

## WEST WINDSOR SELECTBOARD

Draft Minutes  
March 2, 2010

Present: Bruce Boedtke, Tom Kenyon, Glenn Seward, Phil Arvidson, Martha Harrison

- 1) Call to Order – Selectboard Vice Chair Tom Kenyon called the meeting to order at 11:45 AM.
- 2) Elect Officers – **Tom made a motion to elect Glenn Seward as Selectboard Chair. Bruce seconded the motion, which passed unanimously. Bruce made a motion to elect Tom Kenyon as Selectboard Vice Chair. Glenn seconded the motion, which passed unanimously. Bruce made a motion to appoint Martha Harrison as Selectboard Clerk. Glenn seconded the motion, which passed unanimously.**
- 3) Adopt Rules of Procedure - **Tom made a motion to adopt Roberts Rules of Order for Small Organizations. Bruce seconded the motion, which passed unanimously**
- 4) Designate newspaper of record - **Tom made a motion to designate the *Vermont Standard* as West Windsor’s paper of record, with the understanding that other boards may use other newspapers at their discretion. Glenn seconded the motion, which passed unanimously.**
- 5) Designate regular meeting day and time – **Bruce made a motion to adopt the second Monday at 6:30 PM as the Selectboard’s regular meeting day and time. Glenn seconded the motion, which passed unanimously.**
- 6) Appointment of Town Officers – Tom said he has been serving as Tree Warden and is willing to continue to do so. **The Selectboard agreed, by unanimous consent, that Tom will continue to serve as Tree Warden.** Tom said he is not aware of any other town officers that need to be reappointed at this time.
- 7) Other Business – **Glenn made a motion to authorize the Selectboard Vice Chair to sign the Town Clerk’s orders when the Chair is away. Bruce seconded the motion, which passed unanimously.**
- 8) Adjourn – **Bruce made a motion to adjourn at 11:47 AM. Glenn seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison