

Town of Proctor Selectboard Meeting Minutes
Draft
February 25,2019
6:00 p.m. – 7:58 p.m.

Board Members Present

Bruce Baccei, Chair
Ben Curtis
Judy Frazier
Tom Hogan
Bob Protivansky, via phone

Employees Present

Lisa Miser, Recorder
Stan Wilbur, Town Manager

Other Guests Present

Megan Cannucci, Rink manager
Russell Jones, The Reporter
Greg King, Park & Rec Chair
Sarah King
Avaloy Lanning
Kiah Oechslie
Peg TV

Agreements/Approvals

- Unanimously approved agenda
- Unanimously approved February 11, 2019 regular meeting minutes
- Unanimously agreed to order 2019 F-550 Plow truck. \$46,730.00
- Unanimously accepted the revised Winter Street & Sidewalk Policy
- Unanimously agreed at 6:53 p.m. to recess the meeting of the Selectboard and convene the Board of Water Commissioners.
- Unanimously agreed at 6:59 p.m. to adjourn the Board of Water Commissioners and convene the Board of Sewage Commissioners
- Unanimously agreed at 7:02 p.m. to adjourn the Board of Sewage Commissioners and resume the meeting of the Selectboard
- Majority approved Tax Stabilization Agreement with Chris & Jennifer Curtis
- Unanimously approved FUA at Main Street Park for Furnace Brook Wesleyan Church, 4/21/19, subject to address change on insurance certificate
- Unanimously awarded contract to Wright Construction, subject to funding approval, \$122,422.00
- Unanimously agreed to reclassify Electric Avenue to a Class 4 Town Highway
- Unanimously approved orders \$431,419.21
- Unanimously agreed at 7:58 p.m. to adjourn the February 25, 2019 Proctor Selectboard meeting.

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Action Items

I. Call to Order - Pledge of Allegiance

II. Review and Approve Agenda

Judy Frazier made the motion to approve the agenda. The motion was seconded by Tom Hogan unanimously approved.

III. Review of Minutes

Tom Hogan made the motion to approve the February 11, 2019 regular meeting minutes, as written. The motion was seconded by Ben Curtis, unanimously approved.

IV. Open Public Comment

Town Reports are being mailed.

V. Guests

- Megan Cannucci – Skating Rink: Megan Cannucci, Rink Manager was present to share her frustration and disappointment of accusations from Tom Hogan about the running of the rink and ice making. Tom Hogan went to the homes of Megan Cannucci and Greg King, Park & Rec Chair, questioning why they weren't making ice and accused them of not fulfilling their obligations/responsibilities for running the rink. Tom Hogan noted it was school vacation and the rink should be open. Megan provided an overview of activities and hours spent at the rink, noting there are many volunteer hours the town was not billed for. She also shared that the management has brought in more donations this year and believes that speaks loudly to the effective management of the rink. She stated that she has received no complaints until Tom Hogan appeared on her doorstep. She correctly stated that Stan Wilbur, Town Manager is her direct supervisor and if there was an issue Stan should be contacting her. This was confirmed that with a Town Manager form of government that the town manager, Stan Wilbur is the individual responsible for oversight of employees and town property. Several members of the public were present and spoke their gratefulness to the Cannucci Family and their dedication to the Proctor community
Tom Hogan stated he was sorry if Megan and Greg misunderstood his concerns about the rink.

VI. Good Stuff

The following groups/organizations were recognized for their outstanding service to the Proctor community: The highway department has been doing a great job in what has been a challenging winter. The Selectboard thanked all volunteers in the Proctor community for their support. The PVFD was thanked for assisting at an early morning traffic accident.

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VII. Highway Department

- Manager's Report

Field Activities:

- Snow and Ice street and sidewalks (4 events)
- Road checks
- Clean wood furnace
- Vehicles maintenance
- Fire wood
- Sale Shed foundation blocks
- Salt delivery
- Ormsbee Avenue trees
- Gibb Street sewer repair
- Pot holes with cold patch (Main, Meadow and West Streets)
- Repair break lights on International and Chev sander spinner motor
- Pending Activities:
- Snow and Ice events
- Cut and split firewood
- Roadside brush
- VTrans Class 2 Paving Grant Application

Overtime:

- Snow and Ice – 12 hours
- Salt Usage: The budget is at 100% and one more load is coming.
- Salt Shed Update: John Corliss is in contact with the contractor to arrange unloading of the blocks.
- Plow Truck Update: Bob Protivansky made the motion to order a 2019 F-550 Series cab and chassis from John C. Stewart & Son, \$46,730.00 The motion was seconded by Tom Hogan, unanimously approved.
- Winter Street & Sidewalk Policy: Judy Frazier made the motion to accept the revised policy with changes. The motion was seconded by Tom Hogan, unanimously approved.
- Other New and/or Old Business: No other new and/or old business.

VIII. Board of Water Commissioners

Ben Curtis made the motion at 6:53 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Tom Hogan, unanimously approved.

