

Town of Proctor Selectboard Meeting Minutes

Draft

October 15,2024

Town Office Meeting Room

Zoom Video Conference

6:00 – 8:26 p.m.

Board Members Present

Bruce Baccei
Linda Doty
Lisa Miser
Jay Thorton
Albert Wenta

Employees Present

Judy Frazier, Town Manager
Rob Cathcart, DPW

Other Guests Present

Dan Blake
John Jozwiak
Chris Turner
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 23,2024 regular Selectboard minutes, with corrections. The motion was seconded by Jay Thorton, unanimously approved.

IV. Open Public Comment and/or Good Stuff

Public Comment:

Chris Turner: Shared that he continues to have a water flow issue at his residence on Newton Street. He has a state organization coming on October 24th to assess the pipes in his residence. The Town Manager requested a copy of that report.

Dan Blake: Shared his water concerns for his residence on Newton Street. He noted that he has installed copper pipes in his home. He noted that on Labor Day his fitting blew and his pressure reached 165. He said that he has had low pressure/water flow for about three years.

John Jozwaik: Stated that his comments at the September 23rd meeting were not included in the minutes. Inquired why Pittsford is doing roadside mowing and wanted to know what happened on Williams Street. He also asked for the compression test for paving. (see Town Manager report).

Rob Cathcart DPW explained the Williams Street project.

Good Stuff: Fall Festival was a huge success with an incredible turnout. The fireworks were spectacular. Thank you to Our Yard for their dedication, every year Fall Festival grows with new events.

Congratulation to Maggie McKearin named Little East Offensive Player of the Week.

V. Discussion & Action Items

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$615,920.00.** Albert Wenta inquired about the Wilk invoice. The Town Manager will follow up with the paving costs and provided a reply.
- **Fire Station-Engineers Final Report – next steps:** GPR scanning of the floor has been scheduled for 10/21/24. This will be completed prior to grout work being done. The engineer anticipates the grout work to be about 3 days at a cost of \$21,884.00.
- **Christmas Hams:** Consensus by the Selectboard to purchase hams for fulltime employees.
- **Budget Logistics:** The Town Manager will meet with department heads and put the draft budget together. A list of streets to be paved along with projects will also be provided.

VI. Board of Water Commissioners

Bruce Baccei made the motion at 6:57 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.

- Water Main Issues: Water main issues on Williams and Patch Street, both have been repaired.
- Aldrich & Elliott: A& E were in town to complete the service water inventory. The inventory is due 10/16/24.
- Other business: No other business.

VII. Board of Sewer Commissioners

Jay Thorton made the motion at 6:58 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.

- Asset Management: The Plan is near competition.
- Other business: Discussion about the WWTF and the bond vote in March. The town Manager will reach out to A&E for dates to hold a meeting to discuss the project. It was also suggested that postcard be sent to all residences about the meeting.

Albert Wenta made the motion at 7:07 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.
- Town Manager: The Town Manager highlighted her report.
 - Compression testing – possible that the resident meant compaction testing. This is not required unless in the bid document and then it is done by a third-party engineering firm.
 - Dump Day – 60 permits / went well
 - State of Vermont will do striping on Main Street, North Street and Florence Road
 - Attended VLCT Annual Meeting 10/1 and 10/2
 - Met with RCSD to discuss speeding and patrol routes
 - Tri-Town Path Meeting 10/23 at 6:30 virtual and in person
 - Asbestos removed at 2651 West Street have until December 2nd to clean the property
 - Working with Brock & Scott on delinquent property on North Street
 - Reached out to Wilk about apron at Beaver Pond entrance- town will level with gravel
 - Shared communications with project manager for South Street project, engineers and contractors. They are to reseed the greenbelt between road and sidewalk. Residents should be mowing once grown in. Also, no permanent easements are needed.
 - Timber bid opening 10/18 at 10:00

IX. Old or New Business

- The Bus: Albert Wenta reported out on The Bus, and changes that the district is looking at. A survey will be provided for Proctor riders. Ridership from Proctor is low. Funding for the upcoming year will be level funded. Possible fee to ride the Bus may be an option.
- East Side Tank: Albert Wenta did an inspection of the east Side Tank and provided photos to the Town Manager for the record. The pad is visible all around the tank, nothing up against the tank, the hill is clean and the DPW has done a good job removing any trees. There is good cover to prevent any slides.

X. Executive Session

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

Bruce Baccei made the motion to enter executive session at 7:42 p.m. to discuss contracts for town employees under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes. The motion was seconded by Albert Wenta, unanimously approved.

The Selectboard moved out of executive session at 8:25 p.m. by consensus. No action.

XI. Adjourn

Albert Wenta made the motion to adjourn the October 15, 2024 regular Selectboard meeting at 8:26 p.m. The motion was seconded by Linda Doty, unanimously approved.

