

# Town of Proctor Selectboard Meeting Minutes

Draft

July 14,2025

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:35 p.m.

## **Board Members Present**

Bruce BAccei

Lisa Miser

Jay Thorton

Albert Wenta

## **Employees Present**

Judy Frazier, Town Manager

## **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 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, with the addition of the July 8,2025 special minutes.

The motion was seconded by Bruce Baccei, unanimously approved.

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

Bruce Baccei made the motion to approve the June 24,2025 regular Selectboard minutes and July 8,2025 special Selectboard minutes, as presented. The motion was seconded by Albert Wenta, unanimously approved.

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

No public present.

First concert in the park, The Green Brothers Band was a big hit. Next concert is July 27<sup>th</sup> at 7:00 pm.

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

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$119,439.14.**

- **Whites Crossing – property owners taking ownership:** The Selectboard instructed the Town Manager to send a letter to the property owner to provide a proposal from an attorney along with a letter from the other property owners on the road supporting this change.
- **Credit Cards for utility payments:** The Town Manager provided handouts from two credit card business. The Town Manager will provide additional information at the next meeting. She will also reach out to VLCT to inquire if they have a preferred vendor list and a list of communities accepting cc payments. This will be a continuing agenda item.

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

Bruce Bacceti made the motion at 6:20 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.

- **Public Drinking Water System Rules & Regulations Article II Definitions:** The Board revived the definitions, added/deleted some definitions. The board will continue with the review at the next meeting.
- **Other business:** No other business.

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

The Selectboard did not enter the Board of Sewer Commissioners.

- **Other Business:** No other business.

Jay Thorton made the motion at 7:27 p.m. to adjourn the Board of Water Commissioners and convene the Selectboard meeting. The motion was seconded by Albert Wenta, unanimously approved.

## **VII. Departmental Reports**

- **Sheriff:** Report provided in packet. Tickets-2/Warnings-2/Arrests-0/ Fines \$444

The Town Manager will prepare the Ordinance for updates with respect to No parking and fines, for review at the next regular meeting.

- **Town Manager:** The Town Manager Report:

- 6/26 forest walk with forester. Job complete. Marking additional acres to go out for bid.
- 7/1 did walkthrough of rink property with Wade Masure from VLCT. Report provided with findings and suggestions.
- 12 Curtis sent junk car violation letter sent
- Railroad using Proctor water for project. Spoke with GSI Project Manager, will bill for water usage at end of project.
- 7/16 webinar on Ordinance Adoption and enforcement through VLCT.
- Hoping electrical work at WWTF is complete week of 7/14. Clarifying issues with Synagro with contract.
- Property Maintenance Ordinance letters sent out
- DPW doing roadside mowing and over guard rail mowing.
- List of 26 shut-offs provide to the water department

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

**X. Adjourn**

Albert Wenta made the motion to adjourn the July 14,2025 regular Selectboard meeting at 7:35 p.m. The motion was seconded by Jay Thorton, unanimously approved.