



Town of Panton Chartered 1761

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Selectboard Meeting Minutes

Tuesday, July 13, 2021

5:30 p.m.

Present: Selectboard Chair Howard Hall, Emergency Management Coordinator Bob Groff, Road Foreman Rick Cloutier, Clerk-Treasurer Maggie McCormick, David Rheume, Tom Saltus

Via Zoom: Selectboard member Teresa Smith, Selectboard member Zach Weaver

1. Howard called the meeting to order at 5:30 p.m.
2. Additions/deletions to agenda
 - a. Howard moved to add Proposed Appraisal Research Committee to the Communications section of the agenda. Zach seconded. All in favor; Proposed Appraisal Research Committee was added to the Communications section of the agenda.
3. Approval of the minutes of the June 22, 2021 Selectboard meeting
 - a. Teresa noted she did not attend the June 22 meeting
 - b. Zach moved to accept the minutes of the June 22, 2021 Selectboard meeting as written. Howard seconded. Zach and Howard in favor; the motion passed.
4. Road Foreman's Report
 - a. Salt Shed and Equipment Barn electrical inspection requirements
 - i. RCI will handle
 - b. Equipment Barn construction to begin Friday, 7/16 or Monday, 7/19.
 - c. Salt Shed
 - i. Blocks in place
 - ii. Sand ready
 - iii. Clerk recounted ClearSpan sending incorrect contracts and lack of response to the noon on Monday, 7/12 deadline for receipt of correct documents to get a payment approved by the Selectboard. Clerk suggested sending the next installment of 40% without signing the contracts in the hopes that the payment will ensure delivery and installation schedule, which seems to have slipped from July 27 to August 17. Howard moved to make the 40% payment on 7/14/21. Zach seconded. All in favor; the motion passed. Amount is \$53,923.10.

1. Clerk will issue check on 7/14 and mail via certified mail, return receipt requested, on 7/15.
 - iv. Culvert work will continue Wednesday, 7/14
 1. Excavator has been a great asset; rental would cost \$5000 for what we've done already. Overall value of use from purchase through end of this season is \$20,000.
 2. Trailer has paid for itself.
 - v. Payment for mowing to Dave Rheame
 1. In the current AP warrant. Check available following meeting.
5. Emergency Management Coordinator's Report
 - a. Covid on the run in VT, stay vigilant
 - b. River Corridor Protection Plan provides greater funding to the Town, part of Local Hazard Management Plan.
6. Public comment moved up to accommodate residents in attendance:
 - a. Tom Saltus reported a high volume of loud ATVs and 4-wheelers on Pantan Rd
 - i. Selectboard will look into enforcement
 - b. Parking at Arnold Bay Beach
 - i. Rick proposed to boot cars parked illegally at Arnold Bay
 - ii. Rick has asked David Rheame to write tickets
 1. Clerk to Contact VLCT legality of booting and how to authorize ticket-writers
 2. Revisit contract with AC sheriff for their "duty" to enforce
 - c. Tom asked how residents are informed about Selectboard meetings
 - i. Clerk responded that is posted on the Town website, and at three locations in town: Town Hall, Town Garage and Hopkins Road.
 - ii. Going forward the Clerk will also post Selectboard Agendas to Front Porch Forum.
7. Homestead filing reminders
 - a. Zack moved to have the listers send homestead filing reminders to property owners who file last year but haven't this year. Teresa seconded. All in favor; the motion passed.
8. Set Tax Rate
 - a. Can the board set the rate at what was voter approved versus the calculated rate?
 - b. Clerk to check with VLCT on legality
 - c. Howard moved to table setting the tax rate until the 7/27 meeting. Teresa seconded. All in favor; the motion passed.
9. Disposition of files at Carroll, Boe, Pell & Kite
 - a. Howard moved to retain and pick up paper files from Carroll, Boe, Pell & Kite. Zach seconded. All in favor; the motion passed.
10. Clerk Treasurer's Update
 - a. NEMRC Assessor Services June bill
 - i. Despite paying for professional services, Listers did not receive direction to post grievance notices in accordance with state statute.

