

Town of Mendon

Selectboard

March 10, 2025

Members of Selectboard present: Megan Smith, Seth Bridge, Sarah Buxton

Town Officers and employees present: Sara Tully, Town Administrator, Chris Baird, Road Commissioner

Rutland County Sheriff Deputy is present.

Visitors present:

M. Smith Chair called the meeting to order at 5:33 PM at the Town Office.

Pledge of Allegiance.

Agenda: No changes to the agenda.

Administrative Matters

A. Annual Organizational Matters

1. Elect Chair – S. Buxton moved to appoint Megan Smith as Chair. Motion seconded by S. Bridge. The Selectboard unanimously approved the motion.
2. Elect Vice-Chair – S. Buxton moved to appoint Seth Bridge as Vice-Chair. Motion seconded by M. Smith. The Selectboard unanimously approved the motion.
3. Elect Clerk of the Board – M. Smith moved to appoint Sara Tully, Clerk of the Selectboard. Motion seconded by S. Buxton. The Selectboard unanimously approved the motion.
4. Meeting Schedule: Sthe Selectboard reviewed the calendar and discussed meeting on the second and fourth Mondays of Month at 5:30 PM. Some dates rescheduled around holidays. Motion by S. Buxton to set the regular Selectboard Meeting schedule on the second and fourth Mondays of the month with some dates scheduled around conflicting holidays Memorial Day and Indigenous People’s Day and a December date. Motion seconded by M. Smith. The Selectboard unanimously approved the motion. The calendar of meetings will be posted on the Mendon website.

5. Selectboard Rules of Procedure – S. Buxton presented a policy of Rules of Procedure for Public Bodies. M. Smith moved to adopt the Rules of Procedure for Public Bodies. Motion seconded by S. Buxton. The Selectboard unanimously approved the motion. C. Gates questions why the selectboard is setting rules for the public to follow and that it is limiting speech. The Board explained that the intension is not to limit speech but to set rules to maintain decorum.
6. Indicate Newspaper of General Circulation- Motion by M. Smith to utilize the Rutland Herald as the newspaper for public notices. Motion seconded by S. Buxton. The Selectboard unanimously approved the motion.
7. Notice Posting Locations: S. Tully clarified that it is a requirement for the town to post noties in 3 places in town and on the Mendon website. The town also utilizes Facebook and Front Porch Forum to post information. Motion by M. Smith to assign the posting locations at the Town Office, Town Garage, Town Recreation Area, and the Mendon Website. Motion seconded by S.Bridge. The Selectboard unanimously approved the motion.
8. Appoint a poundkeeper; tree warden - Motion by M. Smith to appoint Rod MacCuiag as Poundkeeper (Animal Control Officer) and Chris Baird as Tree Warden. Motion seconded by S. Bridge. The Selectboard unanimously approved the motion.

B. Policy Review & Adoption

- a. Mendon Open Meeting Law Compliance Policy
 - i. Conflict of Interest and Purchasing Policy 2021 – The Selectboard reviewed the Conflict of Interest and Purchasing Policy originally adopted by the Selectboard in 2021. Motion by M. Smith to readopt the Conflict of Interest and Purchasing Policy without changes effective on this date in 2025. Motion seconded by S. Buxton. The new document will be prepared for Selectboard signatures at the next meeting.
 - ii. Town Road and Bridge Standards – The Selectboard reviewed the Town Road and Bridge Standards. Motion by M. Smith to adopt the Mendon Road and Bridge Standards. Motion seconded by S. Bridge. The Selectboard unanimously approved the motion.
- b. 2025-2026 Goals and Objectives review and development – The Selectboard reviewed the 2025-2026 Goals and Objectives in detail.

Selectmen's Orders were reviewed.

Motion by S. Buxton to approve orders for 3/6/25 in the amount of \$32,980.18 and payroll for 3/4/24 \$14,830.83. Motion seconded by S. Bridge. The Selectboard unanimously approved the motion.

S. Buxton moved to approve the minutes for 2/10/25. Motion seconded by S. Bridge. The Selectboard unanimously approved the motion.

Announcements: None

Public Comment: None

Business:

Barstow Shelter Facility Use Agreement There is a minor update regarding food availability and reimbursement if the shelter was to be opened. Motion by M. Smith to ratify the approval of the Barstow Shelter Facility Use Agreement. Motion seconded by S. Bridge. The Selectboard unanimously approved the motion.

Recap Town Meeting & Election M. Smith reported that she heard many positive comments from Town Meeting and while outside the polls on Tuesday. The message she heard was that voters were happy with the positive momentum of the town. The Selectboard expressed Sara Tully, Jesse Bridge and Joy Hatfield did a fantastic job at Town Meeting and the elections. There was positive feedback on having the Town Meeting available online. Some additional suggestions were to use a microphone and be elevated so people could hear and see better during the meeting. There were concerns expressed about safety and the fact that there was illegal distribution of a flyer placed in mailboxes from an unidentified source. S. Bridge congratulated M. Smith and S. Buxton for winning election to the seats on the Selectboard.

Grant applications: S. Tully reported that she and Chris Baird, Road Commissioner will be submitting a Class 2 Roadway Grant and a Structures Grant for reclaiming, resurfacing and replacing culverts on the Notch Road.

M. Smith moved to adjourn the Selectboard meeting at 7:35 PM. Motion seconded by S. Buxton. The

motion passed unanimously.

Motion by M. Smith to convene the Liquor Control Board Meeting at 7:35 PM

1. Liquor Licenses:

- a. Red Clover Services, Inc. dba Red Clover Inn –1st Class Restaurant/Bar License, Outside Consumption Permit and 3rd Class Restaurant/Bar License

Motion by M. Smith to approve the 1st Class Restaurant/Bar License, Outside Consumption Permit and 3rd Class Restaurant/Bar License for Red Clover Services, Inc. doing business as the Red Clover Inn. Motion seconded by S. Buxton. The Selectboard unanimously approved the motion.

M. Smith moved to adjourn the Liquor Control Board Meeting at 7:38 PM. Motion seconded by S. Buxton. The Selectboard unanimously approved the motion.

Date Approved _____

Megan Smith

Sara Tully - Clerk of the Board

Seth Bridge

Sarah Buxton