

# Town of Proctor Selectboard Meeting Minutes

Draft

November 27,2023

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:28 p.m.

## **Board Members Present**

Bruce Baccei

Tom Hogan, Vice Chair

Albert Wenta

## **Employees Present**

Judy Frazier, Town Manager

Lisa Miser, Recorder

Kyle Thorton, DPW

Lisa Wright, Town Assessor

## **Other Guests Present**

Charlotte Anderson

Phillip Anderson

John Jozwiak

Peg Tv

## **Action Items**

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

Tom Hogan called the meeting to order.

A full Selectboard was not seated. All motions passed unanimously unless noted.

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 Albert Wenta, unanimously approved.

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

Albert Wenta made the motion to approve the November 13,2023 regular selectboard minutes, as presented.

The motion was seconded by Bruce Baccei, unanimously approved

### **IV. Good News to Share**

Tree Lighting at the Gazebo Friday at 6:00- inclement weather at the Proctor Free Library.

## **V. Open Public Comment**

No public comment.

## **VI. Discussion & Action Items**

- Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling \$483,296.10.
- Rutland Regional Planning Commission – Emergency Management Reappointments: Consensus to sign documents and reappoint for Judy Frazier and Kevin Blongy.
- Municipal Reappraisal- Planning potential software changeover and H-480/Act 68: Lisa Wright was present to discuss the statewide reappraisal study. Handouts were provided outlining concerns and explaining Act 68. The state is conducting a study of Act 68 removing the Grand List from local control and transferring to the state level for a single statewide appraisal system. The study is to be completed by December 2024. Lisa Wright has been active speaking against this proposal and shared concerns and impacts for the town. She also spoke about software conversion to Patriot and planning for a Townwide reappraisal.
- Planning Commission given task of creating a short-term rental ordinance: Judy Frazier shared the request from the Selectboard to the Planning Chair, to write a new ordinance.
- Sheriff's Office provided definitions of acronyms: Handout provided with list of acronyms.
- Change Authorized Representative for Water Infrastructure Loan: Consensus to sign document listing Judy Frazier as the Authorized Representative.
- Auditors Report: Report provided for Selectboard review.

## **VII. Board of Water Commissioners**

Albert Wenta made the motion at 6:49 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.

- Asset Management Plan Reimbursement: Final phase of asset management complete filing paperwork for reimbursement.
- VLCT visiting 11/28 to view dams – they are not on the insurance due to State's Report: Representative inspecting dams 11/28/23 to determine if they will be placed back on the town insurance schedule.
- Other Business: no other business

## **VIII. Board of Sewer Commissioners**

Bruce Baccei made the motion at 6:56 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.

Other Business: Liner replacement projects continues. Meeting with A& E on 11/29/23 to discuss WWTP upgrades.

Albert Wenta made the motion at 6:57 p.m. to adjourn the Board of Sewer Commissioners and resume the meeting of the Selectboard. The motion was seconded by Bruce Baccei, unanimously approved.

## **IX. Departmental Reports**

- Sheriff: Report provided in packet.

Town Manager: Judy Frazier provided an overview of her report. Place 109 Deere Lane water request on December agenda.

**X. Budget**

Reviewed Department 39 – Department 73 for a first look.

Will review on Thursday 11/30/23 Special Selectboard meeting at 4:00 pm at the Town Office.

**XI. Old or New Business**

No old or new business.

**XII. Adjourn**

Albert Wenta made the motion to adjourn the November 27,2023 regular Selectboard meeting at 7:28 p.m. The motion was seconded by Bruce Baccei, unanimously approved.