

Town of Proctor Selectboard Meeting Minutes

Draft

August 10, 2026

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:48 p.m.

Board Members Present

Bruce Baccei

Linda Doty

Lisa Miser

Jay Thorton

Albert Wenta

Employee Present

Judy Frazier, Town Manager

Other Guests Present

Michael Miller

Katie Styles

Andie Vellenga

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

Jay Thorton made the motion to approve the agenda as presented.

The motion was seconded by Albert Wenta, unanimously approved.

III. Review of Minutes

Bruce Baccei made the motion to approve the July 27, 2026 regular Selectboard minutes, as presented. The motion was seconded by Linda Doty, unanimously approved.

IV. Open Public Comment

Back to School BBQ will be held Tuesday August 25th at 5:00 pm at the high school.

Town office closed on 8/11 for voting.

Pool will be closing for the season Saturday 8/15 at 6:00.

Concert in the Park Wednesday 8/19 at 6:00.

V. Discussion & Action Items

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$63,314**
- Proctor Stormwater Master Plan Discussion with Andie Vellenga from RNRCD (Rutland Natural Resources Conversation District): The Final Report was shared with Selectboard members. It was noted that 3 of the 4 projects were not on municipal property, members suggested reaching out to the property owners.
- Resolution on Winter Snow and Ice Clearing Operations Policy Revisions: Reviewed updated version. Will submit additional updates for the August 24th meeting.

VI. Board of Water Commissioners

Bruce Baccei made the motion at 6:42 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.

- Update on Water Line Repairs at 29 Main Street: Project completed. Accepting bids for sidewalk replacement. Will open bids at August 24th meeting.
- Other business: No other business.

VII. Board of Sewer Commissioners

Albert Wenta made the motion at 6:47 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewer Commissioners. The motion was seconded by Jay Thorton, unanimously approved.

- Wastewater Treatment Facility Construction Update: Plan to order storage container this week to prepare for the project. Dropping lagoon levels in September, liner planned for October. Project slated to begin 10/1.
- Other business: Sewer issue with line on South Street, anticipate opening street for repair. Plan is to have flagger with one lane open.

Jay Thorton made the motion at 6:53 p.m. to exit the Board of Sewer Commissioners and enter the resume the Selectboard meeting. The motion was seconded by Bruce Baccei, unanimously approved.

VII. Departmental Reports

•Sheriff: Report provided in packet. Tickets issued 4/ Warnings 2/ Arrests 0/ Fines \$637.00

•Town Manager: The Town Manager highlighted her report.

- Met with UVM grad student working with VTrans on costs associated with storm damage. Reviewed data – accordingly we are in compliance with our roads, culverts, catch basins and water runoffs.
- Timber revenue for FY26 cannot be calculated until we meet with the auditors
- Not currently harvesting at Florence landing – waiting until dry. Should receive payment 8/4
- Forester looking at Chittenden property for a spring/early summer harvest
- Beaver Pond paving update – next meeting
- Received second check from timber harvest - \$31,379.17

Lisa Miser made the motion to place FY27 Timber Harvest funds in a separate line account. The motion was seconded by Albert Wenta, unanimously approved. The Town Manger will provide the total at the next meeting there are two checks deposited.

IX. Old or New Business

Albert Wenta spoke with the Operations Coordinator from OCW and updated the Selectboard on the mosquito spraying concerns from residents at the 7/27/26 meeting. The route driver spoke with the homeowner on Eden Ave and 2 OCW members, and the 1 state employee spoke with the Whites Crossing homeowner.

X. Executive Session

Albert Wenta made the motion at 7:14 p.m. to enter executive session for Personal Contract in accordance with 1 VSA 313(1)(b). The motion was seconded by Jay Thorton, unanimously approved.

Linda Doty made the motion at 7:47 p.m. to exit executive session and resume the regular Selectboard meeting. The motion was seconded by Bruce Baccei, unanimously approved.

ACTION:

Albert Wenta made the motion to offer Judy Frazier Town Manager a 3-year contract August 10, 2026 to August 10, 2029. The motion was seconded by Bruce Baccei, unanimously approved.

XI. Adjourn

Bruce Baccei made the motion to adjourn the August 10, 2026 regular Selectboard meeting at 7:48 p.m. The motion was seconded by Linda Doty, unanimously approved.