



TOWN OF MENDON

SELECT BOARD

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

Notice of Meeting

July 20, 2022

6:30 PM

Hybrid Meeting

Microsoft Teams meeting
Join on your computer or mobile app

[Click here to join the meeting](#)

Or join by entering a meeting ID

Meeting ID: 212 906 872 891

Passcode: Ukroep

Or call in (audio only)

[+1 347-467-1434,138888507#](#)

Phone Conference ID: 138 888 507#

Board Members

Michael Merolli, Chair

Lawney Tinio, Vice-Chair

Alejna Brugos

Brendan Chenelle

Michael Goddard

Meeting Minutes

At 6:30 PM a regular Select Board meeting was called to order. Present: Mike Merolli, Lawney Tinio, Alejna Brugos, Brendan Chenelle, Mike Goddard, Kim Newman, and Laura St.John- Dupuis.

Mr. Merolli led the Pledge of Allegiance.

Citizen Statement and Petitions

Mr. Merolli asked Mr. Tinio to provide an update for the Rock the Block party that is being planned for September. Mr. Tinio stated that the venue has changed from the downtown area to Memorial Field. The event will take place on September 10, 2022 at 2 PM to 9:30 PM. A banner will hang at the center of town advertising the party. A donation letter to local businesses to donate has been finalized that will be going out. Flyers will also be passed out at the circus this week. Mr. Tinio stated that there are meetings at the Police Station regarding this event anyone interested can attend. The following will be part of the party;

- Historical Trolley Tours
- Events for kids and families supplied by Party RI, local business can sponsor one if they like.
- Food Vendors
- Tented area for people to sit and eat
- Cornhole Tournament sponsored by the Brothers of the Brush
- The Peacheaters will be the featured band at the end of the night
- Fireworks will end the event at 9:30 PM
- There will be 2 trolleys available to shuttle people

Correspondence to the Board – Consider Support of the Blackstone River Watershed Needs Assessment Report

Mr. Goddard made a motion to support the Blackstone River Watershed Needs Assessment Report. Second by Ms. Brugos. The motion passed unanimously.

Executive Session-Purpose 3, pursuant to M.G.L. c. 30A, Section 21(a)(3) to discuss strategy with respect to collective bargaining if in an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares.-Town Hall Union

The Board of Assessors Chair, Mr. Kenneth O'Brien addressed the Board, stating that he does not feel it is proper to have Executive Session for the Town Hall Union. The Board of Assessors will not participate in Executive Session, Mr. O'Brien would like to have a discussion in open meeting. Town Labor Counsel, Mike Maccaro stated that the Select Board has the right to discuss matters in Executive Session because the matters are related to the clerical union. The Board of Assessors left the meeting.

Discuss Town Hall Campus Project

Ms. Newman stated that mobilization for the Town Hall Campus project will begin on 8/1. The well for the Town Hall is all set to go and is moving forward. The painting of 18 Main Street has been completed, the final walkthrough needs to be done.

The remodel project is going to be done in phases, and should be completed by November or December, depending on what is in the walls at the back part of the building. Ms. Newman stated that she would like someone to come in and look at the ADA aspect of this project as it is a real concern particularly the way the elevator door opens and the location of the staircase. Ms. Newman has had discussion with the Historical Commission opening up that area and put in an alcove with historical artifacts and seating. There needs to be a determination on how to enhance the entrance in the back as there will be more foot traffic coming through that area.

Ms. Newman stated that there were multiple designs from 2016, and it was difficult to know the space because of the condition of what is going on inside the walls. Mr. Merolli asked Ms. Newman if there was a discussion with staff. Ms. Newman stated that in 2016 and 2019 there were conversations with staff. Additionally, most staff has come to see her regarding this project. We don't have the exact measurements, but the concept is to have a conference room downstairs that can be used for meetings. The configuration is about customer service and efficiency. The offices that have the most foot traffic will be moved to those locations.

Mr. Ken O'Brien, Board of Assessors Chair, asked about obtaining plans for the building renovation, he also stated that Ms. Berthold had also asked. He deferred to Ms. Berthold to address the Select Board.

Principal Assessor Ms. Jean Berthold addressed the Select Board stating that she had assumed the work that was being done in the Town Hall was just sprucing up the office and not until about three weeks ago the contractor said that he would need to get some work done in her office. Ms. Berthold further stated that she had a conversation with the Town Administrator asking about the renovations and about the location of her office and sent an email regarding concerns and requests for her office. Mr. Goddard asked Ms. Berthold if she wanted confirmation that the Board understands what she is asking for. Ms. Newman stated that she read the request from Ms. Berthold and came up with a solution that meets most of her requests. Ms. Berthold requested a window, has some safety concerns, and wants a space to conduct private meetings. Ms. Newman stated that she does not have a particular preference about the location of the Assessor's office. The original report stated that the Assessors office could be in a shared space and had to be near the Treasure/Collectors Office. The location that fits those requirements the most and addressed the security issue and the window issue would be to become part of the finance office. Ms. Newman stated that we can't even determine what the layout will be officially on that side of the building until the space is gutted. There has to be a temporary office for the Assessor's in order to start that process.

Mr. Tinio asked Ms. Berthold what her concern about confidential information is. Ms. Berthold stated anything to do with health and finances is confidential information. Mr. Goddard asked Mr. Tinio if the Town has the capability of digitizing confidential information securely. Mr. Tinio stated yes.

Mr. Goddard suggested that there needs to be an offline meeting to fully understand the requirements as to why things have to be a certain way and that there is a temporary solution until the final is designed. Mr. Goddard also added that if the DOR has rules and regulation that we are not aware of we need to know what they are. Mr. Merolli agreed with an offline meeting to discuss further.

Ms. Susan Edmonds, Board of Assessors member, stated that the Board of Assessors should meet with the Town Administrator and Select Board Chair, Merolli to discuss the Assessor's office together off-line to get this situation resolved.

Consider Appointment- Heavy Equipment Operator

Mr. Tinio made a motion to appoint Ronald Carson to the full-time position of Heavy Equipment Operator for the Highway Department. At a rate of \$21.55 per hour. Second by Mr. Chenelle. The motion passed unanimously.

Consider Appointment- Board of Health

Mr. Tinio made a motion to appoint Joyce Gilmore to the Board of Health effective today, July 20, 2022 to extend until the May 2023 Annual Town Election scheduled for May 16, 2023. Second by Mr. Goddard. The motion passed unanimously.

Consider Appointment-Conservation Agent

Ms. Newman stated that several years ago we had a resignation of our conservation clerk/admin at that time it was suggested that we get a Conservation Agent unfortunately it didn't work out. We did get an excellent candidate but we are waiting to see if she will take us on. If not, we might have to pivot and take a look at someone else or keep advertising for agents. Still the goal is to find an agent.

Mr. Tinio asked will the agent be doing the clerical work? Kim stated yes. We have another vacancy the Zoning Enforcement Officer. We are also interviewing for the Jr. Planning position with the grant that we have. We are going to look for solutions to keep Jack Hunter. We need to find out how we want to handle it. It is not a cost issue right now. We need to figure out how to approach this and fund it in the fall.

In addition, Ms. Newman stated that she would like to find out the foot traffic in Town buildings for business., Ms. Newman stated to the extent we can, and stated she feels there is a shift coming out of the pandemic of people coming to the Town Hall. Mr. Tinio stated that you can use a door counter.

Future Meeting Dates: 8/1 & 8/29

Adjournment

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

Submitted by Laura St.John-Dupuis