



## ***Town of Panton Chartered 1761***

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### **Selectboard Meeting Minutes**

**Monday, June 27, 2022**

In attendance: Selectboard Chair Howard Hall, Selectboard Member Teresa Boucher, Clerk-Treasurer Maggie McCormick

Via Zoom: Emergency Management Coordinator Bob Groff

- 1) Howard called the meeting to order at 5:35 p.m.
- 2) Additions/deletions to agenda. None.
- 3) Approval of the minutes of the June 14, 2022 Selectboard meeting
  - a) Howard moved to approve the minutes as written. Teresa seconded. All in favor; the motion passed.
- 4) Emergency Management Coordinators Report
  - a) Covid vaccination now available for children under five.
    - i) Parents should contact their pediatrician for vaccines
  - b) Vermont is participating in the 988 mental health hotline which will go live on July 16, 2022.
  - c) Be aware of hot weather health concerns and predictions for more rain than usual this season and possible flooding.
- 5) ARPA project updates
  - a) Howard talked to J.W.&D.E. Ryan about a potential new heating system for the garage and what it would draw on the proposed solar array. GMP is reluctant to increase the number of panels in the array. Howard will follow up as soon as he has the needed information.
  - b) Vermont Solar Fund (VSF), LLC sent contracts for the solar installation which are with town attorney Benj Putnam for review. Once contracts are approved, the Town will send the requested \$500 deposit to VSF.
  - c) Cott digitization of new records expected in mid-July.

- 6) Private Road Street Sign Policy
  - a) Teresa moved to accept the policy as revised and reviewed. Howard seconded. All in favor; the motion passed.
  - b) Teresa revisited the speeding problem on Hopkins Road.
    - i) Recommends signs that read "Slow. Blind Curve" be installed northbound just north of Fisher Lane and southbound just south of 790 Hopkins Road.
    - ii) Recommends signs that read "Please Watch for Pedestrians" be installed northbound on Hopkins at the intersection with Jackson Road and southbound just south of 790 Hopkins Road.
    - iii) Clerk relayed Marsha Chase's concerns about speeding and children at play on Adams Ferry Road. The Selectboard agreed that signs should be posted there as well.
  - c) Teresa also requested that the tractor warning signs at Visser farm be repaired.
- 7) Assessor contract
  - a) Teresa moved to accept the contract with Real Capital Consulting. Howard seconded. All in favor; the motion passed.
- 8) Primary preparation
  - a) The BCA will meet on Monday, 7/11/2022 at 5:00 p.m. at Town Hall, second floor to set poll times and review the voter checklist.
- 9) Fireworks permits
  - a) Permit application and process in place for permits
  - b) Staton Drive permit issued
- 10) Clerk-Treasurer updates
  - a) Bank accounts to be consolidated in July
  - b) Telling & Hillman will conduct the Panton FY22 audit as early as possible. The target is mid- to late-September.
  - c) Tax maps
    - i) Chris Chamberlin has completed updating Panton's tax maps to reflect changes since 2019.
  - d) Teresa asked about the budget report, which shows two payments to both the Bixby and VLCT dues. Clerk will confirm that this is a function of FY22 not yet being closed so that both FY22 and FY23 are being reported together.
- 11) Public comment: None.

12) Communications

- a) Teresa asked how a voter overseas requests an absentee ballot and was directed to the Vermont My Voter website, where requests can be made.
- b) Rob North, candidate for Addison 3 state representative, will join the next Selectboard meeting.
- c) Howard has requested a written quote from Hans and Gerard Vorsteveld for construction of a lean-to on the Town equipment shed.
- d) Road foreman is on vacation week of June 28<sup>th</sup> – July 1<sup>st</sup>. Additionally, he is unable to attend meetings on Monday evenings due to a CAD class he's taking.
- e) The 22-23 Grand List has been received by from the Assessor. It will be finalized once the grievance period is over and Current Use applications are complete.
- f) The new interior doors on the ground floor of Town Hall have been painted.
- g) Two locksmiths have been unresponsive about changing the vault combination and re-keying the second-floor exterior doors. Teresa recommends contacting Dion out of Burlington.

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

- a) Teresa moved to accept the timesheets, payroll, and accounts payable warrants. Howard seconded. All in favor, the motion passed.

14) Executive session for the purpose of discussing annual wage increases

- a) Howard moved to go into executive session. Teresa seconded. All in favor, the board entered executive session at 6:11 p.m.
- b) Teresa moved to exit executive session. Howard seconded. All in favor, the board returned to open session at 6:32 p.m.

Teresa moved to increase staff wages by 3.5 % and provide 3% cost of living increase. Howard seconded. All in favor; the motion passed.

15) Adjournment

- a) Howard moved to adjourn the meeting. Teresa seconded. All in favor; the meeting adjourned at 6:34 p.m.

Respectfully submitted,

Maggie McCormick

Clerk-Treasurer