

Town of Proctor Selectboard Meeting Minutes

Draft

February 27, 2017

6:00 p.m. – 8:01 p.m.

Board Members Present

Bruce Baccei, Chair

Bill Champine

Jon Corliss

John Jozwiak – arrived at 6:07 p.m.

Joe Manning

Employees Present

Lisa Miser, Recorder

Stan Wilbur, Town Manager

Other Guests Present

Jack Crowther

Jodi Jones

Christopher Landin

Bea Stagg

Peg TV

Agreements/Approvals

- Consensus to approve agenda.
- Unanimously approved February 13, 2017 special meeting minutes.
- Unanimously approved February 13, 2017 regular meeting minutes.
- Unanimously approved February 15, 2017 special meeting minutes.
- Unanimously approved February 15, 2017 special meeting minutes.
- Unanimously approved February 23, 2017 special meeting minutes, with correction.
- Unanimously agreed to offer a contract to Christopher Landin as Town Assessor.
- Unanimously agreed to sign Dubois & King Agreement for \$7,600.00.
- Unanimously agreed to remove the Highway Yard from the 2017 Paving Project.
- Consensus to incorporate all Pool Paving for the bid process.
- Consensus all storm drains will be repaired prior to paving.
- Unanimously agreed at 7:18 p.m. to recess the meeting of the Selectboard and convene the Board of Water Commissioners.
- Unanimously agreed at 7:19 p.m. to adjourn the Board of Water Commissioners and convene the Board of Sewage Commissioners.
- Unanimously agreed at 7:23 p.m. to adjourn the Board of Sewage Commissioners and resume the meeting of the Selectboard.
- Signed orders totaling \$40,247.87.
- Unanimously agreed to place Crosswalk Signs out April 1, 2017
- Majority agreed not to replace triangle directional sign.
- Unanimously agreed at 8:01 p.m. to adjourn the February 27, 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.

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All motions passed unanimously, unless noted. A full board Selectboard was not seated.

A full Selectboard was seated at 6:07 p.m.

II. Review and Approve Agenda

Consensus to approve agenda.

III. Review of Minutes

John Jozwiak made the motion to approve the February 13, 2017 special (Dog Hearing) meeting minutes, as written. The motion was seconded by John Corliss, unanimously approved.

Bill Champine made the motion to approve the February 13, 2017 regular meeting minutes, as written. The motion was seconded by Joe Manning, unanimously approved.

Joe Manning made the motion to approve the February 15, 2017 special meeting minutes, as written. The motion was seconded by Bill Champine, unanimously approved.

Bill Champine made the motion to approve the February 15, 2017 special (Dog Hearing) meeting minutes, as written. The motion was seconded by John Corliss, unanimously approved.

Bill Champine made the motion to approve the February 23, 2017 special meeting minutes, with one correction; Bruce Baccei made the motion for Action coming out of executive session not Bill Champine. The motion was seconded by John Corliss, unanimously approved.

IV. Open Public Comment

Jack Crowther: Jack Crowther was present to provide the Selectboard with a handout, 10 Facts about Fluoride. He noted that the fluoride used by the town of Proctor is purchased from Allen Pools and is an industrial chemical, not pharmaceutical grade. He believes that fluoride in water is treating the Proctor population with a drug, without informed consent.

Bea Stagg: Bea Stagg concurred with Jack Crowther's assessment of fluoride, she also believes that fluoride is a drug and is harmful.

V. Invited Guests

Christopher Landin – Appraiser: Bill Champine made the motion to offer Christopher Landin a contract as Assessor for the Town of Proctor for two years and 4 months. The motion was seconded by Joe Manning, unanimously approved.

VI. Good Stuff

The following groups/organizations were recognized for their outstanding service to the Proctor community: Thank you to the PHS Senior Class of 2017 for delivering the Proctor Town Report.

VII. Highway Department

- Manager's Report
Field Activities:
 - Road Patrol (daily)
 - Prep trucks and sanders for snow/ice events
 - Snow/ice events (see below)

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- Replace ball valve at Rink
- 95 plow repair, needs an over-hall or replacement before next winter
- Resident sand/salt
- 95 tarp arms and tarp removed due to rot and corrosion, needs replacement
- Service and clean equipment
- Clean shop
- Fix bobcat broom chain
- Replace sway bar linkage on Chev 3500
- Assist Wastewater Department with Park Street sewer blockage -digging & replace 35 feet of pipe
- Flagger certification – one person
- Potholes
- Replace auger bearings on 95 tailgate sander
- Surface clean catch basins
- Clean culvert opening and ditches
- Repair driveway damages from Taylor Hill Booster Pump Station hydrant flow test
- Snow/Ice events
 - 02/13/17 – 11.5 hours OT
 - 02/16/17 – 12 hours OT

- 5 Salt deliveries

Pending Activities

- Snow/ice events
- Cutting roadside brush
- Potholes
- Larson Street broken sewer line and water line repair
- Culverts

