



Town of Panton Chartered 1761

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Selectboard Meeting

June 25, 2019

Selectboard Member's present: Chair Howard Hall and Zachary Weaver. Also present was Town Treasurer/Clerk Pam Correia, and Lister Dave Sullivan.

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

2. Additions, removals, or adjustments to the agenda. Howard Hall moved to add a report from the Transportation Advisory Committee (TAC). Zachary Weaver seconded. The motion passed.

3. Zachary Weaver moved to approve the June 11, 2019 minutes, with no corrections. Howard Hall seconded. The motion passed. The Board tabled the June 13, 2019 minutes to the next meeting.

4. Public Comments – There were no public comments.

5. Parcel Mapping Project – Dave Sullivan gave an explanation of the State funded three-year Parcel Mapping Program. He advised the Board that the State is providing the funds to towns to update their maps and this being year three, Panton is on the list to begin in September/October. He stated that the Town has the ability to choose the company to work with and the most recent maps done in 2005 were by the R. J. Turner Company. Dave advised that the R. J. Turner Company was selected to do the parcel mapping again this year and a proposal was received. Dave stated that the Town is responsible for the \$2,000 worth of tasks shown on the proposal above what the State is funding for the tasks for the Town. He added that the tasks totaling \$1,400 are required, but the tasks totaling \$600 are optional. The Board further discussed the sizing of the maps and the grids. Howard Hall stated that he would be against reinventing the wheel. Dave advised that GIS data would be available online and will be accessible after the maps are updated with a link to the State website. Dave added that the mapping will be done by the end of the year with ongoing work to be done after with parcel maintenance. The Board

conveyed that they are leaning towards the optional tasks and would like Town Treasurer/Clerk Pam Correia to look into funding the \$600 for the optional tasks. The Board expressed tentative approval to re-create the map layouts from the 1990's and re-number the parcels to correspond to those layouts which fall under the optional tasks.

6. Addison County Sheriff's Department 2019 Contract – The Board discussed the new Addison County Sheriff's Department contract for 2019 and the coverage by the Sheriff's Department. Zachary Weaver moved to stick with the service we've got, Howard Hall seconded. The motion passed.

7. Delinquent Tax Collection – There was no discussion on this item and the Board expressed their interest to table the discussion until the second meeting in August.

Howard Hall updated the Board on the Transportation Advisory Committee. He stated that the Transportation Advisory Committee (TAC) met in May and voted for the adoption of the Route 22A Bypass Study. Howard advised that the minutes were written as all towns present were unanimous and that he told the recorder he did not vote for or against it. He added that his voice vote was not heard and the minutes will be changed to clarify the motion passed. Howard stated that the Bypass Study could not be passed until given a change in the Town Plan. Howard advised that Mike Winslow of the Addison County Regional Planning Commission acknowledged it to be his error and will be announcing it at the next meeting. Brief discussion followed regarding where the road is going from the creek to the Panton town line and the height of the 40-foot bridge.

8. Review/Approval of Accounts Payable Warrant, Timesheets, and Financials – The accounts payable warrant, timesheets, and May financials were reviewed. Pam Correia noted that the final payment on the Tax Anticipation Note with interest was included in the accounts payable warrant. The Board briefly discussed the cash flow until the next tax installment is due and concluded that they would take a new Tax Anticipation Note in July.

9. Internal Financial Controls Document – Pam Correia presented to the Board a financial management questionnaire and explained that it needs to be received annually by the Board for their review. Howard Hall moved to accept the Internal Financial Controls documented by the Town Clerk, Zachary Weaver seconded. The motion passed.

10. Communications – The Board discussed the Summer Selectboard Meeting Schedule and tentatively set the meetings to move to Wednesdays starting in July. The Board also stated that they are all set for the Special Selectboard Meetings on July 15th and July 29th.

Pam Correia presented the Board with the 2019 Grants in Aid Program Letter of Intent. Howard Hall moved for the Town of Panton for letter of intent to participate in the Municipal Road Program, Zachary Weaver seconded. The motion passed.

Pam Correia presented the Board with the 2019 Road & Bridge Standards. Howard Hall moved to accept the State of Vermont, Town of Panton Road and Bridge Standard, Zachary Weaver seconded. The motion passed.

Howard Hall advised the Board that he will be doing some consulting not on behalf of the Town of Panton in regard to some litigation for a property on Tupper Lane in Ferrisburgh where they are putting ten gasoline tankers. Howard stated that he also has some information for Road Foreman Rick Cloutier regarding the Emerald Ash Borer. The Board briefly discussed the professional removal of affected trees.

At 7:42pm, Zachary Weaver moved to adjourn the meeting, Howard Hall seconded. The motion passed unanimously.

Respectfully submitted,

Pam Correia
Town Treasurer/Clerk