



***Town of Panton Chartered 1761***

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**Selectboard Meeting Minutes  
Monday, August 22, 2022**

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

Via Zoom: Emergency Management Coordinator Bob Groff, Zach Weaver joined the meeting via Zoom at 5:37 p.m.

- 1) Howard called the meeting to order at 5:33 p.m.
- 2) Additions/deletions to agenda: None.
- 3) Approval of the minutes of the July 25, 2022 Selectboard meeting
  - a) Teresa moved to approve the minutes as written. Howard seconded. All in favor; the motion passed.
- 4) Emergency Management Coordinator's Report
  - a) Covid boosters still available
    - i) Next booster expected at end of September
    - ii) Concern for heightened flu season and correlated Covid rise
  - b) Blue green algae blooms still a problem
  - c) Monkey pox risk low but seen
    - i) Transmission requires close contact with infected people or animals.
- 5) Waitsfield Champlain Telecom petition to change buried cable to aerial on West Road
  - a) Teresa moved to approve the petition. Howard seconded. All in favor; the motion passed.
- 6) Zoning Bylaws Grant Opportunity
  - a) Clerk sent the announcement to the Development Review Board/Planning Commission (DRB/PC).
  - b) DRB/PC to inform the Selectboard if they wish to pursue.

- 7) Town Budget Expenditures Overrun
  - a) Overruns in retreatment budget and highway wages categories
    - i) Reduce future retreatment budget
    - ii) Investigate Project Fund allocation to retreatment in FY22
    - iii) Revisit overtime
  - b) Cemetery Association
    - i) Town to bill association for mowing bills paid by Town in FY22 and to date in FY23.
  - c) The treasurer will create a spreadsheet and/or revise the chart of account that creates a clearer correlation between revenue and expenses.
- 8) Fire Protection Contract
  - a) Pay proportion of fire department budget based on percentage of calls versus Grand List values.
  - b) Plan of action
    - i) Clerk to contact Vergennes City Manager
- 9) Town Website Re-build
  - a) Renaissance Marketing and Wonder Web Design Studios have presented preliminary proposals.
  - b) Zach noted that the industry going base rate is \$5000.
    - i) Review of Wonder Web Design proposal indicates working with them would probably cost \$8000.00 to achieve town objectives for the new website.
- 10) Open Addison Northwest School District Board (ANWSD) position
  - a) Find a candidate, meet, endorse, and ANWSD will memorialized
  - b) Clerk to post opening to Town website, residents group email list, and Front Porch Forum.
- 11) Open DRB/PC position
  - a) Clerk to post opening to Town website, residents group email list, and Front Porch Forum.
  - b) The clerk will contact Joy Jackson, Todd Presson, and Lisa Presson as candidates.
- 12) Road Crew position
  - a) Clerk provided a revised job description.
  - b) Clerk to post opening to Town website, residents group email list, and Front Porch Forum, and Addison Independent.

c) Starting wage \$20 to \$23/hour depending on experience.

13) Clerk-Treasurer updates

- a) Law enforcement reimbursement submitted to state
- b) Clerk will attend the VLCT (Vermont League of Cities and Towns) budget seminar via Zoom on September 11.
- c) Vermont Agency of Transportation grant the Highway Foreman will put toward culvert replacement has been awarded. Selectboard signature requested and done.

14) Communications

- a) Vergennes bridge
  - i) Pantan needs a plan
    - (1) Charge for traffic on local roads
    - (2) Put on agenda for 9/12
- b) New "Welcome to Pantan Signs"
  - i) Quote from A&H Signs for \$1800
    - (1) ARPA (American Rescue Plan Act) funds will be used for the signs
    - (2) Teresa moved to purchase the signs. Howard seconded. All in favor; the motion passed.
- c) Addison Northwest School District representative
  - (1) Martha DeGraaf identified as candidate. The clerk will contact Martha for her interest and availability for an interview.

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

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

16) Executive session if needed: Not needed.

17) Teresa moved to adjourn. Howard seconded. All in favor the meeting was adjourned at 7:23 p.m.

Respectfully submitted,

Maggie McCormick

Clerk-Treasurer