Budget 2022-2023 Issue tabled

Road Reclassification -Class 3 maintenance, Falls Road Issue tabled

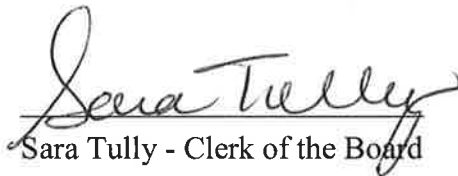
2021-2022 Goals and Objectives Review Issue tabled

There being no further business, R. Wilcox moved to adjourn at 11:15 AM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved 12-13-2021



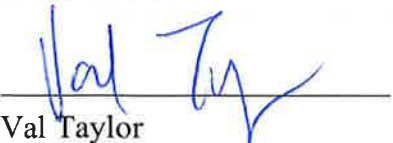
Richard Wilcox



Sara Tully - Clerk of the Board



Larry Courcelle



Val Taylor

Town of Mendon

Selectboard

January 10, 2022

Members of Selectboard present: Richard Wilcox, Larry Courcelle, participating in person and Val Taylor participating remotely.

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer and Nancy Gondella, Town Clerk and Treasurer

Visitors present: None

The Selectboard Meeting was called to order at 5:45 PM at the Town Office.

Agenda:

Motion by R. Wilcox to approve the agenda with the addition of BRIC Grant for the Hazard Mitigation Plan Update, Statewide Policy on Police Use of Force, ARPA. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Selectboard Rules of Procedure are available for view.

January 20th ARPA Community Outreach Meeting at 5 PM at the Town Office – the Selectboard is looking for input from the taxpayers and residents how ARPA funds should be used. Rutland Regional Planning Commission will assist the discussion and answer questions regarding the eligibility of project ideas.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve orders for 1/10 for \$33,846.36 and \$26,176.38. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

The Selectboard Meetings scheduled for February 14th and February 28th will not be held due to Valentine's Day and Town Meeting. The Selectboard will meet Tuesday, February 15th at 8:30 am at the Town Office.

Certificate of Highway Mileage Motion by R. Wilcox to approve the 2022 Certificate of Highway Mileage with no changes. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Financials N. Gondella, Town Treasurer, reviewed the second quarter financials with the Selectboard. Highlights included revenue from Law Enforcement and investment interest forecasted to be \$9,600 below budget. Expenses from health insurance, salaries and law enforcement also anticipated to be below budget by more than \$50,000.

Banking The Investment Policy requires the town go out to bid every 3 years for the town's banking business. N. Gondella recommended the Investment Policy be reviewed and updated. She will recommend the town go out to bid for banking every 5 years as it is difficult and time consuming to switch banks. The Selectboard approved not going out to bid for banking for another year and will look to update the Investment Policy in the next year.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 12/13/21. Motion seconded by L. Courcelle. The motion passed.

Public Comment None

Business

Tax Sale Nancy Merrill, Delinquent Tax Collector submitted a request to hire an attorney to send R4R, Inc. to Tax Sale. N. Merrill provided an outline of communications with the owners and renters of the property. Motion by R. Wilcox to authorize N. Merrill to hire legal counsel to send the property owned by R4R, Inc. to tax sale. Motion seconded by L. Courcelle. Motion was unanimously approved.

2022-2023 Budget Lengthy discussion regarding the presented budget and options for how to handle the remaining 158,000 from FY21. The Selectboard has yet to receive FY21's audit, but Treasurer Nancy Gondella reported a \$258,000 surplus. The Selectboard rolled \$100,000 into the FY22's tax rate. \$60,000 was unspent Highway funds which the Selectboard has the authority to retain for future highway expenses. The Selectboard will ask the voters to at Town Meeting to transfer another \$50,000 to the Highway Improvement Fund while rolling another \$25,000 in to the FY23's tax rate to offset some of the increases of this budget. The Selectboard kept the annual appropriation in the Highway Improvement Fund at \$110,000 rather than increasing it. Total increase of the FY23's budget is \$58,530 and with the rollover of \$25,000 in surplus funds from FY21 this will be lowered to \$33,530, a 2.7% increase. The Selectboard approved the budget for presentation to voters for approval at Town Meeting.