Overtime

- Highway- 23.5 hours overtime snow & ice
- Wastewater – 6.5 hours overtime Park Street Sewer

- Winter Salt Usage: Budget 800 tons, \$64,000.00. Used to date; Overage of 59.3 tons & \$3,934.68
- Ormsbee Avenue Infrastructure Evaluation – DuBois & King Agreement: Bill Champine made the motion to approve and sign the contract for \$7,600.00. The motion was seconded by John Corliss, unanimously approved. The funds will be expended from the Highway Department.
- 2017 Paving Program: John Jozwiak made the motion to remove the Highway Garage Yard from the Paving Program. The motion was seconded by Joe Manning, unanimously approved.
2017 Paving Projects will be put out to bid by March 10, 2017.
- Other New and/or Old Business:
Joe Manning inquired as to the status of the ledge removal on Main Street. He noted gravel and ledge are currently falling on the sidewalk. Bruce Baccei explained an engineer would need to be hired to address this issue. The question of property ownership arose, it was unclear if this property is private or the Town of Proctor.

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February 27, 2017

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John Jozwiak requested a status update on Tower Road, letter sent to Wilk, when will work be completed? Stan Wilbur stated no letter has been sent, Wilk has proposed redoing the upper end of Tower Road.

Salt Shed update, the soil analysis was completed three weeks ago, working with DuBois & King on physical structure. The Sate Shed should be ready for use in 2018, per Stan Wilbur.

IX. Board of Water Commissioners

Bill Champine made the motion at 7:18 p.m. to recess the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by John Corliss, unanimously approved.

John Corliss will participate in discussion; however, he will not vote on Water or Wastewater matters as he is employed by Simon Operation Service, a contractor employed by the Town of Proctor. All motions will pass unanimously, with one abstention unless noted.

- Manager's Report:
Water/Wastewater truck is blowing white smoke, probably needs head gasket, truck currently not usable, sending out for estimate.
- Other New and/or Old Business: No other new and/or old business.

X. Board of Sewage Commissioners

John Corliss made the motion at 7:19 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewage Commissioner. The motion was seconded by Bill Champine, unanimously approved.

John Corliss will participate in discussion; however, he will not vote on Water or Wastewater matters as he is employed by Simon Operation Service, a contractor employed by the Town of Proctor. All motions will pass unanimously, with abstention unless noted.

- Manager's Report:
Sewer issues at 104 Park Street, old clay pipe plugged with roots, jetter head caught in root mass. Pipe broke, dug up and repaired 35 feet of pipe. Homeowner had back-up in the premises, insurance claim has been filed.
- Other New and/or Old Business: No other new and/or old business.

Bill Champine made the motion at 7:23 p.m. to adjourn the meeting of the Board of Sewage Commissioners and resume the meeting of the Selectboard. The motion was seconded by John Corliss, unanimously approved.

XI. Committee Reports

- Parks and Recreation: Per Bruce Baccei: No report.
- Rutland Regional Transportation Council: Per John Jozwiak: No report.
- Rutland Regional Solid Waste District: Per John Jozwiak: No report.
- Personnel Committee: No report.
- Fire Department: Per John Jozwiak: No report.
- Planning Commission: Per John Jozwiak:
- Beaver Pond Committee: Per Bill Champine: Meeting Wednesday 03/01/17 at 6:00 p.m. at the Town Office.

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- Town Office Committee: Per John Jozwiak: Overview of first meeting. Meeting minutes are posted on the Town of Proctor website.
- **XII. Additional Items Requiring Action from the Board**
- Review of Bills & Signing of Selectboard's Orders: The Selectboard reviewed and signed orders totaling \$40,247.87.
- Planning Commission Vacancy: The Planning Commission has a vacancy; interested candidates should contact Stan Wilbur.
- Rutland Regional Planning Commission Representative Vacancy: The Planning Commission has a vacancy for representation to the Rutland Regional Planning Commission, interested candidates should contact Stan Wilbur.
- Town Assessor: See Invited Guests.
- Noise Ordinance: Handout provided for review. This issue was prompted by a citizen complaint of a loud radio during daytime hours.
- Town Meeting: Stan Wilbur is preparing a slideshow for the Selectboard presentation.
- Budget Reports: Information only. Questions should be addressed to Stan Wilbur.
- Sheriff Department Report: Information only.
- Other New and/or Old Business:
Bill Champine requested a Children at Play road sign be placed on Taylor Hill.
John Jozwiak made the motion to have the Crosswalk Sign in place April 1, 2017. The motion was seconded by Joe Manning, unanimously approved.
John Jozwiak made the motion not to replace the direction sign in the triangle (the sign was knocked down by a snowplow). The motion was seconded by Joe Manning, motion passed 3-2. (Bruce Baccei and John Corliss opposed)
- Executive Session: No executive session needed.

XIII. Adjourn

Bill Champine made the motion to adjourn the February 27, 2017 regular Selectboard at 8:01 p.m. The motion was seconded by John Corliss, unanimously approved.