

West Windsor Selectboard
Draft Minutes
March 3, 2015

Present: Glenn Seward, Tom Kenyon, Dick Beatty, Shelley Seward, Martha Harrison

1. Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 12:15 PM.
2. Elect Officers – Chair: **Glenn nominated Dick Beatty to be Chair of the Selectboard for the upcoming year. Tom seconded the motion, which passed unanimously.** Vice Chair: **Glenn nominated Tom Kenyon to serve as Vice Chair of the Selectboard for the upcoming year. Dick seconded the motion, which passed unanimously.** Clerk: **Glenn nominated Martha Harrison to serve as Clerk for the Selectboard for the upcoming year. Dick seconded the motion, which passed unanimously.**
3. Adopt Rules of Procedure – **Tom moved to adopt Robert’s Rules of Order for Small Boards. Glenn seconded the motion, which passed unanimously.**
4. Designate newspaper of record – **Tom moved to designate the *Vermont Standard* as West Windsor’s newspaper of record with items being placed in the *Valley News* from time to time as deemed necessary or prudent. Dick seconded the motion, which passed unanimously.**
5. Designate regular meeting day and time – **Tom moved to designate the second Monday of each month at 6:30 PM and the fourth Monday of each month at 8:00 AM as the Selectboard’s regular meeting days and times. Dick seconded the motion, which passed unanimously.**
6. Appointment of Town Officers - Fence Viewers: Glenn said the current Fence Viewers are Rad Dike, Dennis Brown, and Tom Kenyon. **Tom moved to appoint the same slate of officers. Dick seconded the motion, which passed unanimously.** Inspector of Lumber: **Tom moved to appoint James Kenyon as Inspector of Lumber. Dick seconded the motion, which passed unanimously.** Poundkeeper: Glenn said the Selectboard currently serves as Poundkeeper. **Tom moved to appoint the Selectboard as Poundkeeper utilizing the Lucy MacKenzie Humane Society as well. Dick seconded the motion, which passed unanimously.** Tree Warden: **Glenn nominated Tom Kenyon as Tree Warden. Dick seconded the motion, which passed unanimously.**
7. Other Business that may arise as a result of Town Meeting (if necessary) – Glenn said given that the voters have authorized the alteration of the town’s administrative structure, we should plan on the current Chair, past Chair, and Town Administrator getting together on a regular basis until everyone’s up to speed with what’s going on. Glenn said the meetings will be warned. Tom said each member of the Selectboard usually takes responsibility for a particular area. Glenn suggested sending Dick more information about that and discussing it further on Monday. Glenn said he plans to send an email to all his contacts asking them to direct future communications to Martha, who can disseminate the information to the Chair or other board members as appropriate.
8. Public Comment – Shelley said there are many in town who don’t understand the work that Martha has been doing or what an asset she is for the town. Glenn agreed and said he was disappointed in some of the comments this morning.
9. Adjourn – **The Selectboard adjourned by consensus at 12:27 PM.**

Respectfully submitted,

Martha Harrison