

TOWN OF BURLINGTON BOARD OF SELECTMEN

Regular Meeting Minutes



August 25, 2020

ITEM #	<u>TOPIC</u>	REQ. ACTION
I.	<u>CALL TO ORDER:</u> 6:00 PM	
II.	<u>ATTENDANCE:</u> Rick Marvel, John Smith, Fred Curtis, Steve Sundberg, Glenda Shorey, Jesse McNally & Chris Debeck	
III.	<u>APPROVAL OF MINUTES:</u>	
IV.	<u>AGENDA</u> A. Sign Warrants	
V.	<u>OLD BUSINESS:</u> A. <u>Burlington MFRD:</u> B. <u>TIF Projects:</u> C. <u>School Committee:</u> D. <u>Property Clean Up:</u> E. <u>BLT:</u> F. <u>Community Garden:</u> G. <u>BLT Management:</u> H. <u>Town Worker Position:</u> I. <u>Other:</u>	
VI.	<u>NEW BUSINESS:</u> A. Welcoming in the new Board Members. Congratulations to John Smith & Fred Curtis B. Motion was made to stop all non-essential town work and spending until budget for fiscal year is established and approved by town meeting. Motion was 2 nd and passed by vote. C. Motion was made to explore hiring outside accounting firm to advise	

TOWN OF BURLINGTON BOARD OF SELECTMEN

Regular Meeting Minutes

	<p>and assist with financial records and management of these records. Steve Sundberg had been researching various firms per request from selectman John Smith. It was agreed that we would table this until next regular select board meeting to give us time to determine needs of municipal officers going forward.</p> <p>D. Motion was made to solicit assistance from previous town officials with teaching current officers' proper municipal administrative duties and procedures. This motion was 2nd and approved by vote of select board.</p> <p>E. Motion was made to declare that all municipal decision making done by selectmen would only be completed after review and approval by vote of select board. This will allow better communication and accountability for municipal government. Motion was 2nd and approved by vote of select board.</p> <p>F. Motion was made to have select board meet every Tuesday, Wednesday and Thursday evening until budget and commitments are completed to allow for town meeting. These meeting times were not ideal for all select board members. Discussion of having workshops during regular business hours so that town office staff could help was suggested and agreed with. Time and days of these workshops will be determined ASAP.</p> <p>G. Executive Session was requested of the select board to discuss a personnel issue. No decision was made during session and more discussion to follow at later meetings.</p>	
<p>VII.</p>	<p><u>WARRANT ACTION AND FINANCIAL REVIEW:</u></p> <p>A. <u>Town Warrant</u></p> <p>B. <u>BLT Warrant</u></p> <p>C. <u>TIF Warrant</u></p> <p>D. <u>Financial Reports:</u></p> <p>E. <u>Treasurer's Receipts:</u></p> <p>F. <u>Other:</u> After reviewing warrants it was agreed that we would not sign them until actual dollar amounts were written in for payroll of the employees. Dollar amounts were not put in because town treasurer was not available until evening of August 26th to do payroll. Select board agreed to meet with her that evening and when warrants are completed will then sign so that checks may be written.</p>	<p>To Treasurer</p> <p>To Treasurer</p> <p>To Treasurer</p>
<p>VIII.</p>	<p><u>ADJOURNMENT:</u></p> <p>A. 8:45 PM</p> <p>B. Next meeting 09-01-2020</p>	

Minutes Submitted By: *Richard Marvel*