

Town of Proctor Selectboard Meeting Minutes

Draft

May 11, 2015

6:00- 8:35 p.m.

Board Members Present

Bruce Baccei
Bill Champine, Chair
Dick Horner
John Jozwiak
Frank Woolf

Employees Present

Celia Lisananti, Town Clerk/Treasurer
Lisa Miser, Recorder
Stan Wilbur, Town Manager

Other Guests Present

Patrick Burke
Linda Doty
Bill Dritschilo
Mary Fregosi
Rhoda Grace
Warren McCullough
Peg TV

Agreements/Approvals

- Majority approved the April 27, 2015, regular meeting minutes.
- Unanimously approved spending up to \$12,900.00 from the Equipment Replacement Fund to purchase a Zero Turn Mower.
- Unanimously agreed to contract with the Dufresne Group for the Scoping Study.
- Unanimously approved the Road Opening Permit Application for Water Service Replacement.
- Majority agreed to contract with Bendig for street sweeping.
- Unanimously agreed at 6:55 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners.
- Unanimously approved the New Water Service permit application.
- Unanimously agreed at 7:09 p.m. to leave the Board of Water Commissioners and convene the Board of Sewage Commissioners.
- Unanimously agreed at 7:13 p.m. to adjourn the Board of Sewage Commissioners and resume the meeting of the Selectboard.
- Unanimously approved Skating Rink FUA for June 6, 2015.
- Unanimously agreed to contract with All Roofing, for roof repairs.
- Unanimously agreed to give marble to the Marble Museum.

- Unanimously agreed to allow/give the Proctor Free Library and Marble Museum to take marble from the old Marble Bridge.
- Unanimously approved the Crowley Brother Road Race request for June 14,2015.
- Unanimously agreed at 7:50 p.m. to enter executive session for labor relations.
- Unanimously agreed at 8:20 p.m. to exit executive session. No action.
- Signed orders totaling \$19,817.49.
- Unanimously agreed at 8:35 p.m. to adjourn the May 11, 2015 meeting of the Selectboard.

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.

II. Review and Approve Agenda

Consensus to add three items to the agenda; Green Lantern First Amendment to Solar Energy Services Agreement, Marble Stair Treads, and Crowley Brothers Road Race.

III. Review of Minutes

John Jozwiak made the motion to approve the April 27, 2015 regular meeting minutes. The motion was seconded by Bruce Baccei and approved by the majority. Dick Horner abstained because he had not had an opportunity to review the minutes.

IV. Open Public Comment

Patrick Burke: Patrick Burke was present to discuss expectation of employees. He does not condone employees that lie, cheat and/or steal. It is his hope that there are consequences in place for dishonest behavior. He recommends that the Selectboard follow that facts, analyze the facts and then make an informed decision. He noted that a six year long jury trial involving the Town of Proctor, found negligence on the part of a former employee.

V. Invited Guests

Mary Fregosi – Proctor Free Library: Mary Fregosi was present to share a snap shot of the Proctor Free Library:

Facility/Grounds:

- General Spring Cleaning
- Blind installed in MRP Room
- Circulation Desk – oiled
- Fireplaces cleaned/tools cleaned & painted
- Fire extinguishers – six year update
- Driveway swept
- Water Softener installed
- Visited WWTF to look at parts of Marble Bridge for a sculpture on the front lawn

Programs:

- Butterfly Garden – April 20,2015
- Compost Program – April 29,2015
- 2015 Children’s Programs to date

- 16- 2:00 Tuesday Programs
- 6 - Pre-school Programs
- 4 – February Break Programs
- 4 – April Break Programs

Usage:

- Patron/Program Statistics: February -664, March – 905, April – 1,235
- Six outside groups held meeting in April in the Evelyn Peterson Community Room
- The Proctor Free Library Facebook page has an average of 175 hits per week

Upcoming:

- Book Sale May 22 & May 23
- Participating in May 23 proctor Celebration-Painting Birdhouses 12-1 pm, Planting a Butterfly Garden 1:30 -2:30 pm
- July Summer Reading Program – Program every Wednesday in July (July 1,8,15,22,29) Live animals, Tye dying, Play and Magic Show
- July Book Club – Children’s Book Club will be reading Charlotte’s Web meeting every Tuesday 10 -11 am (July 7,14,21,25)

Bill Dritschilo- New Water Service: Bill Dritschilo was present to discuss his permit for a new water service. See Highway Department and Water Department.

