

Town of Mendon

Selectboard

April 12, 2021

Members of Selectboard present: Richard Wilcox, Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer, Nancy Gondella, Town Clerk & Treasurer, Bill Ellis, Road Commissioner, Phil Douglas, Constable, Steve Cosgrove, Zoning Administrator, Liam Fracht-Monroe, Recreation

Visitors present: H. Rosenzweig, A. Cristelli, B. Limpert, B. Fitzsimmons, B. Yates, J. Ruth, M. Ruth, G. Stake, C. Gates, unidentified callers.

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* 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, Apr 12, 2021 5:30 PM - 6:00 PM (EDT)

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, Larry Courcelle, Val Taylor

Agenda: R. Wilcox moved to approve the agenda with the addition of the approval of the 3-26-21 minutes to the agenda. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Mendon on the Move – Community Visit Program April 21th! Learn more about the process and register to attend at: bit.ly/MendonOnTheMove Everyone is welcome!

Administrative Matters

Selectmen's Orders were reviewed. Motion by R. Wilcox to approve pay orders for 4/12/21 for \$533.93 and \$1,101,430.50 and to approve payroll in the amount of \$15,806.58 for the period ending 03/20/2021. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion. N. Gondella stated the approval of the 4/6/21 payroll will be on the agenda for the next meeting.

Policy Overview – The Conflict of Interest and Ethical Conduct Policy adopted in 2019 was reviewed by the Selectboard.

2021-2022 Goals and Objectives S. Tully presented the 2021-2022 Goals and Objectives to the Selectboard with tasks and projects to be prioritized highlighted. The Selectboard will further discuss the prioritization of tasks at the next meeting.

Financial Update N. Gondella provided year to date financials to the Selectboard. The Selectboard tabled the review until the next meeting.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 3/23/21 and 3/26/21. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Public Comment No public comment.

Business

Mendon on the Move Mailing The Selectboard thanked Larry and Wanda Courcelle for completing the post card mailing for the Mendon on the Move Community Visit.

Recreation L. Fracht-Monroe reported the Recreation Committee met and provided the Selectboard with an update on discussions. The Recreation Committee is working with the Barstow Youth Club to determine field use this spring for their programs. The town has also received a request by the Rutland County Little League to also use the field this spring and summer. Mendon Recreation Area Facility Use Agreements will need to be executed for both organizations. L. Fracht-Monroe reported their will be no access to the Mendon maintenance shed. S. Tully clarified the storage shed is owned by the Town of Mendon and historically has allowed the BYC to store equipment in the shed. The recreation Committee requested to reopen the playground structures after posting the required signage.

Zoning Violations and Use of the Town Office S. Cosgrove attended the Selectboard meeting and provided an update on two zoning violations. The Selectboard addressed direction in both cases. The Selectboard clarified the Zoning Administrator should carry out his duties to conduct an onsite site inspection accompanied by P. Douglas, Constable. COVID-19 safety protocol must be followed by wearing a mask when in the presence of others. The Selectboard also confirmed the service of the Notice of Zoning Violation can be served by P. Douglas, Constable accompanied by a Rutland County Sheriff. S. Cosgrove also requested unrestricted access to the Town Office to carry out his duties of Zoning Administrator. S. Tully explained the Town of Mendon is operating under the guidance of the Be Smart, Stay Safe order by the Governor as well as the safety protocol determined by the Mendon Continuity of Operations Plan to ensure essential municipal operations continue. Currently S. Cosgrove has access to the Town Office M-TH after 5 PM, all day Friday, Saturday and Sunday as long as another Town official is not already present in the building. These are the same restrictions as all other municipal offices other than the Town Clerk and her Assistant Clerk. The Selectboard agreed

to allow S. Cosgrove to set additional office hours one additional morning or afternoon per week. N. Gondella, Town Clerk will need to refrain from scheduling vault research at the same time as S. Cosgrove's office hours in order to maintain the limited occupancy of the building as per the Governor's order. L. Courcelle will coordinate the schedule with S. Cosgrove and N. Gondella.

COVID-19 Guidance S. Tully provided to the Selectboard an updated draft memo to employees and Town Officials of the COVID-19 safety guidance in accordance with update #48 issued April 2, 2021 to the Be Smart, Stay Safe Order. The Selectboard approved the memo with guidance to allow J. Bridge and N. Gondella to resume operations together at the Town Office Monday through Thursday.

VLCT American Rescue Plan Act (ARPA) Coordination and Assistance Program It is expected financial assistance will be sent directly to the Town in June. There are specific restrictions on how the Town can use this money. VLCT and RRPC will be providing guidance for municipalities. Coronavirus Relief Funds can be used: ▪ To respond to the pandemic or its negative economic impacts, including assistance to households, small businesses and non-profits, or aid to impacted industries such as tourism, travel and hospitality; ▪ To provide premium pay for essential workers; ▪ To replace revenue lost compared to the most recent full fiscal year prior to the pandemic; or ▪ To make investments in water, sewer, or broadband infrastructure. N. Gondella attended a teleconference with Senator Sanders and learned the municipality will be able to use these funds for building safety modifications, digitization of land records, outdoor notice boards and deferred maintenance on recreation facilities. The Town will learn more specifics in the weeks to come.

