



Town of Panton Chartered 1761

3176 Jersey Street • Panton, VT 05491-9331

Ph: 802.475.2333 • Fax: 802.475.2785

Selectboard Meeting Minutes

**Tuesday, November 24, 2020
5:30 pm**

All participants via ZOOM: Selectboard Chair Howard Hall, Selectboard Member Teresa Smith, Selectboard member Zachary Weaver, Town Agent Sandy Fogg, Town Emergency Management Coordinator Bob Groff, Clerk-Treasurer Maggie McCormick, and Gerard Vorsteveld.

1. Howard called the meeting to order at 5:37 p.m.
2. Additions/deletions to agenda
 - a. Zach motioned to add Town employee holiday bonuses and Tree Warden South Road report to the agenda. Howard seconded. All in favor; the motion passed.
3. Approval of the minutes of the October 28, 2020 and November 10, 2020 meeting
 - a. October 28 minutes tabled until next Selectboard meeting.
 - b. Zach moved to approve the November 10 meeting minutes as written. Howard seconded. All in favor; the motion passed.
4. Public comments
 - a. Gerard Vorsteveld asked about determination on South Road tree removal. Selectboard determined to discuss this later in the meeting.
5. Hazard Mitigation Assistance Local Match Commitment
 - a. Bob informed the Selectboard that the Town will need to contribute approximately \$2500 for this grant from the State for \$7000. Maggie to determine if the budget contains funding to cover the Town's contribution. Howard moved to move forward with application provided there is available budget funding. Zach seconded. All in favor; the motion passed.
6. Highway Salt Shed and Storage Shed
 - a. Current cost of salt shed is \$99,800.00
 - b. Current cost of storage shed is \$126,000.00
 - c. Selectboard discussed the relative importance of the salt shed versus the equipment storage shed. Howard related that Highway Foreman Rick Cloutier expressed more urgent demand for the storage shed. The Selectboard determined that both are equally important; the salt shed to reduce run-off and pollution to Dead Creek, and

- the equipment storage shed to protect the Town's substantial investment in and dependence upon the highway maintenance equipment.
- d. Maggie to investigate loans from at least three lenders to include National Bank of Middlebury
 - e. Selectboard determined to add both the storage shed and the salt shed to the Town Meeting ballot for vote.
7. Gerard Vorsteveld asked for a Selectboard decision about tree removal on South Road, expressing frustration that this matter has been under consideration for nearly a year. The Selectboard assured Mr. Vorsteveld that they discuss resolution of this matter in Executive Session during this meeting.
8. Clerk-treasurer's report
- a. Tax Collection
 - i. First installment payments received in the amount of 1,256,310.69; only 30,554.89 not yet received.
 - ii. Only \$7633.40 delinquent taxes outstanding
 - b. Zoning administrator position update
 - i. Two candidates to date. Maggie planning to schedule interview in the week of December 3 with David Raphael and Mary Rudd.
 - c. Budget
 - i. Working through journal entries and reconciliation for audit and budget preparation
 - ii. Called Sam Telling on 11/23 to schedule audit
 - d. Town Meeting planning
 - i. Tabulator- Advised by SOS Elections to hold off on getting a tabulator, since they will be getting a new mode in the next year and to hold off
 - e. Laptops:
 - i. Clerk-Treasurer laptop needs new drive. Silloway estimate for new drive is \$237.75
 - ii. Discussion on lack of longevity of laptop at less than two years old.
 - iii. Zach moved to repair the laptop for use by the Highway Foreman and obtain a new laptop for the Clerk. Teresa seconded. All in favor; the motion passed.
 - iv. Maggie to research new laptop as time permits.
9. Communications
- a. Bixby gratitude
 - b. Drought disaster declaration
 - c. Jackson Road discussion about Jackson farm equipment in the right of way. Highway crew may have contradicted Foreman's request to remove equipment from the ROW. Teresa has discussed with Laurel Jackson and will now discuss with Nick Jackson.
10. Review/approval of accounts payable warrant, timesheets & payroll warrant
- a. Zach moved to approve the AP warrant. Howard seconded. All in favor; the motion passed. Treasurer authorized to sign on behalf of Selectboard members.
 - b. Zach moved to approve the time sheets and payroll warrant. Teresa seconded. All in favor; the motion passed. Treasurer authorized to sign on behalf of Selectboard members.

11. Howard moved to go into executive session for the purpose of discussing potential litigation. Seconded. All in favor, the board went into executive session at 6:32
12. Zach moved to return to open session. Howard seconded. All in favor; the Selectboard returned to open session at 7:10 p.m.
13. Teresa made a motion to approve holiday bonuses for Town employees. Zach seconded. All in favor; the motion passed.
14. Teresa made a motion to adjourn. Howard seconded. All in favor; the meeting adjourned at 7:14 p.m.