

Town of Panton  
Site Visit Vorsteveld Barn Jersey St  
September 23, 2014/6:00 P.M.

In Attendance:

Select Board:

John Viskup, Chair  
Beth Tarallo  
Howard Hall

Administration:

Rick Cloutier, Road Foreman  
Jean Miller, Clerk  
Ed Hanson, Zoning Administrator

Guests:

Gerard Vorsteveld  
Hans Vorsteveld  
Rudolph Vorsteveld

6:00 J Viskup called the start of the site visit.

Vorstevelds pointed out where they wanted to extend the building to. Measurements were taken to find the closest point to the center of the road. The measurement was 25 feet.

R. Cloutier had spoken to Addison County Regional Planning Commission regarding how many rods the road was.

Addison County Planning felt because it is a Class 3 Road is was probably a 3 rod road. The Town has it listed as a 6 rod road. It needs to be confirmed how many rods that Jersey Street is. R Cloutier will check with K Behm, ACRPC to get his assistance.

If the road is a 3 rod road Vorstevelds will not need anything from the Town.

Respectfully Submitted,

Jean Miller, Clerk

Town of Panton  
Select Board Minutes  
September 23, 2014/6:30 P.M.

In Attendance:

Select Board:

John Viskup, Chair  
Beth Tarallo  
Howard Hall

Administration:

Diane Merrill, Treasurer  
Barbara Fleming, Delinq Tax Col.  
Ed Hanson, Zoning Adm.  
Jean Miller, Clerk

Guests:

Hans Vorsteveld            Ken McEwan  
Ruddy Vorsteveld        Paul Tippett  
Gerard Vorsteveld

6:35 J. Viskup called the meeting to order.

Vorsteveld Barn – Public Right of Way – The Vorsteveld Farm is asking to build in the Town right of way. A question arose regarding the Town right of way on Jersey Street. It needs to be verified how many rods are in the existing right of way. Kevin Behm, Addison County Regional Planning will be contacted to see if he can help with the source for this information. It appears that VT Secretary of Agriculture, Food & Markets can grant a waiver to the farm regarding the Town right of way. The Town would have a comment period after the waiver had been approved to voice their concerns. There is some missing information that the Dept. of Agriculture said that they had sent to the Town that the Town has not received. E. Hanson will follow up with Stephanie Smith, Dept of Agriculture regarding the paperwork and other questions that came up.

Review/Approval of September 9, 2014 minutes of Select Board Meeting – H Hall moved to accept the minutes of September 9, 2014. B Tarallo 2<sup>nd</sup>. All approved.

B Tarallo made a motion to amend the agenda. Review the Draft Junk Ordinance at 8:40 has been tabled due to not receiving the comments from VLCT. It will be rescheduled to the October 14<sup>th</sup> meeting. She is also adding a five minute discussion regarding getting the Town vault inspected.

D Dows asked to add consideration for approval of the auditors RFP (Request for Proposal).

Public Comment – P Tippett said he thought the Select Board should voice their opinion to Dept of Agriculture before the Dept approved the setback variance. The Select Board explained that they thought they were going to get a chance to have their comment period. They were trying to ascertain when their comment period would be because they had not yet received the paperwork regarding the setback.

K McEwan asked if the Town had any jurisdiction over trash. J Viskup stated that if the junk or trash was a health hazard that the Health Officer did have jurisdiction. When the Junk Ordinance is pasted (It is in draft form now waiting for review from legal counsel, the Select Board would then review it again and if adopted, the ordinance would need to be posted for 60 days for public comment before it becomes a law.) it will put teeth into junk and trash clean up and explain the rules and regulations.

Tree Cutting in Panton - There was a short discussion regarding cutting trees in the Town right of way. Some trees had been cut on Arnold Bay Road, approved by the Road Foreman because they blocked the view. J Viskup asked as Tree Warden, he be consulted before trees in the Town right of way were cut.

