



Town of Panton Chartered 1761

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Selectboard Meeting

June 11, 2019

Selectboard Member's present: Howard Hall, Teresa Smith, and Zachary Weaver. Also present was Town Treasurer/Clerk Pam Correia, Road Foreman Rick Cloutier, Zoning Administrator Kris Perlee, Bob Groff, Brad Dewey, and Dave Rheaume.

At 6:34pm, Howard Hall called the meeting to order.

2. Review agenda for additions, removals, or adjustments - Howard Hall amended the agenda to move the ANWSD School Board Vacancy up to item #8 on the agenda.
3. The Board tabled the approval of the May 28, 2019 minutes until Board member Teresa Smith arrived. Howard Hall moved to approve the May 28, 2019 minutes, with no corrections. Teresa Smith seconded. The motion passed.
4. Public Comment – There were no public comments.
5. Road Foreman Report – Road Foreman Rick Cloutier updated the Board that Chris Dion has been hauling winter sand over the course of the week, a green port-a-potty will be arriving at the Town beach, he has picked up the sign down at the Town beach, and he will begin the driveway at the back of Town Hall. Rick advised the Board that he is getting ready to begin the work for the FY2020 Better Roads Category A grant for the erosion inventory and that the Town was awarded \$22,648 for the FY2020 Better Roads Category C grant to continue with the stabilization of the Town beach shoreline to reduce pollution into Lake Champlain. Brief discussion was held regarding the location of a fire pit at the Town beach and the placement of a break wall on the far side of the Town beach to make more room for the fire pit. Rick stated that he would like to look at the placement as he would rather be safe than sorry. Zachary Weaver noted that he would like to revisit the issue. Rick added that the windshield in the 2017 pick-up truck will be replaced. Rick advised the Board that the \$6,100 Mitigation Grant is already over approximately \$11,000. He stated that by signing the Letter of Intent, the Town is now locked

into the mitigation work and has to continue. Rick added that the submittal date is July 15, 2019 for the FY18/19 expenses will be reimbursed in August 2019 of the next fiscal year.

6. Request for Release of Lease Land in Connection with Cooke Property – Based on a request to consider and execute a Quit Claim Deed to remove 50 acres of “lease land” located on West Road from the Patrick J. Cooke title, Zoning Administrator Kris Perlee clarified for the Board that there is nothing of value for the Town on the Cooke property. Kris stated that the Town may only be releasing its mineral rights and added that the Town has been leasing to the landowner in the form of their property tax payments. Kris stated that the Town has some rights, but it could hold up a closing for months. Additionally, Kris reiterated to the Board that on January 1, 2020 those rights will be going away anyway as title to perpetual lease lands would vest in the current lessee of record, free and clear. Howard Hall moved that pursuant to 24 VSA § 2406 to authorize the Selectboard to sign the Quit Claim Deed in exchange for reimbursement of the Town’s legal fees. Teresa Smith seconded. The motion passed.

7. Turkey Lane Right-of-Way – Zoning Administrator Kris Perlee as well as Board member Teresa Smith are in agreement that the Turkey Lane Right-of-Way goes to the water’s edge. Kris stated that the Town claims the right-of-way and continues to use it as it has always gone to the water way. Kris stated that he spoke with a surveyor regarding the issue and conveyed that a landowner would have to prove otherwise. Howard Hall stated that there could be litigation towards the Town without the Town seeking the approval. Teresa stated that a survey should be completed and put into 21st century terms clearly marked with rods with nothing in the right-of-way. The Board further discussed signage of the right-of-way. Kris stated that the signage should be marked clearly of a Town right-of-way. He added that bird watchers looking for a particular bird felt intimidated by the existing signs. Howard stated that the right-of-way is a part of the Town’s assets and people should have the right and availability to use it. Kris added that the parking can also be a challenge and access to the water is a huge asset. The Board also briefly discussed the private property no trespassing signage put up by a Turkey Lane resident. Howard stated that there should be an investigation to see how much it would cost to prove the right-of-way is Town property and a landowner can hire their own researcher to prove the Town is wrong. The Board was in agreement that having the Town attorney review the matter is a good place to start. Teresa Smith moved to find out if the stuff is legally binding and then make a decision on how to proceed. Howard Hall seconded. The motion passed.

8. ANWSD School Board Vacancy – Brad Dewey expressed his interest in the ANWSD School Board vacancy and advised the Board that he enjoys being a member of the Town of Panton DRB, believes that he is partially qualified for the School Board, and is exploring if the School Board is the right fit for him. Brad added that his background is finance, but he is not an active parent in the school system and thought that the School Board could use a fresh set of eyes. The Board briefly discussed to what degree the involvement of a Board member has. The Board suggested that Brad do some investigation, see how he feels, and put the matter back on the docket for next month. Brad advised the Board that he saw no reason why he wouldn’t proceed as he stated that he will bring a different perspective and the interesting issue of the number of

pupils dropping is the reason he is interested in the position.