Bruce Baccei read a letter from Bob and Carol Protivansky addressed to the Town of Proctor Selectboard and Town Manager regarding Alleged Time Card Fraud.

VI. Highway Department

Field Activities:

- Morning safety and work meetings.
- Town wide deep pothole repairs.
- Sweeping and restorations of Chatterton Park, Larson, River, Grove, Pine and 12 North Streets. Topsoil repairs from plow damage at several intersections.
- Hauled topsoil for stockpile and use.
- Collected large pile of placed trash and windblown trash from Riverside Cemetery.
- Worked at Transfer Station post Green Up day to sort recycled materials and load, pack two roll off dumpsters.
- Repaired several bent/damaged signs around town and installed two new “watch children” on Williams Street.
- Moved snowplows to WWTF to increase garage space for equipment. Plows are covered by tarp at Blower building.
- Field Street Well and vault/curb area has been restored, with addition of new trees at gate area.
- Lawn mowers service in progress.
- Regular vehicle and equipment maintenance on going.
- Garage cleaning and organizing.

Zero Turn Mower/Equipment Fund: Bruce Baccei made the motion to allow Stan Wilbur and Tim Kingsbury to analyze the bids and to authorize up to \$12,900.00 from the Equipment Replacement Fund for the purchase of a Zero Turn Mower. The motion was seconded by Dick Horner and unanimously approved.

Stan Wilbur noted we currently have two mowers and three weed eaters. He anticipates mowing will take place on Thursdays, and all four employees will be mowing.

Bike/Ped Path Scoping Study: Dick Horner made the motion to award the contract, to provide a Scoping Study to the Dufresne Group. The motion was seconded by John Jozwiak and unanimously approved.

Road Opening Permit Application for New Water Service: Bruce Baccei made the motion to approve the Street Opening/ROW Permit, for 1 Beaver Pond Road, 6/2/15 -6/16/15. The motion was seconded by John Jozwiak and unanimously approved.

Other New and/or Old Business: Frank Woolf made the motion to hire Bendig at \$100.00 per hour to complete the street sweeping. The motion was seconded by Bruce Baccei and approved by the majority, 3-2. John Jozwiak and Dick Horner voted against the motion, they are against subbing out work.

John Jozwiak inquired about the following: Repairs to church property by the town garage, this will allow the property to be mowed. Rt.3 culvert plugged/wash out, the State will be reviewing and repairing. The F-350 pickup having brakes replaced. He would like to know the last time the brakes were replaced. Noted the top rail of the tailgate is gone.

VII. Board of Water Commissioners

Bruce Baccei made the motion at 6:55 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Frank Woolf and unanimously approved.

Field Activities:

- Chemical delivery to well.
- Daily operations and checks.
- Post winter inspection of abandoned intakes, visible pipe crossings in brook and water filtration plant.
- East tank and isolation valve site closeout meeting with engineer and state contract obligations.
- Many follow up, concerns with residents on pressure reduction, water softening, line replacements, town ordinance and procedures for road opening and plumbing requirements.
- Requests for curb stop and line locates completed.
- Sampling with Lincoln Applied Geo. At East and West side locations for grit and flake in service lines.
- PH optimizations for monthly reporting.
- Pressure and leak testing in areas between Park and Chatterton Park. Complaints about high and low water pressures, pipe rattling and large wet areas in backyards, unknown origin will continue monitoring,. Possible night testing when quiet and low water usage.
- Monthly reporting, forms, sampling completed.
- Water Dept. truck at dealer for broken/worn shift and steering assembly. Consider replacing vehicle has high miles and engine hours and is showing signs of unreliability.

New Water Service Permit Application: John Jozwiak made the motion to approve the application and waive the fee. The motion was seconded by Bruce Baccei and unanimously approved.

Grit/Hydrant Flushing: The Water/Wastewater Department will be flushing hydrants. Testing water from residences and FSW.

VIII. Board of Sewage Commissioners

Bruce Baccei made the motion at 7:09 p.m. to leave the meeting of the Board of Water Commissioners and convene the Board of Sewage Commissioners. The motion was seconded by Frank Woolf and unanimously approved.

