

Town of Proctor Selectboard Meeting Minutes

Draft

February 9,2026

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:23 p.m.

Board Members Present

Bruce Baccei

Linda Doty

Lisa Miser

Jay Thorton

Albert Wenta

Employees Present

Judy Frazier, Town Manager

Other Guests Present

Robb Spensley

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

Linda Doty made the motion to approve the agenda, as presented. The motion was seconded by Jay Thorton, unanimously approved.

III. Review of Minutes

Bruce Baccei made the motion to approve January 26,2026 regular Selectboard minutes as presented. The motion was seconded by Albert Wenta, unanimously approved.

IV. Open Public Comment and/or Good Stuff

Proctor Story Walk has a new story displayed.

V. Discussion & Action Items

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$273,985.30.**
- **Municipal Planning Grant to update Proctor's Local Hazard Mitigation Plan:** The town has received an \$11,000.00 grant with a \$1,300.00 match. This will result in a 2027 update, with the assistance of the RRPC.

- **Tax Maintenance Proposal 4/1/26-3/31/27:** The contract is \$1,700.00 to update the map, with additional add on fees. Albert Wenta made the motion to approve and sign the contract. The motion was seconded by Bruce Baccei, unanimously approved.
- **Traffic Ordinance became effective January 12,2026:** Informational only.

VI. Board of Water Commissioners

Albert Wenta made the motion at 6:08 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.

- Request for connecting 109 Deere Lane: Robb Spensley representing Hilary Lambert is seeking reconnection to town water at 109 Deere Lane, Pittsford. This property was disconnected from Proctor water by owner request in 2016. Several handouts were provided along with maps. The property is currently connected to a well located on adjacent property. Goal is to bring properties in compliance with Wastewater Systems and Potable Water Supply state permits. Owner is also seeking to sell a portion of the property. Selectboard asked clarifying questions about the permits.
- Other business: No other business.

VII. Board of Sewer Commissioners

Albert Wenta made the motion at 6:32 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewer Commissioners. The motion was seconded by Bruce Baccei, unanimously approved.

- Other Business: No other business.

Linda Doty made the motion at 6:32 p.m. to adjourn the Board of Sewer Commissioners and convene the Selectboard meeting. The motion was seconded by Jay Thorton, unanimously approved.

VII. Departmental Reports

- Sheriff: Report provided in packet. Tickets- 4/Warnings-6/Arrests-0/ Fines \$699
- Town Manager: The Town Manager Report:
 - Annual report should be mailed in the week of 2/9/26 – mailed
 - Ordered logo and window stickers of Proctor Flag design
 - Planning Commission met on 2/5/26 to discuss subdivision draft of Zoning Regulations
 - Received Grant Priority List for WWTF. Engineers are working on getting final approval/sign-off on project to put bid date on calendar
 - Waiting for Bond Counsel Opinion letter so WWTF bond funds can be released
 - Preparing for town meeting
 - Subdivision Hearings – PC 2/26/26 SB 3/16/26

IX. Old or New Business

Albert Wenta reported that The Bus new routes has been on place since 2/2/26. The Bus is also looking to begin a new fare schedule. Hope to have the fare schedule in place by May 1,2026.

X. Executive Session

Bruce Baccei made the motion to find that premature general public knowledge would clearly place the town at a substantial disadvantage, for attorney client communications. The motion was seconded by Jay Thorton, unanimously approved.

Albert Wenta made the motion to move into executive session at 6:55 p.m. to discuss under the provisions of 1 V.S.A, Section 313(a)(1)(F) of the Vermont Statues. The motion was seconded by Bruce Baccei, unanimously approved.

The Selectboard moved out of executive session by consensus at 7:23 p.m.

The Selectboard by consensus directed the Town Manager to have the Town Attorney write a letter denying the water connection request – 109 Deere Lane and send to Hilary Lambert and Robb Spensley.

XI. Adjourn

Bruce Baccei made the motion to adjourn the February 9,2026 regular Selectboard meeting at 7:23 p.m. The motion was seconded by Linda Doty, unanimously approved.