TOWN OF MENDON

SELECT BOARD
20 Main Street, Mendon, MA 01756
Tel: 508-473-2312
Wednesday, July 16, 2025
6:30 PM

Board Members
Jason Kuter, Chair
Michael Goddard, Vice-Chair
Michael Merolli
Brendan Chenelle
Alejna Brugos

1. Open Meeting

Chair Jason Kuter opened the meeting, announcing the meeting was being recorded.
Pledge of Allegiance.
Members present: Jason Kuter, Brendan Chenelle and Alejna Brugos are present.
Michael Goddard and Michael Merolli are absent.

2. Citizens Statements and Petitions

None

3. Correspondence

    a. Request for Town Assistance - Oakham fight letter request

Select Board members acknowledge the request. It is Public Safety and Town Administrators' purview. They do not see this as something the Select Board should sign off on.

    b. New Open Meeting Law Guide

The Select Board will sign off on the receipt of the Open Meeting Law Documents with updates.

4. Community Events and Announcements

   a. 25th Taft Public Library Cardboard Boat Race - July 23rd, 6:30PM

It is located at Mendon Town Beach. You need to register your boat by the 18th. The Select Board is going to build a boat this year.

   b. Mendon Lions Circus on July 17-18, 2025

Tickets can be purchased at the Charles River Bank across the street. The circus is on the 17th and 18th.

5. Public Hearing - MGK Mendon Inc, DBA Sav On 6:35 PM

   The Mendon Selectboard will hold a public hearing on Wednesday, July 16, 2025, at 6:35 p.m. in the Upper Town Hall, located at 20 Main Street, Mendon, MA, to consider the transfer of a Package Store License for the sale of wines and malt beverages under M.G.L. Chapter 138, Section 12. The license is currently held by 147 Hartford Ave Mendon LLC DBA as Sav On being transferred to MKG Mendon Inc., DBA Sav On. All interested parties are invited to attend and will be given an opportunity to be heard.

Motion 1:
Move to Approve Public Hearing - MGK Mendon Inc, DBA Sav On 6:35 PM
Made by: Jason Kuter
Seconded by: Brendan Chenelle
Vote: Passed
At 6:35 the Chair read the meeting notice.

The Mendon Select Board will hold a public hearing on Wednesday, July 16, 2025, at 6:35
p.m. in the Upper Town Hall, located at 20 Main Street, Mendon, MA, to consider the
Transfer of a Package Store License for the sale of wines and malt beverages under M.G.L.
Chapter 138, Section 12.
The license is currently held by 147 Hartford Ave Mendon LLC DBA as Sav On being
Transferred to MKG Mendon Inc., DBA Sav On.

All interested parties are invited to attend and will be given an opportunity to be heard.
Mr. Kuter inquired why the license was being transferred so soon after it was opened?

Sydney Procos as the attorney representing MKG Mendon Inc, was attending with Marcel Georges from MKG Mendon Inc. New owner and manager of the location. Nothing is changing, it is an internal change and is required by ABCC to come in front of the Select Board to have the change approved.

No Comments

Motion 2:
Move to Close the Public Hearing - MGK Mendon Inc, DBA Sav On
Made by: Mr. Kuter
Seconded by: Mr. Chenelle
Vote: Passes Roll call Kuter Aye, Chenelle Aye, Brugos Aye

Motion 3:
Motion to approve the transfer of the Package Store License for the sale of wines And malt beverages to MKG Mendon Inc., DBA Sav On.
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passes Roll call Kuter Aye, Chenelle Aye, Brugos Aye

a. Liquor License Transfer Packet -MKG

6. Public Hearing - PJ's At Miss Mondon Diner 6:45 PM

   The Mendon Selectboard will hold a public hearing on Wednesday, July 16, 2025, at 6:45 p.m. in the Upper Town Hall, located at 20 Main Street, Mendon, MA, to consider the transfer of a Liquor License for the sale of all alcoholic beverages under M.G.L. Chapter 138, Section 12. The license is currently held by Miss Mendon Diner being transferred to PJ’s at Miss Mendon Diner All interested parties are invited to attend and will be given an opportunity to be heard.

