



Town of Panton Chartered 1761

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Selectboard Meeting

September 26, 2017

Selectboard Member's present: Chair Howard Hall and Teresa Smith. Also present was Town Treasurer/Clerk Pam Correia, Diane Merrill, and David Raphael.

1. At 6:08pm, Chair Howard Hall called the meeting to order.
2. Teresa Smith moved to accept the September 12, 2017 minutes with no corrections. Howard Hall seconded. The motion passed.
3. There were no public comments.
4. Review/Approval of Bills & Timesheets – Howard Hall moved to add the financials to the agenda. Teresa Smith seconded. The motion passed. The list of invoices and timesheets were reviewed. The Board briefly discussed the payroll. Teresa Smith moved to accept the bills and payroll. Howard Hall seconded. The motion passed. Diane Merrill presented a summary of the June 30, 2017 and August 31, 2017 financials.

David Raphael joined the meeting at 6:42pm.

Diane Merrill stated she is looking for what entries still need to be made. She stated she will follow up with Amber at NEMRC. Howard Hall moved to accept the June 30, 2017 and August 31, 2017 financial reports. Teresa Smith seconded. The motion passed. Howard thanked Diane for her service to the Town.

5. Calendar and Plans for the 4th Quarter – Town Treasurer/Clerk Pam Correia shared with the Board the upcoming deadlines in the next few months in relation to the Town Report, petitions, Town Meeting, and budgets.
6. Town Plan – Howard Hall stated he has no questions or concerns. The Board discussed the steps that needed to be taken to warn the Town Plan hearing. David Raphael stated there is a copy of the Town Plan at Town Hall with the report and table of contents. Howard asked if there needed to be a special hearing or if it could be during a Selectboard meeting. David advised that

it cannot be an agenda item but it can be heard before or after a Selectboard meeting. David stated there are not a lot of dramatic changes and updates such as a section on resiliency were added. David stated that after the hearing, adoption by the Regional Planning Commission can be requested. Town Treasurer/Clerk Pam Correia will place the ad in the paper with instruction given by David Raphael. The Board is in agreement that the Town Plan Hearing will be held at 5:30pm on October 24, 2017, just before the 6pm Selectboard Meeting.

Howard Hall moved to add to the agenda a report from the DRB. Teresa Smith seconded. The motion passed. David Raphael stated he asked Zoning Administrator Ed Hanson to check in with Mr. Porter and find out whether he is running a business and requires a zoning permit of which would need to have conditions. David stated his concerns about the Porter property being used as a commercial salvage yard and wondered if Mr. Porter is in violation of the recently adopted junk ordinance. Howard stated the ordinance has a procedure to follow and explained the process and legal procedure that had to be followed. Teresa Smith stated that costs associated with taking a case to court really needed to be taken into consideration. The requirements of a junk yard were discussed further. David wondered if potential fencing in the Town right of way to screen the junk yard could be done by the Town. Howard stated he will talk to Mr. Porter again about the problem as he had planned to revisit him in the Fall to see how he is progressing.

David Raphael asked the Board if the fee to the Mueller's for the approval of a quarry should be returned to them. David stated he believes the Mueller's did not meet any of the requirements and should not have been permitted. Howard Hall asked if there was a walk through of the property. David stated the Mueller's were not advised appropriately. The Board discussed further. David stated he will follow up with the Mueller's and see how they are feeling about the situation. Howard stated he does not feel it would be advantageous to dispute the permit and he does not have a problem with giving a refund.

David Raphael inquired about the Puschel property on Lake Street. David stated that the Puschel's came to the last DRB meeting and informed the Board that the Holmes' property on Lake Street has built the foundation for a dwelling a half a foot into the setback. The Puschel's are aggrieving the Holmes' permit by asking for a setback violation. David stated the Holmes' will not make good and have made no attempt to resolve the situation. The Board further discussed a potential zoning violation. David stated that Zoning Administrator Ed Hanson would like to solicit a legal opinion from the Town attorney. The Board discussed further. Theresa Smith asked if he had a zoning permit and building plans. The Board discussed at length the plans and what was approved. Teresa stated that to be fair to the Puschel's, the Board must hold the Holmes' to the law. Howard Hall stated that David needs to ask Zoning Administrator Ed Hanson for all documentation on this issue. David stated he will follow up with Zoning Administrator Ed Hanson.

7. Town Hall Assistant Position – Town Treasurer/Clerk Pam Correia presented the Board with an advertisement she created to start the process of hiring an Assistant Town Clerk. The Board briefly discussed the hours and compensation for the position. Pam advised the Board she would like to run the ad in the October 5th and October 12th editions of the Addison Independent. The Board agreed Pam should proceed with the advertisement and also put it on the website and

Front Porch Forum.

8. Town Treasurer/Clerk Update – Town Treasurer/Clerk Pam Correia presented to the Board a brief summary of the duties she had been performing in her first month as the new Town Treasurer/Clerk.

9. Town Hall Repairs – David Raphael advised the Board he has met with Norman LeBoeuf several times and has come up with a final set of plans. They have put together a bid request and have a preselected list of potential bidders put together. The Board discussed the time frame for the entry way and the ramp. The Board further discussed the other elements of the planned repairs. David stated he would leave a set of plans for review at Town Hall. Howard Hall asked if the State Fire Marshall has been contacted. Howard is concerned that sprinklers will need to be installed in the building and stated all codes and ordinances will need to be followed. Howard is concerned with the amount of time that has gone by and getting the stairs done before Town meeting. David agrees that the front stairs and ramp are top priority. Howard is concerned with the money needed to complete the project. The Board further discussed the project. Howard stated he is concerned that the Selectboard has not seen the plans as of yet. Teresa Smith stated the Board will move forward as soon as the Board gets the plans. David stated that Norm is concerned about the roof with the proposed changes. David stated he wants to get the outline, scope of work, and time frame before the next Selectboard meeting.

10. Town Beach Report – Howard Hall stated there is some blue-green algae and there will be signs put up to say when the beach is closed. Howard stated he is meeting with Annie White and Linda from Better Back Roads on October 10, 2017 at the beach to talk about the construction.

11. Communications – Howard Hall stated there would be a TDI meeting.

At 8:20 pm, Howard Hall moved to adjourn the meeting. Teresa Smith seconded. The motion passed unanimously.

Respectfully submitted,

Pam Correia
Town Treasurer/Clerk