

Town of Proctor



Special Selectboard Meeting

April 27, 2023/ 6:00 – 7:23 PM

Town Offices Meeting Room/45 Main Street, Proctor, VT 05765

Town of Proctor Selectboard Meeting Minutes

Board Members Present

Bruce Baccei

Ben Curtis

Linda Doty

Judy Frazier, Chair

Tom Hogan

Employees Present

Lisa Miser, Recorder

Michael Ramsey, Town Manager

Other Guests Present

Phillip Anderson

Kevin Blongy

Charlotte Firestone

Carol Protivansky

Josh Webb

Peg Tv

Action Items

I. Call to Order - Pledge of Allegiance

Judy Frazier 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

Bruce Baccei made the motion to approve the agenda, as presented.

The motion was seconded by Tom Hogan, unanimously approved.

III. Review of Minutes

Ben Curtis made the motion to approve the April 10, 2023 regular minutes, as presented.

The motion was seconded by Bruce Baccei, unanimously approved.

IV. Open Public Comment

No open public comment.

V. Discussion & Action Items

- Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling \$69,714.66.
- Municipal Energy Resiliency Program Grant Application for Capacity Building: Ben Curtis made the motion to authorize the Town Manager to apply for the MERP Capacity Building Grant.
The motion was seconded by Linda Doty, unanimously approved.
- Crowley Brothers Memorial Road Race: Information only.
- Grants-In-Aid Commitment Letter: Bruce Baccei made the motion to commit to participate in the SFY24 Municipal Roads Grants-In-Aid Program. The motion was seconded by Linda Doty, unanimously approved.
- Goal Setting for FY24: FY24 Policy Priorities & Strategies handout was provided for all participants. This was a free-flowing conversation between the Selectboard and public.
Planning Commission Goals:
 - Scoping Study for Tri-Town Trail
 - Update bylaws
 - Cottage Industry - support at Fall FestivalFire Department
 - New truck replacement
 - Looking at grants
 - Building foundation explorationSelectboard
 - Connection with schools
 - Look for generator for a shelterSelectboard – Town Manager Projects FY24
 - South Street Sidewalk
 - Stormwater
 - Tri-Town Trail
 - Zion Growers – VCDPG
 - Grant-in-Aid
 - Class II Highway Grant
 - GMP vs Proctor litigation
 - WWTP upgrades
- Other Business: East Street between Williams Street sidewalk needs to be looked at. Memorial Parade will begin at 11:00 a.m. this year.

VI. Board of Water Commissioners

Bruce Baccei made the motion at 6:41 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

- Appeal for Payment agreement/27 Williams Street: Ben Curtis made the motion to approve the St. Pierre offer and provide Selectboard stipulation in the letter to the homeowner. The motion was seconded by Bruce Baccei, unanimously approved. The letter will cover date each month payment is due, payments apply to delinquency first, a missed payment equals a broken contract.

VII. Board of Sewer Commissioners

Tom Hogan made the motion at 6:58 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.

- Treatment Plant Scoping Study Update: A+E has put together a document for the scoping study. Delivered a financial plan with cost estimates: Replace lagoon liners \$580,000-New Baffle \$60,000-New Diffuser \$360,000-Blowers \$310,000 – New UV System \$670,000- Refurbish control building \$150,000 - New overflow transfer pipe \$50,000 – Replace MCC \$140,000. A+E will not provide an estimate on sludge removal. Also, dealing with state permitting.

Bruce Baccei made the motion at 7:06 p.m. to adjourn the meeting of the Board of Sewage Commissioners and resume the meeting of the Selectboard. The motion was seconded by Linda Doty, unanimously approved

VIII. Departmental Reports

- Sheriff's Report: Handout provided.
- Town Manager: Handout provided. Michael Ramsey highlighted areas of his report.
- Public Works Foreman: Handout provided.
- Treasurer: Handout provided.

IX. Adjourn

Ben Curtis made the motion to adjourn the April 23,2023, regular Selectboard meeting at 7:23 p.m. The motion was seconded by Linda Doty, unanimously approved.