

Town of Proctor Selectboard Meeting Minutes

Draft

July 25, 2016

6:00 p.m. – 9:48 p.m.

Board Members Present

Bruce Baccei, Chair

Bill Champine

John Jozwiak

Joe Manning

Frank Wolff

Employees Present

Lisa Miser, Recorder

Brain Cannucci, Highway Department

Rob Oberg, Highway Department

Stan Wilbur, Town Manager

Other Guests Present

Patrick Burke

Carol Grace

Rick Moreno

Angela Oberg

Bob Protivansky

Carol Protivansky

Rick Reed

Peg TV

Agreements/Approvals

- Unanimously approved agenda as presented.
- Unanimously approved July 11, 2016 regular meeting minutes as written.
- Unanimously approved July 15, 2016 special meeting minutes as written.
- Majority approved rolling over paving monies and placing in separate account for next year's paving.
- Unanimously agreed at 6:52 p.m. to recess the meeting of the Selectboard and convene the Board of Water Commissioners.
- Unanimously agreed to solicit bids for clay valve inspection.
- Unanimously approved water reconnection 52 Chatterton Park Ext.
- Unanimously approved water project payment, with condition.
- Unanimously agreed at 7:24 p.m. to adjourn the Board of Water Commissioners and convene the Board of Sewage Commissioners.
- Unanimously agreed at 7:38 p.m. to adjourn the Board of Sewage Commissioners and resume the meeting of the Selectboard.
- Unanimously approved to allow Bruce Baccei to be present at 9/9/16 Tax Sale.
- Unanimously approved MRP priority list.
- Consensus to meet with Town Attorney to clarify Beaver Pond Ordinance.
- Unanimously agreed to reconsider Lawn Maintenance Ordinance in two weeks.
- Unanimously agreed to donate \$100.00 to Firefighter Jeff Towers.
- Signed orders totaling \$124,909.02

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- Unanimously agreed at 8:57 p.m. to enter executive session.
- Unanimously agreed at 9:15 p.m. to exit executive session. Action.
- Majority agreed to hire Matthew Fitzsimmons, Highway Crew.
- Unanimously agreed at 9:17 p.m. to enter executive session.
- Unanimously agreed at 9:45 p.m. to exit executive session. No action.
- Unanimously agreed at 9:48 p.m. to adjourn the July 25, 2016 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

Bill Champine made the motion to approve the agenda as presented. The motion was seconded by Frank Wolff, unanimously approved.

III. Review of Minutes

Bill Champine made the motion to approve the July 11, 2016 regular meeting minutes as written. The motion was seconded by Frank Woolf, unanimously approved.

John Jozwiak made the motion to approve the July 15, 2016 special meeting minutes as written. The motion was seconded by Bill Champine, unanimously approved.

IV. Open Public Comment

Rob Oberg: Rob Oberg was present to inquire on a fence update. Stan Wilbur has spoke with property owner and let him know he is in violation and requested the structures be removed from the Highway ROW.

Rick Moreno: Rick Moreno was present to discuss his dissatisfaction with Casella. He does not feel that Casella provides satisfactory customer service, and they are out of touch with their customers. He would like to opt out of the municipal trash service, and have the cost deleted from his tax bill. He is not interested in having the town manage his trash/recycling. He also brought the ditch in front of his property to the Selectboard's attention.

V. Invited Guests

Carol Grace: Carol Grace was present to read a letter about her dissatisfaction with the Town Manager. The letter highlighted interaction between her family and the Town Manager and the bias she feels the Town Manager has toward her family.

John Jozwiak made the motion to attach the letter to the minutes of July 25, 2016. The motion was seconded by Joe Manning, the motion appeared to fail on a voice vote, and John Jozwiak requested a roll call vote.

Joe Manning: Yes

Frank Wolff: No

John Jozwiak: Yes

Bill Champine: No

Bruce Baccei: No

Motion failed.

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Carol Grace formally requested a written response to her letter from the Selectboard, not the Town Manager.

VI. Good Stuff

The following groups/organizations were recognized for their outstanding service to the Proctor community:

On Saturday July 23, 2016 A Phantom Social Evening was held at the Marble Museum to benefit the PHS Boys Basketball Team. It was a wonderful well planned and attended community event, thank you to Karen Almond, Katha Pehm, Sue May and Linda Doty. Be sure to attend a Varsity Boys Basketball game and check out their new uniforms!

The 2016 Proctor Girls Softball Team coached by Ron Wood and Chris Lee ended their regular season with a record of 7W-2L. They entered the Rutland County Softball Tournament as the #2 seed. They played the #3 seed OV in the semi-final game and won, 17-10. The Championship Game was a matchup of #1 seed West Rutland vs. #2 seed Proctor. The Proctor girls were victorious with a score of 19-7.

