

# Town of Proctor Selectboard Meeting Minutes

Draft

October 10,2023

Town Office Meeting Room

Zoom Video Conference

6:00 – 6:32 p.m.

## **Board Members Present**

Bruce Baccei

Ben Curtis, Chair

Linda Doty

Tom Hogan

Albert Wenta

## **Employees Present**

Lisa Miser, Recorder

Judy Frazier, Town Manager

## **Other Guests Present**

John Jozwiak

Peg Tv

## **Action Items**

### **I. Call to Order - Pledge of Allegiance**

Ben Curtis 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 approve the agenda, as presented.

The motion was seconded by Tom Hogan, unanimously approved.

### **III. Review of Minute**

Albert Wenta made the motion to approve the September 25,2023 regular selectboard minutes, as presented.

The motion was seconded by Linda Doty, unanimously approved

Tom Hogan made the motion to approve the October 3,2023 special selectboard minutes, as presented.

The motion was seconded by Linda Doty, unanimously approved

### **IV. Open Public Comment**

Our Yard thanked the community for coming out and supporting Fall Festival. It was an incredible day! Already planning for next year.

John Jozwiak submitted a list of questions to the Town Manager, for which he is seeking written answers. He also noted that the flags in the meeting room are backwards.

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

- Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling \$566,737.15.
- Cain Street issues and resolutions: Bruce Baccei made the motion to authorize the Town Manager to purchase No Parking signs for both sides of Cain Street. The motion was seconded by Linda Doty, unanimously approved. No parking on Cain Street is in the ordinance. There have been calls and complaints to the Town Manager with respect to parking concerns.
- Review structure and policies for Town Committees: A handout was provided to the Selectboard for review. This will be placed on the next meeting agenda. The goal is to have better organization for town committees.
- Recommended assessment change from original value: Bruce Baccei made the motion to increase the assessment for Grand List. The motion was seconded by Tom Hogan, unanimously approved. The original assessment simply covered property \$30,830.00, the new assessment of \$60,150.00 is due to a livable unit on the property.
- Dump Day October 7, 2023: There were 65 permits given out- very few second loads. The event went smoothly.
- Other Business: No other business.

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

Tom Hogan made the motion at 6:10 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Bruce Baccei, unanimously approved.

- Delinquent Accounts: Handout provided – a list will be submitted to DPW for shutoffs.
- Other Business: no other business

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

Linda Doty made the motion at 6:14 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewage Commissioner. The motion was seconded by Albert Wenta, unanimously approved.

- Response letter to VT Department of Environmental Conservation from June Inspection: The Town Manager responded to the letter answering all questions and addressing recommendations. Hiring a Chief Operator by 12/31/23 is in discussion.
- Other Business: No other business.

Albert Wenta made the motion at 6:17 p.m. to adjourn the meeting of the Board of Sewage Commissioners and resume the meeting of the Selectboard. The motion was seconded by Tom Hogan, unanimously approved

#### **VIII. Departmental Reports**

- Sheriff: Report provided in packet. Two questions were asked about the report. The Town Manager will contact RCSD and report back at the next meeting.
- Town Manager: Judy Frazier provided an overview of her report.

**IX. Adjourn**

Linda Doty made the motion to adjourn the October 10,2023 regular Selectboard meeting at 6:32 p.m. The motion was seconded by Albert Wenta, unanimously approved.