

Town of Mendon

Selectboard

September 26, 2022

Members of Selectboard present: Larry Courcelle, Val Taylor

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer

Visitors present: Fred Bagley, Brian Gates, Justin Lindholm, Ann and Steve Singiser, Megan Smith

The Selectboard Meeting was called to order at 5:00 PM at the Town Office. Peg TV is recording

Agenda: Motion by L. Courcelle to approve the agenda with the addition of AARP Placemaking Grant. Motion seconded by V. Taylor. The Selectboard approved the motion.

Announcement

The Selectboard Meeting scheduled for 10/10/22 has been rescheduled for 8:30 AM on 10/11/22 due to the holiday (Indigenous People Day). The Selectboard will be primarily focusing on the 2023-2024 Budget between October and December.

Bryan Sell submitted his resignation from the Selectboard effective September 30, 2022. Anyone interested in submitting a letter of interest can send that to Sara Tully, Town Administrator.

L. Courcelle announced he will not seek re-election in March. Town Meeting will have two positions on the Selectboard, a two year term and a three year term.

Local Hazard Mitigation Plan Update The LHMP will be presented at the Planning Commission Meeting on October 3rd. The public comment period will end at the Selectboard Meeting on October 27, 2022. Public comments can be submitted to Sara Tully.

The Town of Mendon will start the budget process in October and will complete in December. Vermont League of Cities and Towns Municipal Budgeting and Capital Improvement Planning webinar is 9/22/22 at 9:30am.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by L. Courcelle to approve orders for 9/23/22 \$595.50 and \$26,397.36 and payroll for 9/19/22 \$11,462.99. Motion seconded by V. Taylor. The Selectboard approved the motion.

N. Merrill, Delinquent Tax Collector submitted a request for the Selectboard approve hiring Chris Corsones to start the Tax Sale process for two properties:
AC Acquisitions Parcel ID 08-03-07.000 total due \$4,055.95
Krista Raymond Parcel ID 09-00-24.000 total due \$1,189.12

Motion by L. Courcelle to approve N. Merrill's request to hire Chris Corsones for two tax sales. Motion seconded by V. Taylor. The Selectboard approved the motion.

Minutes of Previous Meeting: L. Courcelle stated the 8/8/22 cannot be approved because members present at the meeting are not currently present to approve them. Motion by L. Courcelle to approve the minutes of 9/12/22. Motion seconded by V. Taylor. The Selectboard approved the motion.

Public Comment

Brian Gates handed the Selectboard a piece of paper and stated he submitted a video of the 7/25/22 minutes, but Sara won't accept it. Both S. Tully and V. Taylor confirmed they received the video from B. Gates. B. Gates requested additions to the minutes. B. Gates asked what conditions Bryan Sell was referring to in the Rutland Herald article, whether the town was still seeking a Disorderly Conduct Ordinance and who demanded V. Taylor turn over private text messages to the town. L. Courcelle responded that the minutes of 7/25/22 were reviewed and approved by the Selectboard on 8/8/22, that the Selectboard cannot answer the question about the Rutland Herald article as Bryan Sell is not present and that the Disorderly Conduct Ordinance was not on the agenda. V. Taylor responded that when asked by persons of the town V. Taylor shared her text messages. An agitated B. Gates repeatedly refused to listen to V. Taylor's response challenging her that the text messages were private. B. Gates questioned what was going on with his neighbor's driveway it has been 2 months. L. Courcelle stated that Access Permits an agenda item later in the meeting.

Business

Request to review 7/25/22 minutes L. Courcelle stated the minutes have been addressed in Public Comment.

Access Permit Update Terra Lane, South Mendon Road, Woodward and Eastridge Circle L. Courcelle summarized information submitted by Bill Ellis, Road Commissioner. The Terra Lane property is under contract to reconstruct the driveway. The South Mendon Road property has an Access Permit, but not yet been submitted. The Woodward Road access has been completed and B. Ellis is happy with how it came out. The Eastridge Circle property discussed with B. Ellis he has videos of drainage through the culvert after it rains and he has reached out to the paving contractor to discuss the project. B. Gates was adamant that his neighbor's property on Terra Lane property is not under contract because no one has been there. L. Courcelle reiterated that the Road Commissioner has reported the property owners are under contract for their driveway.

Community Center –request for postcard mailing and survey M. Smith attended the selectboard Meeting to request the post card mailing which will cost less than \$300 and to review survey questions about the Community Center. L. Courcelle discussed using the Voter Checklist versus the Grand List, but she should talk to Nancy Gondella, Town Clerk about which list to use. B.

