



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

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Selectboard Meeting

July 11, 2018

Selectboard Member's present: Chair Howard Hall and Teresa Smith. Also present was Town Treasurer/Clerk Pam Correia, Road Foreman Rick Cloutier, Paul Sokal, and Kevin Sullivan.

At 6:30pm, Howard Hall called the meeting to order.

2. The June 27, 2018 minutes were not accepted by the Board and tabled until the July 25, 2018 meeting when all Board members are present. Howard Hall moved to approve the May 8, 2018 corrected minutes. Teresa Smith seconded. The motion passed. Howard Hall moved to approve the May 23, 2018 corrected minutes, Teresa Smith seconded. The motion passed.

Howard Hall requested to move the discussion of the carriage barn topic to before the Road Foreman Report.

3. Carriage Barn – Howard Hall discussed the removal of the carriage barn by Kevin Sullivan. Howard suggested taking a check in the amount of \$5,000 from Kevin Sullivan and holding on to it until the project is complete, then return the check. Kevin stated that he doesn't believe it is necessary to hold a check from him. Howard asked Kevin about the stone work to be done in front of the Town Hall building and stated that the Town could recognize him in the Town Report and put a sign in front of Town hall acknowledging that he did the work. Road Foreman Rick Cloutier suggested that the Town buy the stone and Kevin do the labor. Kevin stated that the stone work could easily be a \$10,000 project. Kevin suggested developing a scope of work he could put a number on and tell the Board what he can give as a result. The Board discussed when the work could begin and how long the project would take. Kevin advised it would not take more than a week and the work could begin the first of September but he would rather do it in the winter. The Board advised that Claudia Allen does not want her section of the carriage barn and the Town will get that in writing from her. Howard Hall stated that he will write up a memorandum of understanding in regards to the carriage barn and to have Kevin do a design for

the stone work. Paul Sokal stated that he puts a lot of value on the plants and maintenance done in the flower beds in front of Town Hall. Teresa Smith moved to have Kevin Sullivan of Panton remove and restore back to grade the carriage barn, Howard Hall seconded. The motion passed.

4. Road Foreman Report – Road Foreman Rick Cloutier explained the fees associated with the Municipal Roads General Permit and stated that the permit is required by the State under Act 64. Rick advised the Board that he would like to apply for a Category A grant and requests that the Town does not hire the Addison County Regional Planning Commission to do the inventory but instead hire Otter Creek Engineering. Howard Hall moved to endorse the Municipal Roads General Permit Letter of Intent, Teresa Smith seconded. The motion passed. Rick advised the Board that the roadside mower is now back together after it recently needed some repair. Rick explained the approximately \$5,200 overage in the FY17/18 Highway Budget which primarily consisted of an unexpected increase in employee health insurance and more than planned for overtime and salt usage due to a harsh winter. Rick advised the Board that he had received a price on a new Caterpillar BA25 hydraulic angle broom sweeper with IT hooks for \$15,500. He stated that he had found an identical one for only \$5,000, which had been used only three times. Howard Hall moved to approve a check in the amount of \$5,000 for the purchase of the used broom sweeper and to be paid from the Highway Equipment Fund, Teresa Smith seconded. The motion passed. Rick advised the Board he will be buying the broom sweeper from Denny Burnham and he will pick it up on Saturday. Rick stated that Linda from Better Back Roads will be coming to Panton to look at the progress made at Arnold's Bay. He advised that he liked the stone wall that was used at Findiesen's and believes it would be a better alternative for the project. The Board agreed that the stone would be functional and stated that they would like to obtain approval from Jim Ryan of the Department of Natural Resources as well as from Linda at Better Back Roads and all other parties needed in addition to asking for something in writing.

5. There were no public comments.

6. Vergennes Recycling Contract – Howard Hall explained the shortfall with the Vergennes Recycling Program. Paul Sokal, who is the Addison County Solid Waste representative for Panton, explained that he thought the City of Vergennes is willing to do a contract with communities for six months to keep going until December and believes that City Manager Mel Hawley is composing a letter to send to member towns regarding a proposal from Vergennes to take the same fee and apply it to six months instead of 12 months. The Board briefly discussed ACSWMD drivers, the associated expenses, and the ACSWMD transfer station. The Board discussed a letter received from the ACSWMD describing a satellite transfer station in regards to solicitation of interest to participate in a regional drop-off center pilot project. Paul stated that the public cannot take trash to the transfer station right now and they have to take it to a drop-off or curbside. Paul added that if the Town had a satellite transfer station, it would only be open to civilians and they could take trash to it. Paul stated that that is not the consensus to do this currently by the ACSWMD Board. Paul advised that the manager of the district will be sure these towns will have a continuing solution similar to what we now have and a committee at the District is working on the idea of a regional drop-off center. The Board discussed the availability

of land in Panton to sell to the District in order to develop a site and determined that the Town does not have any. Once a letter is received from Vergennes City Manager Mel Hawley, the Board would like to be informed and share it with Paul Sokal. Paul stated that he would not advise the Town to host anything like a satellite transfer station since Panton is too small.

7. Town Hall Committee – Howard Hall advised the Board that the handicap accessible ramp is 70 percent done and both ADA bathrooms are completed. The Board took a tour of Town Hall to review the progress and observed the handicap accessible ramp. Howard stated that he would like to add lattice work around the base of the ramp to camouflage the construction underneath the ramp and enhance the completeness of the project.

8. Transportation Advisory Committee Appointment – There were no appointments.

9. Municipal Roads General Permit – There was no further discussion by the Board.

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

11. Communications – The Board reviewed and signed employee pay increase letters which also contained an increase in floating holidays for employees and also advised employees of the new VMERS contribution rates. Howard Hall explained to the Board the increase in the holiday retroactive time and that it was retroactive to how many hours are worked by part-time employees. Town Treasurer/Clerk Pam Correia shared with the Board a thank you card received from David Chase for the Main Street Bistro gift certificate.

Town Treasurer/Clerk Pam Correia informed the Board that the FY17/18 general fund budget appeared to be overspent by 2.2%. The Board advised that they will discuss the overage at the next regular scheduled meeting on July 25, 2018. The Board briefly discussed the labor done by the highway crew and they stressed that the work contributed on the handicap accessible ramp from the highway crew should absolutely be reimbursed from the Town Hall Fund.

The Board briefly discussed the Special Town Meeting Day. Howard Hall stated that there was only 4.7% voter turnout at the Town Meeting in March, 2018, and as low as 20 people voted. The Board would like Town Treasurer/Clerk Pam Correia to contact Andy Kirkaldy at the Addison Independent to advise him of the Special Town Meeting warned for Monday, July 23, 2018. The Board will put together a list of answers to questions that the public may have at the Special Town Meeting and would like to inquire about how many Vermont towns actually still hold their town meetings on Tuesday's during the day. The Board briefly discussed a document that could be made for employee evaluations.

At 8:10pm, Howard Hall moved to adjourn the meeting, Teresa Smith seconded. The motion passed unanimously.

Respectfully submitted,

Pam Correia  
Town Treasurer/Clerk

DRAFT