



Town of Panton Chartered 1761

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Selectboard Meeting Minutes

Tuesday, April 13, 2021

Attendance via Zoom: Selectboard Chair Howard Hall, Selectboard Vice-Chair Teresa Smith, Selectboard Member Zachary Weaver, Emergency Management Coordinator Bob Groff, Acting Town Agent Sandy Fogg, Road Foreman Rick Cloutier, Clerk-Treasurer Maggie McCormick, Maple Broadband Chair Steve Huffaker, Sharon Ashcraft, Annie Hopper, David Martini, Chris Morris, Robin Herbick, Sean Willerford.

1. Howard called the meeting to order at 5:34 p.m.
2. Additions/deletions to agenda: None
3. Approval of the minutes of the March 23, 2021 Selectboard meeting
 - a. Teresa moved to accept the minutes of the March 23, 2021 selectboard meeting as written. Howard seconded. All in favor; the motion passed.
4. Maple Broadband update, Steve Huffaker
 - a. Presentation slides on Panton website under "What's New in Panton."
 - b. Goal is to have 100% of E911 addresses at 100 Mbps upload/download by 2024
 - c. Howard expressed the Town's interest in expanding broadband/fiber to all houses in Panton
5. Road Foreman's Report--deferred
6. Public comments
 - a. Sharon Ashcraft asked about removal of cut trees along South Road
 - i. Howard answered that the chipper is expected by end of next week (4/23)
 - b. Sharon asked about the Zoning regulations versus ROW ordinance and contradiction
 - i. Howard directed Sharon to DRB and will look into the SB permit aspect of the ROW ordinance
 - c. Annie Hopper—on behalf of the
 - i. Thanked the Town on behalf of the Boys and Girls Club for the voted Town meeting Article 11 appropriation.
7. Emergency Management Coordinator's Report
 - a. Local Emergency Management Plan (LEMP) approval is still pending
 - b. Covid 19 variants running rampant. Health officials believe vaccines will be effective against variants. Residents are urged to continue to practice safety protocols

- c. VT has halted the use of the Johnson & Johnson vaccine due to rare clotting side effects
 - d. Bob recommended review and documentation of Town's response to Covid-19 in to create a "play book" for Standard Operating Procedure/Guidance (SOP/SOG) for potential future emergencies.
 - e. Bob recommended the Selectboard create a Continuity of Operations Plan (COP) for use should all three Selectboard members be unable to perform their duties.
 - f. Department of Public Safety (DPS) Emergency Management (EM) meeting frequency has been reduced to every other week
8. Town elected office vacancies and other roles
- Howard explained that there were offices on the Town Meeting ballot without candidates and that there were no winning write-ins.
- a. Lister 1 position
 - b. Auditor 2 positions
 - i. Howard explained that the Town uses a professional auditor
 - ii. Bob Groff explained the position gives you an insight into the Town's expenditure and the state provides really thorough training and it's kind of fun
 - iii. Robin Herbick introduced herself
 - 1. Has a strong bookkeeping background
 - c. Water Commissioner 1 position
 - i. Sean Willerford
 - 1. Stated that not running for election was an oversight on his part. His time on the water commission has provided him with an understanding of inner-workings of water district and its day-to-day operations and he would be happy to continue in the role. He also stated he'd be pleased to pass on what he's learned if someone else is appointed to the role.
 - 2. Howard expressed an interest in regular reporting on Water District activities
 - ii. David Martini
 - 1. Stated that for many residents, municipal water not truly municipal as some residents have to maintain/repair their own lines for delivery of the water, while being charged the same amount as residents who have full municipal water.
 - iii. Chris Morris
 - 1. Happy to serve the Town in any position
9. Salt shed and equipment barn financing
- a. Builder down payments
 - i. Payments have been made to ClearSpan, Clover State, and GoliathTech to lock in quoted prices.
 - b. NBM Loan
 - i. The Selectboard reviewed the loan documents supplied by National Bank of Middlebury to finance the construction of the salt shed and equipment barn

and determined to move forward with the loan. (Formal motion was previously made at the February 23, 2021 meeting.)

10. Clerk Treasurer's Update

- a. Panton Welcome Letter
 - i. Revised informational letter for new Panton property owners to be sent with the Property Transfer Tax Return.
- b. Consolidating accounts and simplifying accounting processes
 - i. New England Municipal Resource Center, Telling and Hillman, and former Town Treasurer Diane Merrill were consulted for possible drawbacks. None determined.
 - ii. Clerk-Treasurer (C-T) recommends the consolidation of all Town deposit accounts to a single savings account and a single checking account to maximize interest earnings and streamline General Ledger accounting.
- c. New Life Insurance/Disability company through VLCT
 - i. New carrier beginning in July 2021 will result in 10% discount on premium.
- d. Door codes and vault combination
 - i. C-T stated vault code hasn't been changed in several years and the number of people who know the "common" front door code is a security risk.
 - ii. Howard moved to have the vault combination changed. Zach seconded. All in favor; the motion passed.
 - iii. The door codes will be revised on Friday, April 23, 2021 or soon thereafter.
- e. Town phone system
 - i. C-T provided a comparison between the t Waitsfield Champlain Telecom system in use and the Symquest proposal. The Town's monthly phone bill would decrease by approximately \$250/month with Symquest service. If all hardware needs to be updated, the approximate cost of \$2600 would be paid for with monthly savings within nine months. The selectboard authorized the C-T to proceed to the site survey stage with Symquest.
- f. Reappraisal
 - i. NEMRC Appraiser advised that a reappraisal will take two years to complete by the time it is bid, contracted, and executed.
 - ii. Appraisal costs start at ~\$100/parcel. Panton has 325 parcels. The Reappraisal account balance is \$36,738.90. VMCT informed the Town it can expect an additional \$2,847.50 from the State.
 - iii. C-T will start the process.

11. Communications

- a. Drone operation in Panton
 - i. Photographer request
 1. Selectboard had no problem with drone operation at this time and will revisit if needed.
- b. GMP Work in ROW permit
 - i. Granted for the installation of solar microgrid control equipment on Panton Road near the Town Garage.
- c. AC Retired Teachers use of Town Hall on 5/12

16. Teresa moved to adjourn the meeting. Zac seconded. All in favor; the meeting was adjourned at 7:29 p.m.

Respectfully submitted,

Maggie McCormick,
Clerk-Treasurer