

# Town of Proctor Selectboard Meeting Minutes

Draft

September 8,2025

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:46 p.m.

## **Board Members Present**

Bruce Baccei

Lisa Miser

Jay Thorton

Albert Wenta

## **Employees Present**

Judy Frazier, Town Manager

## **Other Guests Present**

Phil Bennett

## **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, as presented. The motion was seconded by Jay Thorton, unanimously approved.

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

Bruce Baccei made the motion to approve the August 25,2025 regular Selectboard minutes, as presented. The motion was seconded by Jay Thorton, unanimously approved.

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

Fall Festival Saturday September 27<sup>th</sup> 11-3.

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

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$225,391.91**
- **Opening of fuel bids for #2 heating oil and diesel:  
Diesel Bid – 1 Bid  
Marcell: \$3.244 +.20  
Albert Wenta made the motion to award the diesel bid to Marcell. The motion was seconded by Bruce Baccei, unanimously approved.**

### **Fuel Oil #2 – 2 Bids**

Gecha: Fixed \$2.99

Rutland Rack \$2.72 +.35

Marcell: Capped \$3.20

Rutland Rack \$2.55 +.20

Jay Thorton made the motion to award the Fuel Oil 32 bid to Marcell. The motion was seconded by Albert Wenta, unanimously approved.

- **October Dump Day:** October 4 from 10:00a.m. to 1:00 p.m. will be Dump Day. It will operate as past Dump Days have operated a ticket is required from the Town Office, which is good for 1 free trip. Subsequent trips will cost \$20.00. A list of acceptable items will be posted on the website and Facebook page. Hazardous waste will be on site from 11:00 a.m. to 1:00 p.m.
- **2651 West Street Update:** Options are limited in action for the town with respect to the property clean up. The Town Manager will reach out once again to the property owner about a clean up plan.

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

Bruce Baccei made the motion at 6:23 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.

- Delinquent Accounts update: The Selectboard reviewed the updated delinquent account lists. The Town Manager will provide a list at the next meeting of top 5 delinquent and curb stop location or cost to dig and install a curb stop.
- Water Bill dispute – 56 East Street: Phil Bennett was present to request that all interest penalties be waived from his account. He stated he had not received a bill and only received the late notice mailing a month ago. It was determined based on the payments on the account a bill had been received by his ex-wife. The Selectboard took no action and the interest penalties stay on the account. A printout of his account was provided to him.
- Other business: No other business.

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

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

- Sludge Removal in progress at WWTF: The first load of sludge was removed on Friday. State is asking for information that was provided two years with the grant application, required posting for 30 days for any objections and are holding funds. The Town may need to take a short-term loan to pay the contractor to keep the project moving forward.
- Other Business: No other business.

Albert Wenta made the motion at 7:07 p.m. to adjourn the Board of Water Commissioners and convene the Selectboard meeting. The motion was seconded by Bruce Baccei, unanimously approved.

### **VII. Departmental Reports**

- Sheriff: Report provided in packet. Tickets- 4/Warnings-4/Arrests-0/ Fines \$517
- Town Manager: The Town Manager Report:
  - Planning Commission meeting held on 9/4 to review the subdivision amendment to the Zoning Regulations, which was drafted by RRPC
  - Paving completed on GBR and Warner Ave
  - Several letters sent out to property owners regarding General Maintenance Ordinance
  - Public Works painted striping in the crosswalks and stop signs areas
  - Mowing kept to a minimum due to dry conditions
  - Looking at pricing a new loader for PW

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

No old/new business.

### **X. Executive Session**

Lisa Miser moved to find that premature general public knowledge regarding the town's status with ZION Growers would clearly place the town at a substantial disadvantage, because the Selectboard risks disclosing its strategy if it discusses the proposed terms in public.

Bruce Baccei made the motion to enter executive session at 7:16 p.m. to discuss the town's status with ZION Growers under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes. The motion was seconded by Jay Thorton, unanimously approved.

Albert Wenta made the motion to exit executive session at 7:46 p.m. The motion was seconded by Bruce Baccei, unanimously approved. No action.

### **XI. Adjourn**

Jay Thorton made the motion to adjourn the September 8, 2025 regular Selectboard meeting at 7:46 p.m. The motion was seconded by Bruce Baccei, unanimously approved.