

Town of Proctor Selectboard Meeting Minutes

Draft

August 26,2024

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:41 p.m.

Board Members Present

Bruce Baccei

Linda Doty

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; 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 Linda Doty, unanimously approved.

III. Review of Minutes

Bruce Baccei made the motion to approve the August 12,2024 regular Selectboard minutes, as presented. The motion was seconded by Albert Wenta, unanimously approved.

IV. Open Public Comment and/or Good Stuff

Back to School BBQ at PHS 8/27 at 5:00. Jimmy T Memorial Showcase 8/31 first game at 11:00. Upcoming concert 9/4 at 6:00. Fall Festival 9/28 11-3 currently seeking vendors – can contact Lisa Miser.

V. Discussion & Action Items

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$166,563.12**

- **Ground Maintenance Ordinance:** Selectboard members should send any changes to the Town Manager. This document will be provided at the first September meeting for review.
- **Zoning Regulations:** The Planning Commission has been tasked with updating the Zoning Regulations. Selectboard members received a copy of the regulations to read and make changes/updates. A joint meeting will be held with the Selectboard and Planning Commission to discuss updates/ changes.
- **Errors & Omissions request for 2024 as billed Grand List:** Albert Wenta made the motion to accept and approve the changes to the 2024 Grand List. There was no change to value on any of the five properties. The motion was seconded by Bruce Baccei, unanimously approved.
- **Facilities Use Policy:** Selectboard members were given copies of the policy. Changes should be sent to the Town Manager.

VI. Board of Water Commissioners

Bruce Baccei made the motion at 6:21 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.

- Water Rates Approval: The document was circulated for signatures. Approved at the June 24,2024 meeting.
- Other business: Hydrant flushing the week of August 19th. Delinquent accounts are in the process of being shut off. The delinquent list is being updated.

VII. Board of Sewer Commissioners

Albert Wenta made the motion at 6:48 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.

- Sewer: The document was circulated for signatures. Approved at the June 24,2024 meeting.
- Other business: Discussions about the lagoons and the best method to keep the conversation in front of residents, as a March bond vote is likely.

Thoughts:

- Create a Public Works social media page that does not allow commenting.
- Create a quarterly newsletter with what's happening for projects in town.
- Continue to post on current social media pages.
- Invite firm to share updates at meetings.

Albert Wenta made the motion at 6:50 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 1/ Warnings 1/ Arrests 0/ Fines \$162
- Town Manager: The Town Manager highlighted her report.
 - South St Sidewalk completed. Follow up with two possible easements.
 - Last concert 9/4 Chaz Canney at 6:00.
 - Mosquito District update from Albert.
 - Pool fence repair will have next spring.

- Low election turn-out 100 voters.
- Borings at Firehouse 8/26/-8/27.
- Auction at 92-94 North Street. Second mortgage purchased for \$92,333.00.
- Fuel bids out – due back 9/9.
- Letter to Big Foot Venture 61 Main Street for falling rocks.
- Looking into radar for east side of town.
- Hydrant flushing week of 8/19
- Center lines painted through town.

IX. Old or New Business

- No old or new business.

X. Executive Session

Bruce Baccei moved that premature general knowledge regarding the town's appointed committee members would clearly place the town at a substantial disadvantage, because the Selectboard risks disclosing its future strategy if it discusses the proposed contract terms in public. The motion was seconded by Albert Wenta, unanimously approved.

Bruce Baccei made the motion to enter executive session at 6:55 p.m. to discuss contracts for seasonal & part-time town employees under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes. The motion was seconded by Linda Doty, unanimously approved.

The Selectboard moved out of executive session at 7:40 p.m. by consensus. No action.

XI. Adjourn

Linda Doty made the motion to adjourn the August 26, 2024 regular Selectboard meeting at 7:41 p.m. The motion was seconded by Albert Wenta, unanimously approved.