

# Town of Proctor Selectboard Meeting Minutes

Draft

February 24,2025

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:01 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**

Bruce Baccei made the motion to approve the February 10,2025 regular Selectboard minutes, as presented. The motion was seconded by Linda Doty, unanimously approved.

### **IV. Open Public Comment and/or Good Stuff**

Proctor High School Men's Varsity basketball playoff game Wednesday night at 7:00. The Bloodworth- Marro Phantom Pride Tournament kicks off on Monday February 24<sup>th</sup> with the championship games on March 1<sup>st</sup>.

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

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$177,947.65.**

- **Tax Map Maintenance Proposal:** The Town Manager explained how updates are made to the property map. A concern was noted that the map is not searchable by phone. The Town is billed quarterly for the \$1,400.00. Additional fee of \$20.00 per property record card change. Bruce Baccei made the motion to approve and sign the contract. The motion was seconded by Albert Wenta, unanimously approved.
- **Invite Senators and Representative to a future Selectboard meeting:** The Town Manager will reach out to our local representatives and invite them to a regular Selectboard meeting.

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

Bruce Baccei made the motion at 6:18 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Linda Doty, unanimously approved.

- **Delinquent Accounts:** A handout was provided with two groupings for April shutoffs. Lengthy discussion about agreements, no agreement and broken agreements and how they factor into a shut-off. The second meeting in March the Town Manager will present the April 1 shut-off list.
- **Other business:** No other business.

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

Albert Wenta made the motion at 6:43 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewer Commissioners. The motion was seconded by Jay Thorton, unanimously approved.

- **Delinquent Accounts:** See Water.
- **WWTF Updates from Engineer:** Town Manager met with A&E and will be amending the ultra violet portion of the plan, submitting funding application. The USDA application cannot be submitted until we have a positive bond vote, due April 15<sup>th</sup>. Buildings will be checked for asbestos, and preparing bid packet for sludge removal. Anticipate 90% of the design work done by August and that the project will be completed in 2026. A&E will be present at town Meeting to provide an overview of the project and address questions.
- **Other Business:** No other business.

Albert Wenta made the motion at 6:50 p.m. to adjourn the meeting of the Board of Sewer Commissioners and convene the Selectboard meeting. The motion was seconded by Linda Doty, unanimously approved.

#### **VII. Departmental Reports**

- Sheriff: Report provided in packet. Tickets-2/Warnings-3/Arrests-0/ Fines \$554.00
- Town Manager: The Town Manger Report was addressed under water and wastewater.

#### **IX. Old or New Business**

Town Meeting is Monday night March 3<sup>rd</sup> at 7:00 at the Proctor High School Gym.

#### **X. Adjourn**

Linda Doty made the motion to adjourn the February 24,2025 regular Selectboard meeting at 7:01 p.m. The motion was seconded by Bruce Baccei, unanimously approved.

