

Town of Mendon

Selectboard

October 26, 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, Nancy Merrill, Delinquent Tax Collector, Steve Cosgrove, Zoning Administrator, Phil Douglas, Constable.

Visitors present: None

The Selectboard Meeting was called to order at 5:00 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 Meeting

Mon, Oct 26, 2020 5:00 PM - 7:00 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

Agenda: R. Wilcox moved to approve the agenda. 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 10/17/2020 in the amount of \$9,409.10. Motion seconded by G. Wells. The Selectboard unanimously approved the motion. Motion by R. Wilcox to approve orders for period ending 10/26/20 for \$1,104,111.07 and \$9,703.20. Motion seconded by G. Wells. The motion passed.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 10/13/20. Motion seconded by G. Wells. The motion passed.

Business

Tax Sales N. Merrill addressed the Selectboard requesting to hire Chris Corsones to conduct tax sales for 6 properties. Each property was reviewed with what is owed to the town. The Selectboard approved N. Merrill's request. The Town of Mendon will not make the opening bid. All expenses owed to the town including expenses from previous tax sales is expected to be the minimum bid on the property. N. Merrill verified with the Selectboard that the attorney's fees will be paid by the town if there are no bidders at the tax sale. The Selectboard agreed and confirmed these costs would carry forward with the property in the amount due to the town.

Health Insurance 2021 S. Tully presented 2021 health insurance rates. Rates increased 1.75% for 2021. If the Selectboard continues with the same funding options the overall exposure for health insurance cost is \$5,174 lower than last year. However, if all employees took full advantage of the insurance offered to them it would increase the budget by 47%. S. Tully requested the Selectboard make a decision regarding health insurance by the next Selectboard meeting in order for employees to evaluate their options.

Budget 21-22 S. Tully presented the first draft of the 2021-2022 budget. Department heads are requested to submit input at the next Selectboard Meeting. S. Tully will send the request to submit budget input to her prior to the meeting for incorporation in the draft budget. The Selectboard will discuss the budget for the next four Selectboard Meetings.

Holiday Appreciation Dinner In lieu of the holiday dinner this year, S. Tully suggested providing elected and appointed officials and town employees with gift certificates to local Mendon restaurants. It is not appropriate for the town to gather in the midst of the pandemic, but the town would not be able to run without volunteer hours with a strong dedication to the town. The Selectboard approved the proposal.

Road Crew Opening S. Tully provided an update on the search for a qualified candidate to fill the open position. The Selectboard discussed options of filling the vacancy with a part time seasonal position as well.

Selectboard Vacancy Hal Rosenzweig decided not to fill the position. The Selectboard is looking for a Mendon voter to fill the vacancy on the Selectboard. Interested parties can submit letters of interest to S. Tully at mendonadmin@comcast.net.

COVID-19 Response & Town Government Operations N. Gondella reported the State of Vermont was increasing State Aid to Highways by \$11,800 to assist with COVID 19 expenses. The Selectboard discussed with B. Ellis plans to continuing operations in the case of illness this winter. S. Tully reported there is a roundtable discussion with Vermont Local Roads to discuss this issue and other effecting

municipalities on November 4, 2020. N. Gondella reported she purchased one additional laptop as a response to COVID remote meetings and remote work.

Elections N. Gondella received an update on the preparations for the election. To date she has received approximately 440 early voting ballots.

Personnel Complaint Motion by R. Wilcox to enter Executive Session at 6:02 PM to discuss personnel with the Selectboard, S. Tully and S. Cosgrove present. Motion seconded by G. Wells and the motion passed. The Chair declared the Board out of Executive Session at 6:45 PM.

No action taken.

There being no further business, R. Wilcox moved to adjourn at 7:00 PM. Motion seconded by G. Wells. The Selectboard approved the motion.

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Geoff Wells