



# TOWN OF MENDON

## SELECT BOARD

20 Main Street, Mendon, MA 01756  
Tel: 508-473-2312 Fax: 508-478-8241

### **Notice of Meeting**

**November 10, 2021**

**6:30 PM**

**Upper Town Hall**

**Meeting Room**

**HYBRID MEETING**

### **Board Members**

**Mark W. Reil Jr., Chairman**

**Lawney Tinio**

**Michael Merolli**

Microsoft Teams meeting

**Join on your computer or mobile app**

[Click here to join the meeting](#)

**Or call in (audio only)**

[+1 347-467-1434,,72477150#](#)

Phone Conference ID: 724 771 50#

### **Meeting**

### **Minutes**

At 6:30 PM a hybrid Select Board Meeting was called to order. Present: Mark Reil, Lawney Tinio, Michael Merolli, Kim Newman and Laura St.John-Dupuis

Mr. Reil led the Pledge of Allegiance.

### **Citizen's Statements and Petitions**

Mr. Richard Greene, 2 Daniels Road, addressed the Board requesting a general bylaw banning roosters. Mr. Greene is having an issue with his neighbor who has a rooster that is crowing all night and during the day and it is a nuisance. Mr. Greene stated that he spoke to the Animal Control Officer, Mr. Kevin Sullivan and was advised by Mr. Sullivan that Mendon residents are allowed to have roosters and there was nothing the Animal Control Officer could do to help in this situation.

Mr. Merolli stated that there is a process to get an article on the Town Meeting warrant, and suggested Mr. Greene submit a citizen's petition for Town Meeting.

Mr. Tinio stated that he would like the Animal Control Officer to attend an upcoming meeting to answer a few questions regarding this subject. Ms. Newman has asked the Animal Control Officer to attend an upcoming meeting.

### **Interview/Appoint Agricultural Committee Member- Katherine Clarke**

Mr. Tinio made a motion to appoint Katherine Clarke to the Agricultural Commission for a term to expire June 30, 2023. Second by Mr. Merolli. The motion passed unanimously.

### **Interview/Appoint Finance Committee - Michael Krager**

Mr. Tinio made a motion to appoint Michael Krager to the Finance Committee for a term to expire June 30, 2024. Second by Mr. Merolli. The motion passed unanimously.

### **Interview/Appoint Finance Committee- Ronald Zammuto**

Mr. Tinio made a motion to appoint Michael Krager to the Finance Committee for a term to expire June 30, 2024. Second by Mr. Merolli. The motion passed unanimously.

Ms. Newman reviewed the draft Special Town Meeting warrant. Merolli made a motion to approve funding the articles as presented. Second by Mr. Tinio. The motion passed unanimously.

**Discuss Kinsley Lane and Hill Street** – This item will be passed over at STM.

**Discuss Mendon Age Restricted (AROD) Overlay District- Bylaw**

Mr. Jack Hunter, Town Planner, addressed the Board stating since the Overlay District Bylaw failed at a previous Town Meeting and has been meeting other Boards for approval to resubmit. Mr. Hunter stated that If this bylaw were to pass, it can be put it out to bid. There was some interest last time, unfortunately the bylaw did not pass. The goal is to have a quality development that services the needs of the Town and has long lasting tax revenue.

**Discuss Morrison Drive-** This item was part of the STM discussion.

**Discuss Adopting Financial Policies**

Ms. Newman stated that the Board has been provided the long range financial packet from 2018 and a Draft Financial Policy. Mr. Eric Kinsherf, accounting firm, stated that the DLS can do a Financial Review. Ms. Newman stated that she will invite Zachary Blake from DLS to an upcoming Select Board meeting to give a presentation of their services to the Board at which point the Select Board can vote to move forward.

**Discuss Hybrid Meeting Requirements for Boards and Committees**

Ms. Newman stated she would like a memo from the Select Board to go out to all Boards and Committees/Commissions advising that as of January 1, 2022 all Boards and Committees/Commissions are required to hold hybrid meetings. The memo will specify that paid staff who function as administrative assistants, clerks or secretaries must be trained how to use the equipment and record their meetings. Every effort must be made to lock in their meeting dates until a second location to hold hybrid meetings can be established. There are laptops with Microsoft software installed that has been obtained through the CARES ACT. We are ready to officially begin holding all meetings hybrid. We are trying to be as transparent as possible and reach as many people as possible as there are many benefits the public being able to attend our meetings. Between the IT staff and employee staff we will be able to train people so that it is simple to handle and should be an easy accomplishment for everyone.

