

# Starksboro Selectboard Agenda

## Tuesday, Sept. 15, 2020 – 5:30 p.m.

\*MEETING VIA ZOOM and is available to the public by phone or computer\*

Instructions for participating below

TIME	TOPIC
5:30	Meeting begins Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A).
5:31	Visitor's business (if no visitors are present, meeting will continue to the next topic)
5:40	<b>Road Foreman's report</b> – Tony Porter
5:55	<b>Reserve Fund Planning</b> – Robert Turner, Celine Coon Discussion of the Reserve Fund status and anticipating equipment and major maintenance needs in advance of creating the next budget.
6:15	<b>Jerusalem Community Center committee requests</b> – Susan Klaiber
6:30	<b>Job Descriptions Review continued</b> Discuss input received from staff & officials. Decide on steps to finalize JDs.
6:50	<b>Policy Review:</b> <b>Purchasing policy:</b> Consider final draft from 9/1 meeting for approval  <b>Review Work Plan and adjust policy review schedule:</b> Two new policies to be drafted for Social Media & Website and an IT policy. Discuss VLCT templates and process for review/revision/implementation.
7:15	<b>Action Items:</b> <ol style="list-style-type: none"> <li>1. Authorize warrants for bills, orders, and payroll</li> <li>2. Review minutes of 9/1/20</li> <li>3. Review mail and correspondence received</li> </ol> <b>Current Business as needed</b> <ol style="list-style-type: none"> <li>1. Selectboard concerns</li> <li>2. Administrative and zoning report</li> <li>3. Building and maintenance updates (as needed)               <ol style="list-style-type: none"> <li>a. Town Clerk's office</li> <li>b. Library – reopening plan update and timing</li> <li>c. PO and other buildings                   <ol style="list-style-type: none"> <li>i. Pottery studio lease update</li> <li>ii. PO lease review</li> </ol> </li> </ol> </li> </ol>
8:00	<b>Executive Session anticipated</b> per 1 V.S.A. § 313(a)(1) of the Vermont Statutes 1. Contracts and/or labor relations agreements with employees
8:20 est	<b>Adjournment</b>

**To join the meeting from your computer, tablet or smartphone:**

Join Zoom Meeting

<https://us02web.zoom.us/j/86700199798?pwd=b0U1L1dQamVMS3g4U2Z4eUZNV2lnZz09>

Meeting ID: **867 0019 9798** Passcode: **269299**

One tap mobile +19294362866,,86700199798#,,,,,0#,,269299# US (New York)

Participate by phone: +1 929 436 2866 US (New York)

Meeting ID: **867 0019 9798** Passcode: **269299**

*Please observe open meeting law instructions regarding participation.  
See [www.starksborovt.org/resources/](http://www.starksborovt.org/resources/) for more information*