

Town of Proctor Selectboard Meeting Minutes

Draft

April 11,2022

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:45 p.m.

Board Members Present

Bruce Baccei
Ben Curtis via Zoom
Judy Frazier, Chair
Tom Hogan
Linda Raymond

Employees Present

Lisa Miser, Recorder
Michael Ramsey, Town Manager

Other Guests Present

Phillip Anderson
Charlotte Firestone
Peg Tv

Agreements/Approvals

- Unanimously approved agenda with one addition.
- Unanimously approved March 28,2022 regular meeting minutes as written.
- Unanimously agreed to close public comment time for LHMP and approve the plan.
- Unanimously agreed at 6:06 p.m. to recess the meeting of the Selectboard and convene the Board of Water Commissioners.
- Unanimously agreed at 6:08 p.m. to adjourn the of the Board of Water Commissioners and convene the Board of Sewage Commissioners.
- Unanimously awarded Willow Pump Station bid to Zaluzny Excavating, \$849,055.00.
- Unanimously agreed at 6:11 p.m. to adjourn the Board of Sewage Commissioners and resume the meeting of the Selectboard.
- Signed orders totaling \$50,645.57.
- Unanimously appointed Phillip Anderson to Proctor Planning Commission.
- Unanimously approved the FUA for PrEs June 10th at Proctor Pool.
- Unanimously approved FUA for PrES for June 6th at PYL.
- Unanimously approved LEMP, with minor changes.
- Unanimously agreed to hold a Spring and Fall Dump Day.
- Unanimously agreed to enter executive session at 6:48 for personnel.
- Unanimously agreed to exit executive session at 7:44 p.m. Action.

•Unanimously agreed at 7:45 p.m. to adjourn the April 11,2022 regular Proctor Selectboard meeting.

Action Items

I. Call to Order - Pledge of Allegiance

The meeting was held in the Town Office Meeting Room; Zoom Video Conferencing was offered as well.

II. Review and Approve Agenda

Tom Hogan made the motion to approve the agenda.

The motion was seconded by Linda Raymond, unanimously approved.

III. Review of Minutes

Bruce Baccei made the motion to approve the February 28,2022 regular and informational meeting minutes, as written.

The motion was seconded by Ben Curtis, unanimously approved.

IV. Open Public Comment

* Include comments for LMHP

No public comments and Michael Ramsey has not received any comments on the LHMP.

Ben Curtis made the motion to close the public comment time for the LHMP and approve the plan. The motion was seconded by Bruce Baccei, unanimously approved.

V. Guests

No guests.

VI. Good Stuff

The following groups/organizations were recognized for their outstanding service to the Proctor community: Website was down due to the traffic on the site.

VII. Highway Commission

Scoring Session for Proctor Bridge #1 & TAC Meeting Report: Bruce Baccei, John Corliss and Michael Ramsey participated for the scoring of the bridge repair. A large portion of the TAC meeting was around bridges.

The second part was about the Pittsford intersection near Maplefields.

Grant in Aid Project: In the process of confirming project will qualify, looking at Ormsbee Ave as a possibility.

VIII. Board of Water Commissioners

Linda Raymond made the motion at 6:06 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Tom Hogan, unanimously approved.

Operation Monthly Report: See March 28,2022 minutes.

Consumer Confidence Report: Preparing the report, must be mailed out prior to July 1,2022.

IX. Board of Sewage Commissioners

Bruce Baccei made the motion at 6:08 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewage Commissioner. The motion was seconded by Ben Curtis, unanimously approved.

Operation Monthly Report: See March 28,2022 minutes.

Willow Pump Station Project Bid Opening: Two bids were received; Zaluzny Excavating \$849,055.00 and Belden Construction \$978,491.00. The engineer's estimate was \$993,750.00.

Tom Hogan made the motion to award the contract to Zaluzny Excavating for \$849,055.00. The motion was seconded by Bruce Baccei, unanimously approved.

