

Town of Proctor Selectboard Special Meeting Minutes
Draft
February 23, 2015
4:30 p.m. – 5:45 p.m.

Board Members Present

Bill Champine, Chair
Bruce Baccei
John Jozwiak

Employees Present

Stan Wilbur, Town Manager

Other Guest Present

Charles Goodling, DuBois & King

I. Call to Order

The meeting was called to order at 4:30 p.m.

II. Water System Improvements

- Taylor Hill Booster Pump Station

On January 12 DuBois & King presented a study document entitled “Taylor Hill-Gibbs Street-Bluff Street Booster Pump Station Study Summary Report dated January 8, 2015 to the Selectboard. The Board accepted and submitted the report to VT DEC for approved. In their review of the report VRT DEC indicated that in order for redesign services to be approved by the DWSRF under Proctor’s existing loans, they would want a more detailed benefit-cost analysis between a storage tank and a pump station option to remedy low pressures in the Taylor Hill Area. DuBois & King prepared an Economic Comparison of Alternates and Chuck Goodling presented the comparison and responded to questions. The Board recommended a few revisions and by consensus accepted the revised report and agreed to have Dubois & King submit it to VT DEC for approval.

Another VT DEC concern was that the hydraulic analysis should be completed before starting the booster pump station final design. This will delay construction of the until the 2016 construction season. This is a priority project and DuBois & King feels a complete hydraulic analysis is necessary to complete the booster pump station final design.

Chuck Goodling will be meeting with VT DEC staff on Friday February 27 to review the economic comparison and project funding and schedule.

- Hydraulic Modeling

To conform to VT DEC standards, DuBois & King’s Agreement for Engineering Services which had been accepted by the Selectboard will have to be reformatted.

The reformatting has been completed and the agreement will present it to VT DEC staff for approval on Friday.

- **Field Street Well Pump Variable Frequency Drive**
DuBois & King submitted a proposal to assist the Town in going out to bids for a variable frequency drive for the new well pump. Before accepting the proposal, the Town will contact the pump supplier for a proposal to provide the necessary equipment.

III. Salt Shed

DuBois & King are looking into flood plain criteria and proposed building elevations for a new salt shed. This may need a field survey, which is not included in the current engineering scope of work, to prepare a site plan if there is not existing contour maps of the area. The Town will look for existing survey information. DuBois & King will look at other salt sheds that have been constructed in the area.

IV. Adjourn

John Jozwiak made the motion at 5:45 p.m. to adjourn the February 23 special January 29, 2015 special meeting of the Selectboard. The motion was seconded by Bruce Baccei and approved by majority.