

Town of Proctor Selectboard Meeting Minutes

Draft

September 25, 2017
6:00 p.m. – 7:32 p.m.

Board Members Present

Bruce Baccei
Bill Champine, Chair
Tom Hogan
Joe Manning

Employees Present

Lisa Miser, Recorder
Stan Wilbur, Town Manager

Other Guests Present

Bob Curtis
John Jozwiak
Dan Kearney
Bob Protivansky
Carol Protivansky
John Zawistoski
Peg TV

Agreements/Approvals

- Unanimously approved amended agenda.
- Unanimously approved September 11, 2017 regular meeting minutes.
- Unanimously approved September 19, 2017, special meeting minutes.
- Majority approved purchasing two cross walk signs for Grove Street.
- Unanimously agreed at 6:48 p.m. to recess the meeting of the Selectboard and convene the Board of Water Commissioners.
- Unanimously awarded Chittenden Watershed Road Clearing to McCullough Brothers, \$16,000.00.
- Unanimously approved Water allocation increase for 72 High Street.
- Unanimously agreed at 6:57 p.m. to adjourn the Board of Water Commissioners and convene the Board of Sewage Commissioners.
- Unanimously approved Wastewater allocation increase for 72 High Street.
- Unanimously agreed at 7:02 p.m. to adjourn the Board of Sewage Commissioners and resume the meeting of the Selectboard.
- Unanimously approved Park FUA for Catamount Radio, 12/1/17-12/3/17.
- Unanimously agreed to interview Lisa Wright for the Town Assessor.
- Unanimously agreed to post Selectboard vacancy position.
- Signed orders totaling \$63,385.24.
- Unanimously agreed at 7:32 p.m. to adjourn the September 25, 2017 Selectboard meeting.

Action Items

I. Call to Order - Pledge of Allegiance

The meeting was called to order at 6:00 p.m. and began with a pledge of allegiance to the flag. Four Proctor Selectboard members were present, all motions passed unanimously, unless noted.

Town of Proctor Selectboard Meeting Minutes

Draft

September 25, 2017

6:00 p.m. – 7:32 p.m.

II. Review and Approve Agenda

Bruce Baccei made the motion to amended agenda to add Water/Wastewater Allocation under Water and Wastewater, Town Office Front Wall under Additional Items and Corner Store under New Business: The motion was seconded by Tom Hogan, unanimously approved.

III. Review of Minutes

Bruce Baccei made the motion to approve the September 11, 2017 regular meeting minutes.

The motion was seconded by Tom Hogan, unanimously approved.

Tom Hogan made the motion to approve the September 19, 2017 special meeting minutes. The motion was seconded by Bruce Baccei, unanimously approved.

IV. Open Public Comment

Bob Curtis: Bob Curtis inquired about the fence on Ormsbee Ave. Per Stan Wilbur the property owners are locating the property corners. Bob Curtis noted that the south property marker is now missing.

Dan Kearney: Dan Kearney noted his disappointment in the verbal attack on taxpayers and the public by the Town Manager, Stan Wilbur. He believes the Town Manager should apologize to the citizens of Proctor.

Tom Hogan and Bruce Baccei did not feel that the Town Manager's comments were out of line.

John Zawistoski: John Zawistoski noted that the Selectboard is a meeting where tax payers are entitled to come and speak. That neither the public nor Selectboard members should be maligned by the Town Manager.

Carol Protivansky: Carol Protivansky admired Stan Wilbur for speaking at the last meeting.

Bob Protivansky: Bob Protivansky believes people are taking the Town Manager's comments the wrong way.

John Jozwiak: John Jozwiak concurred that the Town Manager was way out of hand and the Town Manager should not be attacking a Selectboard member or the public.

Stan Wilbur apologized to the community for his remarks at the prior Selectboard meeting.

V. Guests

No invited guest.

VII. Good Stuff

The following groups/organizations were recognized for their outstanding service to the Proctor community: Bill Champine read a letter from Carol & Guy Rossi recognizing and thanking the Wastewater department for going above and beyond.

Lisa Miser gave an overview of Fall Festival, noting it was a spectacular day that ended with an amazing fire work display.

VII. Highway Department

- Manager's Report

Field Activities:

- Transfer Station Prep for Free Day
- Stack fire wood at garage
- Highway signs
- Mowers to pool for winter storage
- Review plow routes
- Review equipment operation

Town of Proctor Selectboard Meeting Minutes

Draft

September 25, 2017

6:00 p.m. – 7:32 p.m.

- Clear vines at Main Street RR bridge
- Clear growth blocking highway signs
- Road kill
- Winterize pool
- Clean, define and diagram Warner Ave. storm drainage
- Roadside trash
- Graffiti on Pleasant Street underpass
- Ford F350 to Earls' for new body and inspection
- Garage roof preconstruction meeting

Pending Activities:

- Paving
- Potholes
- Culvert and road surface inventory with RRPC

Overtime:

None

- Highway Crew Position: The position has been advertised. One application to date has been received, the applicant does not possess a CDL.
- Park Street Sidewalk: Photographs of the sidewalk were provided for review. Thoughts on the sidewalk; raise the sidewalk, eliminate the sidewalk as there is a sidewalk on the opposite side of the street, bottom line save the trees.
- Salt Shed: A handout was provided with three vendors of Salt Sheds. Selectboard members were encouraged to read the handout. The topic was tabled until the October 9, 2017 regular Selectboard meeting.
- Grove Street Cross Walk Signs: Bruce Baccei made the motion to purchase two crosswalk signs to place on each side of the Grove Street crosswalk. The motion was seconded by Tom Hogan, passed by majority, 3-0-1 Joe Manning abstained. Crosswalks will not be painted again until next year.
- Other New and/or Old Business:
John Jozwiak inquired about the cost of subbing out snowplowing. Bill Champine noted the Selectboard did not consider the cost, decided the cost would be to high based on conversations with Rutland Town Road Foreman.
John Jozwiak inquired to the location of the new flagpoles that were purchased via a MRP grant. Per Bill Champine they are still in the Town Garage.
John Jozwiak also commented on the repair list for the 95, noting most are general maintenance items. Bruce Baccei explained items were not repaired as the Selectboard had planned to purchase a new truck.
Tom Hogan noted the unpaved patch on East Street is settling again and could use more fill.

