

Town of Mendon

Select Board Meeting Minutes

Date: March 16, 2026

Time: 5:30 p.m.

Location: Town Office with remote option available

Selectboard Members Present: Megan Smith, Seth Bridge and Sarah Buxton

Officers Present: Sara Tully, Town Administrator, Mark Fiore, Constable & Director of Emergency Management

Others Present: Ann Singiser

Rutland County Sheriff Deputy Sweet

Call to Order – S. Bridge called the meeting to order at approximately 5:34 p.m.

Pledge of Allegiance

Agenda -No additions or deletions were made to the agenda.

Organizational Meeting:

Election of Officers

- Motion by S. Buxton to elect Megan Smith as Chair of the Selectboard for the coming year. S. Bridge seconded the motion and the motion passed unanimously.
- Motion by S. Buxton to elect Seth Bridge as Vice-chair of the Selectboard for the coming year. M. Smith seconded the motion and the motion passed unanimously.
- Motion by S. Bridge to elect Sara Tully as Clerk of the Selectboard for the coming year. S. Buxton seconded the motion and the motion passed unanimously.
- Motion by S. Buxton to set the meeting schedule for the Selectboard on the second and fourth Monday of the month at 5:30 p.m. at the Town Office unless otherwise rescheduled and warned to avoid conflicts for the coming year. S. Bridge seconded the motion and the motion passed unanimously.
- Motion by S. Buxton to adopt the Rules of Procedure and Code of Conduct Policy for meetings. S. Bridge seconded the motion and the motion passed unanimously.
- Motion by S. Buxton to adopt the Rules of Procedure and Code of Conduct Policy for meetings. S. Bridge seconded the motion and the motion passed unanimously.
- Motion by S. Buxton to designate the Rutland herald as the newspaper of general circulation for official notices. S. Bridge seconded the motion and the motion passed unanimously.
- Motion by S. Buxton to designate the Town Office, Town Recreation Area and the Town Garage as designated posting locations for notices and warnings for meetings. S. Bridge seconded the

motion and the motion passed unanimously. The Town will also utilize the Town website, Facebook, Front Porch Forum and Textmygov on occasion for posting public information.

- Motion by S. Bridge to appoint Susan Price as the Poundkeeper and Chris Baird as the Tree Warden. S. Buxton seconded the motion and the motion passed unanimously.
- Motion by S. Buxton to adopt the Mendon Open Meeting Law Compliance Policy for meetings. S. Bridge seconded the motion and the motion passed unanimously.
- Motion by S. Buxton to adopt the Conflict of Interest and Purchasing Policy for meetings. S. Bridge seconded the motion and the motion passed unanimously.

Administrative Matters:

a. Approval of Orders

S. Bridge moved to approve orders dated March 23, 2026, totaling \$1,390,441.34 and Payroll dated March 3, 2026 Gross: \$15,886.08 and Net: \$11,494.74. The motion was seconded by S. Buxton and passed unanimously.

b. Approval of Minutes

S. Bridge moved to approve the February 23, 2026 Selectboard meeting minutes. The motion was seconded by S. Buxton and passed unanimously.

c. Town Road and Bridge Standards

S. Bridge moved to approve the Town Road and Bridge Standards. The motion was seconded by S. Buxton and passed unanimously.

Public Comment:

- Ann Singiser reported that the Historical Society voted not to move the historical sign and discussed potential future maintenance improvements.
- Mark Fiori, Constable, reported on repeated false alarms at the former Econolodge and discussed billing and ordinance enforcement.
- Discussion was held regarding possible expansion of constable law enforcement duties, associated insurance, reporting requirements, and the need for legal review. No action was taken.

FY 2026–2027 Goals and Objectives Review - The Selectboard reviewed and discussed goals and objectives, including:

- Reappraisal RFP development
- Cybersecurity and website security improvements
- Economic Development Small Grant criteria
- Execution of the Local Option Tax
- Municipal Roads General Permit compliance

- Road classification projects (Notch Road and Falls Road)
- Complete Streets requirements
- Infrastructure projects and grant-funded work
- Policy organization and updates
- Short-term rental ordinance implementation (effective April 1, 2026)
- Grant applications, awards, and closeouts

No formal action was taken.

Otter Creek Communications Union District Appointment

- S. Buxton moved to adopt to appoint Larry Courcelle primary representative and Seth Bridge as alternate and to allow the Chair to sign related documents on behalf of the Board. S. Bridge seconded the motion and the motion passed unanimously.

Town Meeting and Election Recap

- The Board noted that Town Meeting and elections went smoothly and expressed appreciation for staff, volunteers, and election workers.

Grant Applications Update

- Updates were provided on pending and upcoming grant applications, including Class 2 Roadway and Structures Grants.

Meeting adjourned at approximately 6:47 p.m.

Approved: _____

Megan Smith

Sara Tully- Clerk

Seth Bridge

Sarah Buxton