

Select Board
Martin Memorial Hall
5259 Route 5

7:00 PM, March 3, 2016

Annual Reorganization Meeting

MINUTES

Present: David Fuller
C. Peter Cole
Daniel Boyer
Lynn Esty
Kelly Murphy
Town Manager, Ed Morris

Others Present:

Michael Todd

Westley Hazletine

1. Call to Order

Ed Morris called the meeting order at 7:05 PM.

2. Election of Chairperson

Ms. Murphy nominated Mr. Fuller to be board chairperson.

The nomination failed 2-3.

Mr. Cole nominated Mr. Boyer to be board chairperson.

The Nomination passed 3-2

3. **Election of Vice-Chairperson**

Mr. Cole nominated Ms. Esty to be board vice-chairperson. The nomination passed 3-0-2.

4. **Election of Board Clerk**

Mr. Cole nominated Ms. Murphy to be Board Clerk. The nomination passed 5-0.

5. **Appointment of Recording Secretary**

Ms. Esty nominated deForest Bearnse to be Recording Secretary. The nomination passed 5-0.

6. **Designate regular meeting dates, times, and location**

Motion: To designate the first and third Monday of each month at 7:00 PM at Martin Memorial Hall as the Board's regular meeting dates, time, and location.

Made by: Mr. Cole **Second:** Ms. Esty

Vote: 5-0

7. **Designate newspaper of record for Town**

Motion: To designate the Valley News as the newspaper of record for the Town.

Made by: Mr. Cole **Second:** Ms. Esty

Vote: Unanimous in favor

8. **Appoint Select Board Representative to the Fire Commission**

Mr. Fuller asked to table appointment until the April 4th meeting

Vote: Unanimous in favor

Discussion: Ms. Murphy asked that the role of the fire commission be reviewed by the board, because the current board is not functioning properly.

9. **Appoint Select Board Representative to Highway Committee**

Mr. Cole nominated Mr. Fuller who declined nomination to give someone else a chance to sit on that board.

Motion: To appoint Ms. Esty as the Select Board representative to the Highway Committee

Made by: Ms. Murphy **Second:** Mr. Boyer

Vote: Unanimous in favor

10. **Adopt *Policy for Conduct of Meetings and Hearings***

Motion: To adopt the *Policy for Conduct of Meetings and Hearings* dated March 3, 2016.

Made by: Ms. Esty **Second:** Mr. Cole

Vote: Unanimous in favor of adopting the policy with no **changes**

11. **Adopt *Ethics Policy***

Motion: To adopt the *Ethics Policy* dated March 3, 2016

Made by: Mr. Cole **Second:** Ms. Esty

Vote: Unanimous in favor

12. **Comments from Select Board and Citizens on topics not on the agenda**

Ed Morris discussed next month's appointment of the Town's Emergency Management Director and asked the board to think about the right person to appoint.

Mike Todd reminded the board that we follow Roberts Rules of Order and for the interest of time it would be nice if there was a motion made and then discussion, instead of discussion, motion and more discussion.

13. Review minutes from previous meetings

Motion: To approve the minutes of February 16, 2016 as written.

Made by: Ms. Esty **Second:** Mr. Cole

Vote: 4-0-1 (Ms. Murphy abstained since she was not part of the last meeting)

14. Review procedures for fixing dry hydrants

Motion: To table discussion and second reading until the meeting on April 18th

Made by: Mr. Fuller **Second:** Mr. Cole

Vote: 5-0

15. Review Second Class liquor license:

Motion: To approve a second class liquor license for Coco Mart/DBA Colonial Deli Mart.

Made by: Ms. Esty **Second:** Mr. Cole

Vote: 5-0

16. Designate Ed Morris as Project Manager for Maple Street Reconstruction Project

Motion: To Designate Ed Morris as Project Manager for Maple Street Reconstruction Project.

Made by: Mr. Cole **Second:** Ms. Esty

Vote: 5-0

17. Approve Warrants

Motion: To approve the warrants for March 3, 2016 as follow:

General Funds	Operating Expenses	\$85,093.57
	Payroll	\$21,151.10
Highway Fund	Operating Expenses	\$16,492.52

	Payroll	\$14,353.74
Solid Waste Management Fund		
	Operating Expenses	\$3,199.58
	Payroll	\$1,556.37
Library	Operating Expenses	\$2,112.33
Grants	Operating Expenses	\$0.00
Agency Monies	Operating Expenses	\$0.00
Reserves		\$3,978.40

Made by: MS. Esty **Second:** Mr. Cole

Vote: Unanimous in favor

18. Future Meeting Agenda Items

A. March ? , 2016

Request to improve portion of Class 4 Road / Jeremy Osgood
Town Challenge
Budget Update

B. March ? , 2016

Annual Appointments

C. April ? , 2016

Award funds from Transfer Station Bottle/Can Redemption Program – Round
5
Fire Commission Review
Dry Hydrant Discussion

19. Adjourn

Motion: To adjourn the meeting

Made by: Mr. Cole **Second:** Ms. Esty

Vote: Unanimous in favor

The meeting adjourned at 7:53 PM.

Respectfully submitted,

Ed Morris