

Town of Mendon

Selectboard

January 14, 2021

Members of Selectboard present: Richard Wilcox, Geoff Wells, Larry Courcelle

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Jesse Bridge, Bookkeeper

Visitors present: None

The Selectboard Meeting was called to order at 5:30 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.**

- 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*.
- 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.

Special Selectboard Meeting
Thu, Jan 14, 2021 5:30 PM - 6:30 PM (EST)

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

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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, Larry Courcelle

Agenda: R. Wilcox moved to approve the agenda. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Business

2021-2022 Budget discussion and finalization for presentation to the voters at Town Meeting

2021 G. Wells recommended a change in the budget for zoning permit income. Currently the proposed budget is at \$1,400 and the recommendation is to increase it to \$4,000. The Selectboard agreed to the change. S. Tully provided an overview of payroll taxes and retirement calculations based on the decided budgeted salaries. The Town Administrator's hours increased annually from 1560 to 1690 to be used as needed throughout the year. The vacant highway position was also budgeted to hire an Assistant Road Commissioner and Equipment Operator. The proposed budget with these changes results in an increase of \$23,759 or 2%. Motion by L. Courcelle to set the 2021-2022 budget at \$1,211,999 to be presented to the voters at Town

Meeting 2021. Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion. The Selectboard discussed the surplus from the 2019-2020 year end. \$55,109 was used as a cash balance forward to the 2020-2021 reducing the amount to be raised by taxes. The Selectboard discussed asking the voter via an Article at Town Meeting to use \$25,000 in surplus funds for the 2021-2022 to offset the 2% increase reducing the amount to be raised by taxes. An additional Article would be warned to put the remaining surplus funds from 2019-2020 in the Contingency Fund. N. Gondella will determine the exact surplus amount remaining.

Town Meeting 2021 N. Gondella attended a training regarding how the warning for Town Meeting would change for this year and provided an overview for the Selectboard. N. Gondella recommended a post card mailing requesting a ballot is preferred, not mailing ballots to the entire voter checklist. It has been recommended the school districts coordinate with their municipalities which voting option would be implemented by the school district and municipalities. N. Gondella requested use of the Town Garage for in person voting and counting. The Selectboard authorized N. Gondella to coordinate the system of sending ballots with the Town of Chittenden and the Barstow Unified Union School District.

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

Date Approved _____

Richard Wilcox

Sara Tully - Clerk of the Board

Geoff Wells

Larry Courcelle