

Town of Mendon

Selectboard

March 13, 2023

Members of Selectboard present: Val Taylor, Seth Bridge, Lisa Brooks

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

Visitors present: Megan Smith

V. Taylor called to order at 5:30 PM in a remote only meeting.

Agenda:

Motion by V. Taylor to approve the agenda with the addition of Rutland County Solid Waste District and Rutland County Little League. Motion seconded by L. Brooks. The Selectboard unanimously approved the motion.

Annual Organizational Matters

Motion by L. Brooks to appoint Val Taylor, Chair of the Selectboard. Motion seconded by S. Bridge. The motion passed unanimously.

Motion by L. Brooks to appoint Seth Bridge, Vice-Chair of the Selectboard. Motion seconded by V. Taylor. The motion passed unanimously.

Motion by S. Bridge to appoint Sara Tully, Clerk of the Selectboard. Motion seconded by V. Taylor. The motion passed unanimously.

Motion by S. Bridge to set the regular Selectboard meetings on the second and fourth Mondays of the month at 5:30 PM. Motion seconded by V. Taylor. The motion passed unanimously.

Motion by V. Taylor to adopt the Rules of Procedure for Selectboard Meetings with one amendment to update the time of the Selectboard Meetings to reflect 5:30. Motion seconded by L. Brooks. The motion passed unanimously.

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

Motion by V. Taylor to set the locations for posting public notices as inside the Town Office, Mendon Town Garage, Mendon Recreation Area. Motion seconded by S. Bridge. The motion passed unanimously. Mendon will also post notices on the Town website, Facebook and Front Porch Forum.

Motion by V. Taylor to appoint Rod MacCuiag, the Pound keeper. Motion seconded by L. Brooks. The motion passed unanimously.

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

Policy Review & 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 V. Taylor to adopt the Open Meeting Law Policy. Motion seconded by S. Bridge. The motion passed unanimously.

Purchasing and Conflict of Interest Policy This policy was adopted by the Selectboard on July 12, 2021. The Selectboard completed an annual review of the policy to ensure compliance.

Town Road and Bridge Standards The Selectboard reviewed the Town and Bridge Standards. Motion by V. Taylor to adopt the Town Road and Bridge Standards. Motion seconded by L. Brooks. The Selectboard unanimously approved the motion.

2023-2024 Goals and Objectives S. Tully presented the 2023-2024 Goals and Objectives for the Selectboard to review and prioritize. The Selectboard will provide feedback for the next meeting.

Announcements

Taxes are due today 3/13/23. There are penalty and interest fees for late payments.

Dog Licenses are due 4/3/23.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by V. Taylor to approve orders for 3/13/23 in the amount of \$34,857.48 and payroll for \$11,518.72. Motion seconded by S. Bridge. The Selectboard unanimously approved the motion.

Minutes of Previous Meeting: V. Taylor moved to approve the minutes of 2/27/23. Motion seconded by S. Bridge. The motion passed. L. Brooks abstained from the vote because he was not on the Selectboard at the time of this meeting.

Public Comment None

Business

Recap Town Meeting & Election The Selectboard discussed that the location of Town meeting at the VTRANS Building at 61 Valley View went very smoothly. It was easy to hear in the room and there were no questions that require follow up post Town Meeting.

Employment Opportunities- 3 full time positions available: 1. Road Commissioner, 2. Highway Maintenance & Equipment Operator, 3. Building and Grounds Maintenance & Highway Maintenance. 1 part time position available: Zoning Administrator. S. Tully described the advertisement and interview process. The Selectboard will appoint an interview committee to review resumes, applications, and conduct interviews. S. Bridge abstained from the discussion because he announced that he may be submitting his resume for consideration for the Road Commissioner opening. S. Tully requested a Selectboard member sit on the interview committee.

Route 4 Scoping Study Steering Committee L. Courcelle served on the committee as a Selectboard member. He is willing to remain on the committee but would need to be appointed. S. Tully requested another Selectboard member serve on the committee as well. Motion by V. Taylor to appoint Larry Courcelle to serve on the Route 4 Scoping Study Steering Committee. Motion seconded by L. Brooks. The motion passed unanimously.

Fireworks and Burn Permit Ordinances No further progress has been made in rewriting these two ordinances since the last meeting. S. Tully reported the Constable and the Fire Warden need to meet to finalize the suggested changes before both ordinances are submitted for legal review.

ARPA – updated project consideration based on VLCT PACIF inspection on buildings. Monitored fire detection systems were recommended by VLCT in both the Town Office and Town Garage. M. Smith discussed the next steps for researching possible locations for a Community Center. She is going to reach out to 3 realtors to look at representing the town as possible locations are evaluated. M. Smith believes the cost of the project can be raised by grant funds and private donations. Ongoing maintenance could be funded by a 1% option tax for short term rentals.

EMPG 20 Local Emergency Management and EOC Enhancement Grant Agreement and FEMA Environmental and Historic Preservation Screening Form for the Generator at the Town Office S. Tully presented the grant agreement for approval and review of the FEMA Environmental and Historic Preservation Screening Form for the Generator at the Town Office. Motion by V. Taylor to sign the EOC Enhancement Grant Agreement. Motion seconded by S. Bridge. The motion passed unanimously.

Rutland County Solid Waste District The RCSWD received a grant to increase recycling and compost rates using outreach and educational community engagements. The RCSWD is requesting an outreach meeting in April to kick off this project with a meeting with the Selectboard and other town officials and community leaders to serve as a Project Advisory Team (PAT). The Selectboard discussed this project and decided to host a meeting in April separate from a Selectboard Meeting to hear a 20 minute presentation by RCSWD.

Rutland County Little League (RCLL) The RCLL has requested to use the ballfield at the Mendon Recreation Area for practices and games. Similar to last year, the Selectboard approved the request submitted on the Facility Use Agreement waiving the user fee with the following criteria:

The town is willing to waive the facility use fee if the following criteria can be agreed upon:

1. RCLL perform spring maintenance of the field to prep it for use.
2. RCLL responsible to place and maintain a porta potty at the Mendon Recreation Area from April – July.
3. RCLL will be responsible for lining the field/placing bases prior to use.
4. RCLL will have access to the storage shed at the field with a combination lock supplied by the town. The shed stores bases, lining machine, materials. The use of this equipment should be coordinated with the BYC.
5. A carry in carry out policy will be in place with signage. RCLL coaches are responsible for making sure the facility is left clean after use.
6. Mendon will mow the Recreation Area.
7. RCLL will provide a schedule of practices and games to Mendon.

Motion by V. Taylor to waive the user fee for RCLL to use the Mendon Recreation Area if the RCLL conducts the Spring clean up of the field and maintain a porta potty between April-July. Motion seconded by L. Brooks. The motion passed unanimously.

Security at Town Office Motion by V. Taylor to request legal review of how to provide a secure workplace at the Town Office. Motion seconded by L. Brooks. The motion passed unanimously. N. Gondella requested permission to close the office to appointment only. Lengthy discussion regarding the need to take such measures to provide a work environment free from harassment. N. Gondella requested to send a post card this week and make the office closed to appointment only on Monday March 20th. L. Brooks stated all customers must be treated the same. Motion by V. Taylor to approve closing the office to appointment only effective March 20th. The motion passed unanimously.

V. Taylor moved to adjourn the meeting at 7:40 PM. Motion seconded by S. Bridge. The Selectboard approved the motion.

Date Approved _____

Val Taylor

Sara Tully - Clerk of the Board

Seth Bridge

Lisa Brooks