



Town of Panton Chartered 1761

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**Selectboard Meeting Minutes
Tuesday, May 24, 2022**

In attendance: Selectboard Chair Howard Hall, Selectboard Member Zach Weaver, Clerk-Treasurer Maggie McCormick

Via Zoom: Appraisal Research Committee Chair Paul Sokal, Emergency Management Coordinator Bob Groff, Town Advisor Sandy Fogg

- 1) Call to order. Howard called the meeting to orders at 5:33 p.m.
- 2) Additions/deletions to agenda. None.
- 3) Approval of the minutes of the May 10, 2022, Selectboard meeting
 - Zach moved to accept the minutes as written. Howard seconded. All in favor; the motion passed.
- 4) Appraisal Research Committee (ARC)
Paul Sokal reported:
 - a) ARC tasks complete. Recommends disbanding the committee.
 - b) Requests SB approval to post report to town website.
 - c) Thankful to have had the experience.
 - d) Any individual on the committee is willing to continue to help as requested.
 - e) The Selectboard should determine whether to continue to have elected listers.
 - Zach moved to disband the Appraisal Research Committee. Howard seconded. All in favor; the ARC was disbanded with the gratitude of the Selectboard.
 - The Clerk will post the ARC report to the Town Website.
- 5) Emergency Management Coordinators Report
 - a) ARC work a pleasure and learning experience
 - b) Covid rates climbing
 - i) Free Clinic Wednesday, 5/25 10-3 at Vergennes Area Rescue Squad on Panton Road.

- ii) State closing testing and vaccination sites.
 - c) Summer hot weather precautions
 - i) Stay hydrated
 - ii) Wear sunscreen
 - iii) Watch for heat exhaustion and heat stroke
 - d) Bob will attend Vermont Emergency Services Day remotely.

- 6) Appointment of Fire Warden
 - a) Matt Fraley agreed to be reappointed
 - b) Howard moved to appoint Matt Fraley as Fire Warden Zach seconded. All in favor; the motion passed.

- 7) ARPA Funds project discussion
 - a) Cott Digitization
 - i) Cott has provided the only qualified bid for comprehensive digitization services: scanning, indexing, scanner, and research/retrieval system.
 - ii) Clerk to ask Cott if the 5-year service contract total of \$10,800 can be pre-paid and if a pre-payment discount is available.
 - Howard moved that Cott be contracted to provide land records digitization in accordance with the proposal received by the Town for the approximate cost of \$45,365 and give the clerk authority to sign Cott contracts. Zach seconded. All in favor; the motion passed.
 - b) Radiant heat for garage
 - i) JW Ryan to visit site this week.
 - ii) Goose Creek has done a site visit and is preparing estimate.
 - c) Solar panels from Vermont Solar, LLC expected to be installed in September at a cost of approximately \$36,000.
 - d) South Road and Turkey Lane surveys.
 - i) LaRose is expected to begin land records research for Turkey Lane this month.
 - ii) Sandy will contact LaRose to ask about timing and estimate on South Road Survey.

- 8) Clerk-Treasurer updates
 - a) MPG Arnold Bay
 - i) The DRB has all the documents and information the clerk has.
 - ii) Mary Rudd is drafting a letter requesting an extension of grant completion date.
 - iii) Clerk will request funds for the two surveys completed by Otter Creek Engineering this week.
 - b) Vermont Agency of Transportation. Municipal Roads General Permit (PRPG) grant opportunity.
 - i) Announcement sent late Tuesday.

- ii) Funding for projects similar to the Turkey Lane drainage work for with the Town received state grant money, but relinquished due to pending litigation.
- iii) Clerk will discuss with road foreman.
- iv) Letter of intent due by June 24, 2022.
- c) Cost increase alerts from vendors
 - i) The Town has received notice of increases of 15.5% from Deere and Caterpillar, where the town purchases parts, oil, and lubricants for the grader, tractor, and backhoe.
 - ii) Gorman Group, chloride supplier, gave notice of an unspecified increase, citing a 60% increase in fuel costs.
- d) HR Training for clerk
 - i) VMCTA offering employment law seminar.
 - (1) Determined this area of knowledge not currently necessary for clerk.

9) Public comment: None.

10) Communications

- a) Howard will attend the Vergennes bypass Planning and Environment Linkages (PEL) meeting.
- b) The trailer park association is meeting this evening to discuss the bypass.
- c) Fisher Lane street sign
 - i) The Town bought the last post and sign and installed it, even though Fisher Lane is a private road.
 - ii) The sign has been stolen.
 - iii) Due to potential emergency response needs, the Town will purchase and install another sign. If the sign is removed again, the residents of the street will need to purchase a sign,
- d) Grading Jackson Road
 - i) Cost of fuel to grade is prohibitive.
 - ii) Rick will fill the two potholes on Jackson Road.
- e) Welcome to Pantown signs
 - i) Wooden signs are warping and cracking.
 - ii) Howard has asked the Road Foreman to get pricing on aluminum signs with the same graphic.
- f) LaRose survey of Turkey Lane progress
 - i) Sandy will check in with LaRose.

11) Review/approval of accounts payable warrant, timesheets, & payroll warrant

- Zach moved to accept the timesheets. Accounts payable and payroll warrants. Howard seconded. All in favor; the motion passed.

12) Executive session for the purpose of discussing potential litigation

- Not needed.

13) Adjournment

- Howard moved to adjourn the meeting. Zach seconded. All in favor; the meeting adjourned at 6:31 p.m.

Respectfully submitted,
Maggie McCormick
Clerk-Treasurer