

Town of Danby
DRAFT Emergency Select Board Meeting Minutes
June 14, 2025
Town Office, Danby, VT 9:00am
<https://www.danbyvt.org/government-information>

Public Present – Katlyn Parker, Cody Parker, & Matt Blouin

- **Call to order at 9:02am**
- **Roll Call (Heaton, Abbott, Haines, Fuller, Bender)**
 - Present: Heaton (via phone), Haines, Fuller, Bender
 - Absent: Abbott
- **Appoint Town Treasurer to serve until Town Meeting Day 2026**
 - Questions and discussion concerning current interim Treasurer's anticipated departure date and any additional people in town interested in Treasurer position. Skylar Dotson will be able to serve until June 26th. Katlyn Parker is interested in serving as Treasurer and no other candidates have expressed interest as of the start of this meeting.
 - Questions and discussion concerning Katlyn Parker's qualifications and ability to serve. Katlyn works at Community Health in front office and does managerial work including computer work utilizing EMR system to check in and out patients. She is available on a bi-weekly rotating schedule of M, W, F and then Tu, Th (9-3 daily) and can work starting this Wednesday.
 - **Motion to appoint Katlyn Parker as Town Treasurer to serve until Town Meeting Day 2026**
 - ***Motion by Haines, seconded by Fuller***
 - ***Motion passes unanimously.***
- Additional summary of discussion on Treasurer position:
 - Town employees will need to have timecards completed on Mondays to help facilitate payroll completion by 4PM on Tuesdays.
 - Both Cynthia from NEMRC and personnel from M&T Bank (contact Steven Senecal) are available to help support (including coming to town office).
 - Bender talked to Sullivan and Powers (external auditor) and they advise holding off on audit until books are in good condition for an audit to save the town expense. They would work with NEMRC, IRS, and the State of Vermont to help identify issues that need to be addressed.
 - Janice Arnold has offered to help and Sklar Dotson is available until 6/26/25.
- **Part-time summer help to trim around guardrails.**
 - Part-time help can be hired at a rate set by the town. As long as union dues are deducted from pay, union has no issue with. Candidate(s) need to apply for employment if interested. Caydn Dufresne has expressed an interest and was instructed to submit an application.
- **Motion to adjourn meeting**
 - ***Motion by Haines, seconded by Fuller***
 - ***Motion passes unanimously.***
 - Meeting adjourned at 9:20am

Respectfully Submitted by:
Matt Blouin
Meeting Facilitator