

Town of Proctor Selectboard Meeting Minutes

Draft

November 25,2024

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:37 p.m.

Board Members Present

Bruce Baccei

Linda Doty

Lisa Miser

Jay Thorton

Albert Wenta

Employees Present

Judy Frazier, Town Manager

Other Guests Present

Dave Currier

PegTV

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

Linda Doty made the motion to approved the agenda as presented.

The motion was seconded by Albert Wenta, unanimously approved.

III. Review of Minutes

Bruce Baccei made the motion to approve the November 12,2024 regular Selectboard minutes, with three grammar corrections. The motion was seconded by Jay Thorton, unanimously approved.

IV. Open Public Comment and/or Good Stuff

Thank you to Mary Fregosi and Albert Wenta for picking up the flags after Veterans Day. Great job by the drama department at Proctor High School and their production of the Addams Family.

The Tree Lighting and Cookies and Carols will be held on Friday December 6th at 6:00p.m. The event will begin at the Gazebo and end at the Proctor Free Library – everyone is invited to attend!

Dave Currier was present to discuss a water concern on Curry Street. He believes there is a pipe issue where an existing street patch occurred. The Town Manager will speak with the DPW Foreman and have it looked into, possibly camera the line.

V. Discussion & Action Items

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$160,198.97.**
- **Grounds Maintenance Ordinance:** Ordinance was circulated for signatures.
- **CEDAR Regional Marketing Initiative:** Consensus to include the \$1,640.00 in the budget. The Selectboard also instructed the Town Manager to share that they are seeking better communication from CEDAR, not just when they are seeking funds. Also, that they prefer the Marble Bridge to be the location for any upcoming scavenger hunt. The Town Manager will speak to CEDAR about a possible meeting for their organization in Proctor.
- **Fire Station Update:** Drilling is complete and grouting began on 11/20/24. There are some large voids which are quite wide. The Town Manager will be meeting with the crew on 11/28/24 for an update. Hopeful, that trucks will be able to be in the building the first week of December.

VI. Board of Water Commissioners

Albert Wenta made the motion at 6:25 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.

- **Service Line Inventory:** There were 125 notices mailed out about lead danger for those that did not respond to the survey or allow entrance into their home to view their line.
- **Other business:** No other business.

VII. Board of Sewer Commissioners

Albert Wenta made the motion at 6:31 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.

- **Bond Flyer for WWTF** in process of being printed and should be mailed first week of December. The Town Manager will invite A&E for a January public meeting on the WWTF bond.
- **Other Business:** No other business.

Albert Wenta made the motion at 7:15 p.m. to exit the Board of Sewer Commissioners and resume the Selectboard meeting. The motion was seconded by Bruce Baccei, unanimously approved.

VII. Departmental Reports

- **Sheriff:** Report provided in packet. Tickets-1/Warnings-2/Arrests-0/ Fines \$162.00
- **Town Manager:** The Town Manager highlighted her report.
 - RCS D have removed the campers from the gravel pit. They did a great job and were diligent in their response and follow up.
 - Received \$42,925.00 for second quarter timber harvest – next payment 1/15/2025
 - TAP meeting on 11/20 three towns came up with a route they prefer
 - New DPW employee will be starting 12/2/2024
 - Tree removal estimates from Trees Inc \$4,150.00 vs McCullough \$4,800.00

- Walked with students from PHS for the Story Walk installation. Students will attend January meeting for a presentation

IX. Old or New Business

FY26 Budget Department 37-40 First Review

The Selectboard reviewed departments 37-40. This was a first look; no changes were made to the departments. There was discussion of the use of ARPA funds, an answer will be provided at the December meeting. Anticipate finalizing the budget at the December 26th meeting.

X. Adjourn

Albert Wenta made the motion to adjourn the November 25,2024 regular Selectboard meeting at 7:37 p.m. The motion was seconded by Jay Thorton, unanimously approved.