



Town of Panton Chartered 1761

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Selectboard Meeting

November 28, 2017

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

At 6:05pm, Zachary Weaver called the meeting to order.

2. Teresa Smith moved to accept the November 14, 2017 minutes of the regular Selectboard Meeting held at 6pm, with no corrections. Zachary Weaver seconded. The motion passed. Zachary Weaver moved to accept the November 14, 2017 minutes of the budget work session held at 7:30pm, with no corrections. Teresa Smith seconded. The motion passed.

3. Public Comment – Road Foreman Rick Cloutier advised the Board that an employee from the Highway Department will need to be added to the Town health insurance. Rick advised the Board that his estimate out of this year's budget for the added expense is approximately \$8,571. The FY17/18 budget was discussed further. Rick stated he would like to discuss with the Board at an upcoming meeting where the overage could possibly be pulled from within the current budget. The Board is in agreement. The PTO rollover and reserve bank currently included in the Personnel Policy was briefly discussed. The Board asked Town Treasurer/Clerk Pam Correia to forward to them a copy of the PTO rollover and reserve bank section included in the Personnel Policy. The Board stated they will look at the policy and bring the discussion back to the next Selectboard meeting. Rick advised the Board that the culvert is done on Jackson Road. Rick stated that he would go over the grant reimbursement and submit it for a quick turnaround. Rick advised the Board that he has put in a request with Pam to change his email address to avoid extra potential spam. Rick also advised the Board that he has been out twice to salt the roads. John Viskup briefly discussed a problem with the park in Town and the flags hanging from the tree on Panton Road. John stated he will address the problems with Hans Vorsteveld personally.

4. Town Hall Committee –John stated he is happy with David Raphael's report. He advised the

Board that the McKernon and Breadloaf bids are due on December 1st. John stated that Don Cameron was also a bidder on the first project and he would be another contractor to consider. The Board advised they will review the two bids that come through on December 1st. Discussion followed pertaining to the December 18th bid deadline. John offered his help to the Board if they have any problems with the bids.

5. Review of Financials/Timesheets – The list of invoices, timesheets, and October financials were reviewed. The October financials were accepted by the Board.

6. Communications – Town Treasurer/Clerk Pam Correia discussed the Assistant Town Clerk position with the Board. Pam stated she will continue to collect applications through December 8th and she will revisit the applicants with the Board at the first Selectboard meeting in December. The selling of fishing and hunting licenses and the hours of the Town Office being open until 6pm on Wednesday's were briefly discussed. The Board agreed to revisit in the Spring.

At 6:57pm, Zachary Weaver moved to adjourn the meeting. Teresa Smith seconded. The motion passed unanimously.

Respectfully submitted,

Pam Correia
Town Treasurer/Clerk