Discussion of Lot #063100000 Violation – It is up to the Zoning Administrator to issue violations. Once a violation is issued it can be appealed to the DRB (Develop Review Board). The DRB then issues a decision. If the violator does not like the decision they can appeal it to the Environmental Court. The Zoning Administrator tries to work with the person to correct the violation. The ZA will have to make a decision regarding the problem. He will need to equal, fair and consistent in his consideration of how long of an extension should be allowed to fix a violation.

Review Updated Proposed Draft Revision to Delinquent Tax Collection Policy & Draft Payment Plan Letter of Agreement - B Fleming showed the Select Board the Monthly Payment Plan form that she had setup for delinquent tax payers to agree to and sign. She reviewed the list of delinquent tax payers and gave updates on each. B Tarallo asked if B Fleming would include in the Delinquent Tax Policy what would happen if the agreed Payment Plans were not followed. B Fleming agreed that it was a good idea.

Fiscal Policy – Cash Payments - B Fleming had spoken with K Brennan and they did not think that the Town should enact a policy that the Town would not accept cash payments. B Fleming and J Viskup asked if it was legal to do this. H Hall and B Tarallo felt very strongly that the Town should not accept payments over \$100 due to safety, security and legitimacy of the bills. D Merrill, Treasurer agrees and is not comfortable receiving large amounts of cash for payment. H Hall will check with VLCT to see if it is legal for the Town to enact a policy which states cash payments over a certain amount are not accepted.

Review/Approve Bills – Bills were reviewed and approved

Financials – Financials were reviewed. B Tarallo made a motion to accept the financials date August 30, 2014. J Viskup 2<sup>nd</sup>. All approved.

Auditors RFP for Select Board Consideration - The auditors updated the RFP that was sent out in 2011 with current information. They contacted 9 different Municipalities of similar size and asked who they had used and if they were satisfied with the work that had been performed. The response from the RFP is due in the office by December 1, 2014 by 4:00 P.M. This will allow time for the Select Board to have the actual figures to use for the budget figures. The audit would be done September 2015.

J Viskup made a motion to approve the Auditors RFP. H Hall 2<sup>nd</sup>. All approved.

Review Draft Junk Ordinance – Tabled. To be rescheduled to October 14, 2014.

Review Final Draft Treasurer Position - The draft was reviewed and approved. It is stated in the Town Charter that taxes are collected by the Town Treasurer. B Tarallo checked with VLCT and because this is in the Charter it does not have to be voted on at Town Meeting. J Viskup moved to accept the draft of the Treasurer Position. B Tarallo 2<sup>nd</sup>. All approved.

Truck Purchase/Special Meeting – 2006 Truck is rusting out. The warranty has run out and any repairs needed would cost the Town. There is approximately \$5,000 worth of work that needs to be done on the truck box before winter. A stainless steel box is an option. The price of a new truck needs to be confirmed including all extra items that are being considered before a Town Meeting is warned. K McEwan asked if a lease option had been looked into, this will be checked out. Time constraints question is if this is a preseason price that is being offered.

Vault Inspection – J Miller will call a company to get a vault inspect performed.

Inventory Lists – Garage and Town Office – R Cloutier has started an inventory list. D Merrill has spoken with M Forte and he has told her that if a video is done it can be transferred to the computer so there will be an electronic copy. B Tarallo will assist with the office inventory.

Correspondence – All correspondence was reviewed.

Hazard Mitigation plan has been started. It will take up to a year to complete.

Bridges and Roads standards are all up to date.

Bixby Library is considering installing boxes as a little library at different sites. Have a book, take a book. If you have a book you have read and are done with it you could put the book in the box and another one from the box.

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Addison County Readers, Inc. - Dolly Parton's Imagination Library for children under 5. There are a few pamphlets available at the Town office. We hope to get an electronic version of the pamphlet and send it to the Pantton Residents email list.

J Viskup adjourned the meeting at 10:00. B Tarallo 2<sup>nd</sup>. All approved.

Respectfully Submitted

Jean Miller, Clerk