

MINUTES SELECTBOARD ORGANIZATIONAL MEETING
Grafton Elementary School In Person/Live
With accommodation for persons unable to attend in person via interactive Zoom

Tuesday, March 4, 2025, Following announcement of election results

Present at the meeting in the Town Hall:

Selectboard: Vice Chair Cathy Siano-Goodwin, John Gregory, Steve Sargent, Anna Keegan, and Buzz Fisher

Also: Morgan Wilbur and Wendy Martin

Present online: Nick Bartlett

1. Call to order: The Town Administrator, Morgan Wilbur called the meeting to order at 7:50 pm.

2. Adopt Agenda: It was moved by Anna Keegan, seconded by John Gregory to adopt the agenda. Motion passed unanimously.

3. Election of Chair: It was moved by John Gregory, seconded by Anna Keegan, to elect Cathy Siano-Goodwin as the Chair of the Selectboard. Motion passed unanimously.

After election of the Chair, the Chair presided.

4. Election of Vice Chair: It was moved by Steve Sargent, seconded by John Gregory, to elect Anna Keegan as the Vice Chair of the Selectboard. Motion passed unanimously.

5. Election of Clerk: It was moved by Anna Keegan, seconded by Cathy Siano-Goodwin, to elect Steve Sargent as the Selectboard Clerk. Motion passed unanimously.

6. Appointment of Personnel Committee – 2 Selectboard Members: Cathy Siano-Goodwin expressed interest in staying on the Personnel Committee to continue working on updating the Personnel Policy. Steve Sargent said he didn't mind staying on as well.

It was moved by Buzz Fisher, seconded by Anna Keegan, to elect Cathy Siano-Goodwin and Steve Sargent to the Personnel Committee. Motion passed unanimously.

7. Appointment of Committees: John Gregory explained they had committees, but they had been dissolved. After some discussion, the Selectboard decided to reinstate the parks, cemeteries, and highway committees.

It was moved by Anna Keegan, seconded by Steve Sargent, to elect John Gregory and Buzz Fisher to serve on the Cemetery Committee. Motion passed unanimously.

It was moved by Anna Keegan, seconded by Cathy Siano-Goodwin, to elect John Gregory and Buzz Fisher to serve on the Highway Committee. Motion passed unanimously.

It was moved by John Gregory, seconded by Cathy Siano-Goodwin, to elect Anna Keegan and Buzz Fisher to serve on the Parks Committee. Motion passed unanimously.

Cathy Siano-Goodwin thought it was important that all board members are aware and notified of anything in regards to the building/Town Hall. John Gregory mentioned that the mowing bids for the parks and cemeteries

were opened at their regular Selectboard meeting on Monday, March 3rd. He recommended that the committees review the bids in preparation for the next regular meeting.

8. Set Selectboard Schedule: It was moved by Cathy Siano-Goodwin, seconded by Anna Keegan, to set the Regular Selectboard Meetings on the 1st and 3rd Mondays at 6 pm in the Town Hall upstairs and on Zoom. When a meeting is on a holiday, the meeting will be moved to the following day (Tuesday) at the same time. Motion passed unanimously.

9. Adopt Rules of Procedure: It was moved by Anna Keegan, seconded by Steve Sargent, to adopt the Rules of Procedure which was adopted by the Selectboard on February 19, 2019 and amended on March 7, 2023. Motion passed unanimously.

10. Authorize Town Administrator to sign contracts, agreements, etc. after approval by the Selectboard: It was moved by Anna Keegan, seconded by Buzz Fisher, to authorize Morgan Wilbur to sign contracts, agreements, etc. after approval by the Selectboard. Motion passed unanimously.

11. Authorize Town Clerk to approve liquor permits for outside catering: It was moved by Anna Keegan, seconded by Steve Sargent, to authorize Kim Record to approve liquor permits for outside catering. Motion passed unanimously.

12. Set places for posting: It was moved by Anna Keegan, seconded by Steve Sargent, to declare that the bulletin boards inside and outside the Town Hall, the library, and the Town website be used as places for posting notices and to designate *The Grafton News* for local notices and the *Vermont Journal* as papers of record. Motion passed unanimously.

13. Distribute 2025-2026 Timeline: It was moved by Steve Sargent, seconded by Buzz Fisher, to approve the 2025-2026 Selectboard timeline as presented. Motion passed unanimously.

14. Selectboard Educational Forum: Morgan Wilbur stated the VLCT Selectboard Essentials training would take place on March 22nd from 9 am until 2:30 pm at the Capitol Plaza Hotel in Montpelier as well as on Zoom. She encouraged all Selectboard members to attend. Wilbur also mentioned the Selectboard members are required to take the Ethics training. She said she would resend the training link.

15. Public Comment: There was no Public Comment.

16. Other Business: Buzz Fisher mentioned that Marge Heindel was the first women to serve on the Selectboard. He said it was nice to see a diverse board.

Cathy Siano-Goodwin discussed how meeting agendas are approved and posted. Morgan Wilbur said she often adds topics to the agenda between meetings and encouraged board members to tell her if they wanted anything on the next one. Wilbur said that she always asks the Chair for final approval before it is posted to the public.

17. Next regular meeting: Monday, March 17, 2025, at 6 pm.

18. Adjourn. It was moved by Anna Keegan, seconded by Steve Sargent, to adjourn the meeting at 8:15 pm. Motion passed unanimously.

Respectfully submitted,

Morgan Wilbur
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