

Town of Mendon

Selectboard

November 23, 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, Teri Corsones, Planning Commission

Visitors present: Larry Courcelle, Val Taylor

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 11-23-20

Mon, Nov 23, 2020 5:00 PM - 7:00 PM (EST)

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 Structures Grant 07-61. 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.

Administrative Matters

Selectmen's Orders were reviewed. Motion by R. Wilcox to approve orders in the amounts of \$239,820.86 for period ending 11/19/20 and to approve payroll in the amount of \$9,408.18 for the period ending 11/14/2020. Motion seconded by G. Wells.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 11/9/20. Motion seconded by G. Wells. The motion passed.

Business

Selectboard Vacancy The Selectboard received two letters of interested to fill the vacancy on the Selectboard submitted by Val Taylor and Larry Courcelle. The Selectboard is charged with appointing an individual to serve on the Selectboard until the next election in March 2021. At which time two Selectboard seats will be up for election a two year term and a three year term.

V. Taylor and L. Courcelle expressed interest in running for a term in March 2021. R. Wilcox thanked both of them for expressing interest to serve on the Selectboard and encouraged both to run in March. R. Wilcox moved to appoint L. Courcelle to the Selectboard until the next election. The motion was not seconded. A discussion ensued as to the procedure for filling the vacant seat if the Selectboard did not appoint someone to fill the vacancy. S. Tully informed the Board the Town would warn a Special Election to fill the vacancy. G. Wells seconded the motion on the floor to appoint L. Courcelle. The motion passed. L. Courcelle will become an official member of the Selectboard upon taking the Oath of Office with Town Clerk, Nancy Gondella.

Community Visit S. Tully reported that she and Judy Barone reached out to former members of the Community Visit Steering Committee and volunteers and received enough continued interest to start up the project again. The Community Visit was abruptly postponed because of the onset of the COVID-19 pandemic in March. The Vermont Council on Rural development is willing to assist Mendon in implementing a hybrid version of the Community Visit Program. Anyone interested in taking a leadership roll in the planning for this dynamic program of civil engagement, please contact Sara Tully at mendonadmin@comcast.net or 802-558-3935.

Budget 21-22 & Reserve Funds The Selectboard conducted a lengthy review of the 2021-2022 proposed budget.

COVID-19 Response & Town Government Operations- COVID is sharply on the rise in VT. The Selectboard conducted an Emergency Meeting on November 17, 2020 to amend safety plans and procedures to comply with the Executive Order. Municipal Operations have been amended to maximize remote work. All municipal operations are fully functional. The town continues to work on the Continuity of Operations Plan. All departments are recommended to plan a depth of personnel in each vital role three people deep. A COVID-19 memo regarding new safety procedure was sent to all employees & officials

Due to COVID-19, the legislature has authorized Town Meeting to be conducted remotely and budgets to be approved by Australian ballot. N. Gondella stated this decision must be made at least 30 days before Town Meeting, but recommended it be made now so town officials can start getting the word out. Motion by R. Wilcox to vote the 2021-2022 municipal budget by Australian ballot in March 2021. Motion seconded by G. Wells. The motion passed.

Rutland City Fire Department False Alarms P. Douglas discussed excessive false alarms in which the Rutland City Fire Department have been required to respond. The calls are a gross waste of time and resources. Violation notices of the False Alarm Ordinance will be sent for

reimbursement by the property owners.

Hazard Mitigation Grant Letter of Intent The letter of intent is due 12/4/20 to update the plan which expires July 2022. Motion by R. Wilcox to accept and sign the letter of intent which agrees the town has matching funds in the amount of \$2,537.50 for the plan update. These funds will be spent from the Public Safety Fund. Motion seconded by G. Wells. The motion passed. R. Wilcox will sign the letter.

Road Crew Opening Motion by R. Wilcox to hire Daniel Hendee to fill a seasonal part-time position as Highway Maintenance and Equipment Operator at \$18.00 per hour. The position will start immediately upon completion of new hire requirements and will end in April 2021. Motion seconded by G. Wells.

Personnel Complaint Motion by R. Wilcox to enter Executive Session at 6:37 PM to discuss personnel with the Selectboard and S. Tully present. Motion seconded by G. Wells. The Selectboard passed the motion. The Chair declared the Board out of Executive Session at 6:43 PM

There being no further business, R. Wilcox moved to adjourn at 6:49 PM. Motion seconded by G. Wells. The Selectboard approved the motion.

Date Approved_____

Richard Wilcox

Sara Tully - Clerk of the Board

Geoff Wells