

Town of Mendon

Selectboard

April 27, 2020

Members of Selectboard present: Richard Wilcox, Geoff Wells

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Bill Ellis, Road Commissioner, Nancy Gondella, Town Clerk & Treasurer, Phil Douglas, Constable and Director of Public Safety, Teri Corsones, Mendon Planning Commission

Visitors present: Ann Singiser & Fred Bagley, Mendon Historical Society, Spencer Potter, Vermont Municipal Assessors

The Selectboard Meeting was called to order at 5:00 PM with all participants participating remotely.

In response to COVID-19, the Selectboard strongly encourages the public to participate in this meeting by video or teleconferencing. The public can follow the directions on the agenda and posted publicly on the Mendon website at www.mendonvt.org.

As Chair of the Town of Mendon Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

- a) Providing public access to the meeting by video with additional access offered through telephone. We are using Gotomeeting.com for this remote meeting. All members of the Selectboard have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by **joining the meeting from your computer, tablet or smartphone.**

<https://www.gotomeet.me/NancyGondella/selectboard-meeting-april-27-2020>

You can also dial in using your phone.

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- b) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access

the meeting using telephone and video in our posted meeting agenda. Instructions have also been provided on the town website at: www.mendonvt.org.

- c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please *e-mail mendonclerk@comcast.net* and
- d) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

Roll call: Richard Wilcox and Geoff Wells

Agenda: R. Wilcox moved to approve the agenda with the addition of FEMA. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Administrative Matters

Selectmen's Orders were reviewed. Motion by R. Wilcox to approve the General Fund pay order in the amounts of \$27,596.28, \$533.93 and \$242.00. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Motion by R. Wilcox to approve the Payroll Warrant for the period ending 04/18/2020 for a gross payroll amount of \$10,576.78. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of April 13, 2020. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Business

AT&T Status AT&T conducted the balloon test on Saturday April 25, 2020. The notification of the balloon test was received in the mail delivered on Monday, April 27, 2020 with a postmark of April 23, 2020. AT&T informed the Selectboard that they would be conducting the balloon test on April 25th. The Selectboard posted this information on the town's website and Facebook page to inform the public of corrected information as three different dates were published in the Rutland Herald. The Selectboard did not organize and dispatch town staff and officials to witness the balloon test as originally planned as it is a direct violation of the Governors Safe Home Stay Safe executive orders. The town encouraged the public to witness the balloon test

from their own property, but did not encourage the public to view the balloon from various places along public highways in Mendon. The Selectboard has repeatedly asked AT&T to request an extension from the Public Utility Commission to their May 6th deadline. The Selectboard directed S. Tully to again send this request to Will Dodge, representing AT&T from Downs, Rachlin and Martin PLLC. The Selectboard agreed to file a request for an extension with the PUC in order to allow the residents of Mendon the ability to express support or opposition to the project after the ability to review accurate information regarding the project. T. Corsones asked if she could reach out to Jim Porter that works for the state in advocacy. The Selectboard encouraged this contact.

Old Town Hall Park The request for proposal timeline was discussed in reference to the current executive orders issued by Governor Scott which have changed since the last Selectboard meeting. The Selectboard approved the request for proposal to be publicly advertised by May 1st, bids are due May 18th with a pre-bid meeting May 11th. Construction to be completed by September 15th.

COVID-19 Response & Town Government Operations

Financial Update N. Gondella reported that current expenses related to COVID-19 are \$8,500. Before the Town Office can be opened to the public, plexiglass will be installed at the counter. Hand sanitizer and thermometers are difficult to locate, but will be ordered.

Operations S. Tully presented an updated memo to employees regarding required COVID-19 training to be completed by May 4th as well as other required safety guidelines from Addendum 11 of the Executive Order. The Selectboard approved the memo for distribution.

VTel has offered a free router to allow for internet connections in the parking lot of the Town Office. N. Gondella will contact VTel for the specifics.

Tax Assessors Contract S. Potter had submitted a request for the town to request proposals for the 2020-2021. The Selectboard invited S. Potter to discuss this request as the budget has already been determined for the 2020-2021 fiscal year. S. Potter discussed that he has never been asked by the town to provide input into the budget process and he was unprepared to provide financial recommendations at this meeting. The Selectboard invited him to come back on May 11th to be able to discuss this issue further.

Rutland County Sheriff Contract The Selectboard is concerned about the 2020-2021 budget with anticipated decreased revenue and the possibility of the need to reduce expenses. The Selectboard requested D. Wilcox, P. Douglas and S. Tully to set up a meeting to discuss with Sheriff Fox. The term of the current contract ends June 30th.

Local Emergency Operations Plan P. Douglas presented the final version of the Mendon LEOP. Motion by D. Wilcox to approve the Local Emergency Operations Plan. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Dry Hydrant The Vermont Rural Fire Protection Task Force submitted an updated grant agreement for the dry hydrant replacement and installation at the Cortina Inn property. Motion by G. Wells to sign the grant agreement. Motion seconded by D. Wilcox. The Selectboard unanimously approved the motion. P. Douglas asked B. Ellis if he has estimated the cost of upgrades to the access of the Woodward Road Dry Hydrant. B. Ellis responded that he would provide this information before the next meeting. He needed to follow up with the Agency of Natural Resources.

CAI Tax Maps N. Gondella reported the cost for the tax map maintenance decreased by \$400.

Roadside Mower Memo of Understanding with Rutland Town The Selectboard reviewed the Memo of Understanding already agreed to before the purchase of the roadside ,mower with Rutland Town. Motion by D. Wilcox to sign the memo of understanding with Rutland Town regarding the use and repairs for the roadside mower. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

FEMA S. Tully presented the final costs included in the FEMA project worksheets for Medway, Culvert 07-32 and Culvert 07-42. The Selectboard approved the cost and authorized the town to approve them in the grants portal.

Motion by D. Wilcox to enter Executive Session at 6:56 PM to discuss a contract with the Selectboard, S. Tully and N. Gondella present. Motion seconded by G. Wells. The Chair declared the Board out of Executive Session at 7:10 PM. No action taken as a result of discussion the occurred in Executive Session.

There being no further business, R. Wilcox moved to adjourn at 7:10 PM. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Date Approved_____

Richard Wilcox

Sara Tully - Clerk of the Board

Geoff Wells