

# Town of Mendon

## Selectboard

September 14, 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

Visitors present: Larry Courcelle, David Wolk

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](http://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 September 14, 2020  
Mon, Sep 14, 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](http://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

Agenda: R. Wilcox moved to approve the agenda with the addition of Noise Ordinance, Septic Grinder Pump at the Town Office, Everyone Eats Food Distribution Program, Employee Manual and Selectboard Vacancy and delete Tax Sales, Helvi Hill Road due to no current update.

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

#### Announcement

The Town of Mendon is accepting applications for a Highway Maintenance/Equipment Operator and Building/Grounds Maintenance. This is a full-time position. Information can be found on the town website at [www.mendonvt.org](http://www.mendonvt.org).

#### Administrative Matters

*Selectmen's Orders* were reviewed. Motion by R. Wilcox to approve pay orders for the period ending 9/5/2020 in the amounts of \$28,646.64, \$2,033.93 and \$18,095.00. Motion seconded by G. Wells. The Selectboard unanimously approved the motion. Motion by R. Wilcox to approve payroll for the period 9/5/2020 in the amount of \$9,387.60. Motion seconded by G. Wells. The motion passed unanimously.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of August 19, 2020 and August 24, 2020. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

## Business

*Irene 10 Year Anniversary* The Selectboard recognizes the significant impact that Tropical Storm Irene had on Mendon and Vermont. Next year marks the 10<sup>th</sup> anniversary of this event and the Selectboard agreed the event and key people instrumental in Mendon and the State of Vermont's recovery should be recognized. The Selectboard agreed to form the Irene Recognition Committee.

*Animal Control Ordinance/Noise Ordinance* The Animal Control Ordinance and Noise ordinances were discussed as they relate to regulating chickens not staying on owners property and the crowing of roosters. Currently the Animal Control Ordinance does not regulate chickens. S. Tully will follow up with VLCT regarding the authority to regulate chickens in either ordinance. The Noise Ordinance was also discussed in regards to disturbances of the peaceful enjoyment of a property regarding the use of a neighbor using a loudspeaker or blowhorn. G. Wells reported that Rutland County Sheriff considers Mendon's ordinance weak compared to other towns. G. Wells will look into Mendon's ordinance compared to other towns.

*VLCT Annual Meeting Voting Delegate* The Selectboard decided not to participate in VLCT's annual meeting.

*COVID-19 Response & Town Government Operations* The town received a request from the Recreation Committee to look at opening up the play structures at the Mendon Recreation Area. S. Tully stated the last time the Selectboard discussed this issue the guidance from the State was to provide hand sanitizer to the users. S. Tully will look into whether this guidance has changed. N. Gondella informed the Selectboard COVID expenses may be reimbursable by the State up to \$3,300 with Cares Act funding without having to go through FEMA first. The Selectboard agreed the Town should submit expenses eligible for reimbursement.

*Employee Schedules* N. Gondella discussed J. Bridge's schedule continuing to work from 12-5 PM Monday through Thursday for at least the next two weeks. This schedule began on 9/8/20. In accordance with the Family First Coronavirus Response Act the Selectboard authorized compensation at 32 hours per week. S. Tully discussed her schedule that includes working remotely for her normally scheduled 30 hours per week. R. Wilcox commended the staff for everything the employees are doing in response to working through the pandemic.

*Municipal Grants -Digitization* N. Gondella reported the State received 123 applications and

they approved all but 3 of them. The contractor will start scanning the land records and will be utilizing the conference room.

*Equipment Grant* The letter of intent has been submitted for a grant to purchase a blower. B. Ellis is still obtaining quotes for the blower to present to the Selectboard. S. Tully will contact Rutland regional Planning Commissioner to see if there is a timeline to let us know if we have in fact received a grant for this purchase.

*AT&T* The Selectboard directed S. Tully to request an update from legal counsel. The town has until October 2<sup>nd</sup> to submit comment on the current AT&T submissions. The Selectboard would like the Planning Commission and Zoning Board of Adjustment to submit comments prior to the September 28<sup>th</sup> Selectboard Meeting.

*Mendon Recreation Area Facility Use Agreement* Motion by R. Wilcox to waive the fees for the Bartow Youth Club to utilize the Mendon Recreation Area for the Fall sport season. Motion seconded by G. Wells. The motion passed.

*Septic Grinder Pump at the Town Office* N. Gondella reported one of the two grinder pumps for the septic system at the town office needs repair or replacement. The Selectboard authorized N. Gondella to have the grinder pump serviced to determine what is needed.

*Everyone Eats Food Distribution Program* G. Wells asked if the town was involved in the Everyone Eats Food Distribution Program. S. Tully reported the program pays restaurants \$10 for meals ready to deliver and ask volunteers to distribute to those with food insecurities or people effected by the pandemic. S. Tully reported that to date neither P. Douglas, Director of Emergency Management & Constable or she in her role as Health Officer have received any request for services. S. Tully will reach out to Mendon business to make sure they know about the program in case they wish to participate.

*Employee Handbook* G. Wells requested when we will get a chance to look at the Employee Handbook. S. Tully reported the Mendon Personnel Policy and Rules Handbook needs to be updated and has been identified on the Selectboard Goals and Objectives. The project will entail research and advice from the Vermont League of Cities and Towns as well as private legal counsel. There have been multiple updates since its original adoption as labor laws have changed. S. Tully will email the Selectboard a copy of the Personnel Policy and Rules handbook.

*Selectboard Vacancy* Scott Bradley submitted a resignation as a member of the Selectboard and as the Cemetery Commissioner effective 9/14/20. Mendon will post the vacancy and accept letters of interest to be appointed to fill the vacancy until March 2021 unless otherwise petitioned.

*Rutland Regional Planning Commission* The RRPC is submitting a consortium application for a Municipal Planning Grant that would support the scoping and development of an interactive map of the Rutland Region, which would organize information and data on: trails (biking/hiking), downtowns, village centers, historical points of interest, museums, and art studios. The greater end goal being to actively support tourism within the region through better information accessibility supported by the proposed ‘Be a Local Tourist’ program. The RRPC will keep the website active and relevant after the grant. Motion by R. Wilcox to support the consortium application for a Municipal Planning Grant to create an interactive map of the Rutland Region. Motion seconded by G. Wells. The motion passed.

Seth Bridge has been appointed by the State as the Fire Warden in Mendon. Geoff Wells resigned the position. All contact information is available on the Town website as well as copies of the Mendon Burn Permit.

There being no further business, R. Wilcox moved to adjourn at 6:30 PM. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Date Approved \_\_\_\_\_

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Richard Wilcox

\_\_\_\_\_  
Sara Tully - Clerk of the Board

\_\_\_\_\_  
Geoff Wells