



Town of Panton Chartered 1761

3176 Jersey Street • Panton, VT 05491-9331

Ph: 802.475.2333 • Fax: 802.475.2785

Panton Planning Commission and Development Review Board

Thursday, May 12, 2022, Meeting Minutes

In attendance: DRB/PC Chair, Mary Rudd, DRB/PC Vice Chair, Bob Hartenstein, DRB/PC Members Gretchen Bailey and Kirsten De La Cruz

Via Zoom: DRB/PC Secretary Bethanie Brady Farrell, Zoning Administrator David Martini,

DEVELOPMENT REVIEW BOARD MEETING

1. DRB/PC Chair, Mary Rudd called the meeting to order 5:31 p.m.
2. Approval of the minutes of the December 9, 2022, DRB/PC meeting was tabled in absence of a quorum. Suzanne to investigate how to proceed approval without a quorum.
3. Approval of the minutes of the April 14, 2022, DRB/PC meeting
 - a. Bob moved to accept the minutes as written, Bethanie seconded. All in favor; the motion passed.
4. The Zoning Administrator, David Martini, had no new business or permit activity to report.
5. No New or Old Business to discuss.
6. Adjournment
 - a. Gretchen moved to adjourn the meeting. Bob seconded. All in favor, the meeting adjourned at 5:34 p.m.



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Via Zoom: DRB/PC Secretary Bethanie Brady Farrell

Visiting Landscape Architect and Community Planner of ACRPC, Katie Raycroft-Meyer joined the Planning Commission Meeting at 6:15 p.m.

PLANNING COMMISSION MEETING

1. DRB/PC Chair, Mary Rudd called the meeting to order 5:35 p.m.
2. Approval of the minutes of the December 9, 2022, DRB/PC meeting was tabled in absence of a quorum. Suzanne to investigate how to proceed approval without a quorum.
3. Approval of the minutes of the April 14, 2022, DRB/PC meeting
 - a. Bob moved to accept the minutes as written. Kirsten seconded. All in favor; the motion passed.
4. Old Business – Arnold Bay Project
 - a. Landscape Architect, Katie Raycroft-Meyer called the State to investigate best approach in transferring on to the Arnold Bay Project grant, in place of David Raphael, who passed in December 2021. David was responsible in obtaining the grant, which is to fund only the Arnold Bay Project conceptional design plan. Katie spoke with Grants Specialist, Jennifer Lavoie. She was hesitant in transferring the grant to Katie but said she would need to check on this, since it has never happened before. per Katie, Jennifer advised it would be best to hear from the Town of Panton.
 - b. The grant total is \$15,000. The Town of Panton has not submitted invoices towards the grant. There are currently two invoices from Otter Creek Engineering for survey work totaling around \$3,000. Katie said Jennifer cautioned the grant will close out May 31, 2022.
 - c. Bethanie and Bob will write a letter to the State to request a 6-month extension to the Arnold Bay Project grant. They will explain the situation and formally document their wish to hire Katie Raycroft-Meyer as the contractor to finish the conceptional design within this time. Katie is the Community Planner with Addison County Regional Planning Commission. The Planning Commission will request the Town of Panton to submit the



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- two related invoices immediately and retrieve a copy of the grant application for the Planning Commission.
- d. Katie Raycroft-Meyer left the meeting at 6:09. She will plan to follow-up with the State on Monday.
 - e. Kirsten made the motion to contract Addison County Regional Planning Commission to take over the grant if approved for the 6-month extension. Bob seconded. All in favor; the motion passed.
5. Adjournment
- b. Gretchen moved to adjourn The Planning Commission meeting. Bob seconded. All in favor, the meeting adjourned at 6:15 p.m.

Respectfully submitted,
Suzanne Snyder
Assistant Town Clerk