

Town of Proctor Selectboard Meeting Minutes

Draft

September 25,2023

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:14 p.m.

Board Members Present

Bruce Baccei
Ben Curtis, Chair
Linda Doty
Tom Hogan
Albert Wenta

Employees Present

Lisa Miser, Recorder
Judy Frazier, Town Manager

Other Guests Present

Charlotte Anderson
Phillip Anderson
John Jozwiak
Monica Mills
Travis Samuels
Lenora White
Brent Wilson
June Wilson
Peg Tv

Action Items

I. Call to Order - Pledge of Allegiance

Ben Curtis 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 Albert Wenta, unanimously approved.

III. Review of Minute

Albert Wenta made the motion to approve the September 11,2023 regular selectboard minutes, as presented.
The motion was seconded by Tom Hogan, unanimously approved

IV. Open Public Comment

Travis Samuels: Travis read a statement about the water usage at 52 Main Street. He noted one bathroom has been disconnected and the door locked, which he believes should reduce 1 EU. He also shared information about the sprinkler system. He questioned the fairness of the original investigation. He continues to disagree with the assessment of 5 EUs for his property.

June Wilson: June was present to show electric bills for her business and questioning why the business has been given 2 EUs for water. (This is part of the Zion Group 5 EUs)

Monica Mills: Monica was present to discuss the options from small business owners and homeowners that suffered losses from storm flooding. She provided an overview of disaster loans available.

John Jozwiak: John was present to inquire why the town truck was in Pittsford on Sunday. Per the Town Manager it was for town business.

V. Discussion & Action Items

- Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling \$92,164.29
- New snow plow for town truck – three quotes provided: Tom Hogan made the motion to purchase the plow from Earle's Truck Repair \$10,060.20. The motion was seconded by Linda Doty, unanimously approved.
- Dump Day October 7, 2023 update: Tickets can be picked up at the town office, no charge for the 1st load, 2nd load \$20. Hours 9am-1pm. A list of items Not allowed is posted on the website.
- Pricing for salt-three quotes submitted: Bruce Baccei made the motion to accept the Apalachee Salt bid, delivered at \$86.00 per ton. The motion was seconded by Albert Wenta, unanimously approved.
- Bid opening for fuel: One bid was received from Champlain Fuel. Two options were offered for #2 heating fuel Fixed at \$3.38 or rack (3.25 +.10) \$3.35. Diesel rack (\$3.42+.10) \$2.52. Tom Hogan made the motion to accept the diesel bid of rack (\$3.42 +.10) \$3.52 and the fixed \$3.38 for #2 heating fuel. The motion was seconded by Bruce Baccei, unanimously approved.
- Submitted reimbursement for Class 2 Highway Grant: The submission has been completed.
- Short Term Rentals: Judy Frazier will be attending a Round Table discussion on Short Term Rentals at the VLCT Town fair. This will be placed as a future agenda item.
- Regional Board of Commissioners – Appointment is needed by the Board: Linda Doty made the motion to appoint Judy Frazier as the Town's representative to RRPC and Carrie Covey as the alternate. The motion was seconded by Albert Wenta, unanimously approved.
- Other Business: No other business.

VI. Board of Water Commissioners

Tom Hogan made the motion at 6:57 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Bruce Baccei, unanimously approved.

- Delinquent Accounts- shutoff update: A new report will be run Friday – end of month.
- Other Business: Meadow Street resident will be doing interior upgrades; water will be shut off at the main for Meadow Street the morning of the project. All residents will be notified of water shutoff. The curb stop for the resident is on their property. Judy Frazier will speak with Kyle Thorton about replacing the curb stop for this home.

VII. Board of Sewer Commissioners

Linda Doty made the motion at 7:00 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewage Commissioner. The motion was seconded by Albert Wenta, unanimously approved.

- Lagoon Liners: A+E does not currently see a threat with the liners, 2-5 year out project. Currently, waiting to hear about sludge removal options, UV system reaching the end of its life. Anticipate using ARPA funds to help offset cost for the replacement/upgrades.
- Inspection report: Handout provided showing required and recommended methods of action. Action is taking place and some items have been corrected. A report with all corrective action items will be submitted to the state in October. Judy Frazier and Kyle Thorton will be meeting to discuss a Chief Operator, which will be in place by 12/31/2023.
- Other Business: No other business.

Albert Wenta 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: Report provided in packet.
- Town Manager: Judy Frazier provided an overview of her report.
- PW Foreman: Report provided in packet.

Special Meeting Tuesday October 3, 2023 at 4:00 pm.

IX. Adjourn

Tom Hogan made the motion to adjourn the September 25, 2023, regular Selectboard meeting at 7:14 p.m. The motion was seconded by Bruce Baccei, unanimously approved.