

Town of Proctor Selectboard Meeting Minutes

Draft

April 24, 2017

6:00 p.m.– 7:21 p.m.

Board Members Present

Bruce Baccei
Bill Champine, Chair
Jon Corliss
Tom Hogan
Joe Manning

Employees Present

Lisa Miser, Recorder
Stan Wilbur, Town Manager

Other Guests Present

Robert Curtis
Mary Fregosi
Jodi Jones
John Jozwiak
Dan Kearney
Rick Moreno
Peg TV

Agreements/Approvals

- Unanimously approved agenda.
- Unanimously awarded Town Wide Mowing Bid to Rock Landscaping, 4637.00 per week.
- Unanimously approved April 10, 2017 regular meeting minutes.
- Consensus to eliminate daily road patrol.
- Unanimously agreed at 6:49 p.m. to recess the meeting of the Selectboard and convene the Board of Water Commissioners.
- Unanimously agreed to have Chris Hayed meet with John Jozwaik at water issue.
- Unanimously agreed at 6:51 p.m. to adjourn the Board of Water Commissioners and convene the Board of Sewage Commissioners.
- Unanimously agreed at 6:52 p.m. to adjourn the Board of Sewage Commissioners and resume the meeting of the Selectboard.
- Unanimously awarded South Street Meter Project bid to Patch Electric, \$3,285.00.
- Signed orders totaling \$31,757.40.
- Unanimously agreed at 7:21 p.m. to adjourn the April 24, 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.

II. Review and Approve Agenda

Bruce Baccei made the motion to approve the agenda as presented. The motion was seconded by John Corliss, unanimously approved.

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III. Town Wide Mowing Bids

Three bids were submitted and opened.

1. FAS Trucking & Landscaping - \$750.00
2. Rock Landscaping - \$637.00
3. Carpenter & Costin - \$742.72

Bill Champine made the motion to award the Mowing Contract to Rock Landscaping for \$637.00 per week. The motion was seconded by Bruce Baccei, unanimously approved.

IV. Review of Minutes

Tom Hogan made the motion to approve the April 10, 2017 regular meeting minutes, as written. The motion was seconded by John Corliss, unanimously approved.

V. Open Public Comment

Rick Moreno: Rick Moreno was present to discuss his frustration dealing with the Town Manager with the South Street Meter Project. He explained that this driveway had existed for 140 years, when he questioned why the meter had been placed in the middle of his drive Stan Wilbur told him the State of Vermont required the move, when he questioned Selectboard members they said GMP or the State of Vermont required the move. He said the Town could have spent \$285.00 for a box instead the Town spent \$4,500.0 to move the meter to the middle of his drive. He also noted that he did not receive notification that the Selectboard would be deciding at April 10th meeting on the new placement of the meter. He is unhappy with the response from the Town Manager and does not feel the Town Manger did his due diligence.

John Jozwaik: John Jozwaik was present to discuss his dissatisfaction with the Town Manager. He believes the Town Manager should be dismissed. He was shocked to hear raises were given to the Highway Department. He questioned what the Selectboard would be doing with the new mower, now that a mowing contract has been awarded. John Jozwaik also requested the plow damage to his property be repaired.

Mary Fregosi: Mary Fregosi was present to inquire to the Boil Water Notice found in her mail box and the status of the sewer project. She noted that lime had finally be placed on a section of the contaminated soil. She requested lime be placed on her lawn.

Jodi Jones: Jodi Jones was present to discuss her conversations with state regarding the sewage spill on Park Street. She noted that a call to the state was required prior to the area be taped off or lime be placed on the contaminated soil. The contamination took place on Friday, the property was finally addressed on Monday.

VI. Invited Guests

No invited guests.

VII. Good Stuff

The following groups/organizations were recognized for their outstanding service to the Proctor community: The Selectboard had no report.

