

Town of Panton  
Select Board Minutes  
December 17, 2014/6:30 P.M.

In Attendance:

Select Board:

John Viskup, Chair  
Beth Tarallo  
Howard Hall

Administration:

Barbara Fleming, Del. Tax Col.  
Diane Merrill, Treasurer  
Jean Miller, Clerk

Guests:

J. Doug Dows  
M'Lissa Dayton

6:30 P.M J Viskup called the meeting to order.

B Tarallo made a motion to add Audit Services to the agenda at 8:55 p.m. J Viskup 2<sup>nd</sup>. All approved.

Review/Approval of November 25, 2014 Select Board Minutes. J Viskup made a motion to accept the minutes of November 25, 2014. B Tarallo 2<sup>nd</sup>. All approved.

Public Comment – D Dows asked about the excess in the budget from previous years. He felt that the residents who paid taxes during the year of excess should have some benefit from the excess. The Select Board discussed how it plans to warn 2 Town Meeting articles to both set up and fund Reserve Fund, using prior years' general fund excess. As for the timeline and why something had been not been established prior was discussed. The outside auditors, at the last external audit had suggested that a Reserve (Rainy Day) Fund be established to help the Town with unforeseen expenses that might come up.

Delinquent Taxes – Barbara Fleming – B Fleming gave an update on delinquent taxes. Two of the four delinquent tax payers have made payments. B Fleming will contact the two remaining and ask about their payment. She will also notify K Brennan that payments are late.

Review/Approval of Bills – Bills were reviewed and approved.

Financials – Financials were reviewed. B Tarallo made a motion to accept the financials dated November 30, 2014 as submitted by the Treasurer. J Viskup 2<sup>nd</sup>. All approved.

Holiday Bonus – B Tarallo moved to address this after the correspondence. J Viskup 2<sup>nd</sup>. All approved.

Review Draft Culvert Policy – VLCT reviewed the draft policy and sent a lengthy review back to the Select Board. The Select Board decided to table the rest of the discussion until R Cloutier, Road Foreman is present.

Excess Vacation Hours – After some discussion a motion was made by H Hall to carryover the excess vacation hours past the end of the calendar year into the coming New Year, understanding this excess cannot carryover past the 2015 calendar year for employee over the 80 hour limit. B Tarallo 2<sup>nd</sup>. All approved.

Health Insurance Review – Discussion of the increase cost of health insurance ensued. B Tarallo moved to meet the increase of the health insurance costs for the calendar year being January 1, 2015 for the current plans for one person and 2 person plans. H Hall 2<sup>nd</sup>. All approved. There are still funds in the budget to cover the increase in insurance costs for the first half of the calendar year partly due to changes in policies during the year.

2<sup>nd</sup> Pass Draft FYE 2016 Budget Review – B Tarallo made a motion that the 3% increases that were budgeted for Clerk and Treasurer be approved retroactive to July 1, 2014. J Viskup 2<sup>nd</sup>. All approved.

Select Board Meeting

December 17, 2014

Page 2

The draft budget was reviewed and some figures updated. Other figures need to be looked into before the budget can be finalized.

Review Draft Town Meeting Warning – The draft of the Town Meeting Warning was reviewed and discussed.

Report on Errors & Omissions (Illustrates Changes to Grand List since Property Tax Bills Went Out) – The Select Board reviewed the Errors & Omissions report and approved the changes.

Remote Network Access Software – B Tarallo gave an update she had received. The Town can purchase this access software for about half of what was initially thought.

Junk Ordinance Work Progress Timeline – The next steps for the Junk Ordinance is asking VLCT if they can schedule a phone conversation during a Select Board meeting for questions and answers. B Tarallo will call and see if this can be scheduled in February.

Audit Services – J Viskup made a motion to choose Telling & Associates as per J Paul Sokal's recommendation to do the audit for the Town of Panton. B Tarallo 2<sup>nd</sup>. All approved.

Correspondence – Correspondence was reviewed.

At 10:16 P.M. J Viskup made a motion to go into Executive Session to discuss personnel finances. B Tarallo 2<sup>nd</sup>. All approved. J Viskup made a motion to come out of Executive Session at 10:20 P.M. B Tarallo 2<sup>nd</sup>. All approved. Holiday bonuses were approved.

J Viskup adjourned the meeting at 10:21 P.M.

Respectfully Submitted,

Jean Miller, Clerk