

Town of Proctor Selectboard Meeting Minutes

Draft

May 28,2024

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:20 p.m.

Board Members Present

Bruce Baccei

Linda Doty

Lisa Miser

Jay Thorton

Albert Wenta

Employees Present

Judy Frazier, Town Manager

Other Guests Present

Dale Christie

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

Albert Wenta made the motion to approved the agenda as presented.

The motion was seconded by Bruce Baccei, unanimously approved.

III. Review of Minute

Linda Doty made the motion to approve the May 13,2024 regular selectboard minutes, as presented. The motion was seconded by Albert Wenta, unanimously approved.

IV. Open Public Comment

Dale Christie: The Memorial Day Parade was quite nice, thank you to Our Yard for their work.

V. Discussion & Action Items

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$39,340.21.**
- **Beaver Pond Ordinance Review:** The Selectboard reviewed the ordinance and made changes. Lisa Miser will make the changes to the document to share with Beaver Pond Committee, prior to Selectboard approval.

- **Pre-Construction Meeting South Street Sidewalk:** The meeting will be 5/30 at 11:00 am. The meeting will be held at the Town Office.

VI. Board of Water Commissioners

Bruce Baccei made the motion at 6:19 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 Accounts: Looking for curb stops on the next 20 properties. Public works checking curb stops, placing all information on the spread sheet.
- Summary of Service Line Inventory: A& E putting all water users on spreadsheet and creating a survey to mail to all users.
- Charging for water usage for pools: Pump stations show increase from pool fillings. Judy will work on a schedule for fee to fill pool. Currently \$100 fee on the rate schedule.
- Other business: No other business.

VII. Board of Sewer Commissioners

Albert Wenta made the motion at 6:33 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.

- Summary of WWTF need: A&E provided handout for WWTF project upgrades. Information to share out with they community to begin the conversation.
- Other business: No other business.

Albert Wenta made the motion at 7:38 p.m. to adjourn the Board of Sewer Commissioners and resume the meeting of the Selectboard. The motion was seconded by Linda Doty, unanimously approved.

VII. Departmental Reports

- Sheriff: Report provided in packet. Tickets issued 2/ Warnings 10 Arrests 3/ Fines \$440
- Town Manager: The Town Manager highlighted her report.

IX. Old or New Business

Future agenda items: Total fines from RCSD for this year and what the town receives.
 Cost of the Childcare Payroll tax for the town employees
 Final of Water/waste water fee schedule
 Short term rental registration form

X. Executive Session

Albert Wenta made a motion to enter executive session at 6:59 pm for personal contracts in accordance with 1 VSA 313(1)(b). The motion was seconded by Bruce Baccei, unanimously approved.

The Selectboard moved out of executive session by consensus at 7:19 pm.

XI. Adjourn

Linda Doty made the motion to adjourn the May 28,2024 regular Selectboard meeting at 7:20 p.m. The motion was seconded by Bruce Baccei, unanimously approved.

