



Town of Panton Chartered 1761

**3176 Jersey Street, Panton VT 05491-9331
802.475.2333, Fax 802.475.2785**

Selectboard Meeting

April 24, 2018

Selectboard Member's present: Chair Howard Hall and Teresa Smith. Also present was Town Treasurer/Clerk Pam Correia, Bradley Dewey, John Viskup, Deborah Hartenstein, Paulette Bogan, Judy Fisher, and Joe Bogan.

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

2. Teresa Smith moved to approve the April 10, 2018 minutes, with no corrections. Howard Hall seconded. The motion passed.

Howard Hall stated that he would like to add an Executive Session to discuss legal and personnel issues.

3. DRB/PC Appointment – Howard Hall thanked Bradley Dewey for applying to the DRB/PC. Bradley told the Board a little about himself and stated that he looks forward to getting involved. Howard Hall moved to appoint Bradley Dewey to the DRB/PC for a 3-year term. Teresa Smith seconded. The motion passed. Town Treasurer/Clerk Pam Correia will send an email to David Raphael, Chair and Mary Rudd, Vice Chair of the DRB to advise them of the appointment.

4. Town Hall Committee – John Viskup inquired about the permit for the holding tank. Howard Hall stated that he had met with State Fire Marshall Joshua Maxham, Justus Cameron from The McKernon Group, and State Electrical Inspector Bill Navin. Howard noted additional things that need to be done such as hand rails for the new stairs. He added that there are no issues with the bathrooms but there are issues with the kitchen. The Board asked the Town Hall Committee what kind of kitchen there will be and if it is a utility kitchen. Howard stated that if it will be a commercial kitchen, a hood and duct system is needed with air systems. He also stated that if there is any form of cooking of grease then three sinks are required for washing, rinsing,

and sanitizing. Deborah Hartenstein stated that the kitchen will be used for heating only.

Teresa Smith read aloud the findings of the State fire marshall from the fire safety report. "If it is desired to have a full kitchen then it will need to meet the standards of NFPA 96 (Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations) which will include a type I hood with suppression system. If a kitchenette is installed, then the requirements of 96 will not have to be met. If it is desired to have an oven in the kitchenette, a type II hood would be required and signage indicating that the oven is to be used only for warming purposes."

John stated that the Committee just wants a kitchenette. The Board briefly discussed the original blueprints and any adjustments that need to be made such as cabinets and plug-ins. John stated that the Committee wants to be compliant with the fire marshall regarding fire suppression and they never intended to have a commercial kitchen. John advised he would like to move forward with the holding tank. The Board briefly discussed the need for a dishwasher in the kitchen. John advised the Board that the dishwasher will use six to seven gallons of water per load and suggested putting an alarm on it. Teresa Smith stated that the Board can apply for the permit now that they know what is going to be done in the kitchen. The Board advised that they will contact Tyler Maynard of Applied Geology and move forward with the permit. John stated that he is happy to provide his assistance with the State fire marshall.

5. Review and Approve Contract between the McKernon Group and the Town for Town Hall Bathrooms Project – Howard Hall advised that the panic bars must be on all doors not just one before it can be open to the public and four cement concrete blocks will need to be around the propane tanks. John Viskup advised the Board that the propane tanks are where the holding tank needs to go. Howard and John are both in agreement that it is not a set place and accommodations can be made as to where the holding tanks will go. Howard stated his concern that all the drawings for the \$100,000 cupola are right. John suggested that Howard contact Norman LeBoeuf to address his concerns. Howard advised the Board of the scope of work and the intent is to start the work immediately. Teresa Smith moved to accept the work contract. Howard Hall seconded. The motion passed. Teresa Smith moved to pay the 20% down payment of estimated construction costs, which is \$7,287. Howard Hall seconded. The motion passed.

6. Public Comment/Communications – Paulette Bogan came to the Board to talk about the tree cutting on Adam's Ferry Road. Howard Hall advised that he had spoken with the Town of Ferrisburgh and explained that it is too costly to trim trees back individually so the most economical and feasible way for municipalities to trim trees is to use an articulating boom. Howard stated that the trees cut in Ferrisburgh were on the fence line. Paulette Bogan asked about the specifics of where the fence line is and where the trees are on the Vorsteveld property. Howard stated that he cannot give a legal description and that the Vorsteveld's took their trees down on Arnold Bay Road for safety reasons. Teresa Smith added that the Selectboard cannot drive the roads all the time, but the neighbors can and they should bring their concerns to the Board as it is a huge challenge to cover all the space in the Town with the amount of personnel the Town has. The Board suggested to Paulette that she offer to join the effort to replant trees

that she describes as being illegally cut. Teresa advised that the Board would like to wait and see what happens with the Ferrisburgh outcome before the Town legally dives in and suggested that a group of people write a letter to the Vorsteveld's asking for the trees to be replanted. Paulette advised the Board that she would like to wait and see what the outcome will be before writing a letter. Joe Bogan asked the Board about how the highway tractor goes through to cut the trees keeping drainage from going into the lake to keep it clear. Teresa suggested that Joe talk with Road Foreman Rick Cloutier and also find out what the Ferrisburgh outcome is through Attorney Carroll when it becomes public record. The Board suggested putting an action plan in place by getting the information from the court, putting together a proposal to present to the Vorsteveld's to help replant the trees, gather up people willing to participate while waiting for the Ferrisburgh outcome, and move forward. Deborah Hartenstein asked the Board if the State statute about the ordinance has been looked at. Discussion followed about the statute. Teresa stated that the challenge is the beautification of having the trees but it is their property to do with what they want. Discussion followed regarding the State and Local laws as it pertains to the Tree Warden. Teresa urged them to consider the personal approach versus the legalistic approach. Joe Bogan would like to know why Rick clear cuts instead of leaving the vegetation to grow up. Howard advised that it is also a snow break and needs to give the roads a chance to dry out. Howard stated that Rick is very conscious of how to protect the road and that road and ditch procedures have to be followed with State laws and permitting. Brief discussion followed about the junk ordinance, culverts on Arnold Bay Road and Lake Street, and the Green Up Day social.

7. Summer Meetings - The Board discussed changing the meeting schedule for the summer months to the 2nd and 4th Wednesday of each month. The Board discussed summer meetings further and will table the discussion until the next meeting when all Board members are present.

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

9. 2018 VLCT Pacif Equipment Grant – Teresa Smith moved to accept the 2018 VLCT Pacif Equipment Grant as written. Howard Hall seconded. The motion passed.

At 7:47pm, Howard Hall moved to go into executive session to discuss legal and personnel issues. Teresa Smith seconded. Howard Hall moved to leave executive session at 8:17pm. Teresa Smith seconded. The motion passed. No action was taken.

At 8:18pm, Teresa Smith moved to adjourn the meeting. Howard Hall seconded. The motion passed unanimously.

Respectfully submitted,

Pam Correia
Town Treasurer/Clerk