

Town of Proctor Selectboard Meeting Minutes

Draft

July 22,2024

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:24 p.m.

Board Members Present

Bruce Baccei

Linda Doty

Lisa Miser

Jay Thorton

Albert Wenta

Employees Present

Judy Frazier, Town Manager

Other Guests Present

Travis Samuels

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

Linda Doty made the motion to approved the agenda as presented.

The motion was seconded by Albert Wenta, unanimously approved.

III. Review of Minutes

Albert Wenta made the motion to approve the July 8,2024 regular selectboard minutes, as presented. The motion was seconded by Bruce Baccei, unanimously approved.

IV. Open Public Comment and/or Good Stuff

No public comment.

Good Stuff: Thanks to the Proctor community for coming out and supporting the two Basket Raffles for the Harrington & Smith families.

V. Discussion & Action Items

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$69,775.98**

- **Highway Paving Bids Update- Breakdown by streets/roads:** Two bids were received for paving: Wilk - \$414,367.70 and Pike - \$433,666.50. The Town Manager provided a handout with the breakdown of the costs per street. It was confirmed that the funds placed in the Reserve Funds of \$180,000.00 can be used for paving. Albert Wenta made the motion to accept the Wilk bid of \$414,367.70. The motion was seconded by Linda Doty, unanimously approved.
- **Zion Growers Status Update on 52 Main Street:** Travis Samuels of Zion Growers was present to provide a status update on 52 Main Street. He noted that EPA testing is underway for 56 Main Street and the 20 acres, currently in Phase 1. Timeline is on hold until they receive grant funding. No, events in the common space of the building as it has not been deemed safe. Businesses that they are considering; store/gas station, pre-fab housing and manufacturing for plastics. They would like to build hempcrete houses and place on the 20 acres. Once their planning is in place they would be seeking capital investments and possibly an implementation grant from the state.
- **Appoint for the BUS- Albert Wenta:** Bruce Baccei made the motion to appoint Albert Wenta as the BUS representative. The motion was seconded by Linda Doty, unanimously approved.
- **Appointment to Parks & Recreation Committee – Rachael Ellison:** Albert Wenta made the motion to appoint Rachael Ellison to the P&R Committee. The motion was seconded by Bruce Baccei, unanimously approved.
- **Fire Department Flooring:** The boring work will take place August 22nd & 23rd. Dig Safe will need to be notified 72 hours prior.
- **Otter Creek Watershed Insect Control District:** The District currently has no board, meeting 7/22/24 to elect officers. The Selectboard would like the data for collected mosquitos, if there will be any rebates provided for no spraying, if they sprayed the entire town on the initial spray.
- **Sullivan & Powers Audit Services:** Bruce Baccei made the motion to accept the contract from Sullivan & Powers for audit services. The motion was seconded by Albert Wenta, unanimously approved.
- **Beaver Pond Ordinance – Selectboard Signatures:** Ordinance signed by the Selectboard.
- **Ground Maintenance Ordinance:** Reviewing the ordinance for updates.

VI. Board of Water Commissioners

Albert Wenta made the motion at 6:52 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.

- Water Line Inventory: Grant finalized, no cost to the town, everything will be covered through the grant.
- Other business: Hydrant flushing the week of August 19th.

VII. Board of Sewer Commissioners

Bruce Baccei made the motion at 6:55 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.

- Other business: Moving forward with the next phase for the lagoon planning.

Albert Wenta made the motion at 6:59 p.m. to adjourn the Board of Sewer Commissioners and resume the meeting of the Selectboard. The motion was seconded by Bruce Baccei, unanimously approved.

VII. Departmental Reports

- Sheriff: Report provided in packet. Tickets issued 0/ Warnings 3/ Arrests 0/ Fines \$0
- Town Manager: The Town Manager highlighted her report.
 - South St sidewalk underway.
 - Complaint made to state about culvert on Florence Rd. State looked at and oked.
 - Concert 7/24 at 7pm at the Park
 - No response from Beaver Pond Committee on ordinance rewrite.
 - Ad for roller rink help to be open during the week. Will also need to advertise for ice making.
 - Complaints about partying at Beaver Pond by the swimming area.
 - Phones are all installed.
 - Zoning issues – structures with no permits.
 - RRPC said that our projects did not fit the Hazard Mitigation Grant.

IX. Old or New Business

•**2651 West Street**: The letter has been signed by the property owner. A breakdown of costs was provided for asbestos removal. A letter will be sent to the property owner outlining the timeframe and process.

Bruce Baccei made the motion to approve the contract for asbestos removal and authorize the Town Manager to sign. The motion was seconded by Jay Thorton, unanimously approved.

•**Casella Contract**: Consensus of Selectboard that additional toters will not be permitted.

•**Transportation Council Meeting in September**.

X. Adjourn

Albert Wenta made the motion to adjourn the July 22,2024 regular Selectboard meeting at 7:24 p.m. The motion was seconded by Jay Thorton, unanimously approved.