

Town of Proctor Selectboard Meeting Minutes

Draft

October 28,2024

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

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 Bruce Baccei, unanimously approved.

III. Review of Minutes

Albert Wenta made the motion to approve the October 15,2024 regular Selectboard minutes, as presented. The motion was seconded by Jay Thorton, unanimously approved.

IV. Open Public Comment and/or Good Stuff

No public present.

V. Discussion & Action Items

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$62,469.19.**
- **Status Update on Server and Capabilities with Software for Reappraisal:** Albert Wenta made the motion to approve the cloud hosted option of AP5 to be effective upon signing of the contract at a cost of \$1,500.00 per year. The motion was seconded by Bruce Baccei, unanimously approved. The Town Manager will speak with the Assessor to break out costs and confirm no fee for the cloud after July 2026.

- **Fire Station-Update:** GPR scanning of the Fire Department floor is complete. Anticipate, the report by the end of the week.
- **Timber Harvest Bid – Award:** Eight bids were received; Canopy Timber Alternates was the high bidder at \$202,000.00. The contract has been signed and a check from the logger has been received.
- **State of Vermont Grant Agreement:** Bruce Baccei made the motion to not sign the grant agreement. The motion was seconded by Albert Wenta, unanimously approved. A requirement for approval is to be in good standing with the Town. The applicant is currently delinquent for property taxes and has made no payment agreement. The Town Manager will contact the state and notify them of the Selectboard decision. Handout provided of the grant to the Selectboard.
- **Grounds Maintenance Ordinance:** This will be placed for approval on the November 12th agenda.
- **Health & Safety Policy:** The Town Manager will contact VLCT about the policy.

VI. Board of Water Commissioners

Bruce Baccei made the motion at 6:29 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.

- Aldrich & Elliott: The service line inventory is completed.
- Other business: Have not received a report from the Newton Street property owner from the 10/24/24 site visit.

VII. Board of Sewer Commissioners

Albert Wenta made the motion at 6:32 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.

- A&E Bond Information: Handout provided with background project information and a handout that outlined the bond financials. Discussion about mailers and information to include. The Town Manager will work on a flyer to be shared in November.
- Other Business: No other business

Albert Wenta made the motion at 6:45 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-7/Warnings-4/Asserts-1/ Fines \$1009.00
Discussion to price out speed limit signs, and apply to MRP in January.
- Town Manager: The Town Manager highlighted her report.
 - Newly paved roads have been striped
 - Tri-Town Path meeting 10/23 – additional options discussed
 - Beaver Pond Committee request/suggestions- attached memo From BP committee
 - Entrance to Beaver Pond filled by the DPW – will begin shoulders on Florence Road
 - DPW assisted with pipe replacement off North Street
 - Budget works continues
 - CEDAR will attend 11/12 meeting for annual request
 - Tree removal quotes

- VLCT has been notified about fire truck locations for insurance purposes

IX. Old or New Business

No other old/new business.

X. Adjourn

Albert Wenta made the motion to adjourn the October 28,2024 regular Selectboard meeting at 7:06 p.m. The motion was seconded by Bruce Baccei, unanimously approved.