

# Town of Proctor Selectboard Meeting Minutes

Draft

January 9,2023

Town Office Meeting Room

Zoom Video Conference

6:00 – 6:44 p.m.

## **Board Members Present**

Bruce Baccei

Ben Curtis

Judy Frazier,Chair

Tom Hogan

Linda Raymond

## **Employees Present**

Lisa Miser, Recorder

Michael Ramsey, Town Manager

Lisa Wright, Assessor

## **Other Guests Present**

Philp Anderson

Charlotte Firestone

Peg Tv

## **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**

Bruce Baccei made the motion to approve the agenda.

The motion was seconded by Linda Hogan, unanimously approved.

### **III. Review of Minutes**

Ben Curtis made the motion to approve the December 27,2022 regular minutes, with one correction; full board seated at meeting.

The motion was seconded by Tom Hogan, unanimously approved.

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

Philip Anderson: Spoke to his concerns with the Mosquito District. He does not see the value of becoming a member of the district. He is also concerned with the amount of money spent with the engineering firms the town contracts with. Philip shared that there is a broken culvert near his house which has not yet been repaired.

## **V. Good Stuff**

The following groups/organizations were recognized for their outstanding service to the Proctor community: The nice weather has allowed residents to take advantage of the Beaver Pond trails.

## **VI. Equalization Study**

Assessor's report on the 2022 Equalization Study and Recommendations for a Town Wide Reappraisal: Lisa Wright was present to discuss the CLA for the town and how that impacts taxes. The current CLA is 88.90 % down from 95.25% in 2021 and 99.87% in 2020. The drop of 6.67% will result in an increase in taxes. If the CLA drops below 85% the state will require the town to complete a reappraisal. Lisa provided a handout along with the 2022 Equalization Study results. She anticipates the town will need to reappraise in 2025-2026.

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

Tom Hogan made the motion at 6:22 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.

\*Lead and Copper Rule Revision/Asset Management Plan Update: This is funded through the DWSRF. A+E is currently drawing up the contract, will be ready for discussion at the next meeting.

## **VII. Board of Sewage Commissioners**

Bruce Baccei made the motion at 6:24 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewage Commissioner. The motion was seconded by Linda Raymond, unanimously approved.

\*The scoping study for the WWTF is under way.

Ben Curtis made the motion at 6:25 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

## **VIII. Departmental Reports**

- Sheriff's Report: Information only. Handout provided.
- Town Manager: Handout provided. Items highlighted; Annual Report, Fire on West Street, Beaver Pond Cleanup, Loan Reimbursement for Willow Street Sewer, Public Nuisance language, and EAP orientation.

## **IX. Discussion & Action Items**

- Review of Bills/Expenditures & Signing of Selectboard's Orders: The Selectboard reviewed and signed orders totaling \$142,577.67.
- Newly elected Fire Department Officers: Congratulations to the newly elected officers of the PVFD.
- Delinquencies, dedication and front cover for 2021-2022 Town Report: Tom Hogan made the motion to include delinquencies in the Town Report. The motion was seconded by Linda Raymond, unanimously approved. Consensus to place the photo of the train on the front cover

of the Town Report. Ben Curtis made the motion to dedicate the Town Report to Our Yard members past & present. The motion was seconded by Tom Hogan, unanimously approved.

•Second review of draft Town Meeting Warning with addition of Mosquito Control District Membership and reallocation of existing Grant/Economic Development funds in reserve account: Tom Hogan made the motion to have town attorney review the draft warning prior to the next meeting. The motion was seconded by Ben Curtis, unanimously approved.

•Letter of support for Zion Grower's Community Recovery and revitalization Grant Application: Bruce Baccei made the motion to support Zion Growers grant application. The motion was seconded by Linda Raymond, unanimously approved.

•Review and sign 2023 Mileage Certification which determines the town's share of state aid for highway: All Selectboard members signed the mileage certificate.

•Mortimer Proctor Application: Ben Curtis made the motion to approve the Our Yard MRP application. The motion was seconded by Tom Hogan, unanimously approved.

•Revision of FY24 Budget Proposal to raise Otter Creek Watershed Mosquito District annual funding from \$16,000.00 to \$17,500.00 for voter approval at Town Meeting: Tom Hogan made the motion to revise the warning to reflect the correct dollar amount from \$16,000.00 to \$17,500.00. The motion was seconded by Bruce Baccei, unanimously approved.

#### **X. New Business**

No new business.

#### **XI. Adjourn**

Ben Curtis made the motion to adjourn the January 9, regular Selectboard meeting at 6:44 p.m. The motion was seconded by Tom Hogan, unanimously approved.