



TOWN OF MENDON

SELECT BOARD

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

Notice of Meeting

January 4, 2023

6:30 PM

HYBRID

Microsoft Teams meeting

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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, Michael Goddard, Kim Newman and Laura St.John-Dupuis.

Mr. Merolli led the Pledge of Allegiance.

Mr. Merolli stated that the Select Board received an email from Anne Mazar, Mendon Community Preservation Chair, stating that an additional \$74,793 state funding for the Mendon Community Preservation Act, making a total of \$347,316 State Aid received in Mendon CPA accounts, this is an 83% match for Mendon's CPA tax levy for FY22.

Interview -Open Seats on Boards/Committees

The Select Board interviewed Adam Griffin for the Finance Committee open seat and John D'Amelio, Peter DeGaetano and Tom Merolli for the open Zoning Board of Appeals seat.

Consider Appointments Boards/Committees

Mr. Tinio made a motion to appoint Adam Griffin as a non-voting Finance Committee member for a term to expire June 30, 2023. Second by Ms. Brugos. The motion passed unanimously.

Roll Call Vote: Merolli-Aye, Tinio-Aye, Chenelle-Aye, Brugos-Aye, Goddard-Aye.

Mr. Merolli stated the Select Board has interviewed a total of 6 candidates for the Zoning Board of Appeals open seat Lea Botti-Whiting, Matthew Clark, Vicki Grisanti, John D'Amellio, Peter DeGaetano and Tom Merolli. Mr. D'Amellio and Mr. Merolli are currently alternates on the ZBA with terms to expire on June 30, 2023.

Mr. Tinio made a motion to appoint Matt Clarke to the Zoning Board of Appeals for a term to expire on June 30, 2023. This motion was not seconded and the nomination failed.

Mr. Goddard stated that he felt the candidates that came forward were all great and would like to look at expanding the Zoning Board of Appeals to possibly 5 Members at Annual Town Meeting.

Mr. Goddard made a motion to appoint Tom Merolli to the Zoning Board of Appeals for a term to expire June 30, 2023. Second by Ms. Brugos. The motion passed.

Roll Call Vote: Goddard- Aye, Brugos- Aye, Mr. Tinio-Nay, Mr. Chenelle and Mr. Merolli abstained. The motion passed.

Mr. Tinio made a motion to appoint Matt Clark as an Alternate to the Zoning Board of Appeals for a term to expire June 30, 2023. Second by Mr. Goddard. The motion passed.

Roll Call Vote: Tinio-Aye, Goddard Aye, Brugos- Aye, Chenelle-abstain.

Consider Appointment- Appointment of Police Sergeant – John Coffey

Mr. Tinio made a motion to appoint John Coffey to position of Police Sergeant at a rate of \$47.07 Per hour. Second by Mr. Chenelle. The motion passed unanimously.

Roll Call Vote: Merolli-abstain, Tinio-Nay, Chenelle-abstain, Brugos-Aye, Goddard-Aye.

Consider Appointment- Assistant Treasurer Collector

Mr. Tinio made a motion to appoint Tracy Aicardi to the position of Assistant Treasurer Collector rate is \$26.79 per hour. Full time 37.5 hours per week. Second by Ms. Burgos.

Roll Call Vote: Merolli-aye, Tinio-aye, Chenelle-aye, Brugos-Aye, Goddard-Aye.

Financial Team FY24 Revenue Presentation & FY24 Budget Updates

Ms. Newman stated that this is a part of a larger budget picture every year an analysis is done of the revenues for the Town for the year. The budget is primarily based on property and excise taxes with very little sources for revenue. The types of areas of growth are pretty limited at this point but this should give people a better of understanding of the confines of the budget.

Mr. Eric Kinsherf, accounting firm for the Town of Mendon stated that he and Sean Griffin in his office, Jody Kurczy Mendon's Finance Director and Jean Berthold, Mendon's Principal Assessor along with Ms. Newman, Town Administrator make up the Financial Team that meets weekly. Mr. Kinsherf provided an overview and stated that 87% of the budget comes from property taxes. The other components are local receipts, Motor Vehicle Excise Tax, meals tax, trash collection, ambulance fees, licenses and permits, which are approximately 10% of the budget. And added that the Town has new finance software and a new chart of accounts.

Ms. Newman explained that this year's budget estimate is only about \$9K more than last year and not much change from last year.

Ms. Berthold, Town's Principal Assessor stated that she is a firm believer in budget for what you need in May and what you want in Fall. Last year there was a bit more in new growth because we a solar field come online and a condo subdivision. There isn't much new that has been approved. We have two commercial buildings. This is a guessing game and we do not know who will pull permits and what they will pull permits for Ms. Berthold added that she is not anticipating anything really big for this fiscal year.

Ms. Newman stated that the FY24 Budget Process memo was send out a couple weeks ago with the proposed dates and what the budget schedule would be. In terms of the overall budget, the department had until 12/31/22 to provide their data. Ms. Newman will start meetings in 2 weeks and then will start bringing department heads into Select Board Meetings to review their budgets. The biggest challenge she is anticipating is getting used to the new system. Considering the numbers are very similar to last year, we have a pretty good idea of what to expect overall. Ms. Berthold stated that a lot of our income does not come in the first 6 months, in December you will not see half of what we expect to get in, the biggest excise commitment will come in the 2nd half including any increases in taxes.

Ms. Newman will be working with Sean Griffin to get the numbers moved over to the new budget software system and will keep an agenda item from this point forward for the budget, there will also be reports and working copies in the budget folder under in SharePoint. The budget documents that will be in the Finance Committee SharePoint folder will be read only.

Adjournment

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

Submitted by Laura St.John-Dupuis

DRAFT