

# Town of Mendon

## Selectboard

January 25, 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, Bill Ellis, Road Commissioner, Phil Douglas, Constable

Visitors present: Gordon Stake, Imants Smildzins, Elizabeth Swett

The Selectboard Meeting was called to order at 5:31 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**.

- 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.

Selectboard Meeting  
Mon, Jan 25, 2021 5:30 PM - 7:30 PM (EST)

**Please join my meeting from your computer, tablet or smartphone.**  
<https://global.gotomeeting.com/join/789050949>

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**Access Code:** 789-050-949

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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 delete the YTD financial update as that was provided at the last meeting and approve the rest of the agenda items. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

#### Announcement

The Town of Mendon is accepting applications for an Assistant Road Commissioner- Highway Maintenance/Equipment Operator and Building/Grounds Maintenance. This one 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 January 25, 2021 for \$15,693.59 and \$1,282.78. Motion seconded by G. Wells. The Selectboard unanimously approved the motion. Motion by R. Wilcox to approve payroll in the amount of \$11,112.39 for the period ending January 25, 2021. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 1/11/21 and 1/14/21. Motion seconded by G. Wells. The motion passed.

#### Public Comment

P. Douglas discussed a Firearms Discharge Ordinance that he proposed to the Selectboard in 2015. The Selectboard elected not to pursue adoption at that time. Residents attended the Selectboard meeting to request the Selectboard reconsider the ordinance for the health, safety and welfare of the town. The Selectboard supported engaging in the adoption process and present the ordinance for public hearing and adoption.

#### Business

*Town Report 2020* S. Tully discussed the status of the Town Report. The Selectboard will approve the final draft of the Highlights and Objectives report by the end of the week. A recap of how the town responded to the COVID-19 pandemic will be included in this report.

*Town Meeting 2021* The Selectboard reviewed and discussed the Articles for Town Meeting 2021. All articles will be voted by Australian ballot. There will be an informational meeting

conducted virtually on March 1<sup>st</sup> at 6 PM with the polls open on March 2<sup>nd</sup> from 8 am to 7 pm. Voting will take place at the Town Garage. A request can be submitted to the Town Clerk for a ballot to be mailed to a voter. A post card will be mailed to the voter checklist with directions to request a ballot be sent by mail. The Notice of Informational Meeting was reviewed and approved. The Notice includes directions on the link to the virtual meeting and the agenda mirrors the warned articles to be voted on March 2<sup>nd</sup>. The Notice, proposed budget and the Warning will be mailed to the voters.

*COVID-19 Response & Town Government Operations* COVID numbers remain elevated in Vermont. The Continuity of Operations Plan continues to be developed. G. Wells inquired about the status of creating the centralized plan. S. Tully informed the Selectboard they previously decided each department would update their section of the plan. This started with the Town Clerk, Town Treasurer and Bookkeeper positions. N. Gondella will distribute the draft she had updated.

*Woodward Road Update* R. Wilcox reported a site visit was conducted on Woodward Road to locate the property lines for the properties around the Dee Run pond. It is clear the access to the pond that was cleared last year was located on Town property. The Town will reach out to Zapata Courage, ANR to determine what is required from the town to continue to allow the adjacent property owner to repair the damage caused last year. It was clear to R. Wilcox that the property owner has access to the pond in a different location than what was cleared last year.

*Personnel Issue* Motion by R. Wilcox to enter Executive Session at 6:55 PM to discuss personnel with the Selectboard, S. Tully and P. Douglas present. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion. The Chair declared the Board out of Executive Session at 7:29 PM.

There being no further business, R. Wilcox moved to adjourn at 7:29 PM. Motion seconded by G. Wells. The Selectboard approved the motion.

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

\_\_\_\_\_  
Richard Wilcox

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Sara Tully - Clerk of the Board

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

\_\_\_\_\_  
Larry Courcelle