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VIII. Highway Department

- Manager's Report

Field Activities:

- Road Patrol (daily)
- Plow damage
- Sink hole on West Street (Bruce helped flag) culvert will need work
- Put Plows away
- Clean up trucks and sanders
- Potholes
- Top soil for plow damage
- Checked pool culvert
- Large tree branch on GBR
- Installed crosswalk signs
- Met with Jeff Patch at rink to discuss permanent electric to lights
- Cain Street resurfacing method and estimate
- Transfer Station burn pile
- Hydronic hose on backhoe
- Larson Street Sewer Plan

Pending Activities:

- Potholes
- Plow damage
- Larson Street broken sewer line and water line repair
- Culverts
- Roadside brush

Overtime:

- No overtime

- VT AOT Certification of Compliance: Document was circulated for Selectboard signatures.
- Other New and/or Old Business: Dan Kearny inquired to the purpose of the daily road patrol. Consensus of the Selectboard to eliminate daily road patrol and reinstate on an as needed basis to be determined by the Town Manager.
- Larson Street Project: Trees will need to be cut in ROW. Stan Wilbur stated the project would be another week or two. Lisa Miser commented that communication from the Town Manager has been dismal, she noted she had spoken with Stan Wilbur this past afternoon about the project and that in that time the project has changed as we sit here tonight. Stan Wilbur could not recall speaking with Lisa Miser.

IX. Board of Water Commissioners

Bruce Baccei made the motion at 6:49 p.m. to recess the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Tom Hogan, 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.

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- Manager's Report:
- Water Pressure – 31 Chatterton Park: John Corliss made the motion to have Chris Hayes meet with the homeowner, John Jozwaik and have Chris Hayes provide a report to the Selectboard. The motion was seconded by Bruce Baccei, unanimously approved.
- Other New and/or Old Business: Lisa Miser requested that copper pipe be used for the water service line repair for 2 Larson Street.

X. Board of Sewage Commissioners

Tom Hogan made the motion at 6:51 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewage Commissioner. The motion was seconded by Bruce Baccei, 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:
- Larson Street: Discussed under water.
- Pearl Street: On the repair list.
- Other New and/or Old Business: No other new and/or old business.

Bruce Baccei made the motion at 6:52 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 approved.

XI. Committee Reports

- Parks and Recreation: Per Bruce Baccei: No report. Lisa Miser reported that committee members had interviewed for the Director and Assistant Director position.
- Rutland Regional Transportation Council: Per Joe Manning: No report.
- Rutland Regional Solid Waste District: Per Bruce Baccei: Meeting next month.
- Personnel Committee: Per Bill Champine: No report.
- Fire Department: Per John Corliss: No report.
- Planning Commission: Per Tom Hogan: Meeting Thursday 5/4/17.at 6:30 p.m.
- Beaver Pond Committee: Per Bill Champine: Meeting Wednesday 5/3/17 at 6:00 p.m. Working on permit for dry hydrant and dredging in July.
- Town Office Committee: Per John Corliss: No report.
- REDC Marketing Committee: Per Joe Manning: No report.

XII. Additional Items Requiring Action from the Board

- Review of Bills & Signing of Selectboard's Orders: The Selectboard reviewed and signed orders totaling \$31,757.40.
- Transfer Station Free Day: Bill Champine read the posting for the Free Day at the Transfer Station.

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- Main Street – Street Lights: Stan Wilbur provided a rework of the estimated cost and requested Selectboard input to put the project out to bid. It was noted there are no monies for this project. This project was tabled.
- South Street Meter: Bill Champine made the motion to approve the proposal from Patch Electric for \$3,285.00 to place the meter back on the pole. The motion was seconded by Joe Manning, unanimously approved. GMP will provide a protective cover for the meter. The Selectboard directed the Town Manager to send a letter to Rick Moreno with the date for project completion.
- Investment Policy: This will be placed on the May 8, 2017 agenda.
- Town Manager Contract: Bill Champine provided a draft contract to all Selectboard members and requested they read over and make changes/comments for the next meeting. This will be an agenda item for the May 8, 2017 meeting, discussion to be held in executive session.
- Budget Reports: Information only. Questions should be addressed to Stan Wilbur.
- Sheriff Department Report: Information only.
- Other New and/or Old Business: Stan Wilbur reported out on the explosion on the Florence Road, waiting for a report from the RCSD.
Stan Wilbur reported he had received a call about parking on Gorham Bridge road during games at the ball field. Inquired if the Selectboard wanted to amend the traffic ordinance. John Corliss will ask the Fire Chief to do a drive by.
Dan Kearney read from an advertisement for a Town Manager in Wilmington, VT and suggested the Selectboard review prior to offering the current Town Manager a contract.
- Executive Session: No executive session

XIII. Adjourn

Bruce Baccei made the motion to adjourn the April 24, 2017 regular Selectboard at 7:21 p.m. The motion was seconded by John Corliss, unanimously approved.