- ii. Clerk questioned if Town should pay June bill; selectboard determined bill will be paid.
 - iii. Clerk to obtain details of contracted service to evaluate contract renewal.
 - b. Vergennes FD contract
 - i. FY21 payments = \$38,194.64 FY22 bill is \$42,738.56
 - 1. Teresa pointed out that Vergennes is the most capable and closest local service and Town needs fire services
 - 2. Clerk will query Chief Breur and Vergennes City Manager Ron Redmond on how the contract price is calculated and how the Panton contract compares to contracts for Ferrisburgh and Waltham.
 - 3. Clerk to invite Mr. Redmond and Chief Breur to the July 27 Selectboard meeting next SB meeting.
 - c. Insurance for new highway buildings
 - i. Clerk began process of insuring the new buildings with VLCT PACIF
 - ii. Clerk collected additional information needed from Rick and will send back to PACIF.
 - iii. Teresa requested insurance details premium costs for next meeting
 - d. DMV renewal service
 - i. Clerk reported that it is more effective for residents to renew online, while acknowledging that some residents may not have online capability. Selectboard determined that the Town will continue to provide the service to those who ask, but not advertise the service.
 - e. FY22 Tax Anticipation Note
 - i. Treasurer suggests TAN of \$150,000.00
 - a. Teresa moved to secure a TAN in the amount of \$150,000.00 Howard seconded. All in favor; the motion passed.
 - ii. Approval of electronic signatures for FY22 TAN
 - 1. Howard moved to allow the selectboard to sign the TAN electronically. Teresa seconded. All in favor; the motion passed.

11. Communications

- a. Appraisal Research Committee
 - i. Howard reported that following a conversation between him, Paula Moore, Paul Sokal, Louise Giovanelli, Bob Groff, they felt the property owners of Panton would benefit from a clearly documented assessment process. The group suggested an Appraisal Research Committee (ARC) be established with the objectives 1: To share the committee's findings about the appraisal process with the selectboard and town clerk; and 2: To create a page on the town's website that explains the process in a lay person's terms. Other objectives may be proposed by the committee at a later date for the Selectboard's approval.
 - ii. Howard moved that the Selectboard establish the ARC. Teresa seconded. All in favor; the ARC was established.
 - iii. Howard proposed the following committee members: Maggie Catillaz, Bob Groff, Paula Moore, and Paul Sokal. There were no objections and these four residents were appointed to the ARC.
- b. Municipal Planning Grant (MPG)

- i. Clerk reported that MPGs up to \$22,000.00 are available for “Town Plan Implementation” with a 10% local match require.
 - ii. Teresa requested MPG consideration be added to a future Selectboard meeting agenda.
 - c. Opportunities Credit Union financial counseling available for taxpayers
 - i. Information will be sent to residents signed up to the Town email list.
 - d. SECURE Vermont Peer Network offering training for first responder peer support
 - i. Information will be sent to residents signed up to the Town email list.
 - e. Community of Vermont Elders asking if the Town would like to host any of their programs
 - i. Selectboard is happy to have any group use the space provided the Town only needs to provide minimal support
 - f. Howard reported on the cyanobacteria bloom at Arnold Bay Beach. Lake Champlain Committee volunteers continue to monitor the bloom and coordinate with Town Health Officer, Geoff Nelson, who has posted warnings on site. The Clerk also posted a notice was on Front Porch Forum.
 - g. Discussion on how to provide good audio-visual for remote meeting attendance.
- 12. Public comments: moved up in the agenda to accommodate residents in attendance.
- 13. Review/approval of accounts payable warrant, timesheets & payroll warrant.
 - h. Teresa moved to accept the accounts payable warrant, timesheets & payroll warrant. Howard seconded. All in favor; the warrants were accepted.
- 14. Executive session for the purpose of discussing potential litigation, Junk Ordinance enforcement, and Town personnel reviews.
 - a. Howard moved to go into executive session. Teresa seconded. All in favor; the Selectboard entered executive session at 6:39 p.m.
Teresa moved to exit executive session. Zach seconded: All in favor; the board returned to open session at 6:58 p.m.
- 15. Teresa moved to have the Addison County Sheriff issue a “Vermont Municipal Complaint to the owner of 3102 Jersey St for the ongoing violation of the junk ordinance there. Zach seconded. All in favor; the motion passed.
 - a. Clerk reported that the AC Sheriff will contact the Town as soon as they receive ticket books, which they ordered following her inquiry last week.
- 16. Adjournment
 - a. Teresa moved to adjourn the meeting. Zach seconded. All in favor; the meeting adjourned at 7:03 p.m.