Continued to a later Date.

a. Liquor License Transfer Packet

7. Mendon Cultural Council

a. Request permission to host the 2nd Annual Scarecrow Contest

Motion 1:
Move to Approve Request permission to host the 2nd Annual Scarecrow Contest from Octover 1st to the 31st
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Roll Call Vote Kuter aye, chenille aye and Bugos aye.
Joanne Lamothe would like to host another scarecrow contest. Scarecrows have to be out by October 1st to the 31st they will award the winner on October 27th to a ceremony. This year votes will be taken by a QR code. Updates will be on FB thuout the contest
Motion to approve the request from the Cultural Council to hold the second Annual Scarecrow Contest from October 1st through the 31st.
Would like to have the reception in the evening at the Town Hall. They will serve some beverages and cookies.
Mr. Kuter suggested speaking with the Town Clerk.

b. Reschedule the Scavenger Hunt in the fall, due to the last scheduled event being rained out

Motion 1:
Move to Approve Reschedule the Scavenger Hunt Sunday September 21st Morning from 9-12 Starting and Ending at Clough school.
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed Kuter aye, Chenelle Aye, Brugose Aye
Sunday, September 21st Morning from 9-12 has the same rules, questions and events that were planned previously. This will be held rain or shine.

8. Donations

a. Brothers of the Brush - Funds for Park Benches

Motion 1:
Motion to create a gift account to hold and expend the fundsMove to Approve Brothers of the Brush - Funds for Park Benches
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed Kuter aye, Chenille aye Brugos Aye
Motion 2:
Motion to create a gift account to hold and expend the funds
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed
Tom Fickner, Tom Belland and AJ Byrne are present from the Brothers of the Brush. They would like to present a donation on behalf of the brothers of the brush.

Mr. Pickner read a letter from the president of the Brothers of the Brush, Chad Labasse. $4906.64 is the amount of the donation.

They would like to set up 2 tables and 5 benches in the fields. Their goal is to assist the community. They had a golf tournament to help raise funds to put towards this donation.
TA, Jeremy Stull spoke with Parks member Dan Byer. This is something the Parks need.
Mr. Byrne and Dan Byer did an assessment on the benches.

b. Anonymous Donor- Gently used Blackstone Grill to Fire Department

Chief Bangma confirmed they have the grill, and they do have use for the grill.
Motion 1:
Move to Motion to accept the donation of the gently used Blackstone grill from an anonymous donor.
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed Kuter aye, Chenelle Aye, Brugos Aye

9. Special Town Meeting Considerations

The specifications did not meet the requirements of the by law. The Town Planner is going to speak to the residents that would be impacted by the flood bylaw. This will be on a future agenda.

10. Zoning By -Law Review

Zoning By Law Review committee sent a letter of what they are working on now. This will be used for a future topic. The letter was reviewed with action steps for each item by the Town Administrator.

a. Memo from Planner

They have grammar and textual changes they are implementing: ADU By-Law, Marajuana changes and New Zoning by law for common driveways and flag pole lots. This will be discussed further in future meetings along with other small changes.

11. Building Inspection Fees

Motion 1:
Amended Motion to approve the building fees as presented as Building Inspection Fees, effective immediately
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed Kuter Aye, Chenelle Aye, Brugos Aye

Ms.Brugos would like to know an appropriate schedule of how often these fees should be assessed.

Mr. Erickson suggests every two to three years. As prices change, this is something that should be adjusted to align with an increase in pricing.
This increase will all expedite the process of fees. Mr. Erickson will keep an eye on the fees.

The fees should cover the pay for the inspectors and this has not been changed in over a decade.

TA is highlighting that the fees would be waived for all town-owned properties. Inspectors will still be paid. However, the Town will not be required to pay the inspection fees.

a. Proposed Mendon Fees

Enclosed are proposed fees along with a memo from Building Inspector John

Erickson. Discussed changes and the purpose of the changes.
Chair does feel this reasoning is valid and thanks Mr. Erickson for the side by side with other towns.

b. Permit Fee signed memo

12. Appointments

Carl Hommel is present Virtually. There is a question on how challenged potions will be appointed. The Board would like context to make an informed decision to appoint the members.

a. Reappoint Peter Denton to the Agracultural Commission for a 3 year term to expire June 30th 2028.

