

Town of Proctor
Special Selectboard Meeting Minutes
Draft
July 27, 2017
4:30 P.M. – 5:26 P.M

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Board Members Present:

Bill Champine, Chair
Bruce Baccei
Joe Manning (5:00 p.m.)
John Corliss
Tom Hogan

Employees Present:

Brian Cannucci, Highway Foreman
Stan Wilbur, Town Manager

Others Present:

Rick Reed

I. Call to Order

The meeting was called to order at 4:30 p.m.

II. Review and Approve Agenda

Bruce Baccei made the motion to approve the Agenda. The motion was seconded by Tom Hogan and unanimously approved.

III. Highway Department

• **Contract Plowing Bid Specifications**

Stan Wilbur presented a list of items to be considered in developing a contract plowing request for bids. The items included: recent experience plowing roads & streets, references, equipment, personnel, backup provisions, notification/response times, route, plow damage, insurance, length of contract, minimum rate for call out, hourly rate after minimum for call out, provisions for rate increase for multi-year contract and surcharge for fuel price increase.

The Board discussed a wing on the plow truck (yes), response time (20 minutes), routes (village streets or long runs), plow damage (to be repaired by contractor by April 15 with retainage), insurance (town minimum with workers comp), length of contract (one year), minimum rate for call out (1 hour) and surcharge for fuel price increase (no).

Brian Cannucci related his conversation with Byron Hathaway, Rutland Town Road Commissioner, regarding their experiences with contract plowing. Rutland Town does not have contracts with plow operators. They pay a hourly rate. They have purchased a plow truck and are moving toward plowing with town employees and equipment. Town employees load salt and sand, keeping track the amount loaded and returned in order to monitor the amount used for each route. Their loader has a built-in scale.

Rick Reed felt that if Proctor was to use contractors to plow they should follow Rutland Town's salt/ sand procedures.

The Board continued discussion of the pros and cons and the value of contract plowing.

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Bruce Baccei made the motion to abandon the contract plowing concept as it would not be cost effective. The motion was seconded by Tom Hogan and approved by the four selectpersons present.

- **New Plow Truck**

Information on two new plow trucks presented at last Monday's meeting was reviewed. John Corliss asked why we were proposing International trucks when Kenworth was nearby. Brian Cannucci explained that the trucks under consideration were available now. He had proposals for a Kenworth and a Mack for either of these options. However, it would take 120 days for cab and chassis and an additional 120 days for the body. This would bring delivery some time in February. Brian Cannucci would like a tandem in order to have adequate salt/sand to cover the longer routes and to haul materials. However, the single axle trucks are available now. The 1995 has a good engine but the body is shot. It broke down several times last winter. Fortunately, it was able to be repaired between storms, but that may not be the case this winter. It needs to be replaced before plow season. The truck with the stainless steel body might allow the town to get on a 10 year truck replacement schedule

Brian Cannucci presented another option that came to his attention today. A 2015 International tandem had been ordered but never picked up because the person placing the order had died. It is a new truck with a Viking body. It is at J&B International in Colchester and could be ready for delivery within a few days. The price is \$176,900: \$95,000 for the cab and chassis, \$79,900 for the body and plows and \$11,000 for an extended warranty. This price is less than the 2018 single axle stainless steel body truck. The Board asked to have the truck brought to Proctor for a demo. Brian Cannucci will set up a demo. A special meeting will be called when date and time for the demo is set.

The Board discussed financing for a new truck. Although there are adequate funds in the equipment reserve fund to cover the cost of a new truck, the Board agreed to finance 50% of the purchase price to retain money in the fund for future equipment purchases. Joe Manning asked why no one had asked his opinion since he had been a banker.

IV. Labor Relations (executive session)

Bruce Baccei make the motion at 5:10 p.m. to go into executive session to consider Highway Department employee issues given that premature general public knowledge of this matter would clearly place the Town and/or the employees at a substantial disadvantage and to invite Brian Cannucci and Stan Wilbur to attend the executive session.. The motion was seconded by John Corliss and unanimously approved. John Corliss made the motion at 5:25 p.m. to come out of executive session. The motion was seconded by Tom Hogan and unanimously approved. There was no action coming out of executive session.

V. Adjourn

Bruce Baccei made the motion at 5:26 p.m. to adjourn the July 27, 2017 special Selectboard meeting. The motion was seconded by John Corliss and unanimously approved.