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
Monday, August 14, 2023

In Attendance: Selectboard Chair Howard Hall, Selectboard Vice Chair Teresa Boucher, Assistant Town Clerk, Suzanne Snyder

Via Zoom: Selectboard Member Zach Weaver, Emergency Management Coordinator Bob Groff, VT Declaration of Inclusion Members Barbara Noyes Pulling and Al Wakefield, HOPE Food Program Coordinator, Anna Freund.

1) Howard called the meeting to order at 5:32 p.m.

2) Additions/deletions to agenda: None.

3) Approval of the minutes of the July 24, 2023, Selectboard meeting
   a) Teresa moved to accept the minutes as written. Howard seconded. All in favor; the motion passed.

4) Emergency Management Coordinator's Report
   a) Flooding
      i) The National Weather Service is expecting a return to somewhat normal conditions.
      ii) Dead Creek and Otter Creek and ground water levels are slowly dropping.
      iii) State Recovery will be going on for quite a while.
      iv) Check https://newengland511.org for Road Closures.
      v) Whispering Pines requested assistance for damage to power boxes and meters. One box caught fire; the fire department was able to extinguish immediately without extensive damage. Bob will check in for an update.
   b) Panton's Local Hazard Mitigation Plan is still in the works.
   c) Bob Groff is now serving as Chair for the Regional Emergency Management Committee.

5) Declaration of Inclusion
   a) Barbara Noyes Pulling and Al Wakefield joined the meeting via Zoom to aid Panton in creating an inclusive and economic community through the Declaration of Inclusion program. They requested the Town adopt the Declaration and place it on their website. The Selectboard will bring the Declaration of Inclusion to Town Meeting Day to be placed on the ballot. They believe this will bring more exposure and opportunity for conversation. Al suggested Panton identify one or two people to campaign and educate prior to the Town Meeting. Barbara will continue to be our point person. In the meantime, Panton will link the Declaration of Inclusion website to our website.

6) Review Personnel Policy – Tabled until the next meeting so legal and VLCT have time to look over the policy.

7) Set Date for BCA Voter Checklist Review – Monday, September 11, 2023, at 5:00 p.m.

8) HOPE Food Distribution for Addison County
   a) Anna Freund will set up the HOPE food distribution for this Thursday in the parking lot across from Town Hall between 2-3 p.m. She is also welcome to use the 2nd Floor Meeting Room at Town Hall. Anna may stop by this week to tour the building. She will call Howard to gain access into the building Thursday.

9) Monthly bank statement reconciliation
   a) The Selectboard agreed to allow Ferrisburgh Assistant Town Clerk/ Treasurer, Laurie Curler to replace NEMRC in reconciling Panton's monthly bank statements.

10) Clerk Updates
   a) Howard to be signed in as the designated voting delegate for VLCT.
   b) Maggie and Suzanne have been given permission to attend the Town Fair 23 VLCT training on Wednesday, September 27th. Town Office will be closed.
   c) Maggie will proceed to end the contract with Tech Group due to poor communication and failure to meet the terms negotiated.
      i) She received a proposal from Calkins, which includes $587/month for Managed Care and $232/month for Microsoft Licenses. This is a savings of $271 per month.
   d) Glenn Bostic of VT Exterior Painting has finished, and final payment was mailed. No additional costs are billed for removal of notice board or replacement of rotten clapboards.
   e) Reappraisal Update – There are 104 residential parcels inspected, 164 residential and 83 farm parcels remaining.

f) Tax Bills - Waiting until the beginning of September to process, print and mail taxes due to changes in Homestead Declaration filing deadlines. To limit the number of reprints/re-sends.
g) Enforcement Issues
    i) ANR has notified the owner of the alleged violation of lake shore landscaping on Turkey Lane.
    ii) The ANR Regional Engineer sent a form to report septic violations. Howard said to forward the form to our Health Officer.

11) Review/approval of accounts payable warrant, timesheets & payroll warrant
    a) Teresa moved to accept the timesheets and warrants. Howard seconded. All in favor; the motion passed.

12) Executive session to discuss personnel matters
    a) Howard moved to enter executive session. Teresa seconded. All in favor; the board entered executive session at 6:12 p.m.
    b) Teresa moved to exit executive session. Howard seconded. All in favor; the board returned to open session at 6:46 p.m.

13) Adjournment
    a) Teresa moved to adjourn. Howard seconded. All in favor; the meeting was adjourned at 6:46 p.m.

Respectfully submitted,
Suzanne Snyder
Assistant Town Clerk