

DRAFT  
Town of Panton  
Select Board Minutes  
December 22, 2015 - 6:30 P.M.

In Attendance:

Select Board:

Howard Hall  
Beth Tarallo  
John Viskup, Chair

Administration:

Jean Miller, Clerk  
Diane Merrill, Treasurer

Guests:

Kathy Mitchell  
Edward Dooley  
Katie Werthmann

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

Review/Approve Minutes of December 8 and 14, 2015. - **B Tarallo made a motion to accept the minutes of December 8, 2016. H Hall 2<sup>nd</sup>. All approved. B Tarallo made a motion to accept the minutes of December 14, 2016. H Hall 2<sup>nd</sup>. All approved.**

**B Tarallo made a motion to add Town Hall Septic System Report to the agenda. H Hall 2<sup>nd</sup>. All approved.**

**B Tarallo made a motion to add Municipal Planning Grant to the agenda. H Hall 2<sup>nd</sup>. All approved.**

**B Tarallo made a motion to review the draft budget earlier in the meeting. H Hall 2<sup>nd</sup>. All approved.**

Town Hall Septic System Report – K Werthmann gave an overview of the report from Otter Creek Engineering. It was agreed that the Town should move forward with the scope of the work as Otter Creek Engineering presented, snake the system and do the test pits but contain it within the Town boundaries. There was a contract to sign and after some edits, it was signed.

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

Review Paystubs – Paystubs were reviewed.

Financials – Financials were reviewed. **B Tarallo made a motion to accept the Balance Sheet and Financial Reports from the Treasurer dated November 30, 2015. J Viskup 2<sup>nd</sup>. All approved.**

Municipal Planning Grant – Acceptance – J Viskup signed the Municipal Planning Grant.

Correspondence – All correspondence was reviewed.

Public Comment – K Mitchell and E Dooley discussed the ditching that had been done on the corner of Jersey Street and Pease Road approximately a year and a half ago. They would like the ruts smooth out and the soil left there from the ditching to be leveled off.

Review Draft FYE 2017 Budget – Budget was reviewed and separate line items were discussed. Some figures were plugged in for various line items. There is more information needed to finalize it.

Review Draft Assessor Contract – The new contract is the same as last year which will take effect July 1, 2016. The Listers reviewed the contract and felt it was ok to go with it.

Review Draft Town Meeting Articles – Articles were reviewed, discussed and changes made.

Review Draft SB Report for Annual Town Meeting – The report was reviewed and some additions were made to the report.

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Review External Auditors Correspondence (Management letter, Representation Letter, ETC.) – There was a discussion. There has not been enough time for the proper review of the documents. Further review will be done (questions asked and answers) and then documents that need to be signed off on will be signed if no changes are needed.

Adjourn – J Viskup adjourned the meeting at 9:45 P.M. B Tarallo 2<sup>nd</sup>. All approved.

Respectfully submitted,

Jean Miller, Clerk