

Town of Proctor Selectboard Meeting Minutes

Draft

November 10,2025

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:44 p.m.

Board Members Present

Linda Doty
Lisa Miser
Jay Thorton
Albert Wenta

Employees Present

Judy Frazier, Town Manager

Other Guests Present

Olivia Bucksbaum
Jadien Oving
Chrispin White
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.
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

Jay Thorton made the motion to approve the October 27,2025 regular Selectboard minutes and November 3,2025, as presented. The motion was seconded by Linda Doty, unanimously approved.

IV. Open Public Comment and/or Good Stuff

PHS students hosted PES students at the High School for Trunk or Treating and Halloween crafts and goodies. Lots of fun for all!

V. Discussion & Action Items

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$101,407.19.**
- **Proctor Town Flag:** Jaden Oving was present to provide an updated flag and seal. The Selectboard requested removing the bridge from the seal on the flag. Jaden noted that the seal should not be on the flag. A Special Meeting will be held to take comments.

- **Rutland Regional Planning Commission – Regional Emergency Committee Reappointments:** Jay Thorton made the motion to reappoint Kevin Blongy and Judy Frazier to the Regional Emergency Committee. The motion was seconded by Albert Wenta, unanimously approved.
- **CEDRR Sponsorship for Real Rutland:** Chrispin and Olivia were present to share the CEDERR mission and update. They shared CEDERR is changing the weekend package and purchasing gift cards to give to individuals/families that move to Rutland County; 20 packages worth \$1000. The Selectboard will consider the request during the budget session.
- **Draft of FY27 budget Department 3010 through 4020:** The Selectboard reviewed first draft budget section 3010-4020.
- **Traffic Ordinance Revisions and Adoption:** Jay Thorton made the motion to accept all redline changes in the Traffic Ordinance. The motion was seconded by Linda Doty, unanimously approved.

VI. Board of Water Commissioners

Linda Doty made the motion at 7:26 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.

Other business: Pump station concerns when power was out on Thursday.

VII. Board of Sewer Commissioners

Jay Thorton made the motion at 7:32 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.

- Update on sludge removal at WWTF: More sludge in lagoon 2 than 1. Meeting with state and engineers 11/19.
- Other Business:

Linda Doty made the motion at 7:34 p.m. to adjourn the Board of Sewer Commissioners and convene the Selectboard meeting. The motion was seconded by Jay Thorton, unanimously approved.

VII. Departmental Reports

- Sheriff: Report provided in packet. Tickets- 6/Warnings-14/Arrests-1/ Fines \$889 Total 67 hours
- Town Manager: The Town Manager Report:
 - Quotes received for Annual Report; RC Brayshaw \$3,817 and Repro \$4,129.
 - Went out for bids for tree removal and tree trimming.
 - Rink furnace cleaned and heat pump checked.
 - Looking for a quote from Johnson Marble to replace East Street Proctor sign. Also, looking for a new framework. Sent photos to Progressive Insurance for accident.
 - Meeting with engineer/contractor/State of VT regarding 90% completion of sludge removal.
 - Ordered 4 loads of salt also getting sand. We haven't purchased sand for 2 years.
 - Email sent to 61 Main Street and followed up with call to property manager to discuss securing the building.

IX. Old or New Business

Town Manager will meet with the Town Clerk about setting up credit card machine for accepting utility payments.

X. Adjourn

Albert Wenta made the motion to adjourn the November 10, 2025 regular Selectboard meeting at 7:44 p.m. The motion was seconded by Linda Doty, unanimously approved.