

# Town of Proctor Selectboard Meeting Minutes

Draft

January 26.2026

Town Office Meeting Room

Zoom Video Conference

6:00 – 6:41 p.m.

## **Board Members Present**

Bruce Baccei

Linda Doty

Lisa Miser

Jay Thorton

Albert Wenta

## **Employees Present**

Judy Frazier, Town Manager

Lisa Wright, Assessor

## **Other Guests Present**

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.

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

Albert Wenta made the motion to approve the agenda, with one addition; Our Yard MRP application under new business. The motion was seconded by Jay Thortoni, unanimously approved.

### **III. Review of Minutes**

Albert Wenta made the motion to approve the January 12,2026 regular Selectboard minutes as presented. The motion was seconded by Jay Thorton, unanimously approved.

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

No public present. DPW is doing a great job keeping streets plowed nice and wide.

### **V. Discussion & Action Items**

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$76,815.27.**
- **Tyler Technologies Reappraisal Progress:** A timeline handout was provided for the reappraisal work. It is anticipated that the work will be completed and the Grand List

lodged by July 1,2026. This will assist in correcting the CLA with respect to the FY27 tax rate.

- **Appeal of our CLA Calculation on Utilities:** Lisa Wright was present to discuss the incorrect calculation on the GMP utilities. A handout was provided with information on the topic. PBR has miscalculated the utilities which resulted in a 10% drop. Albert Wenta made the motion to signed the appeal letter. The motion was seconded by Linda Doty. Stakes about 30 days for a response.
- **Agreement with Autoagent Data Solutions, LLC for MunicPay- online payment portal:** The Town Manager provided an agreement and update on MunicPay. The Town Manager will highlight this new offering at March Town Meeting. There is a 3% charge to the user of this service. Anticipate offering this service July 1,2026.
- **Town Warning for Annual Meeting:** All Selectboard members signed the warning.

#### **VI. Board of Water Commissioners**

Linda Doty made the motion at 6:26 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Jay Thorton, unanimously approved.

- Other business: No other business.

#### **VII. Board of Sewer Commissioners**

Bruce Baccei made the motion at 6:27 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewer Commissioners. The motion was seconded by Linda Doty, unanimously approved.

- WWTF Update: Using second lagoon-compiling data for lagoons.
- Other Business: E-Coli issue has been resolved. Two sewer backups.

Albert Wenta made the motion at 6:30 p.m. to adjourn the Board of Sewer Commissioners and convene the Selectboard meeting. The motion was seconded by Linda Doty, unanimously approved.

#### **VII. Departmental Reports**

- Sheriff: Report provided in packet. Tickets- 9/Warnings-4/Arrests-0/ Fines \$1606
- Town Manager: The Town Manager Report:
  - Online meeting with FEMA about flood maps
  - Logo out for quotes
  - Annual Report complete and sent to printers 1/23/26
  - MRP applications submitted 1/23/26
  - Meeting with Linda McCuen/PrHS about hiking trail 1/27/26
  - Met with Forester on final markings and property update. Abutting property owner questioning property ownership .

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

New Business: Our Yard MRP Application: Albert Wenta made the motion to approve and submit the Our Yard MRP application for \$9,000.00. The motion was seconded by Linda Doty, unanimously approved.

Old Business: Albert Wenta provided an update on The Bus and routes. Route times will change on February 2,2026; route times 8am/noon/4:30pm.

**X. Adjourn**

Linda Doty made the motion to adjourn the January 26,2026 regular Selectboard meeting at 6:41 p.m. The motion was seconded by Bruce Baccei, unanimously approved.