

Town of Proctor Selectboard Meeting Minutes

Draft

September 28, 2026

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:46 p.m.

Board Members Present

Bruce Baccei

Linda Doty

Lisa Miser

Jay Thorton

Albert Wenta

Employee Present

Judy Frazier, Town Manager

Other Guests Present

Rep. Alicia Malay

Michael Miller

Peg Tv

Action Items

I. Call to Order - Pledge of Allegiance

Lisa Miser called the meeting to order.

The meeting was held in the Town Office Meeting Room; Zoom Video Conferencing was offered as well.

II. Review and Approve Agenda

Linda Doty made the motion to approve the agenda as presented.

The motion was seconded by Bruce Baccei, unanimously approved.

III. Review of Minutes

Jay Thorton made the motion to approve the September 14, 2026 regular Selectboard minutes, as presented. The motion was seconded by Albert Wenta, unanimously approved.

IV. Open Public Comment

Rep. Alicia Malay was present; she thanked the Town for the Fall Festival event and recognized Marcell Oil as once again winning Best of the Best. Discussed the Tri-Trail scoping study that will be completed in October.

Thank you to everyone that participated in the Fall Festival! Homecoming is this weekend at Taranovich Field. Reminder Dump Day is Saturday 91 and Hazardous Waste 10-noon.

V. Discussion & Action Items

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$661,962.23.**
- County Forester Report on Florence Road Timber: A handout was provided detailing the harvest to date. Discussion about additional stands to harvest (see Managers Report). The harvest was conducted per the Forest Management Plan, and according to AMP standards. Meeting with VELCO about some concerns, Town Manger will update at October meeting. An update on the amount in the Fund will be provided at the October meeting.
- Reminder-Dump Day on October 3,2026 9am-1pm and Hazardous Waste 10am- Noon – Tickets will be required from the Town Office. Lisa Miser and Albert Wenta will work Dump Day.

VI. Board of Water Commissioners

Bruce Baccei made the motion at 6:24 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Linda Doty, unanimously approved.

- Delinquent Water Accounts: Update on the number of current contracts – 29 contracts/8 current/21 making payments and 18 are past due. Some of the past due are tax sale properties, properties that have been disconnected, others scheduled for shut off.
- Other business: No other business.

VII. Board of Sewer Commissioners

Jay Thorton made the motion at 6:28 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewer Commissioners. The motion was seconded by Albert Wenta, unanimously approved.

- Public Sewage and Sewage Disposal System Rules and Regulations: Two permit applications were submitted for review. The application submitted will be updated. Discussion about changes to the Rules and Regulations for costs to property owners when there is a road opening or pipe repair. Projects thus far with costs to property owners; Chatterton Park \$7,000 per two projects to the property owner. The South Street Project was \$3575, total cost borne by the Town. Consensus to create a sinking fund for such projects to not burden property owners. One currently exists for water from Chittenden timber harvests. Cleaning language in Rules and Regulations to accurately reflect where the property owner's responsibility begins, i.e. ROW. Place on future agenda for approval.
- Other business: WWTF project slated to begin October.

Jay Thorton made the motion at 6:52 p.m. to exit the Board of Sewer Commissioners and enter the resume the Selectboard meeting. The motion was seconded by Linda Doty, unanimously approved.

VII. Departmental Reports

•Sheriff: Report provided in packet. Tickets issued 1/ Warnings 3/ Arrests 0/ Fines \$105.00

•Town Manager: The Town Manager highlighted her report.

- Florence and Chittenden Timber Harvest: Per the County Forester and our Forester there are 2- 3 acres of Pines and 3-4 acres of Red Oak still to cut in Florence.

Amendment to the contract will be made. Met with Chittenden Selectboard to discuss a landing on their property. They are reviewing request and will get back to the Town Manager.

- Attended a Water Rates and Financing workshop.
- Met with individuals from 61 Main Street about possible property uses and future goals.
- Kyle, Rob and Judy are participating in a site inspection on 9/30 as part of water systems physical and cybersecurity exercise for our water system.
- Beaver Pond paving begins 9/30. Will continue to communicate with resident that is having a new home delivered at 6 Beaver Pond, so no damage to the new pavement occurs.

IX. Old or New Business

No other old or new business.

X. Executive Session

Albert Wenta moved to find that premature general public knowledge regarding personal contracts would place the town at a substantial disadvantage, because the Selectboard risks disclosing its negotiation decisions if it discusses the contract terms in public. The motion was seconded by Jay Thorton, unanimously approved.

Albert Wenta made the motion at 7:05 p.m. to enter executive session for Personal Contracts in accordance with 1 VSA 313(1)(b). The motion was seconded by Jay Thorton, unanimously approved.

Linda Doty made the motion at 7:46 p.m. to exit executive session and resume the regular Selectboard meeting. The motion was seconded by Bruce Baccei, unanimously approved.
No action.

XI. Adjourn

Albert Wenta made the motion to adjourn the September 26, 2026 regular Selectboard meeting at 7:46 p.m. The motion was seconded by Linda Doty, unanimously approved.