

# Town of Proctor Selectboard Meeting Minutes

Draft

January 12, 2026

Town Office Meeting Room

Zoom Video Conference

6:00 – 8:27 p.m.

## **Board Members Present**

Bruce Baccei

Lisa Miser

Jay Thorton

Albert Wenta

## **Employees Present**

Judy Frazier, Town Manager

## **Other Guests Present**

Dale Christie

Tom Hogan

Dick Horner

Jadien Oving

Anthony Preston

Carol Protivansky

Jeff Schuman

Jeff Whiting

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.

A virtual option was also, offered.

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

### **II. Review and Approve Agenda**

Albert Wenta 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 December 22, 2025 regular Selectboard minutes as presented. The motion was seconded by Albert Wenta, unanimously approved.

### **IV. Open Public Comment and/or Good Stuff**

Albert Wenta shared that John Burns has 50 years of service with the Proctor Fire Department.

## V. Discussion & Action Items

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$158,099.22.**
- **Otter Creek Watershed Insect Control:** Jeff Schuman and Jeff Whiting were present to provide an overview of the District, along with upcoming goals. Proctor paid \$13,584.50 from 1/1/25-12/31/25. They commended Proctor for always having representatives at meeting and being active participants. Albert Wenta is currently serving as the Auditor for the District. The District has replaced three trucks, computer, and improved the lab quality. Looking to create a sustainable organization and continue to make upgrades to the facility. They hope to be using a drone this year to drop larvicide, and that funds will be split from the Lemonfaire District.
- **Proctor's Subdivision Regulations and Zoning Regulations:** The Proctor Planning Commission was present to discuss the Draft Subdivision Bylaws. The Selectboard had concerns about conflict within the draft as well as conflicts with the current Zoning Regulations. The Town Manager will contact RRPC and have a planner attend the February Planning meeting, along with the Selectboard to discuss concerns.
- **Final Draft of Town Logo and Flag:** A final mock up with colors was presented to the Selectboard. It will be shared at Town Meeting in March. The board thanked Jaden for his work.
- **Mortimer Proctor Grant Request from Town Office:** Bruce Baccei made the motion to approve the MRP submission by the Town, for \$10,998.00 light upgrades in the Park. The motion was seconded by Albert Wenta, unanimously approved.

## VI. Board of Water Commissioners

Bruce Baccei made the motion at 6:58 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Albert Wenta, unanimously approved.

- Other business: No other business.

## VII. Board of Sewer Commissioners

Bruce Baccei made the motion at 6:58 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewer Commissioners. The motion was seconded by Jay Thorton, unanimously approved.

- Other Business: Waiting to hear from the engineer about lagoon. Also, have an e- coli issue monitoring.

Jay Thorton made the motion at 6:59 p.m. to adjourn the Board of Sewer Commissioners and convene the Selectboard meeting. The motion was seconded by Albert Wenta, unanimously approved.

## VII. Departmental Reports

- Sheriff: Report provided in packet. Tickets- 22/Warnings-14/Arrests-0/ Fines \$2941
- Town Manager: The Town Manager Report:
  - Public Works has been busy keeping roads clean and picking up Christmas trees.
  - Tri-Town meeting - UVM was the sub to review the project and submit a report, which all found unacceptable due to their errors in mapping.
  - Skating Rink has been busy. Great ice!

- Report to State of Vt for e-coli result in WWTP. Steps being taken to remedy the issue. Still trying to correct issue.
- Police report definition of Directed Patrol provided.
- Zion property in St. Johnsbury is going up for tax sale; no payments in the past 8 months. They have a Property Management Company that is overseeing all their properties.

#### **IX. Old or New Business**

No old or new business.

#### **X. Executive Session**

Albert Wenta made the motion to move into executive session at 7:05 p.m. to consider the verbal request for water service at 109 Deere Lane by Hillary Lambert given that premature general public knowledge of this matter would clearly place the Town at a substantial disadvantage. The motion was seconded by Jay Thorton, unanimously approved.

The Selectboard moved out of executive session by consensus at 7:31 p.m. No action.

#### **XI. Adjourn**

Albert Wenta made the motion to adjourn the January 12,2026 regular Selectboard meeting at 7:32 p.m. The motion was seconded by Bruce Baccej, unanimously approved.