9. Records Management Policy & Retention Plan – Town Treasurer/Clerk Pam Correia presented the Board with a second draft Records Management Policy & Retention Plan. Pam forwarded to the Board additional comments she received after speaking with Vermont State Archives and Records Administration (VSARA) and Marshfield Town Clerk Bobbi Brimblecombe. Pam conveyed her agreement in keeping the Town retention periods for each record to seven (7) years. The Board discussed further and conveyed their overwhelming agreement with the retention periods as well. Bob Groff stated that Pam has the right idea and from a Town Auditor standpoint he is happy to hang on to the records for the seven years. Howard Hall added that the seven years will be a good way to look back at history, keep, and organize the records. Teresa Smith moved to adopt the Records Management Policy and Retention Plan today, Zachary Weaver seconded. The motion passed.

10. VT Municipal Employees Retirement System (VMERS) Group Change – Based on a previous request from Town Treasurer/Clerk Pam Correia asking the Board to consider offering the higher VMERS Group C to eligible Town employees, the Board discussed what the financial impact of the 7.750% Group C employer contribution would have on the Town. Pam confirmed that, if approved, the change to Group C would be effective July 1, 2020. Teresa Smith stated that she believes it is the right thing to do out of respect for Town employees and pointed out that the employee contribution will go up more substantially. The Board agreed that by offering VMERS Group C at the higher employee/employer contribution rates, the Town can hold on to good employees. Teresa Smith moved to offer the higher VMERS Group C to its eligible employees. Any existing “grandfathered” Group A employees will be given the option to move to the higher Group C, effective July 1, 2020 or remain in their present Group A participation. These elections will be administered by the retirement office. Any new hire as of the approval date of this higher group offering will be enrolled in Group C effective July 1, 2020 as a condition of employment, Zachary Weaver seconded. The motion passed with all in favor. Town Treasurer/Clerk Pam Correia thanked the Board for their support.

11. Dog Warrant – Town Treasurer/Clerk Pam Correia presented the Board with the 2019 dog warrant which lists the unlicensed dogs in town. The Board briefly discussed. Howard Hall moved to authorize Town Constable Nathan Barcomb to enforce the dog warrant, Zachary Weaver seconded. The motion passed.

12. Review/Approval of Accounts Payable Warrant & Timesheets – The list of invoices and timesheets were reviewed. Town Treasurer/Clerk Pam Correia requested that the Addison County Solid Waste District invoice for the carriage barn clean-up be paid from the Town Hall Restoration Fund since it is a maintenance expense of the Town Hall. Howard Hall moved to move \$449.03 out of the Town Hall Restoration Fund for the carriage barn clean-up to pay the Addison County Solid Waste District. Teresa Smith seconded. The motion passed. Howard Hall inquired about overages in the budget with Town Auditor Bob Groff.

13. Communications – Howard Hall stated that the cupola will cost an additional \$1,430 for structural work and advised the Board that it will be arriving on August 5, 2019. Howard also advised the Board that Road Foreman Rick Cloutier and Paul Sokal will be picking out some big stones from the Hatch quarry for the rock garden in front of Town Hall and mentioned that the light outside on the Town Hall flag needs to be fixed.

Manure Run-Off Public Meeting - The Board discussed holding a public meeting with representatives from the Department of Ag, Department of Natural Resources, and local State representatives and senators to discuss manure run-off. Teresa Smith suggested putting out an informational postcard to residents. The Board advised that they want to provide a forum for residents to ask questions about how the permitting process works and how to prevent problems in the future. Howard Hall moved to have the manure run-off public meeting on Monday, July 15th at 7pm, Zachary Weaver seconded. The motion passed.

Town Attorney Rate Increase – Town Treasurer/Clerk Pam Correia presented the Board with a new schedule of billing rates effective July 1, 2019 for Town attorney James Carroll. Zachary Weaver moved to sign the Town attorney rate increase, Howard Hall seconded. The motion passed.

Town Treasurer/Clerk Pam Correia presented the Board with a draft welcome letter for new residents resulting from new residents unaware of the May 1st tax installment which carries an 8% assessed penalty. The welcome letter provides information regarding important dates to remember for new residents. The Board conveyed it to be a great letter but also would like to add phone numbers and websites for local services and a link to the Town website as well.

Town Treasurer/Clerk Pam Correia advised the Board that per a new State statute, it is mandatory that a Restoration & Preservation Reserve Fund be created July 1, 2019. The Board briefly discussed what the new law entails. Howard Hall moved to open up the fund with a minimum, Zachary Weaver seconded. The motion passed.

Town Treasurer/Clerk Pam Correia advised the Board that the Town Clerk's office is in need of storage for maps in the vault. She advised the Board that she had received an email noting that there were map filing cabinets available for sale at the State surplus property warehouse in Waterbury for \$100 each and is seeking the Board's authorization to purchase the map filing cabinets before the next scheduled accounts payable warrant. Howard Hall moved to authorize Pam Correia to initiate the payment for the purchase of the map filing cabinets, Zachary Weaver seconded. The motion passed.

At 8:04pm, Zachary Weaver moved to adjourn the meeting, Teresa Smith seconded. The motion passed unanimously.

Respectfully submitted,

Pam Correia
Town Treasurer/Clerk