

Town of Proctor Selectboard Special Meeting Minutes

Draft

August 2, 2021

Town Office Meeting Room

Zoom Video Conference

5:30 p.m. – 6:08 p.m.

Board Members Present

Ben Curtis

Judy Frazier, Acting Chair

Tom Hogan

Employees Present

Stan Wilbur, Interim Town Manager

Lisa Miser, Recorder

Carol Ryan, Assistant Town Clerk

Others Present

Phillip Anderson

Kim Baccei - Zoom

Charlotte Firestone

Michael Ramsey - Zoom

Keith Whitcomb, Rutland Herald

Alan George, Town Attorney

Action Items

I. Call to Order - Pledge of Allegiance

The meeting was held at the Town Office Meeting Room and also by Zoom Conferencing.

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

II. Review and Approve Agenda

Tom Hogan made the motion to approve the agenda,

The motion was seconded by Ben Curtis, unanimously approved.

III. Open Public Comment

No public comment

IV. Selectboard Vacancy

Carrie Covey resigned from the Selectboard. Interested parties to the Selectboard vacancy should submit a letter of interest to the Proctor Selectboard by 4:00 p.m. on August 6, 2021. The Selectboard will consider candidates at the regular Selectboard meeting on August 9, 2021.

Selectboard address: 45 Main Street, Proctor, VT 05765

V. Election of Selectboard Chair/Vice Chair

Judy Frazier will serve as acting Chair until the August 9, 2021 meeting.

Election of the Selectboard Chair will be held at the beginning of the August 9, 2021 regular meeting.

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VI. Mortimer Proctor Trust Fund Balance

The MRP funds have not been expended for improvements at the Olympus Pool, and there is a balance of \$4,136.74 in the account. Rather than apply to MRP for additional items the Selectboard is seeking permission to use these funds to purchase; 1. Lifeguard Kayak \$953.99, Paddleboards \$1,499.98, Lifeguard Chair \$625.00 and a Glider \$929.00 for a total of \$4,007.97.

Ben Curtis made the motion to authorize Judy Frazier to sign and send the letter to the MRP committee. The motion was seconded by Tom Hogan, unanimously approved.

VII. Facility Use Agreement Requirements

Ben Curtis made the motion to combine the two existing FUA and to use one FUA for all applicants. Also, to add a section noting all additional costs; police, fire, is the responsibility of the applicant. The motion was seconded by Tom Hogan, unanimously approved.

VIII. Selectboard Meeting Rules

Discussion about the continued use of Zoom for meetings, as well as, the recording of meetings. Rules need to be added that address Zoom compliance during Selectboard meetings. The Selectboard will not entertain chats via Zoom during meetings. The item was tabled and will be placed on the August 9, 2021 regular Selectboard agenda.

IX. Town Manager Contract (Executive Session)

Ben Curtis made the motion at 5:46 p.m. to enter executive session to discuss the Town Manager Contract. The motion was seconded by Tom Hogan, unanimously approved. Alan George, Stan Wilbur and Michael Ramsey joined the Selectboard in executive session.

Tom Hogan made the motion to exit executive session at 6:05 p.m. The motion was seconded by Ben Curtis, unanimously approved.

Action:

Ben Curtis made the motion to approve the Town Manager contract with the following changes:

1. Start date August 30, 2021
2. Provide \$1,500 in moving expenses (to be reimbursed),
3. Medical & Health to include the MVP Gold 80-20 package
4. Severance package weekly salary and benefits for three (3) months- if dismissed for a reason other than cause.

The motion was seconded by Tom Hogan, unanimously approved.

The new Town Manager – Michael Ramsey will begin on August 30, 2021 at a salary of \$68,000.00.

X. Adjourn

Ben Curtis made the motion to adjourn the August 2, 2021 Special Selectboard meeting at 6:08 p.m. The motion was seconded by Tom Hogan, unanimously approved.