



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

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Selectboard Meeting

May 8, 2018

Selectboard Member's present: Chair Howard Hall, Zachary Weaver, and Teresa Smith. Also present was Town Treasurer/Clerk Pam Correia, Road Foreman Rick Cloutier, John Viskup, and Bob Groff.

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

2. Teresa Smith moved to approve the April 24, 2018 minutes, with no corrections. Howard Hall seconded. The motion passed.

Howard Hall asked to move the public comment item up in order to hear from Bob Groff first.

3. Public Comment – Bob Groff presented the Local Emergency Operations Plan to the Board. Town Treasurer/Clerk Pam Correia advised that the Board had already signed the Plan at the previous meeting. Howard Hall asked Bob about the auditor's and the status of how things are going with their meetings. Bob Groff advised positively and stated that the record keeping is spot on.

4. Road Foreman Report – Road Foreman Rick Cloutier gave the Board an update on the tree damage from the May 4, 2018 storm. He advised the Board that Lake Road will be closed Wednesday, May 16, 2018 and Thursday, May 17, 2018 for ditching and changing of culverts. Rick advised the Board that he picked up the hydro seeder, began ditching on Lake Street, and fixed some trouble spots on Adams Ferry Road. Rick stated that 1,080 pounds of trash were picked up on Green Up Day as well as one couch. Rick advised the Board that the port-a-potty will be put at the Town beach when the water goes down and asked the Board how they would like to handle the Middlebury Yacht Club and potentially adding a second port-a-potty. The Board advised they will assess the situation and work out the parking issues with Zoning Administrator Kris Perlee and the Hopper's. Rick stated that it will be another week or two

before he will have the radiator for the 2010 truck.

5. Lawn Mowing at Town Hall – Town Treasurer/Clerk Pam Correia asked the Board if they would like to consider asking Dave Chase to mow around the Town Hall since he is mowing the park and ride. The Board asked Road Foreman Rick Cloutier to talk to Dave on behalf of the Board about the mowing and compensation. The Board also asked Pam to talk with Angie Preston and see if she still wants to mow around Town Hall. Pam advised she will give Angie a call to clarify. Rick advised the Board that there are four blocks for the propane tanks.

6. Town Hall Committee - The Board discussed the proposed service kitchen as well as the bathrooms and ramp. John Viskup asked the Board for an update on the permit. Howard Hall stated that the first issue that needs to be focused on is the ADA ramp and bathrooms. He stated that the costs with both bathrooms and the ramp have already exceeded the \$100,000 appropriated. Howard advised the Board that The McKernon Group ran into some problems once they opened the bathroom wall. Discussion followed about what they want and need is for the kitchen. Howard stated that the kitchen cannot have a stove or oven and according to the blueprints, 20 cabinets will be put in. Howard stated the second item to address is to outline the steps to work on for the project. He advised that the blueprints done up by Norman LeBoeuf are unacceptable and not approved by the State Fire Marshall. Thirdly, Howard explained that the project is already short on money and that is a problem. The Board discussed the hand rails that were left off the ramp and that it has spindles. Howard advised the Board that the ramp cannot have spindles. Howard stated his concern about the plans for the cupola not being feasible and unusable as printed. Howard also stated his concern about the cash flow being an issue for the Town. The Board discussed a possible loan to fund the overage. Howard advised that all communications need to come from the Selectboard and the Committee needs to communicate better amongst themselves. Teresa Smith stated that the Board is slaves to what the Town has for money and before they can embark on a kitchen due to the space problem, they need to take a step back. She stated that she is concerned about the grey water tank and believes that the blasting is problematic; they need to be meshed together before those things can be done. Zachary Weaver stated that the kitchen is not going to happen immediately with the hurdles handed to them and he does not want to be caught with excess kitchen costs. Zachary stated that he would like to get the ramps and bathrooms done and then move forward on to the kitchen; therefore, tabling the kitchen for now and then move forward on how to handle the kitchen and the funding of the kitchen. The Board discussed the kitchen project further and the unexpected ADA compliance costs. Teresa stated that the Board wants what the voters want, but the money is not there to do it all. The Board is upset by the expense of the plans being \$18,000 as they are not compliant or approved by the State Fire Marshall; therefore, being unusable. John Viskup stated that he is upset at the fact of the overrun in costs. John asked the Board what the price of the bathrooms was originally. The Board advised that the rough scope estimate on the bathroom was \$21,000 and \$15,436 for the second one. Additionally, the Board advised that the original cost of the ramp is \$65,000. The Board further discussed the estimated costs for the kitchen. Zachary stated that he is more comfortable to deal with the kitchen when the bathrooms and ramp are done and wonders if it would make sense to table the kitchen, finish the bathrooms and

ramp, and then have a conversation about the kitchen. Discussion ensued regarding the funding of the kitchen as well as the cupola approved at Town Meeting. John shared his thoughts to ask Terry Findeisen to take a second look at the plans at her convenience. The Board stated that the \$4,000 for the plans from Terry was never authorized and is unacceptable that they cannot be used. The Board advised that they would like to be on the same page with the Town Hall Committee, finish the bathroom and ramp projects, then take a look at where they land financially, and move forward with the kitchen.

The Board took a short recess at 7:07pm with Town Hall Committee member John Viskup to take a tour of the Town Hall building.

Together they looked over the plans and further discussed the kitchen. Teresa Smith stated that she would like to rethink what is needed in the kitchen. After no further questions from the Board, Teresa Smith moved to allow The McKernon Group to start construction on the ramp and to send the contract. Zachary Weaver seconded. The motion passed.

7. Summer meetings – The Board discussed their meeting schedule for the summer months. They will meet on the second and forth Wednesdays at 6:30pm beginning May 23, 2018.

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

9. Communications – Howard Hall updated the Board on the status of the TDI project. A special Town Meeting was briefly discussed. Town Treasurer/Clerk Pam Correia advised the Board of an ANWSD special school vote on May 22, 2018. She also advised the Board that she had become aware at a VMCTA training that by statute, she would need to appoint her Assistant Town Clerk Linda Devino to also act as her Assistant Treasurer. Pam stated that she had received a quote in the amount of \$1,354 from Silloway Networks for a new laptop to replace the existing one she is using. The Board discussed the use of money from the Technology Fund to pay for the laptop. Pam will pass along the current laptop to Zoning Administrator Kris Perlee for his use. The Board discussed briefly a few other items that will need to be purchased prior to the end of the fiscal year.

At 7:54pm, Teresa Smith moved to adjourn the meeting. Zachary Weaver seconded. The motion passed unanimously.

Respectfully submitted,

Pam Correia  
Town Treasurer/Clerk

