

# Town of Mendon

Selectboard

April 20, 2015

Members of the Selectboard present: Larry Courcelle, Geoff Wells

Town Officers and employees present: Sara Tully, Town Administrator, Bill Ellis, Road Commissioner, Nancy Gondella, Officer Manager/Bookkeeper, 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 add Fire Warden Appointment and Dog Bite to the agenda. Motion seconded by G. Wells. The Selectboard unanimously approved.

Minutes of Previous Meetings: L. Courcelle moved to approve the minutes of March 9, 2015 and March 23, 2015. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

## Administrative Matters

*Selectmen's Orders* were reviewed and signed.

*2014-2015 Budget* N. Gondella presented the year to date budget for the Selectboard to review. A detailed evaluation of expected revenue and expenses for year end was discussed. There are many areas of the budget that are over budget and expenses should be carefully monitored in anticipation for year end.

## Old Business

*Town Shop* The Mendon Historical Society asked the Selectboard for permission to install numbers indicating the year the Town Shop also known as the Old Town Hall was constructed. The Mendon Historical Society would like to increase awareness of the historical building. The Selectboard approved the request. The Mendon Historical Society will purchase and install the numbers for the outside of the building.

## *Report of Road Commissioner:*

*AOT Annual Financial Plan* The Selectboard adopted the AOT Annual Financial Plan at the last meeting on 3/25/15. S. Tully submitted the plan to the new District 3 Administrator, Brian Sanderson which instructed a different way of calculating the annual financial plan than the previous administrator. Motion by L. Courcelle to revoke the adoption of the plan approved on 3/25/15 for \$475,780 and to approve the Annual Financial Plan dated 4/20/15 for \$495,790. Motion seconded by G. Wells. The motion passed unanimously.

*State of Vermont Class 2 Roadway Grant and Structures Grant applications due 4/15/15* S. Tully and B. Ellis discussed two grant application they are preparing to submit to the State of Vermont. The first is a large culvert replacement on Wheelerville Road totaling \$ 95,000. The second is an application to replace a culvert at the intersection of Wheelerville Road and McLaughlin Falls for \$103,000.

*Better Back Road application due 5/15/15* S. Tully and B. Ellis will be submitting a project for ditching on Old Turnpike Road for this grant which will increase water quality within the Rutland City Watershed. This application will total \$10,000.

*Bridge 20 Outstanding Invoice* The State of Vermont claims the Town of Mendon never paid for bridges 14 and 20 that were constructed on Wheelerville Road in 1999. The town had 17 bank accounts in 1999 and the research will need to be conducted by hand. S. Tully and N. Gondella will look through the old financial boxes.

*Fire Warden* The Selectboard only received one letter of interest from Geoff Wells to fill the position of Fire Warden. The Fire Warden is appointed by the State of Vermont from candidates recommended by the Town of Mendon. Roy Prior resigned in March 2015 and the position has been posted for two months. Motion by L. Courcelle to recommend G. Wells be appointed by the State of Vermont the Fire Warden for the Town of Mendon. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

*Recreation Field Maintenance* S. Tully reported that the Recreation Committee has not yet scheduled a meeting. The list of things requiring maintenance or attention were reviewed. The Selectboard needs to make sure these will be attended to if the Recreation Committee does not make plans to perform some maintenance. L. Courcelle will attempt to schedule a meeting with the Recreation Committee.

*Employment Status* S. Tully and N. Gondella presented information about determining whether an employee is eligible to receive health benefits in 2016. The Selectboard agreed that the full time work force in Mendon remain at 5 employees and that all other positions are part time.

*Employee Evaluations* Employee evaluations will be completed in the next month.

Motion by L. Courcelle to enter Executive Session at 8:25 PM to discuss personnel with the Selectboard, S. Tully, P. Douglas, B. Ellis and N. Gondella present. Motion seconded by G. Wells. The motion carried. The chair declared the Board out of Executive Session at 9:30 PM.

*Local Emergency Operation Plan* P. Douglas presented the Local Emergency Operations Plan for Selectboard approval. The plan has been updated reflecting current personnel and contacts. Motion by L. Courcelle to adopt the Local Emergency Operations Plan dated 4/20/15. G. Wells seconded the motion and it passed unanimously.

There being no further business, L. Courcelle moved to adjourn the Selectboard Meeting at 9:50 PM. The motion carried.

Date approved \_\_\_\_\_

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Larry Courcelle

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Sara Tully- Clerk

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Geoff Wells