

Town of Proctor



Regular Selectboard Meeting
July 24th, 2023/ 6:00 – 6:46 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

Briana Hamilton- Zoom
John Jozwiak
Cecil White
Lenora White
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, with one addition; paving bids.
The motion was seconded by Tom Hogan, unanimously approved.

III. Review of Minute

Ben Curtis made the motion to approve the July 10, 2023 regular selectboard minutes, as presented.
The motion was seconded by Linda Doty, unanimously approved.

IV. Open Public Comment

No public comment.

V. Discussion & Action Items

- Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling \$86,578.62.
- Public Nuisance Ordinance Amendment: (Legal team has approved all changes made by the ad-hoc committee.) Linda Doty made the motion to adopt the amendments to the Public Nuisance Ordinance as read aloud at the June 24,2023 meeting. The motion was seconded by Tom Hogan, unanimously approved. Judy Frazier read the changes aloud for the public once again. The ordinance will go into effect September 22,2023.
- Riverside Cemetery Management and Planning: Continue to seek committee members, one person has inquired about joining the committee. A meeting will be set to discuss oversight of the cemetery.
- Town Manager Transition: This is Michael Ramseys last board meeting, his final work day will be August 4,2023.
- Selectboard Reorganization: The reorganization will take place at the August 14,2023 Selectboard meeting. The Selectboard will accept letters of interest for the impending vacancy through August 4,2023.
- Other Business: No additional business.

VI. Board of Water Commissioners

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

- Zion Grower's Equivalent User Rate Inquiry: Zion Growers has sent an inquiry to the EU's assigned to the building they own. Currently 10 EU's are assigned to the building, there are 3 tenant business and their business which is not operating at the time. Tom Hogan made the motion to reduce the EU's from 10 to 5 for FY24 and to review next year. The motion was seconded by Linda Doty, unanimously approved. Tom Hogan would like to consider installing meters for businesses. The reduction from 10 to 5 EU's will result in a short fall for user fees, as the fee has been set based on prior year user EU's.
- Other Business: No other business.

VII. Board of Sewer Commissioners

Bruce Baccei made the motion at 6:21 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.

- Other Business: Waste water scoping study should be coming soon to review. Look into why so many outages at Styles Meadow, meet with GMP.

Tom Hogan made the motion at 6:23 p.m. to adjourn the meeting of the Board of Sewage Commissioners and resume the meeting of the Selectboard. The motion was seconded by Ben Curtis, unanimously approved

VIII. Departmental Reports

- Town Manager: Handout provided. Michael Ramsey highlighted areas of his report. Junk vehicle violations have been mailed, fines for violations begin August 15th.
- Sheriff: Handout provided.

- DPW: Handout provided.
- Treasurer: Handout provided.

Agenda Additions

Paving Bids

1. Pike Industry: \$391,707.50
2. Wilk Paving: \$340,886.78
3. Fuller Sand & Gravel: \$365,989.50

Tom Hogan made the motion to award the contract to the lowest bidder Wilk Paving \$340,886.78. The motion was seconded by Ben Curtis, unanimously approved.

Executive Session

Ben Curtis made the motion at 6:40 p.m. to enter executive session to discuss the Town Manager contract. The motion was seconded by Linda Doty, unanimously approved.

Tom Hogan made the motion at 6:45 p.m. to exit executive session. The motion was seconded by Bruce Baccei, unanimously approved. No action.

IX. Adjourn

Ben Curtis made the motion to adjourn the July 24,2023, regular Selectboard meeting at 6:46 p.m. The motion was seconded by Linda Doty, unanimously approved.