

Town of Mendon

Selectboard

January 10, 2022

Members of Selectboard present: Richard Wilcox, Larry Courcelle, participating in person and Val Taylor participating remotely.

Town Officers and employees present: Sara Tully, Town Administrator & Health Officer and Nancy Gondella, Town Clerk and Treasurer

Visitors present: None

The Selectboard Meeting was called to order at 5:45 PM at the Town Office.

Agenda:

Motion by R. Wilcox to approve the agenda with the addition of BRIC Grant for the Hazard Mitigation Plan Update, Statewide Policy on Police Use of Force, ARPA. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Announcement

Selectboard Rules of Procedure are available for view.

January 20th ARPA Community Outreach Meeting at 5 PM at the Town Office – the Selectboard is looking for input from the taxpayers and residents how ARPA funds should be used. Rutland Regional Planning Commission will assist the discussion and answer questions regarding the eligibility of project ideas.

Administrative Matters

Selectmen's Orders were reviewed.

Motion by R. Wilcox to approve orders for 1/10 for \$33,846.36 and \$26,176.38. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

The Selectboard Meetings scheduled for February 14th and February 28th will not be held due to Valentine's Day and Town Meeting. The Selectboard will meet Tuesday, February 15th at 8:30 am at the Town Office.

Certificate of Highway Mileage Motion by R. Wilcox to approve the 2022 Certificate of Highway Mileage with no changes. Motion seconded by L. Courcelle. The Selectboard unanimously approved the motion.

Financials N. Gondella, Town Treasurer, reviewed the second quarter financials with the Selectboard. Highlights included revenue from Law Enforcement and investment interest forecasted to be \$9,600 below budget. Expenses from health insurance, salaries and law enforcement also anticipated to be below budget by more than \$50,000.

Banking The Investment Policy requires the town go out to bid every 3 years for the town's banking business. N. Gondella recommended the Investment Policy be reviewed and updated. She will recommend the town go out to bid for banking every 5 years as it is difficult and time consuming to switch banks. The Selectboard approved not going out to bid for banking for another year and will look to update the Investment Policy in the next year.

Minutes of Previous Meeting: R. Wilcox moved to approve the minutes of 12/13/21. Motion seconded by L. Courcelle. The motion passed.

Public Comment None

Business

Tax Sale Nancy Merrill, Delinquent Tax Collector submitted a request to hire an attorney to send R4R, Inc. to Tax Sale. N. Merrill provided an outline of communications with the owners and renters of the property. Motion by R. Wilcox to authorize N. Merrill to hire legal counsel to send the property owned by R4R, Inc. to tax sale. Motion seconded by L. Courcelle. Motion was unanimously approved.

2022-2023 Budget Lengthy discussion regarding the presented budget and options for how to handle the remaining 158,000 from FY21. The Selectboard has yet to receive FY21's audit, but Treasurer Nancy Gondella reported a \$258,000 surplus. The Selectboard rolled \$100,000 into the FY22's tax rate. \$60,000 was unspent Highway funds which the Selectboard has the authority to retain for future highway expenses. The Selectboard will ask the voters to at Town Meeting to transfer another \$50,000 to the Highway Improvement Fund while rolling another \$25,000 in to the FY23's tax rate to offset some of the increases of this budget. The Selectboard kept the annual appropriation in the Highway Improvement Fund at \$110,000 rather than increasing it. Total increase of the FY23's budget is \$58,530 and with the rollover of \$25,000 in surplus funds from FY21 this will be lowered to \$33,530, a 2.7% increase. The Selectboard approved the budget for presentation to voters for approval at Town Meeting.

Articles for Town Meeting 2022 S. Tully presented a draft warning and possible articles were discussed. The Selectboard

Town Report 2021 S. Tully provided an overview of the reports that are to be included in the Town Report along with recognition of service.

Town Plan with Enhanced Energy Plan The Selectboard discussed scheduling the Public Hearing and adoption of the Town Plan. Due to a number of factors surrounding preparing for Town Meeting and rescheduling Selectboard Meetings, the town will warn the Public Hearing and Adoption for March 14th. S. Tully will execute the warning requirements.

Job Descriptions S. Tully presented updated job descriptions for Zoning Administrator, Constable, and Director of Emergency Management job descriptions. P. Douglas submitted for Selectboard review a Constable job description that included a level III certified law enforcement officer. The Selectboard approved the job descriptions. The Constable is an elected position and will be voted at Town Meeting. The Selectboard is currently accepting letters of interest for a Zoning Administrator and Director of Emergency Management. These positions are posted on the town website and social media pages.

Elections & Vacancies – The Selectboard and Constable are two positions in which the incumbent is not running for re-election. Town Moderator will also be on the ballot for Town Meeting. The position of Town Agent has been eliminated by state statute. In addition, appointed vacancies include 2 Planning Commission members, Director of Emergency Management and Zoning Administrator. Interested candidates can send letters of interest to the Selectboard via the Town Administrator, Sara Tully.

BRIC Grant for the Hazard Mitigation Plan Update S. Tully reported the BRIC Grant agreement should be received before the next meeting. Motion by L. Courcelle to authorize R. Wilcox to execute the BRIC Grant documents when received. Motion seconded by V. Taylor. The Selectboard unanimously approved the motion.

Statewide Policy on Police Use of Force Issue tabled until the next meeting.

ARPA The final rule of the almost 500 page document regarding the American Rescue Plan Act was released. A 43 page summary of the US Treasury rule was released. N. Gondella provided a brief overview of this summary. The Town of Mendon is looking for community feedback on what the town would like to spend the \$303K in ARPA funds that have been earmarked for the town. On January 20th there will be an ARPA Community Outreach Meeting at 5 PM at the Town Office. The Selectboard is looking for input from the taxpayers and residents how ARPA funds should be used. Rutland Regional Planning Commission will assist the discussion and answer questions regarding the eligibility of project ideas. S. Tully, N. Gondella and B. Ellis will gather ideas for municipal projects that may be eligible for ARPA funding.

Reappraisal

Motion by R. Wilcox to enter Executive Session at 8:40 PM to discuss legal action under the authority of 1 VSA 313 (a)(1) with the Selectboard, S. Tully and N. Gondella present. The

motion was seconded by L. Courcelle. The motion passed unanimously. The Chair declared the Board out of Executive Session at 8:55 PM.

The Selectboard authorized S. Tully to hire legal counsel to represent the Town of Mendon in Superior Court to hear the appeal of Harry Ryan Parcel ID 030124001 and Keneth & Shelly McGinnis Parcel ID 060247300.

R. Wilcox moved to adjourn the meeting at 8:57 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