Articles for Town Meeting 2022 S. Tully presented a draft warning and possible articles were discussed. The Selectboard

Town Report 2021 S. Tully provided an overview of the reports that are to be included in the Town Report along with recognition of service.

Town Plan with Enhanced Energy Plan The Selectboard discussed scheduling the Public Hearing and adoption of the Town Plan. Due to a number of factors surrounding preparing for Town Meeting and rescheduling Selectboard Meetings, the town will warn the Public Hearing and Adoption for March 14th. S. Tully will execute the warning requirements.

Job Descriptions S. Tully presented updated job descriptions for Zoning Administrator, Constable, and Director of Emergency Management job descriptions. P. Douglas submitted for Selectboard review a Constable job description that included a level III certified law enforcement officer. The Selectboard approved the job descriptions. The Constable is an elected position and will be voted at Town Meeting. The Selectboard is currently accepting letters of interest for a Zoning Administrator and Director of Emergency Management. These positions are posted on the town website and social media pages.

Elections & Vacancies – The Selectboard and Constable are two positions in which the incumbent is not running for re-election. Town Moderator will also be on the ballot for Town Meeting. The position of Town Agent has been eliminated by state statute. In addition, appointed vacancies include 2 Planning Commission members, Director of Emergency Management and Zoning Administrator. Interested candidates can send letters of interest to the Selectboard via the Town Administrator, Sara Tully.

BRIC Grant for the Hazard Mitigation Plan Update S. Tully reported the BRIC Grant agreement should be received before the next meeting. Motion by L. Courcelle to authorize R. Wilcox to execute the BRIC Grant documents when received. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Statewide Policy on Police Use of Force Issue tabled until the next meeting.

ARPA The final rule of the almost 500 page document regarding the American Rescue Plan Act was released. A 43 page summary of the US Treasury rule was released. N. Gondella provided a brief overview of this summary. The Town of Mendon is looking for community feedback on what the town would like to spend the \$303K in ARPA funds that have been earmarked for the town. On January 20th there will be an ARPA Community Outreach Meeting at 5 PM at the Town Office. The Selectboard is looking for input from the taxpayers and residents how ARPA funds should be used. Rutland Regional Planning Commission will assist the discussion and answer questions regarding the eligibility of project ideas. S. Tully, N. Gondella and B. Ellis will gather ideas for municipal projects that may be eligible for ARPA funding.

Reappraisal


Motion by R. Wilcox to enter Executive Session at 8:40 PM to discuss legal action under the authority of 1 VSA 313 (a)(1) with the Selectboard, S. Tully and N. Gondella present. The


motion was seconded by L. Courcelle. The motion passed unanimously. The Chair declared the Board out of Executive Session at 8:55 PM.

The Selectboard authorized S. Tully to hire legal counsel to represent the Town of Mendon in Superior Court to hear the appeal of Harry Ryan Parcel ID 030124001 and Keneth & Shelly McGinnis Parcel ID 060247300.


R. Wilcox moved to adjourn the meeting at 8:57 PM. Motion seconded by L. Courcelle. The Selectboard approved the motion.

Date Approved 1/24/22


Richard Wilcox


Sara Tully - Clerk of the Board


Larry Courcelle


Val Taylor

Town of Mendon

Selectboard

December 13, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer

Visitors present: Megan Smith, Mendon on the Move

The Selectboard Meeting was called to order at 5:31 PM at the Town Office.

Agenda:

Motion by R. Wilcox to approve the agenda. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Selectboard Rules of Procedure are available for view.

January 20th ARPA Community Outreach Meeting at 5 PM at the Town Office – the Selectboard is looking for input from the taxpayers and residents how ARPA funds should be used. Rutland Regional Planning Commission will assist the discussion and answer questions regarding the eligibility of project ideas.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve orders for 12/13 for \$60.64 and \$41,675.90. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

The Selectboard Meetings in December will be changed to December 7th at 8:30 AM and December 13th at 5:30 PM. The Selectboard changed the start time of meetings from 5 PM to 5:30 PM.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 12/7/21. Motion seconded by L. Courcelle. The motion passed.

