

Gregory Heaton voted as **Chairman**. Mr. Heaton explained that he would not be available for all the meetings and did not have as much time to devote as previous chairman.

Steve Haines made the motion to appoint Bradley Bender as **Vice Chair**. Seconded by Thomas Fuller. All in favor.

Thomas Fuller made the motion to set the agenda. Stated that Line 7 be eliminated and discussed at regular Selectmen meeting. (Discuss and vote on hybrid meetings.) Seconded by Steve Haines. All in favor.

Motion made by Steve Haines and seconded by Kenneth Abbott to appoint Thomas Fuller as **Road Commissioner**. All in favor.

Gregory Heaton made the motion to appoint Kenneth Abbott as **primary check signer**. Seconded by Thomas Fuller. All in favor.

Thomas Fuller made the motion and seconded by Steve Haines to appoint Bradley Bender as **Secondary check signer**. All in favor.

Discussed signing of warrants. Thomas Fuller stated that all Selectmen should be signing warrants. This will be discussed at next Selectmen's meeting.

Gregory Heaton made the motion to appoint Thomas Fuller to take **meeting minutes at special, emergency meetings** at. Seconded by Kenneth Abbott. All in favor.

Motion by Steve Haines to set **Selectmen's meetings** to begin at 6:30 PM, 2nd Thursday of the month at the Municipal Office with the same format. Seconded by Kenneth Abbott. All in favor.

Steve Haines made the motion to designate **posting of Warnings, Notices, and Agendas** at Town Office, Post Office, White's Fuel Stop, Gerald White's Sales, Otter Creek Campground and Otter Creek Fun Center. Discussed posting at Mt. Tabor Country Store and will check with Cindy Kapusta if agreeable. Seconded by Kenneth Abbott. All in favor. **

Steve Haines made the motion to **designate** Manchester Journal, Front Porch Forum and Town website as **official postings**. Seconded by Thomas Fuller. All in favor.

Kenneth Abbott made the motion to appoint Matthew Blouin as **Meeting Facilitator** to record minutes and zoom portion of Selectmen's meetings. Seconded by Thomas Fuller. All in favor.

Thomas Fuller made the motion to appoint James Barlow as **Town Attorney**. Seconded by Steve Haines. All in favor.

Other business:

Discussed advertising for Auditor position. Asking for letter of interest to be available for April Selectmen's meeting.

Bradley Bender stated that the Town Listers should attend a Selectmen's meeting and submit days and hour of availability.

Thomas Fuller made the motion to adjourn. Seconded by Steve Haines.

Meeting adjourned at 7:53 PM.

Minutes taken by Janice Arnold.

Read and Approved

** Cindy Kapusta of Mt. Tabor Store approved of Danby posting notices—exception would be petitions.