

Town of Proctor Selectboard Meeting Minutes

Draft

February 12,2024

Town Office Meeting Room

Zoom Video Conference

6:00 – 6:41 p.m.

Board Members Present

Bruce Baccei

Ben Curtis, Chair

Linda Doty

Albert Wenta

Employees Present

Judy Frazier, Town Manager

Lisa Miser, Recorder

Other Guests Present

Jason Booth

Aiden Hall

Duane Hall

Jeff Lewis

Peg Tv

Action Items

I. Call to Order - Pledge of Allegiance

Ben Curtis called the meeting to order.

The meeting was held in the Town Office Meeting Room; Zoom Video Conferencing was offered as well. A full board was not seated; all motions passed unanimously, unless noted.

II. Review and Approve Agenda

Bruce Baccei made the motion to approved the agenda as presented.

The motion was seconded by Linda Doty, unanimously approved.

III. Review of Minute

Albert Wenta made the motion to approve the January 22,2023 regular selectboard minutes, as presented. The motion was seconded by Linda Doty, unanimously approved

IV. Good News to Share

Carter Crossmon Proctor High School senior hit 1,000 points in Men's Varsity Basketball. Proctor Elementary School 5/6 boys won the Bob Ward Memorial Tournament. The Town Report is out, looks great and was early this year – thank you to the Town Manager Judy Frazier.

V. Open Public Comment

No public comment.

VI. Discussion & Action Items

- Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling \$112,330.00.
- Eagle Scout Project Proposal – Aiden Hall: Aiden Hall was present to discuss his Eagle Scout project; building benches for the skate rink and playground. A handout was provided detailing the process for approval and the bench style. The Selectboard thanked him for selecting a project that will benefit town residents. Aiden anticipates the project will be completed by March 10th.
- Police Coverage for the Town of Proctor: The Town Manager reported that the recommendation to the Selectboard is to stay with RCSD for town coverage. The Selectboard concurred and will stay with RCSD.
- South Street Sidewalk Project – Assigned Committee chose Greeman Pedersen Inc. (GPI) waiting for RFP to be sent and State's approval: The RFP was sent out today, the company selected was excited and anticipate no issues. Updated schedule; bid process February 23rd, bids will be due March 15th, open bid/review proposals at March 25th at Selectboard meeting. Stumps will be removed prior to the project work.

VII. Board of Water Commissioners

Bruce Baccei made the motion at 6:07 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.

- Other Business: No business for the water department.

VIII. Board of Sewer Commissioners

Linda Doty made the motion at 6:07 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewage Commissioner. The motion was seconded by Albert Wenta, unanimously approved.

- Aldrich & Elliot Waste Water Facility Upgrades: Jeff Lewis and Jason Booth from A+E were present to address any questions from the report they provided on the WWTF proposal. The equipment at the WWTF has exceeded its life (30+ years) and it is difficult, if not impossible to obtain parts for the equipment. There are no violations at the WWTF this is simply age-related maintenance project. The anticipated costs for upgrades are \$2.5 million with an additional \$2 million for sludge removal. The proposal for final design is at the state level for review. Steps 1 & 2 of the engineering fees to get the proposal ready for final design, bid and bond are \$182,350.00. Project snapshot; repairing the lagoons, replacing the liners, sludge cleanout, 3 new blowers, UV disinfectant system and control building.
Bruce Baccei made the motion to approve the proposal contingent upon state approval and to designate the Town Manager as the authorized signer. The motion was seconded by Linda Doty, unanimously approved.
- Other Business: No other business.

Bruce Baccei made the motion at 6:21 p.m. to adjourn the Board of Sewer Commissioners and resume the meeting of the Selectboard. The motion was seconded by Albert Wenta, unanimously approved.

IX. Departmental Reports

- Sheriff: Report provided in packet.
- Town Manager: The Town Manager reviewed her report for the Selectboard. There is still a water concern in the marble yard. Working with the property owner on the issue. The state is taking no further action at 2651 West Street. The property has not been cleaned up and additional items have been brought to the site. Consensus that the first action item is to test and see if there is asbestos on the property and to obtain price quotes for clean-up. The Town Manager will contact companies that provided this service.

X. Old or New Business

No old and /or new business

XI. Adjourn

Bruce Baccei made the motion to adjourn the February 12,2024 regular Selectboard meeting at 6:41 p.m. The motion was seconded by Linda Doty, unanimously approved.