Local Emergency Operations Plan P. Douglas reported the draft Local Emergency Operations Plan is complete. S. Tully reported she has submitted additional information and comments to P. Douglas. S. Tully will distribute a copy of the Local Emergency Operations Plan with her comments to the Selectboard. The Local Emergency Operations Plan will be adopted by the Selectboard at the next meeting.

Firearm Discharge Ordinance S. Tully provided an overview of the Public Hearing and next steps for the Selectboard. The Selectboard met with the State Police to discuss enforcement of the proposed ordinance and to discuss in general the response of the State Police to Mendon. The Selectboard also determined the need to have similar conversations with the Game Warden and the Rutland County Sheriff as they too respond to Mendon. To date meetings with the Game Warden or Rutland County Sheriff have not been scheduled. P. Douglas offered to coordinate these meetings. The Selectboard designated L. Courcelle to represent the Selectboard in these meetings. In addition to gathering information from area law enforcement, the Town received dozens of letters and emails in support of and opposition to the ordinance that they are still evaluating. P. Douglas has provided suggested changes to the current proposed Firearm Discharge Ordinance. To date, no changes have been

considered at this time as the Selectboard continues to gather additional information. The Selectboard agreed to publicly post any changes to the proposed Firearm Discharge Ordinance and allow the public to comment further.

Truck #4 Replacement and Sale of 2008 Chevrolet Silverado B. Ellis provided a cost of \$33,780 for the new truck. The Selectboard previously approved \$33,000. Motion by D, Wilcox to amend the original motion and increase the amount to purchase a pick up truck to \$34,000 to be paid out of the Equipment Replacement Fund. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion. The new truck will be ordered in the color blue similar to the color of the existing truck. The Selectboard agreed to advertise the 2008 Chevrolet Silverado for Sale.

Lawnmower Purchase B. Ellis is obtaining quotes to replace the riding lawn mower. Issue tabled until the next meeting.

Grants in Aid Equipment Grant S. Tully reported the town was awarded the Grants in Aid Equipment Grant Awarded for \$6,720 to purchase a blower. The blower will clear debris from ditches in order to keep drainage routes clear and avoid clogging culverts. B. Ellis will provide quotes at the next meeting.

Structures and Class 2 Roadway Grant Applications Due April 15th S. Tully provided an overview of the grant applications. The town will be applying for replacement of 3 culverts (07-20, 07-28, and 07-29) on Wheelerville Road under the Structures Grant. The town will be applying to resurface the Notch Road under the Class 2 Roadway Grant.

Declaration of Inclusion The Selectboard received a request by a resident to adopt a Declaration of Inclusion. S. Tully confirmed the Towns of Putney, Pittsford, Moretown, Franklin, and Brandon have adopted similar resolutions. VLCT has created an Equity Committee and are pursuing contracting with consulting companies specializing in equity and inclusion facilitation. One of the goals of the VLCT Equity Committee is to provide guidance to municipalities about how to navigate these discussions and implement policies and training programs. The Selectboard discussed they commonly look to VLCT for guidance in many areas surrounding policy adoption, management of human resources and training programs. The Selectboard would like to continue the conversation and gather information as it becomes available and then publicize to the town what the Selectboard is considering.

Request of Right of Way The Selectboard received a request for a right of way across one of two lots owned by the Town of Mendon in the Village District. The Selectboard noted there are many discussions happening right now with the Mendon on the Move Community Visit. The Selectboard did not want to consider the request until they see what comes out of the Community Visit program.

Request to amend the Animal Control Ordinance to include chickens S. Tully provided an overview of a handful of complaints from property owners that neighbors chickens are a nuisance or cause property damage. Last year, the Selectboard discussed possibly amending the Animal Control Ordinance to include regulating farm animals. At that time, the Selectboard met with Animal Control Officer, Rod MacCuiag. Since that meeting two Selectboard members are new to the Selectboard. L. Courcelle offered to met with the parties currently experiencing issues with neighbors chickens to gather additional information. The Selectboard agreed and L. Courcelle will report back to the Board.

There being no further business, R. Wilcox moved to adjourn at 7:42 PM. Motion seconded by L. Courcelle. The Selectboard approved the motion.

The Liquor Control Board Meeting was called to order at 7:42 PM with all present participating remotely.

Motion by R. Wilcox to approve the Liquor Licenses for:

- 1. Suisse Chalet, LLC d/b/a Countryman’s Pleasure
- 2. T.P. Hospitality, LLC d/b/a Red Clover Inn
- 3. Mountain View Hospitality d/b/a The Vermont Inn

Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

There being no further business, R. Wilcox moved to adjourn the Liquor Control Board Meeting at 7:45 PM. Motion seconded by L. Courcelle. The Selectboard approved the motion.

Date Approved_____

Richard Wilcox

Sara Tully - Clerk of the Board

Larry Courcelle

Val Taylor