

Town of Proctor
Special Selectboard Meeting Minutes
Draft
June 19, 2017
6:00 P.M. – 7:05 P.M.

Board Members Present:

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

Employees Present:

Stan Wilbur, Town Manager

Others Present:

Wayne Elliott, Aldrich + Elliott
Jason Booth, Aldrich + Elliott
Charles Goodling, DuBois & King
Jonathan Ashley, DuBois & King
Jeremy Rathbuin, DuBois & King
Charles Johnston, DuBois & King
Andrew Sampsell, DuBois & King
Michael Mainer, Dubois & King

I. Call to Order

The meeting was called to order at 6:00 p.m.

II. Approve Agenda

Bruce Baccei made the motion to add “John Jozwiak”, “Bike/Ped Path Grant Public Meeting Notice” and “VT Historic Preservation Determination of Eligibility” to the agenda. The motion was seconded by Tom Hogan, unanimously approved.

III. Wastewater System Evaluation Consultant Interviews

- Aldrich + Elliot

Bruce Baccei made the motion at 6:05 p.m. to go into executive session to consider the Statement of Qualification submitted by Aldrich + Elliott and to invite Wayne Elliott and Jason Booth to attend to make a presentation and answer Board member questions. The motion was seconded by Tom Hogan, unanimously approved.

Tom Hogan made the motion at 6:18 p.m. to come out of executive session. The motion was second by Bruce Baccei, unanimously approved.

- DuBois & King

Tom Hogan made the motion at 6:20 p.m. to go into executive session to consider the Statement of Qualification submitted by DuBois & King and to invite Charles Goodling, Jonathan Ashley, Jeremy Rathbuin, Charles

Johnston, Andrew Sampsell, and Michael Mainer to attend to make a presentation and answer Board member questions. The motion was seconded by Bruce Baccei, **unanimously approved**.

Dubois & King representatives left the executive session at 6:30 p.m.

Bruce Baccei made the motion at 6:40 p.m. to come out of executive session. The motion was second by Tom Hogan, **unanimously approved**.

Bruce Baccei made the motion to rank Aldrich + Elliot to be the most highly qualified firm to provide the services required for Sewage Collection and Treatment System Upgrades and Improvements. The motion was seconded by Tom Hogan, **unanimously approved**

Stan Wilbur will contact Aldrich + Elliott to commence scope of services and price negotiations.

IV. Pool Staff Wage Rates

The Parks and Recreation Committee has reviewed Pool Staff wage rates for the 2017 pool season and is requesting approval by the Selectboard. John Corliss attended the committee meeting.

John Corliss made the motion to approve the recommended wage rates as follows:

- Heidi Conway, Pool Director - \$15.00 per hour
- Tammy Landon, Assistant Pool Director - \$14.00 per hour
- Shaun Blanchard, Lifeguard – \$10.35
- Reid Farley, Lifeguard - \$10.35 per hour
- Abby McKearin, Lifeguard - \$10.00 per hour
- Reilly Duggan, Lifeguard - \$10.00 per hour
- Emma Macpherson, Lifeguard - \$10.00 per hour
- Mia Sanborn. Lifeguard - \$10.00 per hour
- Meredith Parker, Lifeguard - \$10.00 per hour
- Jillian Conway, Lifeguard - \$10.00 per hour.

The motion was seconded by Bruce Baccei, **unanimously approved**.

IV. John Jozwiak

John Jozwiak had called Stan Wilbur and Bill Champine requesting a letter from Stan Wilbur explaining why he had not been invited to bid on the Larson Street Sewer Repair Landscaping. Stan Wilbur presented his response to John Jozwiak request.

Bruce Baccei made the motion to approve the proposed letter. The motion was seconded by Tom Hogan, **unanimously approve**

V. Bike/Ped Path Grant Public Meeting Notice

Stan Wilbur reminded the board of the Selectboard grant application public information meeting next Monday, June 26, 2017 at 5:30 p.m. at the Town Office. The proposal is to apply for a \$517,600 VTrans Bicycle and Pedestrian Program Grant to be matched with \$129,400 in local funds to be used to accomplish Phase 1 project design and construction.

VII. VT Historic Preservation Determination of Eligibility

In order to receive a Historic Preservation grant to assist in funding the Town Office front wall repair, the Town Office building has to be determined eligibility for listing in the State or National Register. Determination of Eligibility Forms were provided the Board for informational.

VI. Adjourn

Tom Hogan made the motion at 7:05 p.m. to adjourn the June 19, 2017 special Selectboard meeting. The motion was seconded by John Corliss, unanimously approve