

# Town of Proctor Selectboard Meeting Minutes

Draft

September 23,2024

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:06 p.m.

## **Board Members Present**

Bruce Baccei

Linda Doty

Lisa Miser

Jay Thorton

Albert Wenta

## **Employees Present**

Judy Frazier, Town Manager

## **Other Guests Present**

Kevin Blongy

David Carmen

Jason Ellison

Avery James

John Jozwiak

Ramsey King

Allison Paszek

Randy Paszek

Greg Poelker-McKee

Chris Turner

Josh Webb

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**

Bruce Baccei made the motion to approved the agenda as presented.

The motion was seconded by Linda Doty, unanimously approved.

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

Albert Wenta made the motion to approve the September 9, 2024 regular Selectboard minutes, with corrections. The motion was seconded by Bruce Baccei, unanimously approved.

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

Chris Turner was present to discuss a water pressure issue at his home on Newton Street. He provided background information on his low water pressure concern. He explained that this has been an issue for two years and he has incurred damage to his property. He inquired where the town's responsibility for the water line begins, when the line does not have individual curb stops. The Town Manager will follow up with DPW. It was noted that DPW has been to this residence and tested the water pressure and at that time the pressure was good.

Good Stuff: Fall Festival Saturday September 28<sup>th</sup> 11-3 with fireworks at dusk. Paving has begun and anticipate completion within a week. Dump Day Saturday October 5<sup>th</sup> 10-1 and Hazardous Waste from 11:30-1. The first trip is free, second trip for trash is \$20. Tickets must be picked up at the Town Office.

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

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$531,896.72.**
- **2nd Annual Color Steps for Playgrounds 5K & Dash of Color:** Information only. Scheduled for May 3, 2025 from 11-2 with a rain date of May 10th. The Town Manager reviews and approves all FUA.
- **Rutland Regional Planning Commission to present draft of Regional Plan:** Greg Poelker-McKee from RRPC was present to discuss the RRPC Regional Plan. This plan will be in place for 8 years. Seeking input from the Selectboard on the policies and plan. A handout was provided for Phase 2 of the plan.
- **Letters of Interest and Appointments to Parks & Rec Committee:** Albert Wenta made the motion to appoint Allyson Paszek and Sarah Harrington to the Park & Recreation Committee for a term of two years (2026). The motion was seconded by Linda Doty, unanimously approved.
- **Awarding Contracts for Co-Managers for Roller/Ice Rink 24/25:** Linda Doty made the motion to award the Roller/Ice Rink 24/25 contract to Rachael & Jason Ellison and Amanda & Jeffrey Duchesne as co-managers. The motion was seconded by Jay Thorton, unanimously approved.
- **Fire Station-Engineers Final Report – next steps:** Josh Webb PVFD Chief was present to discuss the report from DuBois & King along with next steps. Consensus to move with the temporary fix recommended in the report. This will allow trucks to be at the fire department for the winter. The Town Manager will reach out for price estimates. There may only be one company that performs this service. Once this the temporary fix is completed a group will meet to begin to examine future costs and options.
- **Share Expenditure Report:** Information only.

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

Bruce Baccei made the motion at 6:35 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.

- A letter was received from the state noting that they will be accepting the water manual.
- Other business: John Jozwaik inquired about the East Side tank. He is concerned that erosion is occurring on the backside of the tank. The Town Manager will have DPW look at it and take photos.

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

Albert Wenta made the motion at 6:38 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewer Commissioners. The motion was seconded by Bruce Baccei, unanimously approved.

- Other business: No other business.

Albert Wenta made the motion at 6:38 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. Request to post the reports online.

•Town Manager: The Town Manager highlighted her report.

- VLCT Town Fair 10/2 & 10/3
- Oct 3<sup>rd</sup> Tri-town meeting
- West Street property asbestos removal 9/30. Property owners notified they have 60 days to removal remaining debris.
- Mosquito Spray 9/18
- Florence Road paved
- Manhole issue Eden/Pleasant Street
- DPW will do edges along all new paving
- Striping by state
- Beginning work on the annual report

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

- Weeds along new sidewalk on South Street.
- Would like to see 48 West Street go to tax sale.
- Are background checks required for employment contracts?
- Is there any type of blight/junk policy?
- Request for paving compression test – John Jozwaik.

## **X. Executive Session**

No executive session needed.

## **XI. Adjourn**

Albert Wenta made the motion to adjourn the September 23,2024 regular Selectboard meeting at 7:06 p.m. The motion was seconded by Linda Doty, unanimously approved.

