

WEST WINDSOR SELECTBOARD

Draft Minutes

March 5, 2013

Present: Glenn Seward, Tom Kenyon, Bruce Boedtger, Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 2:53 PM, immediately following Town Meeting.
- 2) Elect Officers – **Tom made a motion to re-elect the same officers as last year, Glenn as Chair and Tom as Vice Chair. Bruce seconded the motion, which passed unanimously.**
- 3) Adopt Rules of Procedure – **Glenn moved to continue using the same rules of procedure that the Selectboard has been using, Robert’s Rules of Order for Small Organizations. Bruce seconded the motion, which passed unanimously.**
- 4) Designate newspaper of record - **Glenn moved to continue using the *Vermont Standard* as the town’s newspaper of record. Bruce seconded the motion, which passed unanimously.**
- 5) Designate regular meeting day and time – Glenn asked Bruce and Tom if they think the Selectboard should change their meeting day and time to try to get more people to attend. Tom did not want to change the day or time except when it falls on a holiday. Glenn suggested Saturday at 9:00 AM. Bruce and Tom were not in favor. Bruce suggested scheduling a Saturday morning meeting if there is an issue about which the public is particularly concerned. Tom and Glenn agreed. **Glenn moved to designate the second Monday of each month as the Selectboard’s regular meeting day and 6:30 PM as their regular meeting time. Bruce seconded the motion, which passed unanimously.**
- 6) Appointment of Town Officers – **Glenn moved to table the appointment of Town Officers. Bruce seconded the motion, which passed unanimously.**
- 7) Other Business that may arise as a result of Town Meeting (if necessary) – Tom asked about the purchase and sales agreement. Glenn said it is up to the Town Attorney to work out the appropriate language. The Selectboard agreed to schedule a meeting for Wednesday, March 13th at 7:30 AM.
- 8) Adjourn – **Glenn moved to adjourn at 3:00 PM. Bruce seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison