



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

---

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

Selectboard Meeting

January 2, 2018

Selectboard Member's present: Chair Howard Hall and Zachary Weaver. Also present was Town Treasurer/Clerk Pam Correia and Assistant Town Clerk Linda Devino.

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

2. Howard Hall moved to accept the December 12, 2017 minutes, with no corrections. Zachary Weaver seconded. The motion passed. Howard Hall moved to accept the December 19, 2017 minutes, with no corrections. Zachary Weaver seconded. The motion passed.

3. Public Comment – There were no public comments.

4. Contract for the Town Hall Stairs Work – The Board discussed the contract submitted by The McKernon Group for the work to be done on the front entry and stairs. Howard Hall stated that there is no mechanical or electrical work included in the project, and he believes this is a problem. Justus Cameron from The McKernon Group advised Howard the mechanical and electrical work will be added on. Howard also stated his concern regarding an ice and water shield on the asphalt shingles. Justus will fill out the State permit for construction. Howard Hall moved to put the 20% downpayment down on the fixed price of on or about \$29,000 for this project and authorizes Town Treasurer/Clerk Pam Correia to send off a check for the 20% downpayment to The McKernon Group in the amount of \$5,800 towards the estimated construction cost of this project. Zachary Weaver seconded. The motion passed.

5. Town Hall Committee/ADA Ramp & Upstairs Kitchen – The Board discussed the planned work for the ADA Ramp and upstairs kitchen. Howard Hall stated he has not gotten any new information from the Town Hall Committee. Howard stated he had talked with a caterer about the idea of putting a kitchen in the upstairs. The caterer pointed out to him that the Town would

be competing with other facilities for a catering spot that could hold more than 50 people. The Board is wondering because the capacity is less than 50 people upstairs, why is the Town proceeding with this plan of a kitchen upstairs? The Board believes that if the kitchen work is put together and it fails with the voters, people will be upset. The Board further discussed what could then be done when the ADA ramp and bathroom work is to be completed. The Board would like the Town Hall Committee to come back to the January 9, 2018 meeting with two separate samples of verbage to discuss for the warning, one with everything to include the cupola, ramps, bathroom, and kitchen and the other one without the kitchen. The Board advised they will discuss each sample and vote at the January 9, 2018 meeting on which one will be utilized. The Board further discussed the warning for Town Meeting. Town Treasurer/Clerk Pam Correia advised the Board she would provide to them at the January 9, 2018 meeting the absolute final date the warning needs to be submitted. The Board requests that either David Raphael or John Viskup come to the January 23, 2018 meeting with the warning completed per the Selectboard decision.

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

7. Motion to Replace Diane Merrill with new Assistant Town Clerk as Signer on Town Checking Account – Howard Hall moved to remove Diane Merrill from the National Bank of Middlebury signature cards and replace with Assistant Town Clerk Linda Devino. Zachary Weaver seconded. The motion passed.

8. FY18/19 Budget Discussion – The Board discussed the new budget for the upcoming fiscal year. Howard Hall stated his concern with the salary ranges for Town employees. There will be an executive session held to discuss salaries for Town employees at the January 9, 2018 meeting.

9. Communications – Howard Hall stated that he would like to get together with the Personnel Committee to re-evaluate the PTO policy. Howard stated he would like to ask Beth Tarallo to be the Town Moderator at this year's Town Meeting. Town Treasurer/Clerk Pam Correia asked if anyone had an ideas for the dedication of the 2017 Town Report.

At 7:25pm, Zachary Weaver moved to adjourn the meeting. Howard Hall seconded. The motion passed unanimously.

Respectfully submitted,

Pam Correia  
Town Treasurer/Clerk