

Town of Mendon

Selectboard

October 13, 2020

Members of Selectboard present: Richard Wilcox, Geoff Wells

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

Visitors present: Hal Rosenzweig

The Selectboard Meeting was called to order at 8:30 AM 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 Meeting

Tue, Oct 13, 2020 8:30 AM - 10:00 AM (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

Agenda: R. Wilcox moved to approve the agenda with the addition of Mendon History Panels. 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. The Town of Mendon is also accepting applications for a part time Highway Maintenance/Equipment Operator seasonal position from November 2020 to March 2021.

There is a vacancy on the Selectboard. Interested parties should submit a letter of interest to Sara Tully, Town Administrator at mendonadmin@comcast.net

Administrative Matters

Selectmen's Orders were reviewed. Motion by R. Wilcox to approve payroll for the period ending 10/3/2020 in the amount of \$9,315.52. Motion seconded by G. Wells. The Selectboard unanimously approved the motion. Motion by R. Wilcox to approve orders for period ending 10/12/20 for \$58,193.59 and \$120,379.04. Motion seconded by G. Wells. The motion passed unanimously.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 9/28/20 & 10/2/20. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Business

Grants in Aid FY21 letter of Intent S. Tully reported that the request to purchase a blower from the Grant in Aid Equipment Grant was not awarded but rather placed on a waitlist. The Selectboard approved submitting the Grants in Aid letter of Intent for FY 21. The Selectboard will sign the letter and S. Tully will submit before October 30th.

Animal Control Ordinance/Noise Ordinance Issue tabled.

Timeline of budget 21-22 S. Tully discussed the timeline for the budget process in November and December. The Selectboard will request Department Head input for the November 9th meeting. S. Tully reported that we received health insurance rates from both MVP and BCBS last week. G. wells recommended waiting to discuss health insurance until the Selectboard meeting after the election.

Personnel Policy Regarding Acceptance of Gifts N. Gondella received a \$100 gift card as a thank you from Cots for her assistance with the scanning of land records project. The Personnel Policy and Rules Handbook limits the receipt of gifts to \$25. The Selectboard unanimously approved that N. Gondella is able to keep the gift presented to her by Cots for her assistance with the project.

Road Crew Opening 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. The Town of Mendon is also accepting applications for a part time Highway Maintenance/Equipment Operator seasonal position from November 2020 to March 2021. S. Tully discussed that she is working with the Department of Labor to find qualified candidates for the positions.

Tax Sales N. Merrill presented letters and request to hire Chris Corsones to handle 6 properties to go to tax sale. The Selectboard questioned whether all costs will be included in the opening bid including costs for previous tax sales in which the property did not sell. It was unclear whether these amounts were in fact rolled forward along with whether the town expended funds to pay the attorney to conduct the tax sale previously. N. Gondella will clarify the procedure with the Vermont League of Cities and Towns and confirm what was paid to the attorney for previous tax sales that had no bids.

Selectboard Vacancy There is a vacancy on the Selectboard. Letters of interest in filling the vacancy can be sent to S. Tully at mendonadmin@comcast.net. Hal Rosenzweig attended the Selectboard meeting to consider filling the position until Town Meeting in March 2021.

COVID-19 Response & Town Government Operations

Technology The Selectboard discussed the ability for elected officials and town staff to participate in remote meetings, trainings and field work and to evaluate need for additional town computers in response to the COVID 19 pandemic. N. Gondella will gather cost estimates for an additional laptop and S. Tully will determine technology needs for field work.

Employee Schedules S. Tully reported effective October 19th the Barstow School schedule will change to in person learning for K-8th grades full days everyday except Wednesday is remote learning. Pre-school remains on the same schedule Monday, Wednesday and Friday. J. Bridge will continue on an amended schedule around the school schedule. S. Tully will remain on a full schedule working remotely.

Personnel Complaint Motion by R. Wilcox to enter Executive Session at 9:08 AM to discuss personnel with the Selectboard, S. Tully and N. Gondella present. G. Wells seconded the motion and the motion passed. The Chair declared the Board out of Executive Session at 9:35 AM.

No action taken as a result of the discussion regarding a complaint about personnel. Issue tabled until further information is submitted.

There being no further business, R. Wilcox moved to adjourn at 9:40 AM. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Geoff Wells