Public Comment None

Business

2022-2023 Budget S. Tully provided updates on the timeline of the reserve funds. Lengthy discussion regarding the Highway Equipment Replacement Fund, the Highway Improvement Fund and the Bridge and Culvert Fund. S. Tully recommended increasing the contribution to the Highway Improvement Fund by \$10,000 and rolling \$60,000 in surplus funds from FY21 unspent on highways into the Highway Improvements Fund. In addition, she recommended including an article at Town Meeting to transfer \$75,000 in surplus funds from FY21 into the Highway Improvement Fund. S. Tully will continue to seek grant opportunities to assist in offsetting the cost of eligible projects.

Mendon on the Move Budget Request M. Smith requested up to \$2,000 be considered in the 2022-2023 budget to support a grant application for a scoping study for a Community Center. The funds would be used as matching funds to a Municipal Planning Grant application. The study is expected to cost \$12,000-\$20,000 and matching funds would be 10% of the study if the grant application is successful.

Mendon on the Move submitted a poster requesting the public wear masks that they would like to distribute to all the businesses in Mendon. The Selectboard opted not to adopt a town-wide mask mandate at the last meeting. The Selectboard provided feedback regarding the poster and requested the Town of Mendon logo be removed. They authorized that the signs could be produced at the Town Office.

R. Wilcox moved to adjourn at 8:35 PM and scheduled to reconvene on Thursday December 16, 2021 at 8:30 AM at the Town Office to continue the agenda. Motion seconded by V. Taylor. The Selectboard approved the motion.

Motion by R. Wilcox to reconvene the meeting December 16, 2021 at 8:31 AM. Motion seconded by L. Courcelle. The Selectboard approved the motion.

2022-2023 Budget The discussion continued. Lengthy discussion about salary increases, retention of current employees, staffing shortages, cost of living increase, comparison with VLCT's compensation and benefit study and the market demand for CDL drivers. Multiple proposals were considered by the Selectboard. The Selectboard will incorporate a 5% increase in salaries for the 2022-2023 budget.

Articles for Town Meeting 2022 S. Tully and N. Gondella discussed different articles for Town Meeting for the Selectboard to consider. The Selectboard can ask the voters to transfer the remaining balance of the FY21 surplus into an underfunded reserve fund. If the article is not proposed or proposed but defeated the balance will be rolled into the tax rate of 2022-2023. An article to change the position of Constable from elected to appointed was discussed along with the job description of the Constable which is greatly limited in nature. In Vermont, law enforcement is conducted by certified officers only. A Constable can exercise law enforcement activities if they are certified. Constable Phil Douglas is not seeking re-elected. An article to vote the budget by Australian ballot rather than from the floor at Town Meeting. Due to the COVID-19 pandemic, the town was authorized to vote the budget by Australian ballot at Town Meeting 2021. The warning will need to be prepared and approved by January 24th for Town Meeting on February 28, 2022 and polls open on Tuesday March 1st. The location of an in person Town Meeting was discussed. S. Tully will reach out to Vista Senior Living to see if a meeting room would be available. It is expected that in January

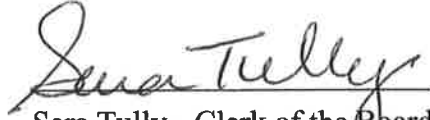
the VT legislature will consider granting municipalities an option of a remote meeting or postponing meetings further into the spring as a safety precaution to COVID-19 as was an option last year.

R. Wilcox moved to adjourn the meeting at 11:15 AM. Motion seconded by V. Taylor. The Selectboard approved the motion.

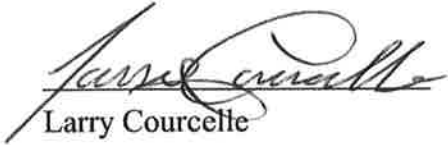
Date Approved Jan. 10, 2022



Richard Wilcox



Sara Tully - Clerk of the Board



Larry Courcelle

Val Taylor