

Selectboard present: Kathleen Wright Chair; Jack Spanbauer

Selectboard absent: Dan Gray

Also present: Town Administrator, Tom Hutcheson; Sandra L. Wood, Town Secretary

The meeting was called to order at 6:00 pm

- **Review and Approval of Warrants**
 - On a motion by Spanbauer, seconded by Wright the board VOTED unanimously to approve the Payroll warrant of \$19,532.86.
 - On a motion by Spanbauer, seconded by Wright the board VOTED unanimously to approve the Vendor warrant of \$43,690.43.
- Budget related discussion
 - The board reviewed the budget and agreed to present it to the Finance Committee as written.
 - Hutcheson reviewed the Zoning Board budget with some changes. The board agreed with the changes for submittal to the Finance Committee.
- New position of Financial Assistant
 - The job description has been given to the Accountant and Tax Collector/Treasurer for review. Hutcheson was requested to run the grade points to assign the grade and step according to the job description.
 - The board agreed to estimate the salary at \$11,000 per annum to start.
- Articles for Annual Town Meeting
 - The board reviewed a list of possible articles for annual town meeting.
 - The board agreed to remove the audit article and if needed put on a special town meeting warrant.
 - Hutcheson was requested to check with the library on the cost of paving their back parking lot.
 - On non-money articles the board agreed to talk to the Tax Collector/Treasurer on the timing in regards to changing the position to appointed.
 - Discussion on elected boards providing their own personnel policies rather than the town personnel policy. Hutcheson said legal informed him the Selectboard has no mechanism to impose the town policy on other elected boards or offices. The Selectboard would have to be vested by town meeting vote for the authority. Spanbauer would like to meet with the library trustees and was not prepared to support until meeting with all elected boards on the subject. Wright suggested the discussion be arranged soon.
 - Wright said snow removal on town sidewalks would be an advantage to a few residents. Spanbauer suggested letting the voters decide.

On a motion by Wright, seconded by Spanbauer the board VOTED unanimously to adjourn at 6:59 pm.

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

Date Approved