Motion 1:
Move to Motion to reappoint Peter Denton to the Agracultural Commission for a 3 year term to expire June 30, 2028 Reappoint Peter Denton to the Agracultural Commiss
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed Kuter Aye, Chenelle Aye, Brugos

b. Appoint Lisa Vandervalk and Kristina Wante to the Agracultural Commission

Motion 1:
Move to Motion to appoint Kristina Wante to the Agracultural Commission for a 2 - year term to expire June 30, 2027, pending the completion of ethics training. Appoint Lisa Vandervalk and Kristina Wante to the
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed Kuter Aye, Chenelle Aye, Brugos

c. James Thach Capital Planning

Motion 1:
Move to Motion to reappoint James Thach to the Capital Planning Committee for a 3-year term to expire June 30, 2028 James Thach Capital Planning
Made by: Brendan Chenelle
Seconded by: Alejna Brugos

Vote: Passed Kuter Aye, Chenelle Aye, Brugos

d. Reappoint Michael Goddard Community Preservation Commission

Motion 1:
Move to Motion to reappoint Michael Goddard to the Community Preservation Commission for a 3-year term to expire June 30, 2028 Reappoint Michael Goddard Community Preservation C
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed Kuter Aye, Chenelle Aye, Brugos

e. Reappoint Diane Howell and Donna Son

Motion 1:
Move to Motion to reappoint Diane Howell and Donna Son to the council on aging for a 3-year term to expire June 30, 2028 Reappoint Diane Howell and Donna Son
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed Kuter Aye, Chenelle Aye, Brugos

f. Reappoint Tom Merolli - Economic Development Committee

Motion 1:
Move to Motion to reappoint Tom Merolli to the Economic Development Committee for a 3-year term to expire June 30, 2028 Reappoint Tom Merolli - Economic Development Commi
Made by: Alejna Brugos
Seconded by: Brendan Chenelle
Vote: Passed Kuter Aye, Chenelle Aye, Brugos

g. Reappoint Jim Stover - Cultural Council

Motion 1:

Move to Motion to reappoint Jim Stover to the Cultural Council for a 3-year term to expire June 30, 2028 Reappoint Jim Stover - Cultural Council

Made by: Brendan Chenelle

Seconded by: Alejna Brugos

Vote: Passed Kuter Aye, Chenelle Aye, Brugos

h. Reappoint Kristina Campbell - Historic Commission & Historical Commission

Motion 1:

Move to Motion to reappoint Kristina Campbell to the Historic Commission and the Historical Commission for a 3-year term to expire June 30, 2028 Reappoint Kristina Campbell - Historic Commission

Made by: Brendan Chenelle

Seconded by: Alejna Brugos

Vote: Passed Kuter Aye, Chenelle Aye, Brugos

i. Reappoint Debbie Broe - Historical Commission

Motion 1:

Move to Motion to reappoint Deborah Broe to the Historical Commission for a 3-year term to expire June 30, 2028 Reappoint Debbie Broe - Historical Commission

Made by: Brendan Chenelle

Seconded by: Alejna Brugos

Vote: Passed

j. Reappoint Alejna Brugos and Anne Mazar - Land Use Committee

Motion 1:

Move to Motion to reappoint Anne Mazar to the Land Use Committee for a 3-year term to expire June 30, 2028

Made by: Brendan Chenelle

Seconded by: Alejna Brugos

Vote: Passed Kuter Aye, Chenelle Aye, Brugos

Motion2:

Move to Motion to reappoint Alejna Brugos Land Use Committee for a 3-year term to expire June 30, 2028

Made by: Brendan Chenelle

Seconded by: Jason Kuter

Vote: Passed Kuter Aye, Chenelle Aye, Brugos

k. Reappoint Matthew Clark - Zoning Board of appeals

Motion 1:
Move to Motion to reappoint Matthew Clark to the Zoning Board of Appeals for a 3-year term to expire June 30, 2028 Reappoint Matthew Clark - Zoning Board of appeals
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed

l. Reappoint Lawney Tino Alternate Zoning Board of Appeals 1 year term

Motion 1:
Move to Motion to reappoint Lawney Tino as an alternate to the Zoning Board of Appeals for a 1year term to expire June 30, 2026 Reappoint Lawney Tino Alternate Zoning Board of Ap
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed Kuter Aye, Chenelle Aye, Brugos

There are two Committees that are not here. They are positions that are competitive. They would like to look for some guidance on how to move forward with this process.

Mr. Hommel would like to know what the policy is and how that has changed. He will be interviewing all 4 candidates. Peter, the incumbent, will not participate in the deliberation.
Mr. Kuter would prefer the committed to make the choice, but understands that this is not always the best course of action.
Mr. Hommel will provide suggestions from the interview and their recommendations. Both Mr. Chenelle and Mr. Kuter agrees that this context will be helpful. Also, suggested the SB interview the candidates as well.
Ms.Brugos would like to add whether the additional candidates would be interested in assisting the town in other ways. The Executive Assistant will write something to provide to the candidates, encouraging them to join other boards.

13. Meeting Minutes for Approval

Motion 1:
Move to I move to approve the meeting minutes from March 18, 2025, and June 18th, 2025. Meeting Minutes for Approval
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed Kuter Aye, Chenelle Aye, Brugos

a. 03.18.2025

Hold off until next meeting

b. 06.18.2025

14. Meeting Minutes for Circulation

a. 07.02.2025

15. MECC Merger update

Multiple members from both regional entities met and are looking into how two regional dispatch centers are merged. Both agencies have two separate governing structures. Mr. Stull and the Wrentham TA are working on figuring out options for working this out. TA is going to the MEC Tuesday next week and will tour the facility and provide updates. This is not a no to the grant, it's just not right now. They are currently in uncharted waters and need to make sue everything is done accurately.

16. On - Call firefighter Rates

The chief and TA came up with a proposal to temporarily satisfy the fees. This will still be at the bottom of the scale. Chief Bangma is looking for a larger increase when the survey study comes up or next fiscal year.
This will keep the stipend until market adjustments are made either when the survey study comes up or next budget season. This gets the On Call department to the bottom of the pay scale.
Motion 1:
Move to Motion to approve the on-call firefighter rates as presented by the Chief and the Town Administrator.

Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed Kuter Aye, Chenelle Aye, Brugos

a. Proposed On Call Pay Adjustments

17. Blackstone Valley Opioid Taskforce

Motion 1:
Move to Motion for the Select Board to approve the IMA and authorize Town Administrator to sign. Blackstone Valley Opioid Taskforce
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed Kutery aye, Chenelle Aye, Brugos Aye
All regional Police Chiefs will pool Opoid settlement and be matched by state grants to double the funds allow their funds to have a bigger impact.
Chair would like to have updates on this and how it is applied across the region. It's good for the community.
Chief Kurczy will update the board.

a. Intermunicipal Agreement

18. TA Review Process Discussion

Mr.Kuter would like to start the process of the performance review. Mr.Kuter and HR spoke about the templates and TA will do a self-review and provide them to Jennifer O'Neill and have.
Differences this time around there will be goals for the TA to review. Mr. Kuter would like to have more measurable goals.
TA would like to have goals from the beginning of the year to the end of the fiscal year to be what he is measured on.
The timeline would be one month. This will be presented at the last meeting in August. This will be something that Mr. Kuter would like to do it before the beginning of the next FY.
Ms. Brugos would like the goals on hand. They would also like to review the TA contract. Mr.Kuter will give this to the board by Monday.

TA sent a memo to all department heads to have these conversations with their staff.

Mr. Kuter states that each board member is welcome to schedule time with TA to review their submissions and have a discussion.

19. Town Administrator's Report

-Pushed out website date. Has a press release ready to go. All department heads review their pages and send communication. Thank you to Ellen Agro, Katie Moxam and Dan Byer for all the work they are doing.
Mr. Kuter would like a workorder system uploaded to the new site.
- Survey Study should be ready soon, there will be a public document. Prior to releasing this there will be an executive session discussing the Select Board Strategy.
-Goal Setting Meeting for the 28th its a Monday, TA will confirm for Monday the 28th.
-IT meeting about licenses, consolidation of license period, Inventory, Capital expenses for tech. Conformation from ethics there is not a conflict of interest. He can not be the person to create the proposal. World band is on state contract, so the town still needs to go out for bid TA is aiming to do that for fall so we have quote for budget planning.
-Met with DOT about the small bridge replacement program. We will likely get the $110,000.00 grant. TA inquired about phase 2, which is $500,000. 2nd DOT meeting public safety there will be indefinite road closures on Mendon Street from Northbridge. Hartford Ave east to Uxbridge. Will be communicated with Open Gov, website, Executive sessions with Town Counsel about Trask property for August 6th.

20. Future Agenda Items

Executive Session with Town Counsel
Highway working on bid for roadwork
Next meetings are Wednesday August 6th and Wednesday August 20
Plans for the Senior Center with Abacus

a. Committee Creations/ Assessments/ Revitalization

b. Highway Road Maintenance Plan

c. Strategy for Civil War Monument

d. Plan of Inventory of land

    e. Fee Structure in By Law

    f. Board Goal-Setting Meeting date

21. Next Meetings

    a. Goal Setting

22. Adjournment

Motion 1:
Move to Adjourn 8:12pm Adjournment
Made by: Brendan Chenelle
Seconded by: Alejna Brugos
Vote: Passed