



Town of Panton Chartered 1761

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Panton Selectboard Meeting Minutes
Tuesday, September 22, 2020, 6:30 pm
Panton Town Hall and Via Zoom

Selectboard members present: Howard Hall and Teresa Smith. Zoom participants: Selectboard member Zach Weaver; Emergency Management Coordinator Bob Groff. In person: Town Clerk-Treasurer Maggie McCormick; Town Agent Sandy Fogg; David Rheume; Paula Moore.

1. Howard Hall called the meeting to order at 6:33 pm.
2. Additions, deletions or adjustments to the agenda – Teresa Smith moved to add the following items to the agenda: Local Hazard Mitigation Plan; Addison County Communications Union District; Tree Cutting Permission in East Cemetery and “Employment Matters” to the executive session. Howard seconded the motion. All in favor; the motion passed.
3. Approval of Minutes – Teresa moved to approve the minutes of the September 8, 2020 meeting as written, and Howard seconded the motion. All in favor; the motion passed.
4. Public Comments – David Rheume asked about the Bixby library assessment. The library requested the Panton payment earlier than when it is typically sent. David expressed an objection to the payment being made ahead of schedule. Howard stated the payment was in the budget and it is the prerogative of the selectboard to decide when to pay it. Paula Moore said she would ask the Bixby board treasurer if other towns were being asked for their payments earlier.

David Rheume also asked about the status of the town’s purchase of a new excavator. Howard explained that the selectboard is waiting for the new clerk-treasurer to become familiar with the town financials. He stated that the town’s priorities were the construction of a new salt shed and lean-to. When Mr. Rheume asked about the salt shed, Teresa reiterated that the salt shed was not in the current budget because the article to obtain a construction loan was omitted for a vote in March 2020.

5. Preparations for New Clerk-Treasurer Maggie McCormick – Howard welcomed Maggie to her new position. Maggie started on September 21st and is working through a five-page orientation. A copy of the orientation was distributed to Teresa. Maggie’s short term goals are initiating the budget preparation and the general election.

6. Zoning Administrator Position – Dave Sullivan has indicated that he will leave his interim position as zoning administrator on December 1. Dave and Maggie will be working on a job ad, and they will interview together.
7. General Election Preparations – The election will be held in the town garage. To answer Teresa’s question, if a registered voter loses the ballot mailed to him or her, the voter can obtain a replacement ballot after signing an affidavit. Maggie reported that ballots are being mailed to voters alphabetically by towns. People should have received their ballots by October 7. Board of Civil Authority members Paul Sokal and Gary Diblasio have offered to provide an overview of the election process for the new town clerk-treasurer.
8. Local Hazard Mitigation Plan – Bob Groff forwarded an email about the availability of grant money to update a town’s plan. Bob indicated that he needed to revise the pandemic section of Pantons plan, but that it should not require a financial outlay. He will do the work, and a grant will not be pursued. The selectboard thanked Bob for this work on the town’s plan.
9. Addison County Communications Union District (ACCUD) – The Addison County Regional Planning Commission (ACRPC) is applying for a grant to develop a co-op to provide high speed internet in the county. Howard explained that the selectboard was asked to pass a resolution to approve participating in the co-op. The town’s representatives to the ACRPC, David Raphael and alternate Jamie Dayton, both endorse joining this co-op. Howard moved that the town of Pantons join the ACCUD and Zach seconded. All in favor; the motion passed.
10. Tree Cutting Permission in East Cemetery – Members of the local Daughters of the American Revolution (DAR) have indicated their desire to work on maintaining East Cemetery, and Howard had previously referred them to the Pantons Cemetery Association. The group has now asked for permission to remove trees growing on graves. Rick Cloutier reported the cemetery is overgrown with sumacs. Teresa moved that permission be given to the local DAR to arrange for the removal of the sumacs and short vegetation. Howard seconded the motion. All in favor; the motion passed.
11. Review/Approval of Accounts Payable Warrant & Timesheets – Teresa moved to accept the accounts payable warrant and timesheets and Zach seconded. All in favor; the motion passed.
12. Communications –Howard shared a letter from Deb Hartenstein about the enforcement of the junk ordinance. He responded to her via email. Teresa suggested that Ms. Hartenstein come to discuss her expectations so that the selectboard can understand them and respond directly to her. She will be invited to attend the October 13 selectboard meeting via Zoom.

David Raphael has reported to Howard that the new town hall sign is targeted to be installed by the end of September.

13. Executive Session for the Purpose of Discussing Potential Litigation and Employment Matters - Howard moved and Teresa seconded the motion to go into executive session for the purpose of discussing potential litigation and employment matters. All in favor; the motion passed. Town Agent Sandy Fogg was invited to stay for the potential litigation discussion. The selectboard went into executive session at 7:13 pm.

Howard moved and Teresa seconded the motion to return to open session. All in favor; the motion passed. The selectboard reconvened in open session at 7:46 pm.

14. Assistant Clerk pay rate – Howard moved and Teresa seconded the motion to keep the Assistant Clerk’s pay rate at the current rate. All in favor; the motion passed.

15. Adjournment - Zach moved and Howard seconded the motion to adjourn. All in favor; the motion passed. The meeting ended at 7:47 pm.

Respectfully submitted,

Paula Moore
Minutes Taker

DRAFT