



Town of Panton Chartered 1761

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Selectboard Zoom Meeting

June 9, 2020

Selectboard Member's present: Howard Hall, Teresa Smith, and Zachary Weaver. Also present was Town Clerk/Treasurer Pam Correia, Road Foreman Rick Cloutier, Dave Sullivan, Bob Groff, and Mary Rudd.

At 6:36pm, Howard Hall called the meeting to order.

2. Additions, removals, or adjustments to the agenda - Howard Hall noted two additions to the agenda which included the appointment of a Tree Warden and a request for a letter of support to regarding the Panton solar/storage field.

3. Teresa Smith moved to accept the May 26, 2020 minutes as written, Howard Hall seconded. All in favor, the motion passed.

4. Public Comment – There were no public comments.

5. Road Foreman Report – Rick Cloutier advised that he received a quote from D & F Paving of \$63,000 to pave a mile of Panton Road which he plans to fund from next year's paving budget and suggested using \$10,000 from the Highway Capital Project Fund to seal the cracks on Lake Street, Jersey Street, and Pease Road. Rick advised the Board that the work on the boat launch would like to start the third week of July. He added that he would like to put signs up at Arnold's Bay and wants to see donations being left at the Town Office. Pam Correia explained that she contacted Vermont League of Cities and Towns and they confirmed that it is fine for the Town to take donations for the boat launch project. According to State law, the donations will need to be reported in the annual report with a description of all donations accepted and associated expenditures and cannot be used for anything else. The Board further discussed accepting donations at the Town Office and the best way to keep track of the donated money such as in a separate account and using a donation log. Pam will contact the Town's external auditor Telling & Hillman to discuss the best scenario for the donations. Rick stated that the first round of roadside mowing is done, updated the Board regarding work on West Road, and noted that the Highway Department will be grading for Waltham next week.

The Board was advised that there is a dead maple tree in front of Eric Preston's house on Panton Road and since there is not currently a Town Tree Warden, Howard Hall moved to give permission to Eric Preston to remove the tree in the Town right-of-way with the ok of the Road Foreman, Teresa Smith seconded. All in favor, the motion passed.

5(A). Panton Solar/Storage Field – Howard Hall noted that an email was received from Kirk Shields

requesting a letter of support from the Town to set up islanding equipment and protocols at the Panton solar site. Some reclosers will need to be added to existing utility poles, another transformer will need to be added to the solar/storage site and protection settings will need to be changed at the substation. The Board is seeking a recommendation from the Planning Commission/Development Review Board since this request falls more in their area. Mary Rudd advised that the modifications are fine, well within the standard electrical equipment, and sees no reason why the Planning Commission/Development Review Board would not agree to it. She will ask for a formal response from the Board at their June 11, 2020 regular meeting. With the recommendation of the full Planning Commission/Development Review Board, the Selectboard will provide a letter of support from the Town.

6. Approval of Town Right-of-Way Permit (3074 Jersey Street)–KAS Environmental Science & Engineering – The Board discussed briefly and confirmed that the work KAS will be doing is some soil borings between the old Panton General Store and the road in order to conduct environmental testing. With no further discussion, Teresa Smith moved to give the permit to KAS, Inc. to do that work in the public right-of-way, Howard Hall seconded. All in favor, the motion passed.

7. Lease Lands, Estate of Patrick J. Cooke, Rte. 22A & Hopkins Road – The Town received a request from the law firm of Lynch & Foley to relinquish the Town’s interest in a parcel of so-called “lease land” included in a purchase of land by the Vorsteveld Farm from the Estate of Patrick J. Cook Jr. on VT Route 22A. The Board briefly discussed granting the request, if all in agreement, and authorizing a member of the Selectboard to sign the Quit Claim Deed, pursuant to 24 VSA § 2406. With no further discussion, Teresa Smith moved to accept and approve the Quit Claim Deed between Vorsteveld Farm and the Estate of Pat Cooke with the understanding that the Town’s legal fees will be reimbursed, Howard Hall seconded. All in favor, the motion passed.

8. Waiving of FY2021 Late Homestead Declaration Penalty – Howard Hall explained that the three percent penalty was put in place in 2015 because people filing taxes were not declaring that they were asking for a homestead declaration. At that time, spreadsheets, Quickbooks, and NEMRC were being used and every time someone forgot, a huge amount of time was spent to fix the problem. Pam Correia confirmed that she had not received any other requests to waive the three percent penalty other than the request made by Diane Merrill. The Board further discussed a one-time exemption of the three percent penalty with a sunset clause of April 2021, at which time it will revert to the way it was. Teresa Smith moved to waive the three percent penalty of the late filing of the homestead declaration with a sunset clause to end on April 15, 2021, Zachary Weaver seconded. All in favor, the motion passed.

9. Resignation of Zoning Administrator – The Board received a letter from Kris Perlee formally resigning from his position as Zoning Administrator for the Town of Panton. With no further discussion, Howard Hall moved to accept his resignation, Teresa Smith seconded. All in favor, the motion passed. Howard noted a possible Interim Zoning Administrator of Dave Sullivan who stated that he would possibly be interested. The Board briefly discussed the term length of an Interim Zoning Administrator. Howard stated that an email was received from Dave Sullivan accepting the position and David Raphael expressed that he will also assist in getting Dave up to speed. With no further discussion, Howard Hall moved to make Dave Sullivan the Interim Zoning Administrator for the Town of Panton, Zachary Weaver seconded. All in favor, the motion passed.

9(A). Appointment of Tree Warden - The Board briefly discussed the appointment of a Town Tree Warden. Howard Hall noted that David Raphael expressed his interest in the position of Tree Warden. With no further discussion, Howard Hall moved to make David Raphael as Tree Warden, Teresa Smith seconded. All in favor, the motion passed.

10. Review/Approval of Accounts Payable Warrant & Timesheets – The accounts payable warrant and timesheets were reviewed. Pam Correia advised the Board that the accounts payable warrant included a payment of \$102.50 to Rouse Tire Sales for a tire on the pickup truck and noted that Rick Cloutier has asked that this expense be covered from the Tire Fund. Teresa Smith moved to transfer the amount of

\$102.50 from the Tire Fund to the General Fund, Howard Hall seconded. All in favor, the motion passed.

Pam Correia advised the Board that the current tax anticipation note has been paid in full and included in the accounts payable warrant. Pam stated that she contacted the National Bank of Middlebury to obtain the amount due on the first initial payment on the cupola which is due July 22, 2020. She stated that it was important to make the first initial payment in this current fiscal year since it is budgeted in the current budget, rather than wait to pay it when due in July and push the payment into the next fiscal year budget. The Board agreed. The first principal payment is \$4,000 plus interest in the amount of \$570.03 on the \$20,000 borrowed for the cupola loan.

11. Communications – Zachary Weaver noted that Pam Correia had sent the police contract to the Board and would like to invite the Sheriff's Department to attend the next Zoom meeting instead of just signing the contract. Howard Hall also noted that the Board will determine at the next meeting what the increases in pay will be.

At 7:10pm, Teresa Smith moved to go into executive session for employee reviews under the provisions of 1 VSA § 313 (a) (3), Howard Hall seconded. All in favor, the motion passed.

Pam Correia exited the meeting.

At 7:53pm, Howard Hall moved to return to open session, Zachary Weaver seconded. All in favor, the motion passed. No action was taken.

At 7:54pm, Teresa Smith moved to adjourn the meeting, Howard Hall seconded. The motion passed unanimously.

Respectfully submitted,

Pam Correia
Town Clerk/Treasurer