

Town of Mendon

Selectboard

June 24, 2013

Members of Selectboard present: Greg Smith, Larry Courcelle

Town Officers and employees present: Sara Tully, Town Administrator, Bill Ellis, Road Commissioner, Nancy Gondella, Bookkeeper/Office Manager, Gail Buck, Town Clerk,

Residents and visitors present: Ann Singiser, Steve Singiser, Bill Godair, Justin Linholm, Gary Silher

The Selectboard Meeting was called to order at 5:40 PM at the Town Office.

Administrative Matters

Selectmen's Orders were reviewed and signed.

L. Courcelle moved to approve the minutes of 6/10/13. Seconded by G. Smith. The motion passed unanimously.

Old Business

2012-2013 Budget & Audit N. Gondella provided a financial update for the Selectboard which outline the anticipated cash forward amount that will be rolled into the 2013-2014 tax rate. The Selectboard discussed specific expenses that will be accrued in the 2012-2013 budget. These include maintenance expenses for Truck 3 approximately \$4,500, Backhoe maintenance repairs approximately \$4,200, Sand \$11,000, and Gravel \$5,000. The audit is scheduled for August 12, 2013. The Selectboard will draft the Management Discussion and Analysis for the audit.

Town Clerk and Office Hours Gail Buck, Town Clerk submitted a memo to the Selectboard outlining how her budget was allocated in 2012-2013 and her future allocation in 2013-2014. G. Smith responded that during the preparation of the 2013-2014 budget, G. Buck requested a \$4,000 increase in the budget to run the Clerk's Office. The Selectboard could not support over a 20% increase in the Clerk's office budget. G. Buck lowered her request to a \$1,000 budget increase which was supported by the Selectboard and included in the budget presented at Town Meeting and approved by the voters. Effective July 1st, G. Buck will have a budget of \$19,000 to compensate herself and/or her staff to operate the Clerk's Office.

Old Town Hall (Town Shop) Survey – B. Godair reviewed the results of the survey sent to voters requesting their level of support to restore the Old Town Hall. The results are on file at the Town Office. The Selectboard thanked B. Godair and his colleagues at Castleton State College for a successful survey. Overall, the townspeople that responded to the survey were evenly split on whether the Old Town Hall should be renovated at this time. Overwhelmingly, the responses did not want to

see additional tax dollars spent to renovate the building. There was demonstrated support to pursue grant opportunities, fundraising and to solicit private donations to financially support the project. If the building is restored the respondents supported a mix of uses for the building. The Selectboard supported future involvement of the Old Town Hall Committee to continue to explore a plan for the building and develop a cost to renovate the building based on that plan. Once the plan and costs are determined the Selectboard can support requesting financial support through various avenues. A cost-benefit analysis will be considered to determine whether the Town should move forward. In the meantime, the Selectboard will look at the minimum amount of repairs necessary to stop further deterioration of the building.

FEMA Project Status:

1. Wheelerville Double Culvert – contracts have been signed and executed. Construction timeline to be determined.
2. Wright Rd – contracts have been signed waiting for execution by the contractor. Construction timeline to be determined.
3. Woodward Rd – The Town engineer is finalizing the wetland permit, and preparing the final bid documents. The town is waiting for waiting for FEMA Scope Change Request.
4. Bridge 22- scope change approved.
5. Upper Notch Slide- waiting for FEMA Scope Change Request
6. Medway Bridge – waiting for FEMA Scope Change Request - waiting for approval of replacement vs. repairs, need extension on temporary bridge, reviewed schedule submitted by D. Conger.

Structures Grant Mendon received grant for culvert 22-01 on Journeys End. After recent inspections, culvert 2-01 on Townline Road has become a higher priority. S. Tully contacted Tom Roberts, VTRANS and was informed the grant funds can be allocated to Townline Road's culvert through a contract amendment. T. Roberts will prepare and send the amendment for Selectboard signature.

McLaughlin Falls Road Repairs B. Ellis submitted quotes to repair a minor washout of the McLaughlin Falls Road. The Selectboard accepted the proposal from Town Logging and Trucking for \$1,200.

Roadside Mowing B. Ellis reported the company we contracted last year to do roadside mowing is no longer in business. The town can rent mowing equipment from Tenco or HP Fairfield for \$2,400 to \$2,600 per week. The equipment is not available until September. The Road Crew would need to operate the mowers. B. Ellis provided a quote from Orchitt Mowing from Chester, VT for \$2,200 and

will complete mowing by the end of July. The Selectboard decided to hire Orchitt Mowing to paid out of Summer Equipment Hire.

Department of Public Safety- Motion by G. Smith to appoint Ed Haynes, Town of Goshen Constable, as a Special Officer for Mendon during field officer training. Motion seconded by L. Courcelle. Motion passed unanimously.

Employee Evaluations – The Selectboard discussed employee evaluations.

There being no further business, G. Smith moved to adjourn at 8:40 PM. Motion carried.

Date Approved_____

Greg Smith

Sara Tully –Clerk of the Board

Larry Courcelle