Town of Panton Chartered 1761

3176 Jersey Street • Panton, VT 05491-9331
Ph: 802.475.2333 • Fax: 802.475.2785

www.pantonvt.us

Selectboard Meeting Minutes

Wednesday, May 20th, 2026

In attendance: Selectboard Member Reece Jaring, Selectboard Member Kirsten De La Cruz, Clerk/Treasurer Kyle Rowe, Sharon Ashcraft, Denise Strona, Christine Wycoff

Via Zoom: Selectboard Chair Zach Weaver

1. Reece called the meeting to order at 5:30 p.m.
2. There were no additions or deletions to the agenda
3. Public Comment:
    a. Sharon Ashcraft asked why there was a need for two assistant Administrative Officers;
        i. The C/T stated both would be paid for hours worked, and that it would helpful for scheduling, as both had outside employment.
4. The SB began consideration of the Equipment Shed solar panel buyout;
    a. The C/T stated that the SB had already approved the buyout of the panels, but certain tax issues for the installer had arisen, and he asked the Town for accommodation in his situation. The net result would still be $2500 paid to buyout the panels, and the contract would be written by the Town Attorney to make sure all parties held up their end of the deal.
    b. Reece motioned to allow the Treasurer to pay out an amount up to $35,000, provided the net would result in $2500 paid, Kirsten seconded-**VOTE-ALL IN FAVOR**
5. The SB began consideration of the appointment of assistant Administrative Officers;
    a. The C/T stated that the Planning Commission had met on Monday, and had nominated David Austin, the Zoning Administrator from the City of Vergennes, and Adam Lougee, the Executive Director of Addison County Regional Planning as assistant Administrative Officers.

b. It was noted that this will be an expense to the Town, but there is some money left in the FY26 budget, as well as a willingness on the part of both candidates to work with the Town. They would be paid as 1099-NEC's.
c. Chris Wycoff asked who would make the determination that there was a conflict of interest;
    i. The C/T responded that part of the C/T's duties was supervision of the Administrative Officer, and that the Town's conflict of interest policy would help guide the C/T in making any determinations. Additionally, it was noted that there wasn't necessarily a conflict of interest currently, the SB had yet to even raise that issue, but the appointment of these two AO's would avoid even the appearance of a conflict.
d. Sharon Ashcraft mentioned the need for a written policy detailing duties, and a job description;
    i. The C/T noted that the PC is working on the Town Plan, and as part of that process will examine the Zoning Regulations. If this system works out, the place for such language would be in those regulations. Additionally, the current language in those regulations detailing the duties and responsibilities of the AO were more than sufficient to handle the situation currently.
e. Denise Strona asked if the permit fees pay the ZA;
    i. Reece said no, those fees come to the Town.
f. Reece made a motion to accept David Austin and Adam Lougee as assistant AO's, Kirsten seconded-**VOTE-ALL IN FAVOR**

6. Reece made a motion to adjourn the meeting, Kirsten seconded-**VOTE-ALL IN FAVOR**