2016 Rutland County Softball Champion Team Members: Allison Almond, Samantha Bates, Quinn Duggan, Laci French, Victoria George, Madison Lee, Maggie McKearin, Sawyer Perkins, Molly Sanderson, Katelyn Storey, Rachel Stuhlmueller, Hannah Webster and Sydney Wood.

The Simon's water crew scrambled to deal with a water issue in the Field Street area.

The Pool Staff is doing a great job this season.

VII. Highway Department

- Manager's Report
 - Field Activities:
 - Road patrol (daily)
 - Curry Street sink hole
 - Olympus Road repair gravel surface
 - Removed useable wood from tree GMP had taken down – Gorham Bridge Rd & Meadow St
 - Repaired vibratory compactor
 - Replaced paved portion of sidewalk at PES
 - Equipment maintenance
 - Removed downed tree across access to Library Pump Station
 - Replaced pavement at end of Primary Street
 - Checked for potholes on Park Street and Chatterton Park
 - Repaired potholes
 - Checked areas mowed by Rock Landscaping
 - Cleaned up shop and equipment
 - Roadside mowing and trimming
 - Inventoried catch basins, manholes and valve boxes in paving project area

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- Checked on Wilk Paving – West St at Rutland Town line

Pending Activities:

- Potholes and raveled edges of pavement
- Culverts and road surface inventory with RRPC - grant
- Storm drains and catch basins
- River Street storm drain replacement – this could be a significant cost, 3 catch basins and 100 feet of pipe

Overtime: No overtime.

- Highway Hire Update: Stan Wilbur reported that they Personnel Committee had interviewed two applicants, and will recommend a candidate in executive session. See Executive Session.
- 2016 Paving Program: Bruce Baccei feels it is neglectful not to pave during FY17. He requests that the Selectboard reconsider paving for FY17. Bruce Baccei stated that as the Chair he can bring items back for reconsideration. John Jozwiak questioned under what authority the Chair can bring items back that have been voted/decided by the Selectboard. Joe Manning questioned validity of Selectboard votes, if the Chair can bring back items due to his displeasure with the vote outcome.

Frank Woolf made the motion to pave if the prep work is completed by the Highway Department. The motion dies for lack of a second.

John Jozwiak made the motion that paving monies should be rolled over for next year's paving and held in a separate account to only be used for paving. The motion was seconded by Joe Manning, approved by majority 4-1, Bruce Baccei opposed.

- Other New and/or Old Business: Per John Jozwiak:
 1. Paving Grant: We did not receive the Paving Grant as we did not rank high enough on the application.
 2. Status of Salt Shed: No new progress on Salt Shed.
 3. Salt Price: Stan Wilbur will provide the price to John Jozwiak. Cargill was the winning bid for District #3.

Lisa Miser inquired to the status of the Omya sign proposal. Stan Wilbur stated he has not heard back from the State or Omya.

VIII. Board of Water Commissioners

Bill Champine made the motion at 6:52 p.m. to recess the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Bruce Baccei, unanimously approved.

- **Manager's Report**
July 27, 2016 digging will be happening on Market Street, water will be shut off between 10-2, and residents affected have received notice.

John Jozwiak made the motion to obtain a quote for having the clay valves checked yearly. The motion was seconded by Bill Champine, unanimously approved.
Simon Operation Monthly Report: See July 11, 2016 minutes

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- Discontinuance of Water Service-109 Deere Lane: The Selectboard directed Stan Wilbur to draft a letter for review at the August 8, 2016 meeting.
- Restoration of Water Service – 52 Chatterton Park Ext.: Bill Champine made the motion to approve the re-connection and to send a letter along with the ordinance and fee schedule. The motion was seconded by Frank Wolff, unanimously approved.
- Patch Street Water System: Information/update only.
- Taylor Hill Booster Pump Station Update: Meeting minutes No.5 was provided for information. The project is on budget and close to schedule. Bill Champine made the motion to authorize payment, \$80,673.73 contingent upon State approval. The motion was seconded by Joe Manning, unanimously approved.
- Other New and/or Old Business: Rick Reed inquired if he could dig a well at his residence in Proctor; Stan Wilbur noted that he can dig a well at his residence. John Jozwiak inquired about the West Side Tank repair work. John Jozwiak also inquired to the status of the jetter repair. Stan explained the jetter was not currently functional, the town would need to use the services of A-1.