VIII. Board of Water Commissioners

Bruce Baccei made the motion at 6:48 p.m. to recess the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Tom Hogan, unanimously approved.

- Manager's Report
The three bagged hydrants, one is repaired, two left to identify issue and repair.
- Simon Operations Service Contract: Stan Wilbur suggested that he and Bill Champine begin negotiating with Simon Operations about the contract and costs. Consensus of the

Town of Proctor Selectboard Meeting Minutes

Draft

September 25, 2017
6:00 p.m. – 7:32 p.m.

Selectboard that they only want a two-year contract. The current proposal is a five-year contract, no mowing or plowing, overtime rate \$75.00 an hour, monthly cost \$14,600.00.

- Chittenden Watershed Road Clearing Bids: Bruce Baccei made the motion to award the Chittenden Watershed Road Clearing contract to McCullough Brothers for \$16,000.00. The motion was seconded by Tom Hogan, unanimously approved.
- Water Allocation – 72 High Street: Bruce Baccei made the motion to approve the 210 gallons per day water allotment increase (from 750 to 960). The motion was seconded by Tom Hogan, unanimously approved.
- Other New and/or Old Business: No other new and/or old business.

IX. Board of Sewage Commissioners

Bruce Baccei made the motion at 6:57 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewage Commissioner. The motion was seconded by Tom Hogan, unanimously approved.

- Manager's Report: Willow Street pump station leak is repaired
- Simon Operation Service Contract: See Water.
- Ormsbee Avenue Sewer Project Update: The project meeting will be October 6, 2017 at 9:30 a.m.
- Wastewater Allocation – 72 High Street: Bruce Baccei made the motion to approved the 321 gallons per day wastewater allotment increase (from 210 to 441). The motion was seconded by Tom Hogan, unanimously approved.
- 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 Bruce Baccei, unanimously approved.

X. Committee Reports

- Parks and Recreation: John Corliss No report.
- Rutland Regional Planning Commission: Joe Manning: No report.
- Rutland Regional Transportation Council: Bruce Baccei: Next meeting 9/28/17.
- Rutland Regional Solid Waste District: John Jozwiak: Issue with new scale at Gleason Road.
- Personnel Committee: Bill Champine: No report
- Fire Department John Corliss: No report
- Planning Commission: Tom Hogan: See Additional Item.
- Beaver Pond Committee: Bill Champine: Waiting to sign contracts.
- Town Office Committee: John Corliss: See Additional Items.
- REDC Marketing Committee: Joe Manning: No report.

XI. Additional Items Requiring Action from the Board

- Review of Bills & Signing of Selectboard's Orders: The Selectboard reviewed and signed orders totaling \$ 63,385.24.
- Mosquitos: A handout of the BLSG 2016-2017 Budget was provided. It is uncertain at this time of new communities will be invited into the district.

Town of Proctor Selectboard Meeting Minutes

Draft

September 25, 2017

6:00 p.m. – 7:32 p.m.

- Transfer Station Free Day: Bill Champine read the posting for the Transfer Station Free Day. Kyle Thornton, Highway Department and a Selectboard member will be onsite for the day.
- VLCT Town Fair: Bruce Baccei has spoken with Tom Hogan.
- Park Facility Use Agreement – Catamount Radio: Bruce Baccei made the motion to approve the Park FUA for 12/1/17-12/3/17 for Catamount Radio. The motion was seconded by Tom Hogan, unanimously approved.
- Town Assessor: Bruce Baccei made the motion for the Selectboard to interview Lisa Wright. The motion was seconded by Tom Hogan, unanimously approved.
- Town Office Front Wall: The report was referred to the Town Office Committee.
- Selectboard Vacancy: John Corliss submitted his resignation letter from the Selectboard, as he has accepted the Highway Foreman position for the Town of Proctor. Tom Hogan made the motion to post and advertise the vacancy, letters of interest must be submitted by October 6, 2017 4:00 p.m. The motion was seconded by Bruce Baccei, unanimously approved.
Bill Champine read Bob Protivansky's letter of interest that was submitted at the beginning of the meeting.
- FY2019 Budget Procedure: Consensus to use the same procedure as last year.
- FY2019 Budget Process: Consensus to use the same process as last year.
- Budget Reports: Information only. Questions should be addressed to Stan Wilbur.
- Sheriff Department Report: Information only.
- Other New and/or Old Business:
Corner Store - Tom Hogan: The Proctor Planning Commission sought permission from the Selectboard to investigate the possibility of bringing a corner store back to Proctor. Enticements discussed; tax credits, water and wastewater credits. The Selectboard had no objection to the request.
- Executive Session: No executive session required.

XII. Adjourn

Bruce Baccei made the motion to adjourn the September 25, 2017 regular Selectboard meeting at 7:32 p.m. The motion was seconded by Tom Hogan, unanimously approved.