

Town of Mendon

Selectboard

March 23, 2015

Members of the Selectboard present: Larry Courcelle, Geoff Wells

Town Officers and employees present: Sara Tully, Town Administrator, Bill Ellis, Road Commissioner, Phil Douglas, Constable/Director of Public Safety

Residents and Visitors present: None

The meeting was called to order at 5:32 PM at the Town Office.

Additions/Deletions

L. Courcelle moved to table the approval of the minutes from 3/9/15 and the discussion regarding the Town Shop. Motion seconded by G. Wells. The motion passed unanimously.

Announcements

Dog Licenses Due April 1, 2015

Administrative Matters

Selectmen's Orders were reviewed and signed.

Report of the Road Commissioner:

Salt Shed L. Courcelle signed the agreement with Dubois and King to perform engineering services for the Salt Shed. A motion to expend \$15,600 was motioned for approved by the Selectboard on January 26, 2015.

AOT Annual Financial Plan The Selectboard reviewed the annual financial plan as prepared by S. Tully with the budget amounts approved at Town Meeting for the 2015-2016 budget. Motion by L. Courcelle to approve the Annual Financial Plan for the Agency of Transportation. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

The Selectboard signed the *Agency of Transportation Certificate of Compliance* and have previously adopted the Town Road and Bridge Standards on March 9, 2015.

The State of Vermont Class 2 Roadway Grant and Structures Grant applications are due 4/15/15. S. Tully and B. Ellis are preparing applications for two large culvert replacement projects on Wheelerville Road.

Bridge 20 The State of Vermont has an outstanding balance due from the Town of Mendon in the amount of \$45,863.75. G. Smith had contacted the State of Vermont regarding this outstanding invoice and L. Courcelle will contact him regarding the outstanding balance of this bridge which was replaced in 1999.

Truck 3 Replacement The new Ford F550 truck has been delivered to JC Stewarts which costs \$49,863. The truck will be brought to Tenco for the installation of the dump body for \$35,594. B.

Ellis requested to purchase and install a spot light for \$500. The total cost of the truck is Total \$85,957. Motion by L. Courcelle to spend \$85,957 out of the New Highway Equipment Fund to purchase and F550 truck for \$49,863 and dump body with spotlight for \$36,094. Motion seconded by G. Wells and the Selectboard unanimously approved the motion.

B. Ellis also requested a chipper box \$3,475 and the Selectboard requested additional information.

Public Safety:

Law Enforcement Policies, Procedures and Best Police Practices The Selectboard and P. Douglas have reviewed and commented in the VLCT Law Enforcement Policies, Procedures and Best Police Practices Manual. The final review will be completed together to prepare for the Selectboard to adopt.

Portable Radio P. Douglas submitted a request for reimbursement of a portable radio that he purchased. The Selectboard denied the request due to budget constraints and discussed that they would reconsider if the expense was resubmitted after June 30th.

Mendon Emergency Response Trailer P. Douglas recommended dismembering the Mendon Emergency Response Trailer. The Selectboard will take the suggestion under advisement. Issue tabled.

Local Emergency Operation Plan P. Douglas will prepare for and submit for approval for the next meeting.

Employee Evaluations L. Courcelle and G. Wells agreed that G. Wells will be the contact person to complete the employee evaluation with P. Douglas for Officer B. Howard. P. Douglas submitted his evaluation as well as a self evaluation completed by Officer Howard. Selectboard comments will be discussed with P. Douglas within the next two weeks. The Selectboard will also move forward with working with B. Ellis for the Road Crew evaluations as well as complete the evaluation for the administrative employees.

Recreation Field Maintenance S. Tully recommended the Selectboard encourage the Recreation Committee to plan a meeting to discuss summer plans. Some maintenance issues include staining the playsets and dugouts that were installed in 2012 and install the basketball hoop that was purchased in 2012.

Appointment of Officers L. Courcelle moved the appointment of the following officers:

| <i>Position:</i> | <i>Appointment:</i> | <i>Term Expires:</i> |
|---|---------------------|----------------------|
| Road Commissioner (one year) | William Ellis | 3/31/16 |
| Road Commissioner Admin.(one year) | Sara Tully | 3/31/16 |
| Town Service Officer (one year) | Mary Ann Reich | 4/14/16 |
| Planning Commission (four years) | Bill Godair | 3/31/19 |
| Zoning Board | Jack Kennelly | 3/31/18 |
| Town Recreation (four years) | Betsy Reddy | 3/31/19 |
| | Dave Gleed | 3/31/19 |
| Cemetery Commission Chairman (one year) | Michael Barone | 3/31/16 |
| Emergency Management Director (two years) | Phil Douglas | 3/31/17 |
| E911 Coordinator (two years) | Sara Tully | 3/31/17 |
| Rutland Regional Planning Commission (three years) | Larry Courcelle | 3/31/18 |

| | | |
|------------------------------------|-----------------|---------|
| Regional Ambulance Service | Mary Ann Reich | 3/31/18 |
| Fence Viewers | Larry Courcelle | 3/31/16 |
| | Geoff Wells | 3/31/16 |
| | Justin Lindholm | 3/31/16 |
| Animal Control Officer/Poundkeeper | Rod MacCuaig | 3/31/16 |
| Tree Warden | William Ellis | 3/31/16 |

Motion of appointments seconded by G. Wells. The Selectboard unanimously approved the motion.

The Selectboard is looking for interested parties to fill the following vacancies:

| | | |
|---|---------|---------------------|
| Selectboard | Vacancy | until next election |
| Fire Warden | Vacancy | 1/31/17 |
| Zoning Board of Adjustment Alternates: | Vacancy | 3/31/17 |
| | Vacancy | 3/31/17 |
| Rutland Regional Transportation (three years) | Vacancy | 3/31/16 |
| Rutland County Solid Waste District Rep. | Vacancy | 3/31/16 |

Computer N. Gondella presented quotes for a new computer to be used by the Tax Assessor. Motion by L. Courcelle to spend \$600 out of the New Office Equipment to purchase a new computer with the balance to be spent out of the computer line item of the general budget. Motion seconded by G. Wells. The Selectboard unanimously passed the motion. The total cost of the computer with a separate software purchase is estimated at \$812.

There being no further business, L. Courcelle moved to adjourn the Selectboard Meeting at 8:47 PM. The motion carried.

Motion by L. Courcelle to convene the Liquor Control Board at 8:48 PM. Motion seconded by G. Wells. The motion passed unanimously.

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

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

Motion seconded by G. Wells. The motion passed unanimously.

There being no further business, L. Courcelle moved to adjourn the Liquor Control Board Meeting at 8:55 PM. The motion carried.

Date approved _____

Larry Courcelle

Sara Tully- Clerk

Geoff Wells