

# Town of Mendon

Selectboard

February 22, 2016

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

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

Residents and Visitors present: None

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

*Additions/deletions to the Agenda:* Motion by L. Courcelle to approve the agenda. Seconded by G. Wells. The Selectboard unanimously approved the motion.

## Announcements

Town Meeting February 29, 2016 at Mendon Mountainview Lodge at 6:00 PM

Voting March 1, 2016 at the Town Office. Polls are open 8 am – 7 pm.

Town Reports are available online at [www.mendonvt.org](http://www.mendonvt.org)

Taxes Due March 14, 2016

## Administrative Matters

*Selectmen's Orders* were reviewed and signed.

Minutes of Previous Meetings: L. Courcelle moved to approve the minutes of 2/8/16. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

## Business

*Hazard Mitigation Plan Update Committee* Regional Planning Commission has received a grant to help municipalities update the Hazard Mitigation Plans and obtaining approval from FEMA. A FEMA approved Hazard Mitigation Plan is required in order to receive additional federal and state assistance in the event of a declared disaster. P. Douglas requested the Selectboard appoint a Hazard Mitigation Plan Committee to work with the RRPC. P. Douglas had previously asked members of the Selectboard and Planning Commission to volunteer on the committee. Motion by L. Courcelle to appoint Phil Douglas, Fred Bagley, Justin Lindholm, Larry Courcelle and Richard Wilcox to the Hazard Mitigation Plan Committee effective until a Hazard Mitigation Plan is approved by FEMA. Motion seconded by R. Wilcox. The Selectboard unanimously approved the motion.

*Review Local Emergency Operation Plan* P. Douglas presented an updated Local Emergency Operation Plan. This plan is updated annually. The Selectboard reviewed and made suggested changes. The LEOP will be approved at the next meeting.

*Law Enforcement Part Time Employee* S. Tully presented a cost analysis of providing various amounts of law enforcement coverage in Mendon. After lengthy discussion, the Selectboard decided to hire two part time law enforcement officers.

*VLCT Building Audit: Town Garage* VLCT Property and Casualty Insurance Fund has conducted an inspection of the Town Garage, Town Shop and Town Office buildings. VLCT has submitted required and suggested changes to reduce risk to these buildings. S. Tully and B. Ellis reviewed the inspection report of the Town Garage with the Selectboard.

*Engineering Culvert 07-48 Wheelerville Road* The culvert is being engineered for \$5250 with Edman Kesselring Consulting Engineers, PC. The addition of headwalls will be engineered by McFarland Johnson for \$2,500. Motion by L. Courcelle to spend \$2,500 with McFarland Johnson to engineer the headwalls of culvert 07-48. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

*Engineering Culvert 07-47 Wheelerville Road* The culvert is being engineered for \$4000 with Edman Kesselring Consulting Engineers, PC. It is expected that this culvert will also require the headwalls to be engineered as well although a contract has not been submitted to date.

*Town Meeting Presentations* S. Tully presented an outline of the presentations for Town Meeting. Lengthy discussion by the Selectboard regarding the information that will be presented regarding the budget, TS Irene projects, Garage Improvement Project and Infrastructure Improvements.

*VLCT Building Audit: Town Garage, Town Shop & Town Office* VLCT Property and Casualty Insurance Fund has conducted an inspection of the Town Garage, Town Shop and Town Office buildings. VLCT has submitted required and suggested changes to reduce risk to these buildings. S. Tully and B. Ellis reviewed the inspection report of the Town Garage with the Selectboard.

There being no further business, L. Courcelle moved to adjourn the Selectboard Meeting at 8:45 PM. Motion seconded by G. Wells. The Selectboard unanimously approved the motion.

Date approved \_\_\_\_\_

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Larry Courcelle

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Sara Tully- Clerk

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Geoff Wells

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Richard Wilcox