Town of Panton Chartered 1761

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Selectboard Meeting Minutes
Tuesday, October 10, 2023

In attendance: Selectboard Chair Howard Hall, Selectboard Member Zach Weaver, Road Foreman Rick Cloutier, Town Clerk & Treasure Maggie McCormick

1) Howard called the meeting to order at 5:34 p.m.

2) Additions/deletions to agenda: None
3) Approval of the minutes of the September 25, 2023 Selectboard Meeting
   Zach moved to approve the minutes. Howard seconded. All in favor; the motion passed.

4) Highway Department
   a) Road Foreman's report
      i) Rick will complete shoulder work needed on Panton Road.
      ii) Heavy rain on Saturday caused flooding on Adams Ferry, where two pumps where used to get to the culvert, which was clogged by garbage bags.
      iii) One truck is set for winter. The back hinge on the second truck was corroded and will be replaced.
      iv) Rick hit the frame of the overhead door of the garage with the plow wing. He has made a temporary fix and will investigate replacing the aluminum frame with a wooden frame, as the door doesn't have a good seal anyway.
      v) The newly acquired boom tractor has been delivered to Addison.
      vi) Logan LeCompte will plow as needed for Panton on weekdays days this winter. Jeff Stone will plow as needed on nights and weekends.
   b) Hiring road crew
      i) Rick stated Panton's pay scale is in line with other towns, but other towns are providing additional benefits that the employees aren't discussing.
      ii) Clerk's research on Addison County town wages and benefits shows Panton on the high end for wages. Many towns pay the full health insurance premium for as many "dependents" as the employee has. A few towns ask employees to

contribute between 7% and 20% toward premiums. A number of towns also cover the employee deductible and/or out-of-pocket expenses for health care.

iii) The Vergennes Panton Water District pays the employee portion of the VMERS contribution.

c) Tractor MOU

i) Clerk presented the Memorandum of Understanding for the shared boom tractor signed by the Addison Selectboard.

ii) Neither Rick now Bryan Nolan (Addison Road Foreman) had a chance to review.

iii) This MOU used the template from the Crack Sealer MOU signed by seven towns.

iv) Maggie stated she is confident the MOU is appropriate and noted there is a provision in it to amend it.

Howard moved to sign the MOU. Zach seconded. All in favor; the motion passed.

d) Co-op student

i) Performance on assigned task this week was not optimal.

ii) Rick and the Board agreed the student will be on-site for four (4) weeks (2 already completed and two additional weeks. Whether to continue the co-op experience will be evaluated then.

iii) The Board approved a stiped of $80/week for four (4) weeks for the co-op student. A check will be prepared for the student's 10/17 shift.

5) Executive session to discuss personnel matters: Moved to the end of the agenda.

6) Zoning complaint procedures

a) Maggie noted that the Town doesn't have a policy or procedure for residents to file zoning violation complaints.

b) Vermont League of Cities and Towns (VLCT) legal team advised that the Zoning Administrator has authority to investigate complaints and recommended that complaints be in writing.

c) Maggie will draft a policy/procedure for residents to file a complaint for Selectboard review.

7) Non-Profit Funding Request Policy

a) Maggie asked if the Board had interest in revising the Town's policy on placing non-profit funding requests on the Town Meeting ballot.

b) In past discussions, the Board noted that once an agency is on the ballot, the request remains on the ballot indefinitely with no additional resident support for the request if the amount requested does not change.

c) Maggie will draft a revised policy requiring a new petition periodically for Selectboard review.

8) Banking relationship
   a) Maggie has spoken with Community Bank about their municipal banking offerings. Community Bank provides the same capability as National Bank of Middlebury with fewer fees and some streamlined processes. The Selectboard determined that the decision is the purview of the Treasurer.
   b) Maggie will do a thorough review of the comparison before changing banks.

9) Public comment: None.

10) Communications
   a) Maggie distributed the "Fraud Inquiry of Government" letters to Zach and Howard.
   b) Howard noted the Town has received a request for Arnold Bay to be renamed Ferris Bay.
   c) Maggie notified the Board of an offer of reappraisal services received from David G. Buckley.
      i) Town-wide reappraisal has 76 residential properties remaining to be inspected.
   d) Maggie will be off on 10/19 and 10/20.
   e) Howard will investigate "rolling" reassessment so that the Town does not have a 10-year gap between reassessments.

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

Zach moved to approve the timesheets and warrants. Howard seconded. All in favor; the motion passed.

12) Executive session

Howard moved to enter executive session. Zach seconded. All in favor; the Board entered executive session at 6:22 p.m.

Howard moved to exit executive session. Zach seconded. All in favor; the Board returned to open session at 6:42 p.m.

13) Adjournment

Zach moved to adjourn. Howard seconded. All in favor; the meeting was adjourned at 6:43 p.m.

Respectfully submitted,
Maggie McCormick
Town Clerk & Treasurer