

TOWN of MENDON
www.mendonvt.org
NOTICE of TEMPORARY CLOSURE

In response to the COVID-19 pandemic, all Town buildings will be closed to the public until further notice. Town staff will remain available to assist citizens by phone, e-mail, U.S. Postal Service, and by appointment as warranted with preventive protocols in place.

- You will be asked to wash and/or sanitize your hands per CDC guidelines (20 seconds).
- Our restroom is for use only in an emergency and is to be sanitized after use.
- Office phones and computers are not available for public use.
- If you have a cough, are sneezing, have a fever or feel you have been exposed to someone who is exhibiting symptoms of any illness, stay home as recommended by the Center for Disease Control

Meetings of all boards will be held remotely in accordance with the Open Meeting Law.

WHAT IF I NEED SOMETHING?

Office staff will be working behind closed doors Monday through Thursday from 9:00 a.m. until 2:00 p.m. during this time to ensure vital functions of the Town can occur.

- **DOG LICENSES:** Dog license renewals have been extended to May 01. You can leave your payments and an updated copy of your rabies certificate for each dog in the mailbox (NO CASH!!) to the left of the door or send via USPS and we will mail back the new tags.
- **TAX BILL COPIES:** If you need a copy of your tax bill, please call or email us! We can e-mail copies to you or your tax preparer or mail them to you.
- **LAND RECORDS RESEARCH:** Our vault is available for research BY APPOINTMENT ONLY. The land records index from 2002 forward can be found on the Town Clerk's Office page of the Town website (www.mendonvt.org). The decision to come to our offices will be at your discretion. Wearing gloves will be required for the inspection of land records. We WILL NOT conduct research for anyone regardless of the current situation as we do not carry Title Insurance and could be held liable should incorrect documentation be mistakenly sent. If you have deed references (book/page required) you may request documents to be emailed to you with an invoice attached.
- **VOTER REGISTRATION** can be done online at <http://olvr.sec.state.vt.us>
- **TOWN MAPS** and **ASSESSOR** cards are available online at <https://www.axisgis.com/MendonVT/>

Town Office Phone Number is 802-775-1662

- Mendon Town Clerk (Nancy Gondella) email: mendonclerk@comcast.net
- Bookkeeper (Jesse Bridge) email: mendonbookkeeper@comcast.net
- Town Administrator (Sara Tully) email: mendonadmin@comcast.net
- Town Garage: 802-773-4402, Road Commissioner, Bill Ellis – 802-770-2169
- Constable (Phil Douglas): 802-345-5923 Zoning Administrator (Steve Cosgrove) – 802-775-0065
- Town Assessor (Spencer Potter): 802-496-9689

If you are in need of services or know someone who is, please call 2-1-1 for assistance.

If you need help or can help, please go to: www.rutlandmutualaid.com

Thank you for your co-operation and understanding. Please check on your neighbors. Support our local businesses and most importantly, be safe!