

# **Town of Proctor Selectboard Meeting Minutes**

Draft

March 24, 2025

Town Office Meeting Room

6:00 – 6:55 p.m.

## **Board Members Present**

Bruce Baccei

Linda Doty

Lisa Miser (remote)

Jay Thornton

Albert Wenta

## **Employees Present**

Judy Frazier, Town Manager

## **Other Guests Present**

Peg Tv

## **Action Items**

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

Bruce Baccei called the meeting to order. The meeting was held in the Town Office Meeting Room; Zoom Video Conferencing was offered as well. All motions passed unanimously, unless noted. A full board was not seated.

### **II. Review and Approve Agenda**

Albert Wenta made the motion to approve the agenda. The motion was seconded by Linda Doty, unanimously approved.

### **III. Review and Approve Minutes**

Jay Thornton made the motion to approve the March 10, 2025 regular selectboard minutes, with an edit section II, striking the addition of executive session as raised by Albert Wenta. The motion was seconded by Albert Wenta, unanimously approved

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

Hoping the snowplowing is now done for the season. Trees were cut at the skating rink as it transitions from ice skating to roller skating. The rink saw over 1,000 visitors this winter.

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

- Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling \$104,926.23.
- Motion made by Albert Wenta to appoint Spencer Lanning for 1 year term as 911 Coordinator, seconded by Linda Doty, unanimously approved.
- Motion made by Linda Doty to appoint Nick Geneva for 1 year term as Tree Warden, seconded by Jay Thornton, unanimously approved.
- Agreed to hold dump day on May 3, 2025, free drop off for first trip and \$20 for second, with ticket from town office.

- Signed Certification of Compliance and Annual Financial Plan for Municipal Highway Grant Application.
- Signed Loan Agreement with Vermont State Revolving Fund in the amount of \$192,350.00 for Step II Design for the Waste Water Treatment Facility.
- The State of Vermont's Municipal Code of Ethics was shared and asked that it be reviewed for future drafting of the Town's Code of Ethics. Also, the link will be shared with select board members for Ethics Training and Education.

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

Linda Doty made the motion at 6:20 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Jay Thornton, unanimously approved.

- Delinquent accounts updated with list of April shutoffs. Some that received notices have come in to make arrangement or pay account in full.
- Other business: No other business.

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

Jay Thornton made the motion at 6:27 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewer Commissioners. The motion was seconded by Albert Wenta, unanimously approved.

- Other business: No other business.

Jay Thornton made the motion at 6:27 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.

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

- Sheriff: Report provided in packet. Tickets-8/Warnings-5/Arrests-0/Fines-\$1,451.
- Town Manager Report:
  - Mortimer Proctor Grant Applications were reviewed 3/14
  - Final Grant Application submitted to assist in rewiring Zoning Regulations with RRPC
  - Senators/Representative to be at April 14<sup>th</sup> meeting
  - Bids for summer paving being prepared
  - New American Flag placed at Memorial in park

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

- Update on 2651 West Street- Board feels the Grounds Maintenance Ordinance is being violated. Letter to be sent to owners/residents for failure to comply with ordinance and intent to file a Request for Vermont Civil Violation Complaints.
- Bruce Bacceti also informed the board members of the next gathering for selectboard members in West Rutland to be held April 9<sup>th</sup>.

#### **X. Adjourn**

Albert Wenta made the motion to adjourn the March 24, 2025 regular Selectboard meeting at 6:55 p.m. The motion was seconded by Linda Doty, unanimously approved.