

Town of Proctor Selectboard Meeting Minutes

Draft

October 25,2021

Zoom Video Conference

Town Office Meeting Room

6:00 – 7:36 p.m.

Board Members Present

Bruce Baccei
Judy Frazier, Chair
Tom Hogan
Linda Raymond

Employees Present

Lisa Miser, Recorder
Michael Ramsey, Town Manager
Carol Ryan, Asst. Town Clerk & Treasurer

Other Guests Present

Phillip Anderson
John Atwood
Sam Carlson
Charlotte Firestone
Angelo Lyn
Bev Peterson
Annette Smith
Kad Sokd
Pam Sokd
Judy Taranovich
Jason Thompson
Christie Wright
Lisa Wright
Shelia
Peg TV

Agreements/Approvals

- Unanimously approved agenda.
- Unanimously approved October 11,2021 regular meeting minutes, as written.
- Unanimously agreed at 6:56 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners.
- Unanimously agreed at 7:02 p.m. to adjourn the meeting of the Selectboard and convene the Board of Sewage Commissioners.

- Unanimously agreed at 7:03 p.m. to adjourn the Board of Sewage Commissioners and resume the meeting of the Selectboard.
- Signed orders totaling \$53,390.94.
- Unanimously appointed Kevin Blongy as the REMC representative.
- Unanimously approved the purchase of Holiday Hams for staff.
- Unanimously approved Rink Rules, with removal of #1.
- Unanimously agreed at 7:36 p.m. to adjourn the October 25,2021 regular Selectboard meeting.

Action Items

I. Call to Order - Pledge of Allegiance

This was a Zoom Conferencing meeting, as well as, in person at the Town Office Meeting Room.

A full board was not seated, all motions passed unanimously by the four members present.

II. Review and Approve Agenda

Tom Hogan made the motion to approve the agenda.

The motion was seconded by Bruce Baccei, unanimously approved

III. Review of Minutes

Bruce Baccei made the motion to approve the October 11,2021 regular meeting minutes, as written. The motion was seconded by Linda Raymond, unanimously approved.

IV. Open Public Comment

No public comment.

V. Guests.

Sam Carlson – Grandpa’s Knob Community Wind: Sam Carlson was present to provide information on the proposed wind turbine on Grandpa’s Knob. Briefing information was provided to the Selectboard. The desire is to honor the history of wind energy by placing a turbine on Grandpa’s Knob. They currently have an agreement (if the turbine is approved) with GMP to purchase the energy at 11.6 cents per KW, this fixed rate is for 20 years. They need to complete the feasibility work which will take about a year and then the permit process which is also about a year. Will sign a stipulation that they are only installing one turbine. Sam Carlson believes the environmental impact of this one turbine to be minimal and the environmental benefit is substantial. He will provide a monthly fact sheet showing updates to the Town Manager. The project has completed the Viewshed and according to the map the turbine would not be visible within the boundary of Proctor. Sam Carlson explained the project is not looking to make a profit, but to merely cover their costs. They are proposing sharing half of the net annual positive cashflow to impacted communities.

QUESTIONS FROM THE PUBLIC:

Life of turbine? At least 20 years

Annual maintenance? \$50,000 to \$75,000 per year

Decommission cost? The decommission is part of the permit process

Model? Goldwind 1.5 megawatt – unsure of model #

Comments

Against Town Plan in Proctor, West Rutland and Castleton – Sam Carlson believes an exception would exist as the communication tower is on Grandpa's Knob

It would lessen the quality of life

Environment impacted

Community members spent time writing the Town Plans, which say we don't want this in our communities.

Environmental impacts to consider; the concrete, steel and iron required to erect the turbine.

Which does not go away when the turbine is decommissioned and the blades are buried in the ground.

VI. Good Stuff

The following groups/organizations were recognized for their outstanding service to the Proctor community: North Street Bridge has one lane open for traffic.

VII. Highway Department

Operations Report

Activities:

Road check

Mowed lawns

Trimming

Roadside mowing last time before winter

Cargill Sale price \$72.31 a ton that is \$2.69 a ton less from last year, \$75 from Apalachee. This year Apalachee \$93 a ton

Cleaned up stumps from grinding and topsoiled, seeded and hayed

Installed new street signs on Warner, Ormsbee Olympus and West St

Check Beaver Pond Dam

Ditch beaver Pond Rd seeded, mesh line ditch and rock line for State Road erosion work plan (Grant Money)

Rock line culvert out-let on Ormsbee Ave for State Road erosion plan (Grant Money)

Two trees down on West St - cut and removed from road

Tree down on Gorham Bridge Road – cleaned up

Cleaning up ditches and street of leaves

Paved Patch St

Started trimming trees in ROW

Mowed grass and brush on outside of WWTF

Brought GMC 3500 and 2009 F350 to Ray Beans for new tires

Cleaned equipment

Maintenance on vehicles

Ongoing Activities:

Road Checks

Beaver Pond checks

Service vehicles

Training

Mowing lawns

Replacing curb basins and culvert on Ormsbee Ave

Fix catch basins on Mina St and Cliff St
Park St Paving
Getting ready for winter operations

Overtime:

No over time

Salt Procurement (Lowest Bid \$72.31 from Cargill): The Town will purchase 850 tons of salt. Stoplight on School Street has been replaced and bridge lights as well LaFaso replaced the stoplight and bridge lights.