- Manger's Report

Employees are plotting electric usage vs water pumped

- Delinquent Accounts: An updated report was provided. Pink slips (starting with the largest dollar amount) will be sent out 6 at a time, to stagger the work.
- Other New and/or Old Business: No other new and/or old business

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IX. Board of Sewage Commissioners

Judy Frazier made the motion at 6:59 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewage Commissioner. The motion was seconded by Ben Curtis, unanimously approved.

- Manager's Report
 - Overflow at Styles Meadow, A-1 pumped out to stop flow, second overflow at Styles Meadow reported to state.
- Delinquent Accounts: See Board of Water Commissioners.
- Ormsbee Avenue Sewer update: There was \$100,000.00 cut from the original project. The project cost Town \$10,000.00 for restocking and purchasing structures, which we can use for other projects. Project completed. Storm drain to be completed before May.
- Other New and/or Old Business: No other new and/or old business.

Tom Hogan made the motion at 7:02 p.m. to adjourn the meeting of the Board of Sewage Commissioners and resume the meeting of the Selectboard. The motion was seconded by Judy Frazier, unanimously approved.

X. Standing Committees Selectboard Liaisons

- Parks and Recreation Committee – Judy Frazier: Meeting held, improvements for the pool were discussed; new signs and dock repairs. Would like the pool property sprayed for mosquitos prior to opening. Looking to hold events at the rink on the off season.
- Personnel Committee – Bruce Baccei: No report
- Beaver Pond Committee – Judy Frazier: No meeting until spring.
- Planning Commission – Tom Hogan: Working with RRPC to update Town Plan
- Fire Department – Bob Protivansky: No report
- Rutland Regional Solid Waste District – Bruce Baccei/John Jozwiak: No report
- Rutland Regional Transportation Council – Bruce Baccei: Will try to place Main Street railroad bridge on list
- Rutland Regional Planning Commission – Ben Curtis: No report.
- Real Rutland Marketing Committee – Ben Curtis: No report.
- Proctor's Future – Committees meet periodically.

XI. Additional Items Requiring Action from the Board

- Review of Bills & Signing of Selectboard's Orders: The Selectboard reviewed and signed orders totaling \$431,419.21
- Tax Stabilization Agreement: Tom Hogan made the motion to approve Tax Stabilization Agreement for Chris and Jennifer Curtis for 38 West Street. The motion was seconded by Judy Frazier, approved by majority. Ben Curtis abstained. This agreement is for a significant investment in the property listed under #2 The Project, not an expansion of the building.

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- Facility Use Agreements: Park- Furnace Brook Wesleyan Church: Judy Frazier made the motion to approve the FUA for the Park on 4/21/19, contingent upon the insurance certificate list the physical address of the Furnace Brook Wesleyan Church. The motion was seconded by Ben Curtis, unanimously approved.
- Town Office:
 - Front Wall: Waiting for funding source approval
 - Town Clerk Office Renovations: Bob Protivansky made the motion to award the contract subject to financing, to Wright Construction, \$122,442.00. The motion was seconded by Tom Hogan, unanimously approved.
- Mosquitos: Bruce Baccei and Tom Hogan attended a District meeting. They will be meeting with a representative to discuss locations for spraying in Proctor. Initial proposal \$1,500.00 per spraying plus chemical and trip costs, 8 sprayings not town wide, specific location based.
- Skating Rink: See Invited Guests.
- Electric Ave Railroad Crossing Signals: The Railroad will be requiring signals on Electric Avenue due to the anticipation of Amtrack. The estimated cost of the signals is \$600,000.00 which is the responsibility of the property owners, GMP and PVT. If the town will reclassify Electric Avenue to a Class 4 Town Highway, the federal government will pay for the signals and the property owners will continue to maintain the road. Bob Protivansky made the motion to reclassify Electric Avenue to a Class 4 Town Highway. The motion was seconded by Judy Frazier, unanimously approved.
- Main Street Streetlights: Stan Wilbur provided background information, along with a handout for board members
- Town Meeting: Stan Wilbur provided handouts to the Selectboard for Monday's Town Meeting, additional material will be provided by email.
 - Budgets
 - Town Hall Fund Transfer
 - Street Light Fund
 - Interest on overdue Water and Sewer Accounts
- Junk and Junk Vehicle Town Violations:
 - 50 Gorham Bridge Road: Vehicle has been removed from property.
 - Market Street: Removal of vehicle ongoing, looking into additional alternatives.
 - 2651 West Street: RCSD will be looking into and providing a report to Stan Wilbur.
- Traffic Ordinance: Stan Wilbur offered suggestions for changes. The Selectboard will review and bring back their updates to the next regular meeting.
- Budget Reports: Handout provided, information only.
- Sheriff Report: Handout provided, information only.
- Other New and/or Old Business: No other new and/or old business.
- Executive Session: No executive session required.

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XII. Adjourn

Tom Hogan made the motion to adjourn the February 25, 2019 regular Selectboard meeting at 7:58 p.m. The motion was seconded by Judy Frazier, unanimously approved.