

Town of Panton
Select Board Minutes
June 27, 2017 - 6:00 P.M.

In Attendance:

Select Board:

Howard Hall, Chair
Teresa Smith

Administration:

Jean Miller, Clerk
Diane Merrill, Treasurer

Guests:

Ashlee Morris
Bob Groff

1. Call Meeting to Order – H. Hall called the meeting to order at 6:00 P.M.
H. Hall moved to add Junk Ordinance – New Ideas to the agenda. T. Smith 2nd. All approved.
H. Hall moved to add Executive Session regarding personnel to the agenda after correspondence. T. Smith 2nd. All approved.
2. Review/Approve Minutes of June 8 and 13, 2017 – **H. Hall moved to approve the minutes of the June 8 and 13, 2017 Selectboard minutes. T. Smith 2nd. All approved.**
3. Citizen’s Comments (Opportunity to raise/address issues not on the agenda) – Ashlee Morris expressed her interest in being on the Development Review Board/Planning Commission. H. Hall suggested that she attend the next meeting of DRB/PC so she would have an idea of what they did. The DRB/PC meets the 2nd Thursday of the month at 7:00 P.M. A. Morris is planning on attending the July meeting. B. Groff told A. Morris that the Town was also looking for a Town Auditor.
4. GMP/Brian Otley – B. Otley sent an email saying he was unable to attend because he would be out of town on business.
5. Local Emergency Operations Officer Interest/Bob Groff – B. Groff expressed his interest in being the Local Emergency Operations Office and reviewed his qualifications for the position. H. Hall went over what was involved in assuming the position regarding monthly meetings, yearly updates and 5 year update of plan. H. Hall will put B. Groff in touch with the people that will help him get setup for the position.
6. Appointment of Town Officers – **H. Hall moved to appoint Bob Groff to Local Emergency Operations Officer. T. Smith 2nd. All approved.**
7. Review/Approval of Bills and Time Sheets – Bills and time sheets were reviewed and approved.
Decision Regarding Telling & Associates for FY2017 Audit – **H. Hall moved to have D. Merrill, Panton Town Treasurer ask Telling & Associates for a letter of engagement for the FY2017 audit. T. Smith 2nd. All approved.**
State Auditor’s Annual Questionnaire Regarding Proper use of Public Funds – The Selectboard filled out the annual State Auditor’s questionnaire.
Review of the Reserve Fund Policy Language – The Reserve Fund Policy language needs to be updated clarifying language, name and the percent that is to be kept in the fund. D. Merrill, Treasurer will send some of the suggested changes to the Selectboard for their review.
H. Hall made a motion to raise the limit on the Road Foreman’s Town credit card from \$1000 to \$5000. T. Smith 2nd. All approved.
The Town is going to rent a porta potty from P & P for the months of July, August and September for Town Beach. Three picnic tables will be purchased; a fire ring and some large stones will be placed to prevent parking on the beach area. **T. Smith moved to not have the expenditure exceed \$1500. H. Hall 2nd. All approved.**

8. Junk Ordinance – New Ideas – H. Hall has seen and spoken with T. Porter and thanked her for picking up a lot of the kids' toys that had been out in the front yard. There is a car at the old Panton Store that needs to be removed. A letter will be sent to Andre Megroz regarding the out of compliance vehicle. The Vorsteveld Farm is also out of compliance and H. Hall will talk with them.

9. Correspondence - All correspondence was reviewed.

At 7:00 P.M. H. Hall moved to go into Executive Session to discuss personnel matters. T. Smith 2nd. All approved. T. Smith moved to exit Executive Session at 7:45 P.M. H. Hall 2nd. All approved.

H. Hall moved and T. Smith 2nd the motion to approve the FY2018 wage schedule for employees effective July 1, 2017. All approved.

10. Adjourn – H. Hall made a motion to adjourn at 7:46 P.M. T. Smith 2nd. All approved.