A wetland permit will be required for this project. Anticipate beginning the project this summer.

Ben Curtis made the motion at 6:11 p.m. to adjourn the meeting of the Board of Sewage Commissioners and resume the meeting of the Selectboard. The motion was seconded by Tom Hogan, unanimously approved

X. Manager's Report

* Interim Zoning Administrator Duties: Michael Ramsey continues the duties of the Zoning Administrator.

*VCDP Grant Application: A very strong grant will be submitted 15-16 pages. Anticipate an answer in June.

*Mortimer Proctor Playground Proposal: Handouts were provided. Will finalize on 4/15/22 and submit. Wade Masure looked at the property and made safety suggestions, he will inspect annually. Rutland City staff has been very helpful with their time and information in assisting with the project application.

*Town Hall Roof Repairs: Awaiting an estimate from Ricky Miles.

*Search to Fill Open Positions: Will interview a Pool Manager candidate this week prior to the P&R meeting.

*Loud Drumming on Reynolds: A resident contacted Michael Ramsey about loud drumming. Spoke with resident, hopeful the two parties can come to a resolution.

*Attended Legislative Session hosted by VLCT: Michael Ramsey attended; the session is available online at VLCT.org. Butch Shaw will become the new Proctor representative.

*Beaver Pond Gate is Open: The gate is open.

*OCW Notices: Notices have been posted around town.

*REMC Meeting: Michael Ramsey was appointed to this committee and attends regularly.

*Website Content Updates: Updates are posted weekly.

XI. Additional Items Requiring Action from the Board

●Review of Bills/Expenditures & Signing of Selectboard's Orders: The Selectboard reviewed and signed orders totaling \$50,645.57.

●Review Sheriff's Report: Information only. Handout provided.

●Planning Commission Appointment – Phillip Anderson: Tom Hogan made the motion to appoint Phillip Anderson to the Proctor Planning Commission. The motion was seconded by Bruce Baccei, unanimously approved.

●Facility Use Agreement Policy: Table until next meeting.

●Facility Use Agreements for PrES: Linda Raymond made the motion to approve the FUA for June 10th at Proctor Pool. The motion was seconded by Ben Curtis, unanimously approved.

Bruce Baccei made the motion to approve the FUA for June 6th at PYL. The motion was seconded by Linda Raymond, unanimously approved.

- LEMP Draft Due May 1st: Three minor changes were made to the cover page. Bruce Baccei made the motion to approve and sign the LEMP. The motion was seconded by Tom Hogan, unanimously approved.

- Transfer Station Spring/Fall Bulky Waste Drop Off: Michael Ramsey provided cost figures from Casella; \$150 for the container, \$120 per ton. Last time the town held Dump Day we collected 5 tons for a cost of \$750. Tom Hogan made the motion to hold a free Dump Day on May 7th 9am – 1pm (this will also be Green-Up Day and Hazard Waste Collection Day). A sticker will be required from the Town Office, proof of residency will be required for the sticker. The motion was seconded by Linda Raymond, unanimously approved. John Corliss will have two members of the Highway Department on site.

- ARPA Project Funding: A handout was provided with ideas for the ARPA funding. A public meeting will be held to hear from residents.

- Other New and/or Old Business: No other new and/or old business.

- Executive Session: Tom Hogan made the motion at 6:48 p.m. to enter executive session to discuss confidential attorney-client communications made for the purpose of providing professional legal services to the body in regards to GMP vs. Proctor under the provisions of Title 1, Section 313(a)(1). The motion was seconded by Bruce Baccei, unanimously approved. Bruce Baccei made the motion to exit executive session at 7:44 p.m. The motion was seconded by Tom Hogan, unanimously approved. No action.

XII. Adjourn

Ben Curtis made the motion to adjourn the April 11, 2022 regular Selectboard meeting at 7:45 p.m. The motion was seconded by Linda Raymond, unanimously approved.