

Select Board duties include:

- Selectpersons are responsible for general supervision of the affairs of town and must cause to be performed all duties required of the town not committed by law to the care of any particular officer.
- The Select Board may enact ordinances and rules in many areas including traffic regulation, regulating nuisances, managing solid waste, dogs and recreation, and establishing bike paths. Many of these are listed in 24 V.S.A. § 2291, but others are scattered throughout the statutes.
- The Select Board warns all town meetings and specifies business to be conducted at the meeting, including proposing an annual budget. If the town does not set the tax rate, The Select Board must set a tax rate that will raise the specific amount voted at town meeting.
- The Select Board is responsible for hiring, directing, and firing almost all town employees *unless the town has a Town Manager form of government*; for setting salaries if voters do not do so at town meeting, and for establishing and enforcing personnel policies.
- The Select Board must authorize all town expenditures by signing orders for the treasurer to draw town funds.
- The Select Board supervises the expenditure of the highway fund and has charge of keeping town highways in repair. It also is responsible for laying out, classifying and discontinuing town roads.
- The Select Board is responsible for animal control.
- The Select Board may borrow money for periods of less than a year in anticipation of taxes.
- The Select Board must fill all town vacancies until an election is held.
- The Select Board may license many operations within the town (e.g., liquor sales, restaurants, junkyards and entertainment).
- The Select Board appoints several minor town offices (e.g., fence viewers, pound keepers, inspector of lumber and tree warden).
- The Select Board appoints and removes planning commissioners unless the town has voted to elect them. In “rural towns,” selectpersons serve as ex officio planning commission members. A “rural town” is a town with a population of less than 2,500 or a town with a population of at least 2,500 but less than 5,000 which has voted by Australian ballot to be considered a rural town. The Select Board adopts the town plan unless the town votes to adopt it by Australian ballot. It also holds public hearings on proposed zoning bylaws and may, in some circumstances, adopt zoning bylaws.
- The Select Board appoints police officers and *municipal* fire department officers.
- The Select Board appoints and may remove a town manager when a town has voted to adopt such form of government.
- The Select Board purchases all insurance for the town.
- The Select Board requires certain town officers to obtain a bond and sets the amount necessary.
- The Select Board regulates and issues certificates for junkyards.
- The Select Board controls cemeteries if there is not a cemetery commission.
- Select Board members serve as members of the Board of Civil Authority.