



## ***Town of Panton Chartered 1761***

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Selectboard Meeting

January 23, 2018

Selectboard Member's present: Chair Howard Hall, Zachary Weaver, and Teresa Smith. Also present was Town Treasurer/Clerk Pam Correia, Assistant Town Clerk Linda Devino, David Raphael, and Doug Dows.

At 6:05pm, Howard Hall called the meeting to order.

2. Howard Hall moved to accept the January 9, 2018 minutes, with no corrections. Teresa Smith seconded. The motion passed.

Howard Hall advised the Board that the March 6, 2018 Town Meeting Warning should be added to the agenda.

3. Public Comment – David Raphael advised the Board that Barbara Fleming would be resigning from the DRB. He stated that her term is up this year and the DRB would be looking for a replacement.

4. Town Hall Committee – David Raphael submitted a memo from the Town Hall Committee regarding the proposed article for the 2018 Town Warning for review. David explained the reasoning for the requested amount for the proposed article to the Board and stated he also wants to see if the Committee is still eligible for an accessibility grant. Howard Hall expressed his concern to follow all permits and stated he would like documents pertaining to the septic and kitchen. David stated that Eli Erwin from the VT Department of Environmental Conservation had called and left a message. The Board further discussed the wastewater permit. Teresa Smith asked if by adding a kitchen we are not changing the use of the structure. David advised that only to the facility use historically conducted in the Town Hall and the intent of the kitchen is to heat things up and clean things. David advised he will follow-up on the amount of water the discharge system can handle. Howard stressed his concern about broken pipes and winterizing the pipes running to a proposed dishwasher. David also was in agreement that undue burden

should not be added to the septic system. The Board advised there needs to be a clear answer. Teresa stated it would be irresponsible of them if they allow a kitchen without having clear knowledge of the septic and if it can handle the capacity. The Board further discussed the labor and industry permit for the upstairs work. Howard stated that the proposed warning from the Town Hall Committee is a little ambiguous and would like it to be explained as to what the money will be used for and give an explanation with details so the voters know what they are voting for. David advised the Board that the Town Hall Committee has plans to hold an informational meeting in mid-February. They will also present an updated information sheet outlining the project, which will be approved by the Selectboard to help voters understand what the proposed warning is for. The Board discussed the ten-year finance period as presented in the verbiage. Teresa suggested that the Town Hall Committee give a PowerPoint presentation that would show the voters the numbers. David confirmed that presenting a PowerPoint presentation is a great idea and stated the Committee could do a handout as well. David stated his agreement and advised he will handle the task. Howard stated he is still waiting for the engineering request. David advised the Board that he will confirm the numbers and obtain the documents showing written approval of Otter Creek Engineering that the septic field would be in compliance with the State to add the kitchen and the written ruling from the office of the State Fire Marshall that any additional alarm or fire suppression system would be unnecessary. David was in agreement that he will make the information available to the Selectboard no later than February 2<sup>nd</sup> to be included on the Town Warning. The Board advised David that the Town Warning must be posted by February 4<sup>th</sup> and if the documents are not received, Article 10, which pertains to the kitchen, will be removed from the Town Warning. Town Treasurer/Clerk Pam Correia stated she would send an email to David Raphael to follow-up about obtaining the documents and creating a breakdown of the articles in a PowerPoint presentation.

5. Handicap Access Ramp – Howard Hall advised that a letter was received regarding the handicap accessibility into Town Hall. Howard stated that the argument from the complainant is that the Town has waited too long to fix the handicap ramp. Howard stated he will develop a letter outlining that the Town is working towards compliance. Howard advised he spoke with Sara Jarvis of the Vermont League of Cities & Towns regarding the ADA item and determined that the 2018 Town Meeting may need to be moved to an alternate venue. Teresa Smith stated she likes the idea of voting on the ramp in a separate article.

6. 2018 Town Meeting Warning - The Board went through and discussed each article listed on the Town Warning. The Board briefly discussed the polling hours. Town Treasurer/Clerk Pam Correia advised she will check the Town Charter to confirm the correct polling hours. Howard Hall stated that at some point the Town Reserve Funds in Article 4 should be increased. Howard advised that Article 8 pertaining to a transfer of \$100,000 from the undesignated fund balance is available due to retreatment funds which didn't get in last year's budget and spent. He advised that the work was done in May and the money was allocated on July 1<sup>st</sup>. The Board likes that the articles for Town Hall are broken out into clumps. Howard wonders if McKernon would be able to build the handicap access ramp at a cheaper cost. The Board also discussed the downstairs bathroom and that it is becoming a problem. Teresa Smith stated her agreement with Article 10

contingent with the grey water in the septic and stressed that the Board needs to be straight forward and it is critical that they are 100 percent sure. The Board advised they would like Article 26 to be split into Article 26A and 26B with each explicitly asking the voters what they would like to do with the carriage house and the school house. The Board advised they want to know if the voters want to put money into fixing either of them or if they would like to remove either of them. The Board then briefly discussed obtaining the funds for removal or restoration of the structures. Teresa Smith moved to accept Article 10 on the Town Warning contingent on receiving the requested paperwork and change of Article 26 to Article 26A and Article 26B, one for the carriage house and the other for the school house. Zachary Weaver seconded. Teresa Smith moved to accept the Town Warning with revisions made. Zachary Weaver seconded. The motions passed.

7. Adopt FY2018/19 Budget – The Board reviewed the final draft of the FY2018/19 Town budget. The Board agreed that the assessor should have a larger budgeted amount as she should be compensated for more hours worked when necessary and changed the assessor contracted services line from \$6,930 to \$10,395. Teresa Smith moved to adopt the July 1, 2018 – June 30, 2019 proposed budget with the changes that were made. Zachary Weaver seconded. The motion passed.

8. Review of Financials/Timesheets – The list of invoices and timesheets were reviewed.

9. Communications – Town Treasurer/Clerk Pam Correia advised the Board that she had been asked numerous times by Barbara Fleming about the annual association fee for the Adams Kent Cemetery Association. Teresa Smith moved to cut the check to the Adams Kent Cemetery Association for the budgeted amount of \$2,080. Howard Hall seconded. The motion passed.

Pam Correia also advised the Board that she had asked Road Foreman Rick Cloutier to review the Certificate of Highway Mileage for any changes. Rick advised that there were none. The Board signed the certificate with no changes made and Pam will mail the certificate back to the VT Agency of Transportation.

The Board briefly discussed the change of venue for the 2018 Town Meeting. Howard Hall reiterated that he will write a letter regarding the handicap access. Zachary Weaver wondered about writing the letter then changing the venue. Teresa Smith stated the complainant had the right to be upset and the Board should respond to her letter and acknowledge the complaint by stating the Town Warning will include an article to allocate money to build the handicap access ramp.

Howard Hall gave the Board a brief update regarding TDI and the underground water lines. Howard also advised the Board that he received an update from Brian Otley at Green Mountain Power on the battery storage project. He stated the construction phase is ready to start by putting the batteries in the solar field and it will go online sometime in August.

At 8:01pm, Howard Hall moved to adjourn the meeting. Teresa Smith seconded. The motion passed unanimously.

Respectfully submitted,

Pam Correia  
Town Treasurer/Clerk