

Town of Mendon

Selectboard

January 9, 2023

Members of Selectboard present: Larry Courcelle, Val Taylor

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

Visitors present: Fred Bagley, Justin Lindholm, Teri Corsones, Dick Howe

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

Agenda: Motion by L. Courcelle to add Zoning Administrator appointment to the agenda and approve the agenda. Motion seconded by V. Taylor. The Selectboard approved the motion.

Announcements

There will be two Selectboard seats open on the ballot for Town Meeting. One is a two year term and the second is a three year term. Petitions signed by 1% of the voters or 10 signatures must be submitted to the Town Clerk by January 30th.

The Selectboard is hiring a Zoning Administrator. This is a part time position at 10 hours per week. Please submit resume and letter of interest to Sara Tully at mendonadmin@comcast.net

Administrative Matters

Selectmen's Orders were reviewed.

Motion by L. Courcelle to approve orders for \$28,523.20, \$5,884.50 and payroll for \$11,704.65
Motion seconded by V. Taylor. The Selectboard approved the motion.

Minutes of Previous Meeting: Motion by L. Courcelle to approve the minutes of 12/12/22 and 12/19/22 as amended to include that Deputy Ricketts was present at both meetings. Motion seconded by V. Taylor. The Selectboard approved the motion.

Public Comment None

Business

Municipal Roads General Permit (MRGP) S. Tully reported the Municipal Roads General Permit is due for renewal by 1/26/23. The permit is good for 5 years. Mendon is currently not in compliance with the MRGP. The permit required the town to upgrade 10 non-compliant road sections by December 2022. The town completed 6 and have 4 remaining. The next requirement will target high priority road segments. The Annual Report and Annual Fee of \$500 due 4/1/23. Motion by L. Courcelle to authorize the Chair to sign the Notice of Intent and submit the \$640 permit fee. Motion seconded by V. Taylor. The Selectboard approved the motion.

Highway and Bridge Weight Postings S. Tully requested to file the annual weight posting for Mendon's Highways and Bridges. She reported this is completed annually. The Selectboard approved this request.

ARPA The Selectboard reviewed the list of ARPA projects noting the status of decisions already made and funds spent. The Selectboard agreed to conduct a site visit at the garage next week to view various projects requested to be supported with ARPA funds. This meeting is for informational purposes only.

Fireworks and Burn Permit Ordinance L. Courcelle provided a recap of some of the issues with the outdated Burn Permit Ordinance adopted in 2001. There are some inconsistencies with the Fireworks ordinance. The fines should reflect statutory changes and cover the cost of fire department response. L. Courcelle suggested the Fire Warden, Seth Bridge, be part of the discussion. L. Courcelle stressed the importance of the applicant, the Fire Warden and the Fire Department having a copy of the approved permit. L. Courcelle, S. Bridge and S. Tully will work to update the Burn Permit Ordinance. The Fireworks Ordinance also needs updating and clarification. The permit can be issued months in advance, but it is important that the Fire Warden approve the discharge of fireworks based on current conditions at the time of the displayed event. The approved permit should be provided by the Fire Warden to the applicant and Fire Department. F. Bagley offered to make initial changes to the Fireworks Ordinance for review by S. Bridge, Fire Warden, Lema Carter, Constable and S. Tully, Town Administrator. The Selectboard approved that request.

Zoning Administrator Appointment T. Corsones, Planning Commission Chair attended the meeting for make a recommendation from the Mendon Planning Commission to appoint Fred Bagley Zoning Administrator until 4/1/23. Brief discussion regarding the terms Interim Zoning Administrator or Acting Zoning Administrator. S. Tully recommended making the appointment for Zoning Administrator with the term ending on 4/1/23.

Motion by L. Courcelle to appoint Fred Bagley, Zoning Administrator with a term ending 4/1/23. Motion seconded by V. Taylor. The Selectboard approved the motion.

Selectboard appointment until Town Meeting L. Courcelle stated the Selectboard has been seeking to fill a vacancy on the Selectboard. There was one person stepping forward, Seth Bridge. There are 3 Selectboard Meetings and the Town Meeting before the election. Motion by L. Courcelle to appoint Seth Bridge to the Selectboard until Town Meeting 2023. Motion seconded by V. Taylor. The Selectboard approved the motion.

Community Center L. Courcelle summarized that M. Smith, Mendon on the Move submitted a request to budget \$10,000 to continue the study of a Community Center. S. Tully had provided options for this request. The Selectboard can incorporate the request in the proposed budget. If in the budget the funds are available for that fiscal year and do not carry forward if unspent. The Selectboard can add an article to the warning asking the voters to approve creating a reserve fund for the Community Center. If approved by the voters at Town Meeting the balance of reserve funds remain in the account at the conclusion of a fiscal year. Lastly, Mendon on the Move can submit a petition to get this question added to the agenda for Town Meeting. In order to do this, the petition must be signed by 5% of the

voters and submitted to the Town Clerk by January 19th. Nancy Gondella, Town Clerk can confirm how many signatures this is, but historically it has been 45. Siting budget constraints and limiting the increase in the budget, L. Courcelle stated he supports putting an article on the warning and having M. Smith present the idea of Community Center to the voters. V. Taylor clarified that the last option would require M. Smith to submit a petition and she would be doing a presentation at Town Meeting. Larry agreed that it was Mendon on the Moves project and they would be asking the voters for \$10,000. V. Taylor questioned whether it looks like the Selectboard is asking for the \$10,000 for the project if the petition was not required. L. Courcelle stated the discussion will continue under the discussion for Articles for the warning for Town Meeting.

2023-2024 Budget L. Courcelle stated his desire to get the budget increase under 3%. The Selectboard discussed various ways to utilize ARPA funds in a lengthy discussion mitigate the budget increase. S. Tully suggested looking at reducing the funding to the Highway Improvement Fund and using \$50,000 of ARPA for Highway Improvement specifically paving a road. The budget will be approved at \$1,295,460. Motion by L. Courcelle to set \$50,000 of ARPA Funds for Highway Improvement. Motion seconded by V. Taylor. The Selectboard approved the motion. The budget will be approved by the Selectboard at the next meeting to present to the voters.

Town Meeting L. Courcelle discussed the location for Town Meeting. The town's options are the Town Garage, VTRANS District 3 conference room and Vista Senior Living. The Town Garage is not the ideal location. The locations were discussed in detail addressing ADA accessibility, chairs and parking. The Selectboard agreed the VTRANS conference room to be the preferred location to conduct Town Meeting.

Articles for Warning for Town Meeting L. Courcelle summarized and reviewed the standard articles. The article regarding asking the voters to spend money to research a Community Center was discussed. The Selectboard wants to make sure the message is clear that this project is created by Mendon on the Move and the Board wants the voters to decide whether to fund the project. The Selectboard expects Mendon on the Move to present the project at Town Meeting. The Selectboard decided to include an article on the warning that would ask the voters to establish a Community Center Reserve Fund.

V. Taylor moved to adjourn the meeting at 7:00 PM. Motion seconded by L. Courcelle. The Selectboard approved the motion.

Date Approved _____

Larry Courcelle

Sara Tully - Clerk of the Board

Val Taylor

