

Town of Panton
Select Board Minutes-Approved 8/26
August 12, 2014/6:30 P.M.

In Attendance:

Select Board:
John Viskup, Chair
Beth Tarallo
Howard Hall

Administration:
Diane Merrill, Treasurer
Barb Fleming, Delinq Tax Col.

Guests:
Paul Tippet
Rob Rudd
Lynn Donnelly
Hans Vorsteveld
Robert Austin
Lisa Norris
Paul Norris
Anita (Teena) Hayden

6:34pm J. Viskup called meeting to order

Minutes from 7/22/14 J. Viskup moved to accept minutes from 7/22/14

B. Tarallo moved to accept minutes from 7/22/14 with amendments to include Paragraph 7, 3rd sentence to be amended from "which will develop policies...."for the employees of the town of Panton," to "...which will draft policies"...."for the employees of the town of Panton for Selectboard review." H. Hall seconded. All approved.

Public Comment:

Hans Vorsteveld stated he was requesting a variance from the SB on setback requirements to Jersey St. He reports the state approved a 30 foot variance/set back. Reported a second measurement was 29 feet. Reports area he is requesting for setback variance is in town right of way and needs SB approval.

Discussion and review of sketch provided by H. Vorsteveld ensued. SB to follow up with R. Cloutier Road Foreman re: any long term plans for the road, and schedule time at upcoming SB meeting for H. Vorsteveld to review request with R. Cloutier and SB. J. Viskup to contact Zoning administrator for follow-up.

Review of Spaulding Road Curb Cut and Condition Requirements: SB began review of draft language J. Carroll's, ESQ, and town's legal counsel on this issue, written comments/ edits on agreement drafted by K. Brennan, ESQ, developer's legal counsel.

Discussion ensued re: J. Viskup concerns re: language around developer meeting conditions of town, not individual lot owners. L. Donnelley commented that the intent is for the developer to improve the road; that individual lot owners are responsible for repairs during construction of home. Stated concerned board changing some of the language re: developer versus individual lot owner after agreeing to it. B. Tarallo reported that board had concerns/questions on language discussed at prior meetings and plan was to seek legal counsel. Discussion ensued re: special meeting with board, legal counsel for each of developer and town, L. Donnelly, and developer present. B. Tarallo to follow up with all parties to coordinate and warn a meeting date, if possible, prior to next regularly scheduled SB meeting.

Delinquent Tax Report: B. Fleming started to provide overview of accounts in delinquency. Reported L. and P Norris here to discuss with SB. Discussion re: delinquency ensued with L. and P. Norris. L. and P. Norris remainder of account, minus what town legal counsel on Delinquent Tax Accounts has in a holding account from the taxpayer, paid in full at meeting.

B. Fleming reviewed remaining delinquent accounts and those sent for Tax Sale. Tax Sale date set for 9/29.

P. Tippet inquired re: total outstanding delinquent amount, delinquent Tax Collection process,

and Policy. Commented that current policy states that Delinquent Tax collector “may” not “will” seek legal recourse if taxes not paid in full by July 1. Discussion ensued.

Discussion with Delinquent Tax Collector re: need for clear procedures when payment plans are authorized and need to update delinquent tax collection policy. Reviewed sample Delinquent Tax Collection Policy from Westminster. B. Fleming to discuss with legal counsel and return to 8/26 SB meeting with updated draft/proposed revisions.

Road Foreman report-Tabled
Highway Financials-Reviewed
Bills/Warrants-Reviewed and signed

Review Existing Traffic Ordinance-T. Hayden reported concerns that Pease Rd. Speed limit now 45MPH, formerly 40MPH. States 45MPH too fast and unsafe for entire length of road. Questions re: signage on Jersey and Pease and Lake and Pease. H. Hall reported he and R. Cloutier met with state re: signage on those two areas: Jersey and Pease and Lake and Pease. Jersey and Pease signage to be done by state with special drilling machine due to ledge. Anticipated timeline could be 2 years. Lake and Pease signage will be done by Town, Rick looking at budget to ascertain when he can do it. Table remaining traffic ordinance discussion to meeting in September.

Fund Balance Reserve-

B. Tarallo reviewed draft town meeting ballot question to establish a reserve fund to be used for times of revenue shortfall or unanticipated nonrecurring expenditures. Also reviewed draft town meeting ballot question re: funding the reserve fund with prior years carryover/excess. Also reviewed draft policy for such reserve fund. Discussion ensued on amount of funds needed in reserve fund. Best practice advice from VLCT is minimum 5% of operating budget. Discussion ensued on need for 7% . B. Tarallo to make clean version of ballot questions and policy for board review at SB meeting where Town Meeting warning/planning will be discussed. Plan is that board will have a draft policy to share and review with voters at town meeting.

Penalty for late filer-Penalty for late filer-D. Merrill reported that Homestead Declaration filing must be done by 4/15, if not, the town may charge a 3% penalty for late filing. We currently do not do this. Reported too late to implement a penalty for this year. When people do not file on time, homestead ed payments to the town are delayed, revised bills need to be sent and further reconciliation of accounts creates additional work. Discussion ensued. Board to revisit concept of 3% penalty in early 2015.

Tax Rate Adjustment Discussion-D. Merrill reported that an increase in the grand list occurred due to a current use change thereby decreasing the tax rate from .5366 to .5365. Request made for approval of the revised tax rate.

H. Hall made a motion to approve tax rate of .5365. J. Viskup seconded. All approved.

Correspondence: Reviewed

J. Viskup motion to adjourn at 10:50pm H. Hall seconded. Approved. Meeting adjourned.

