

**Town of Proctor Selectboard Special Meeting Minutes**  
**Draft**  
**October 23, 2014**  
**10:00 a.m. – 12:05 p.m.**

**Board Members Present**

Bill Champine, Chair  
Bruce Baccei  
John Jozwiak

**Employees Present**

Stan Wilbur, Town Administrator  
Tim Kingston, Water/Wastewater Operator (11:00 a.m.)  
Dan Protivanski, Water/Wastewater Operator (11:00 a.m.)  
Brian Sanderson, Road Commissioner (11:00 a.m.)  
Jarrod, Trombley, Highway Department (11:00 a.m.)

**Others Present**

Roger Bergeron, VT FED  
Dave Eves, D&K  
Tom Doty, D&K  
Chuck Goodling, D&K  
Ken Longee, The Belden Company  
Rob Maccini, Kingsbury  
Mark Alford, Champlin Associates  
Eric House, VT AOT (11:00 a.m.)

**I. Call to Order**

The meeting was called to order at 10:00 a.m.

**II. Water System Improvement Project**

- Contract 5A – The Belden Company  
Tom Doty, Cave Eves and Ken Longee reviewed project progress.
  - D&K has prepared a Certificate of Final Completion
  - Roger Bergeron reviewed the certificate and backup materials
  - Pay request 8 Final will be submitted to the Selectboard for approval.
  
- Contract 4A - Kingsbury  
Tom Doty, Dave Eves and Rob Maccini reviewed Contract 4A progress since the last job meeting. Talked about a 14 day extension of time to make up for time lost due to disinfecting and testing the tank and a winter shut down to allow for restoration work in the spring.
  
- Contract 4B – DN Tanks  
Tom Doty and Dave Eves reviewed Contract 4B progress. DN Tank has completed all work. They will be on site next week for a final inspection. Roger

and Tom talked about certified payroll forms. DN Tank payment request still on hold pending receipt of certified payrolls.

- **Contract 8A Surface Water Discontinuance**  
Discussed different methods and coordination requirements needed to cut and cape the transmission main from Chittenden and put the new system into operation. Agreement the cut and cap work should go out to bid as a special purchase.

### **III. Adjourn**

Bruce Baccei made the motion at 12:05 p. m. to adjourn the November 7, 2014 special Selectboard meeting. The motion was seconded by John Jozwiak and approved by the majority.