Mr. Dan Byer, Parks Dept. stated that Cable 8 will be providing more cameras for the existing equipment which help with the meetings.

Mr. Reil stated that the reality of having hybrid meetings increases public participation and the public can ask questions. By holding hybrid meetings we make it easier for the public to get involved.

Ms. Newman will create a draft memo; and would like to get the memo out to give people at least a month and to get people trained on how to use the equipment. People will need training in December.

Mr. Tinio stated that the IT group is adding permissions to Microsoft 365 so that documents can be presented easier during hybrid meetings.

Mr. Dan Byer asked if there be a provision to meet out in the field for the Parks Department. Ms. Newman stated that the expectation should be that every Board and Committee/Commission should have a scheduled time and place they will meet. Holding a fully remote meeting is fine too as long as there is an MS Teams link provided for people to participate and the meeting is recorded.

**Discuss Ending the Yard Sale Permit**

Mr. Reil stated the yard sale permit is not a major source of revenue. Ms. Newman stated that as long as public safety does not have an issue with it she is in agreement. Chief Kurczyk stated he did not have an issue with this.

Mr. Tinio made a motion to eliminate the yard sale permit. Second by Mr. Merolli. The motion passed unanimously.

### **Discuss FY23 Budget Process**

Ms. Newman stated that the Town has used the same budget process for over 7 years. Prior it was a different process. Departments submit their budgets in December. Ms. Newman meets with each department for a budget review. the budgets are then brought to the Select Board and then to FinCom. This year there is a desire for both boards to have a little bit more transparency about the process. In reviewing documents that Finance Director, Jody Kurczy sent out the Select Board to Fin Com from the DLS, we have been do everything but have joint meetings with FinCom, School Board and the Select Board initially. Ms. Newman feels this is a good place to start. Years when we have only had a level service budget only boards/departments that had a request beyond level service would be asked in to discuss them with the Select Board. Ms. Newman advised that we should start scheduling departments to come in with their budgets to meet with the Select Board and suggested posting a joint meeting with FinCom and the School Department. Ms. Newman will also be meeting with the Upton Town Manager and interim Superintendent in December.

### **Discuss Brothers of the Brush Block Party**

Mr. Tinio stated that there is not anything new to report.

### **Consider MOA with Mendon Highway Department Union Local 272**

Mr. Tinio made a motion to approve the Mendon Highway Department Union Local 272 MOA that will be in effect from July 1, 2021 – June 30, 2024. Second by Mr. Merolli. The motion passed unanimously.

**Executive Session -Purpose 3, M.G.L. c. 30A, § 21(a)(3): To discuss strategy with respect to collective bargaining with the Mendon Town Hall Union Local 272, Mendon Highway Department Union Local 272, Mass. Coalition of Police Union AFL-CIO Local 188.**

**Executive Session- Purpose 2, M.G.L. c. 30A, § 21(a)(2): To conduct collective bargaining sessions with the Mendon Town Hall Union Local 272.**

Mr. Reil made a motion to enter in to Executive Session -Purpose 3, M.G.L. c. 30A, § 21(a)(3): To discuss strategy with respect to collective bargaining with the Mendon Town Hall Union Local 272, Mendon Highway Department Union Local 272, Mass. Coalition of Police Union AFL-CIO Local 188. Also under Purpose 2, to conduct collective bargaining sessions with the Mendon Town Hall Union Local 272. To discuss in open session may be detrimental to bargaining. Second by Mr. Tinio. The motion passed unanimously.

Roll Call Vote: Reil-aye, Tinio-aye, Merolli- aye

### **Adjournment**

Mr. Tinio made a motion to adjourn. Second by Mr. Merolli. The motion passed unanimously.

Roll Call Vote: Reil-aye, Tinio-aye, Merolli- aye

Submitted by Laura St.John-Dupuis.