IX. Board of Sewage Commissioners

Bill Champine made the motion at 7:24 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewage Commissioner. The motion was seconded by Joe Manning, unanimously approved.

- Manager's Report
Will be adding Ormsbee Avenue to Simon's summer schedule for sewer lines to check.
- Restoration of Sewer Service – 52 Chatterton Park Ext.: For information only.
- Other New and/or Old Business: There has been no movement on the fire hydrant suppression testing. This testing needs to be completed by the end of the year. John Jozwiak inquired to the status of the lagoon cleaning, last time cleaned.

Bill Champine made the motion at 7:38 p.m. to adjourn the meeting of the Board of Sewage Commissioners and resume the meeting of the Selectboard. The motion was seconded by Joe Manning, unanimously

X. Committee Reports

- Parks and Recreation: Per Bruce Baccei: Rink building sealed, Pool running well.
- Rutland Regional Transportation Council: Per Bruce Baccei: No meeting until September.
- Rutland Regional Solid Waste District: Per John Jozwiak: No meeting.
- Personnel Committee: Per Frank Woolf: Met with Stan and Brian to interview Highway applicants.

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- Fire Department: Per John Jozwiak: Water softener will be bid will furnace.
- Planning Commission: Per John Jozwiak: Still seeking a commission member.
- Town Office Study Committee: Per John Jozwiak: Next meeting August 2, 2016.
- Hazard Mitigation Plan Committee: Per Bill Champine: Did not receive grant for generator, as Proctor's cost benefit ratio was not high enough. Can reapply in the spring.
- Beaver Pond Committee: Per Bill Champine: Finalizing permit applications.

XI. Additional Items Requiring Action from the Board

- Review of Bills & Signing of Selectboard's Orders: The Selectboard reviewed and signed orders totaling \$124,909.02.
- Tax Sale: Bill Champine made the motion to allow Bruce Baccei to be present at the 9/9/16 Tax Sale. The motion was seconded by Frank Wolff, unanimously approved.
- Solid Waste Curbside Collection: Bruce Baccei stated that the contract cannot be broken. Residents can request a second recycling tote, contact the Town Office. Casella accept #1-7 recyclables, they do not recycle Styrofoam.
- Mortimer Proctor Trust Grant Application: Bill Champine made the motion to rank the MRP requests as follows: 1. Flag Poles 2. Trees at Rink 3. Benches for Our Yard 4. Riverside Cemetery Gravel Loop Road. The motion was seconded by John Jozwiak, unanimously approved.
- Beaver Pond Ordinance: Numerous clarifying questions were asked about the draft Beaver Pond Ordinance, neither the Selectboard nor Beaver Pond Committee Chair could answer. Consensus by the Selectboard to meet with Alan George, Town Attorney to address the question and clean up the language. Resident's present requested No Alcohol sign be posted at the Pond.
- Lawn Maintenance Ordinance: John Jozwiak made the motion to reconsider the ordinance in two weeks. The motion was seconded by Joe Manning, unanimously approved. John Jozwiak requested the Town Attorney Alan George attend the next Selectboard meeting.
- Budget Reports: Information only. Questions should be addressed to Stan Wilbur.
- Other New and/or Old Business:
Stan Wilbur will provide information to the Town Hall Committee, per the letter request. Bill Champine made the motion to donate \$100.00 to Firefighter Jeff Towers. The motion was seconded by Frank Wolff, unanimously approved.
- Executive Session: Bill Champine made the motion at 8:57 p.m. to enter executive session to consider the employment of a person for the Highway Crew and to consider disciplinary or dismissal action of Stan Wilbur, an employee of the town. The motion was seconded by Frank Woolf, unanimously approved.

Frank Woolf made the motion at 9:15 p.m. to exit executive session to act on the Highway Crew employee. The motion was seconded by Bill Champine, unanimously approved.

Frank Woolf made the motion to offer Matthew Fitzsimmons employment on the Highway Crew at \$16.00 per hour subject to a negative drug test. The motion was seconded by Bill Cham`pine and approved by majority, John Jozwiak and Joe Manning voting no.

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The Selectboard returned to executive session at 9:17 p.m. to consider discipline or dismissal action. Stan Wilbur was not invited to join the executive session, but was asked to stay around in the event the Selectboard had questions.

Frank Woolf made the motion at 9:45 p.m. to exit executive session. The motion was seconded by Bill Champine, unanimously approved. There was no action coming out of executive session.

XII. Adjourn

Frank Woolf made the motion at 9:48 p.m. to adjourn the July 25, 2016 regular Selectboard meeting. The motion was seconded by Joe Manning, unanimously approved.