Gates expressed that the town should fix buildings on Route 4 instead of building a new one. M. Smith relayed to the Board that the money from VCRD is paying for the drawings, utilities, etc. F. Bagley asked if the lot was dry after recent rain? M. Smith stated that she believes so but that currently the lot has not been mowed so it's a little hard to tell. Motion by L. Courcelle to approve the request for up to \$300 for the post card mailing and survey to be paid for out of the Mendon Economic Development line item of the budget. Motion seconded by V. Taylor. The Selectboard approved the motion.

ARPA Timeline and Project List L. Courcelle reported the Town of Mendon has received \$302,214.22 in ARPA Funds. The town has created a list of projects that far exceed the money available. One road project would utilize all the funds available. The town is looking to divide the money for projects. L. Courcelle read the list of ARPA projects.

- Continued Digitization of Records, Vault Upgrades, Humidity Control in Vault, Cyber Security Upgrades, Office Generator, Hybrid Meeting System, Air Purification System at Office, Folding Chairs, Playground Equipment, ADA Compliant Building Entrance at Office, Storage Shed Upgrades at Garage, Garage Water System Repairs, Additional Garage Bay, Roof Structure over Diesel Tank, Air Exchange Unit (garage), Salt Shed Expansion, Garage Generator, Revenue Replacement, Community Based Projects: Eastridge Acres Generators for Water System and Barstow School – playground expansion.

L. Courcelle reported that Vermont League of Cities and Towns will assist the town if we have questions about eligible projects. The US Treasury Department and Rutland Regional Planning Commission will not be providing guidance to the Town. The Selectboard will continue to work on this and determine the projects to be funded.

Burn Permit Ordinance L. Courcelle explained there was an unpermitted brush fire on South Mendon Road in which the Rutland Fire Department responded. The Rutland County Sheriff issued a municipal ticket for the unpermitted fire as a violation of the Burn Permit Ordinance. Constable Carter reported that the Burn permit Ordinance capped penalty at \$500 and the Rutland City Fire Department cost to the town is \$750. L. Courcelle proposed amending the Burn Permit Ordinance to increase penalties to the statutory maximum of up to \$800. B. Gates interrupted stating you must use the word “shall” instead of “can” in reference to the fines charged. The word “can” allows you to pick and choose who gets fined. S. Tully clarified the ordinance currently uses the word “shall”. L. Courcelle referenced a state statute that allows to charge for services. L. Courcelle requested S. Tully pull that out. S. Tully read 24 VSA §2065 Liability for Cost of Services. L. Courcelle requested to look at that when evaluating amendments to the Burn Permit Ordinance and it will go to legal review. S. Singiser suggested the Selectboard look at other towns that may have similar relationships with fire departments to compare.

Hybrid Meeting Software L. Courcelle proposed the purchase of Meeting Owl 3 to utilize to conduct Hybrid Meetings that participation could be in person or remote. Owl is compatible with Zoom, Google Meet and Microsoft Teams. The cost is \$1,000 for the equipment and a monthly charge of \$20. The equipment is eligible for ARPA funds. Motion by L. Courcelle to

purchase Owl software to be paid for out of ARPA funds and the monthly fee paid out of the budget. Motion seconded by V. Taylor. The Selectboard approved the motion.

2023-2024 Budget Timeline L. Courcelle read a memo from the Selectboard to Department Heads requesting 2023-2024 Budget information by October 17th and reports for the 2022 Town Report by December 31st. This information can be submitted to Sara Tully.

Mendon Purchasing and Conflict of Interest Policy L. Courcelle reported that the Purchasing and Conflict of Interest Policy was focused on meeting FEMA requirements when it was written. B. Sell has questioned that the policy does not meet the policy from VLCT (Vermont League of Cities and Towns). S. Tully stated the two policies need to be compared and reviewed incorporating state statute into the policy. She indicated she would do this and prepare a draft for Selectboard approval with the assistance of Nancy Gondella.

AARP Winter Placemaking Grant The AARP Placemaking grant application is due 10/19/22. The S. Tully proposed purchasing two handicap accessible picnic tables for the recreation area. Liam Fracht-Monroe, recreation chair will work with S. Tully to submit the application. Motion by L. Courcelle to apply for the AARP Winter Placemaking Grant. Motion seconded by V. Taylor. The Selectboard approved the motion.

L. Courcelle moved to adjourn the meeting at 6:05 PM. Motion seconded by V. Taylor. The Selectboard approved the motion.

Date Approved _____

Larry Courcelle

Sara Tully - Clerk of the Board

Val Taylor