

Town of Mendon

Selectboard

June 22, 2020

Members of Selectboard present: Richard Wilcox, Geoff Wells, Scott Bradley

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Bill Ellis, Road Commissioner, Nancy Gondella, Town Clerk & Treasurer, Phil Douglas, Constable

Visitors present: Ann Singiser and Fred Bagley, Mendon Historical Society

The Selectboard Meeting was called to order at 5:05 PM with all present 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:

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.**

Selectboard June 22, 2020 Mon, Jun 22, 2020 5:00 PM - 7:30 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.

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- a) 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.
- b) 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
- c) 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, Geoff Wells and Scott Bradley

Agenda: R. Wilcox moved to approve the agenda with the addition of Elections and Mendon Recreation Area. Motion seconded by S, Bradley. The Selectboard unanimously approved the motion.

Administrative Matters

Selectmen's Orders were reviewed. Motion by G, Wells to approve payroll in the amount of \$12,400.51 for the period ending 06/13/2020. Motion seconded by S. Bradley. The Selectboard unanimously approved the motion. Motion by G. Wells to approve pay orders for the period ending 06/22/2020 in the amounts of \$12,313.22 and \$17,572.75. Motion seconded by S. Bradley. The Selectboard unanimously approved the motion.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of June 8, 2020 and June 15, 2020 meetings. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Business

Elections N. Gondella is recommending the office is closed to all other business besides the election. This will eliminate any additional people in the office while managing the election process. The Selectboard approved the request.

Town Hall Park Fence The Selectboard discussed the placement of a split rail fence in front of

the town Hall park. G. Wells supports the placement of the fence as a safety precaution. Motion by R. Wilcox to approve the construction of a split rail fence in front of the Town Hall Park. Motion seconded by G. Wells. The fence is intended to mirror the fence that is installed in front of the Town Office. The Selectboard unanimously approved the motion. Motion by R. Wilcox to assign Ann Singiser, Clerk of the Works, to oversee the installation of the historic panels and fence at the Town Hall Park. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

AT&T Status The Selectboard reviewed, commented and approved a letter to Rutland Regional Planning Commission opposing the AT&T Telecommunication facility.

COVID-19 Response & Town Government Operations S. Tully discussed the mandatory quarantine requirements under Governor Scott's Executive Order when returning to Vermont from out of state. S. Tully provided an overview of an employer's responsibility to pay an employee that must quarantine under the FFCRA Emergency Paid Sick Leave Act. Mandatory quarantine is a qualifying condition under the act and the act does not take into account the circumstances that led to the need for quarantine. Employees may quarantine for 7 days and get tested and return to work after receiving a negative result or quarantine for 14 days. The Selectboard agreed to provide further clarification of the existing vacation policy that vacation time will not be approved if traveling out of state that will require a mandatory quarantine upon the employees return to VT. Employees will complete a written request to use vacation time to be pre-approved. The Selectboard discussed also informing elected and appointed officials not to come to the Town Office if they have travelled outside of Vermont and are required to quarantine when they return.

Vermont Local Government Resolution Motion by R. Wilcox to sign the Vermont Local Government Resolution. Motion seconded by S, Bradley. The Selectboard unanimously approved the motion.

Appropriations The Selectboard has received a request to consider waving the petition requirements for requesting appropriation funding for Town Meeting 2021. The Selectboard has required a petition signed by 5% of the voters (approximately 45 signatures) in order for an appropriation request to be warned on the ballot for town meeting. There is a concern of exposure to COVID-19 in obtaining petition signatures. There was a lengthy discussion of the potential impacts of waving the petition requirement. There is also a possibility that the state will amend this requirement. The Selectboard recognized a need to clarify the existing appropriation

request procedure with a written policy and also consider making an amendment for one year based on the COVID19 pandemic. No decision was made, but the Selectboard committed to making a clarification before the August primary.

Rutland County Sheriff Contract Motion by R. Wilcox to approve and sign the contract with Rutland County Sheriff to provide coverage for 32 hours per week at \$44.52 per hour with a certified Level III Deputy Sheriff. Motion seconded by S. Bradley. The Selectboard unanimously approved the motion.

Dry Hydrant Update P. Douglas provided a detailed update on the project status currently under construction. Construction is estimated to be complete by Friday. The Woodward Road Dry hydrant was discussed. The state will not require a wetland permit to construct a 250 square foot access and brush cut 5 feet on either side of the pipe. The Selectboard agreed this work can be completed by the town. Material used for the turnout will be paid for from the Public Safety Reserve Fund. It is suspected a neighboring property weed wacked the open area of the lot owned by the town. The Selectboard directed S. Tully to follow up with a letter prohibiting any type of maintenance on the lot as it could be a violation of the wetland designation.

Highway Inventory Update B. Ellis reported Steve Shield, RRPC is finalizing the inventory and will be entering it into the states culvert inventory. The RRPC will conduct some training for B. Ellis and S. Tully to keep the inventory current and updated.

KnowBe4 Security Awareness Training Issue tabled until the next meeting.

Vacation Schedule S. Tully presented the hours each employee intends to roll over into the next fiscal year. The Personnel Policy allows for up to one week of vacation time to be carried over. All employees will be within that except for one. R. Wilcox discussed the challenges of taking vacation time during the COVID pandemic and with six public meetings scheduled in June. The Selectboard agreed to make an exception to the Personnel Policy for one year only. Motion by R. Wilcox to approve the remaining balance of vacation time to be carried over to the next fiscal year. Motion seconded by S. Bradley. The Selectboard unanimously approved the motion.

Mendon Recreation Area A request was received by Rutland County Little League to use the Mendon Recreation Area for practices and games. At the June 8th Selectboard Meeting the Board agreed to allow the use of the field with a Mendon Recreation Area Facility Use Agreement. The agreement would require the Rutland County Little League to place a porta

potty at the field and provide an outline of how the program will meet all safety requirements imposed by the Governor Scott's Executive Orders. The RCLL program did not feel they could meet the disinfectant requirement of the porta potty between uses and therefore declined to use the field if this remained a requirement. The Selectboard discussed and were unwilling to waive the requirement to provide a porta potty at the field.

There being no further business, R. Wilcox moved to adjourn at 6:36 PM. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Date Approved_____

Richard Wilcox

Sara Tully - Clerk of the Board

Geoff Wells

Scott Bradley