Field Activities:

- Daily operations and checks.
- Completed required monthly sampling and remainder of annual grab and composite sampling.
- Responded to sewer back up at Williams Street in town main. No overflow or damage to nearby residences.
- GMP meeting at WWTF for buried power hook up for Fire Department garage. Have located existing water main.
- Cleaned and repaired UV2 chamber for burn lights and ballasts, broken quartz sleeve and repaired small leak in chamber body.
- Cleaned weir of settled solids.
- Cleaned and washed Alum tank1. Ongoing issues with scaling in Alum feed line to pumps. Will have to cut out, re-plumb with new supply lines from tanks to help with flow. No mechanical cleanouts piping is glued together.

Bruce Baccei the motion at 7:13 p.m. to adjourn the meeting of the Board of Sewage Commissioners and resume the meeting of the Selectboard. The motion was seconded by Dick Horner and unanimously approved.

IX. Standing Committees

- Parks and Recreation: Per Bruce Baccei: Preparing the pool, spoke with Pool Director.
- Rutland Regional Transportation Council: Per John Jozwiak: No report.
- Rutland Regional Solid Waste District: Per John Jozwiak: The Selectboard thanked John Jozwiak for overseeing the Transfer Station on Green Up Day. Dick Horner requested the cost for the disposal of refuse, prior to scheduling a future Open Transfer Station Day.
- Personnel Committee: Per Frank Woolf: No report
- Fire Department: Per John Jozwiak: No report.
- Planning Commission: Per Dick Horner: 5/26 ZBA meeting 5/28 Town Plan hearing at Proctor Free Library. Looking at amending zoning regulations.

X. Additional Items Requiring Action from the Board

- Property Maintenance: Progress is being made on the properties in question.
- Neighborhood Watch: Bruce Baccei will attend the May 13, 2015 meeting.
- Beaver Pond: Ongoing conversation with Omya. Stan Wilbur will attend a meeting to discuss Beaver Pond on Friday.
- Mortimer Proctor Trust Grant: Stan Wilbur reported that the meeting went well, awaiting notification by letter.

- Skating Rink Facilities Use Application: John Jozwiak made the motion to approve the request, June 6, 2015. The motion was seconded by Dick Horner and unanimously approved. Insurance certificate was provided.
- Hail Damage Repair Contract: Bruce Baccei made the motion to award the contract to All Roofing. The motion was seconded by Frank Woolf and unanimously approved.
- Water and Wastewater Proposal: Consensus to move to end of meeting for executive session.
- Green Lantern First Amendment to Solar Energy Services Agreement: Consensus to table discussion until the May 26, 2015 Selectboard meeting and to invite the representatives to attend the meeting and explain the changes.
- Marble Treads: Dick Horner made the motion to give the marble stair treads to the Marble Museum for the PHS student display. The motion was seconded by Frank Woolf and unanimously approved.

Dick Horner made the motion to allow the Proctor Free Library, Proctor Historical Society and Marble Museum to take and use any portion of the old Marble Bridge. The sections must be placed on display for the public and can't be sold. The motion was seconded by Frank Woolf and unanimously approved.

Stan Wilbur noted any portions left will be buried at the WWTF, when site work begins for the Salt Shed.

- Crowley Brothers Road Race: Bruce Baccei made the motion to approve the request, Saturday June 14, 2015. The motion was seconded by Dick Horner and unanimously approved.
- Labor Relations – Executive Session: Bruce Baccei made the motion at 7:50 p.m. to enter executive session to consider a matter of labor relations with town employees given that premature knowledge of this matter would clearly place the Town or employees at a substantial disadvantage and to invite Celia Lisananti, Town Clerk and Treasurer, to participate in the first portion of the executive session. The motion was seconded by Dick Horner and unanimously approved.

Celia Lisananti left the meeting at 8:03 p.m.

Bruce Baccei made the motion at 8:20 p.m. to exist executive session. The motion was seconded by Frank Woolf and unanimously approved. No action.

The Selectboard did not go into the previously approved executive session regarding Simon Operation Services, Inc. Contract Operation and Maintenance Proposal but agreed by consensus to postpone discussion and action on the proposal until the next regular meeting.

- Orders: The Selectboard reviewed and signed orders totaling \$19,817.49.

XI. Adjourn

Bruce Baccei made the motion at 8:35 p.m. to adjourn the May 11, 2015 meeting of the Selectboard. The motion was seconded by Dick Horner and unanimously approved.