

# Town of Mendon

## Selectboard

June 10, 2013

Members of Selectboard present: Greg Smith, Larry Courcelle, Ira Pike

Town Officers and employees present: Sara Tully, Town Administrator, Bill Ellis, Road Commissioner

Residents and visitors present: None

The Selectboard Meeting was called to order at 5:35 PM at the Town Office.

### Administrative Matters

*Selectmen's Orders* were reviewed and signed.

L. Courcelle moved to approve the minutes of 5/28/13. Seconded by I. Pike. The motion passed unanimously.

### Old Business

*Basic Emergency Operation Plan Update & Adoption* S. Bradley, Director of Emergency Management submitted the 2013 Basic Emergency Operation Plan for the Selectboard to review and adopt. Motion by I. Pike to adopt the Basic Emergency Operation Plan dated 6-10-13. Motion seconded by L. Courcelle. S. Tully will distribute the adopted copy to the Selectboard, S. Bradley and B. Ellis.

*Rutland Regional Planning Commission-Mendon Municipal Planning Grant Contract* The Town of Mendon received a Municipal Planning Grant to update the Subdivision Regulations. The RRPC will assist the Mendon Planning Commission to rewrite the Subdivision Regulations. Motion by L. Courcelle to approve and sign the Municipal Planning Grant Rutland Regional Planning Commission-Mendon Contract to rewrite the Subdivision Regulations. Motion seconded by I. Pike. The motion passed unanimously.

*Old Town Hall (Town Shop)* The Selectboard has not received the results from Bill Godair. B. Ellis reported that he looked at whether he could divert some of the water from behind the building using town equipment. He stated that he could reach the back of the building from the private right of way behind the building known as the Old Stockbridge Turnpike. B. Ellis also recommended removing some trees close to the building. The oil tank behind the building is empty and B. Ellis will look into properly removing and disposing of the tank.

*VT Digital Economy Project* The Town of Mendon has received grant services from the VT Digital

Economy Project to have The Snelling Center assist Mendon in developing a new website. N. Gondella and S. Tully will be working with Tess Gauthier from The Snelling Center to develop the new website. The initial timeline will be to publish a basic website within the next few months and then continue to develop the site over the next 6 to 8 months.

#### FEMA Project Status:

1. Wheelerville Double Culvert - the town is currently waiting for a response from FEMA on the Improved Project Request and appeal of the Scope Change Request, follow up clarifications with low bidder, check references & enter contract.
2. Wright Rd - the town is currently waiting for a response from FEMA on the Improved Project request and appeal of the Scope Change Request, follow up clarifications with low bidder, check references & enter contract.
3. Woodward Rd - wetland permit, final prep of bid docs, waiting FEMA Improved Project Request, waiting appeal Scope Change Request.
4. Bridge 22- scope change approved
5. Upper Notch Slide- waiting for FEMA Scope Change Request
6. Medway Bridge – waiting for FEMA Scope Change Request - waiting for approval of replacement vs. repairs, need extension on temporary bridge, reviewed schedule submitted by D. Conger.

*Structures Grant Journeys End* S. Tully reported that the town was awarded a \$36,756 grant to upgrade culvert #22-01 on Journeys End. The VTRANS hydraulic study requires a much larger culvert than originally budgeted. The town has not budgeted for the additional expense. The Selectboard discussed their options and reviewed the budget. The Selectboard decided to postpone the project until additional funds can be obtained through grant requests or budgeting.

*Townline Road Culvert* B. Ellis reported that after a recent inspection culvert #02-01 on Townline Road is in poor condition. The VTRANS hydraulic study recommends a box culvert or squashed metal pipe to replace the 18" culvert in place. S. Tully will contact Tom Roberts, VTRANS to see if funds would be available through the Structures Program for this culvert. B. Ellis will determine the cost of resurfacing Townline Road beyond the first culvert from Route 4 to Connor Drive. Once the culvert can be replaced, the town can pave the beginning of the road.

*2000 Mack Truck (old Truck #1) for Sale* The Selectboard set a price to sell the 2000 Mack Truck for \$32,000.

*Truck #2 Maintenance* B. Ellis reported that truck 2 had two coolers replaced under warranty and the

antifreeze needed to be put into the lines under vacuum pressure to avoid air pockets.

*Truck #3 Maintenance* B. Ellis reported that truck #3 needs to be sand blasted and painted which will cost \$4,000. The Selectboard decided that based on the 2012-2013 budget evaluation the Selectboard will determine which fiscal year to expense these repairs.

*Backhoe Repairs* B. Ellis reported that the Backhoe needs \$8,000 in repairs. The Selectboard decided that based on the 2012-2013 budget evaluation the Selectboard will determine which fiscal year to expense these repairs.

*McLaughlin Falls Road Repairs* B. Ellis reported a small washout of the edge of the roadway on along the second hill on the McLaughlin Falls Road. This town right of way has been utilized as the primary access to the upper Notch Road portion of the town since Tropical Storm Irene. The town expects to extensively upgrade this road next summer to permanently serve as access and not repair the Notch Road that washed out during the storm. The town's plan has not been approved by FEMA to date. B. Ellis stated that obtain quotes to repair the edge of the roadway until next year.

*Tree Removal Town Property* B. Ellis received a request from Mrs. McLaughlin on Cedar Lane for permission to take down a tree located on town property at her expense. The tree drops limbs on her shed. The Selectboard approved the request if a professional and insured company is hired to perform the work.

*Roadside Mowing* B. Ellis is looking for quotes for roadside mowing. Last year, the town hired Fred Nicholson and he has retired. B. Ellis will contact equipment rental companies and S. Tully will contact other towns to see if anyone has a reference.

*Brookwood Culvert Repairs* The Selectboard reviewed quotes to repair the outlet end of the first cement culvert in Brookwood. The Selectboard decided to hire Mendon Trucking to complete repairs to the outlet end of the culvert in Brookwood for \$1,254. The Selectboard will determine where the funds should be expensed after year end budget review.

*Recreation Mowing & Recreation Area Improvements* L. Courcelle reported that Newt Jones is mowing the recreation area and its going well. The Recreation Committee is getting quotes for a concrete basketball court.

*Hazard Mitigation Grant* S. Tully met with Kris Hughes, RRPC, the grant RRPC received to assist the town in updating Mendon Hazard Mitigation Plan. Mendon's goal is to update the plan and obtain

FEMA approval by the State deadline of October 2014. She was advised by Mr. Hughes that as soon as the RRPC's grant agreements were executed they would be able to begin the process. Mr. Hughes estimated this would start within the month of June.

*2012-2013 Reserve Fund Disbursement* The 2012-2013 budgeted amount was \$40,000 for the New Road Equipment line item. G. Smith outlined the \$40,000 disbursement as \$20,000 Truck Fund, \$10,000 Grader Fund, \$20,000 Backhoe Fund.

*Employee Evaluations* Tabled until the next meeting.

There being no further business, G. Smith moved to adjourn at 8:50 PM. Motion carried.

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

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Greg Smith

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Sara Tully –Clerk of the Board

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Larry Courcelle

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Ira Pike