



**Town of Milton  
Special Selectboard Meeting  
Thursday, March 5, 2020 at 5:15 p.m.  
Milton Municipal Building Community Room  
43 Bombardier Road, Milton VT 05468**

## **MINUTES**

**Selectboard Members Present:** John Palasik, Chair; Michael Morgan, Vice Chair; Chris Taylor, Clerk; Brenda Steady, Member; John FitzGerald

**Staff Members Present:** Don Turner, Jr., Town Manager; Sheila Mooney, TM Executive Assistant; John Bartlett, Director of Administration/Facilities/Human Resources; Jessica Morris, Director of Finance; Sheryl Prince, Town Clerk

**Others Present:** Ethan Rogati; Avalon Ashley

### **I. Call to Order**

Sheryl Prince, Town Clerk called the meeting order at 5:18 p.m.

### **II. Flag Salute**

Sheryl Prince, Town Clerk led the attendees in the Pledge of Allegiance.

### **III. Business**

#### **A. Organization of the Selectboard**

- Election of a Chair, Vice Chair, and Clerk
- Set the Time, Place, and Day of Selectboard Meetings
- Designate a Paper for Legal Notifications

#### **Election of a Chair, Vice Chair and Clerk**

Sheryl Prince, Town Clerk called for nominations for Chair three times.

**Motion made by B. Steady to elect John Palasik for Chairman with a second by M. Morgan. Approved Unanimously.**

J. Palasik called for nominations for Vice Chair three times

**Motion made by B. Steady to elect Michael Morgan as Vice Chairman with a second by C. Taylor. Approved Unanimously.**

J. Palasik called for nominations for Clerk three times.

**Motion made by B. Steady to elect Chris Taylor as Clerk with a second by M. Morgan. Approved Unanimously.**

#### **Set the Time, Place and Day of Selectboard Meetings**

**Motion made by M. Morgan that the first and 3<sup>rd</sup> Monday of each month be set for the regular Selectboard meetings with a second by J. FitzGerald. Approved Unanimously.**

**Motion made by M. Morgan that Selectboard meetings begin at 6:30 p.m. and not to exceed 9:00 p.m. unless an emergent situation arises and to table any items that are not emergent to the next Selectboard meeting with a second by J. FitzGerald. Approved Unanimously.**

**Motion made by B. Steady that the Municipal Building Community Room be the place where the Selectboard meetings are held unless otherwise warned with a second by M. Morgan. Approved Unanimously.**

**Designate a Paper for Legal Notification**

**Motion made by B. Steady to designate the Milton Independent as the official paper for legal notifications with a second by M. Morgan. Approved Unanimously.**

The Selectboard discussed adopting a Consent Agenda format for future meetings and agreed to continue discussions at the next Selectboard meeting.

The Selectboard agreed that the Warrant and Minutes will appear as the first and second items on future Agendas.

The following information was handed out to Selectboard members:

- Organization Structure
- How to Chair a Meeting
- Municipal Open Meeting Law
- Guidelines and Ground Rules for Committees, Commissions and Boards Resolution
- The Milton Charter

**IV. Adjournment**

**Motion made by M. Morgan to adjourn the meeting at 5:48 p.m. with a second by B. Steady. Approved Unanimously.**

J. Palasik adjourned the meeting at 5:48 p.m.

Respectfully Submitted,

Sheila Mooney

APPROVED MINUTES:

\_\_\_\_\_ Date: \_\_\_\_\_

Chris Taylor, Selectboard Clerk

Filed with the Milton Town Clerk's Office on this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST: \_\_\_\_\_, Milton Town Clerk