Other New and/or Old Business: Judy Taranovich inquired about the signs that prohibit truck traffic over the bridge. She explained that her business became land locked when the signs were erected, as her trucks can not travel on West Proctor Road unless making a delivery. The Selectboard explained the signs do not prohibit travel over the bridge, as long as, there is a destination, in this case her business. The signs were erected to stop 18 wheelers from traveling around Beaver Pond and down Florence Road. Judy also inquired about the possibility to change the classification of West Proctor road for truck travel.

VIII. Board of Water Commissioners

Tom Hogan made the motion at 6:56 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.

Operation Monthly Report:

Activities

Weekly Water pump station checks.

Performed all water testing – all passed.

Dailies

Working on delinquent water & sewer shut offs have 7 curb stops to put in for next shut offs

Did dig at 1 Columbian Ave installed new curb stop for delinquent water/sewer taxes

Attempted to dig 5 School St for delinquent taxes but found galvanized pipe – need to dig road will make arrangement next spring to repair

Mowed and trimmed Water plant and pump stations

Dug, cut and capped service line at 2086 RT3 Pittsford because of possible water leak

Checked out Patch St fire hydrants all are below 200GPM believe main shut off valve at the top of Patch St is broken - not opening all the way. Need to hire contractor to dig will plan for early spring 2022 to repair.

Dig safe 16 Reynolds St for valve replacement of fire hydrant

Installed new curb cut stop at 88 GBR in ROW and homeowner replaced line to the house. Line broke in the road- need to install new line from old curb in ROW 500'away from new curb stop installed on lawn ROW 88 GBR. Town crew will do fix.

Mowed Eastside and Westside Towers

Cut brush around Towers

Climb and did visual inspection of Eastside and Westside Tanks – all looks good

Helped Kurbricky remove and install fire hydrants at North St bridge project

Brought water truck into Ray Bean – new tires installed

Winterized Pool

TMDE came and calibrated all of the equipment at the Water Plant and South St vault

Ongoing/Planned Activities

Free Leak Detection scheduled for middle to end of August
Curb stops at 49 West Street
Look for curb stops in ROW for next year's installs
Finish checking out fire hydrants that are out of service
Will replace valve on fire hydrant at 16 Reynolds St – broken off nut
Will flow fire hydrants on North St after road is paved

Delinquent Accounts: The fourteen shut-offs all have agreements currently in place. The plan for payment agreements is to pay the debit within the year. Michael Ramsey will continue to track payments to ensure they remain current. Michael Ramsey also noted that the curb stop column will be cleaned up and ready in the spring when shut-offs can begin, once again.

Other New and/or Old Business: Tom Hogan inquired about the North Street Bridge water main being heated. Bruce Baccei asked about fire hydrants on Terrace Hill and what it means when a hydrant is painted black.

IX. Board of Sewage Commissioners

Tom Hogan made the motion at 7:02 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.

Operation Monthly Report:

Activates

Perform all monthly WW sampling
Mowed lawns at WWTF and Pump Stations
Maintenance on Blowers
Check pump stations
Performed maintenance on UV lights - cleaned out debris in lights
Cleaned Telescoping valve – drained and washed
Pumped out V notch weir – removed sludge
Inspected problem manholes most okay – will flush
TMDE came and calibrated all of the testing equipment at WWTF

Ongoing/Planned Activities

Training of new hires
Repairing airline and diffuser
Jetting of problem sewer areas - started
A-1 to come and clean pump station
Looking into getting provisional WW licenses for Nick & Rob
Looking for curb stops for delinquent sewer taxes

Delinquent Accounts: See Board of Water Commissioners.

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

Bruce Baccei made the motion at 7:03 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

- *Green Mountain Power Veg. Management – Vaillancourt will be cleaning & cutting along the GMP powerlines ROW.
- *Reimbursement for Clean Water Loan Fund - \$11,106.00 – This has been submitted.
- *GIS (Mapping) Updates – Lisa Wright is linking the card to the maps.
- *Municipal Plan has been uploaded to the Proctor Webpage
- *Meeting with PACIF's Wade Measure – Waivers no longer required at Rink or Pool unless a private event. Fire hydrants need to be checked on a more frequent basis. Sewer back-up cost \$120,000.00 2019.
- *Office Remodel Grant Close-out – Closeout completed.
- *Soil testing along Beaver Pond Shared Use Path – Document emailed to all Selectboard members, showing location of the testing sites. Anticipate cost not being as high as original estimate.
- *Sub-Surface testing for the Willow Sewer Project Changed to November 5th - Due to weather this has been moved to November 13th. Less intensive plan for boring will be occurring, will not require the extensive cutting of tree and vegetation.
- *Local Hazard Mitigation Planning Update – Handout for information only.
- *Pool Maintenance Abilities – Handout outlining what vegetation can be removed from the pool.
- *Town of Proctor Welcoming Signs – Spoke with Herb Johnson, will look at marble options.
- *Budget Preparation – The FY23 budget draft is underway.

X. Discussion and Action from the Board

- Review of Bills & Signing of Selectboard's Orders: The Selectboard reviewed and signed the orders totaling \$53,390.94.
- Grandpa's Knob Community Wind: See Guests.
- Cannabis Sales in Proctor: Tabled until November meeting.
- Purchasing Policy Amendment: All Selectboard members signed the amendment.
- Formation of VOREC Grant Committee: Linda Raymond will be the Selectboard rep to the committee. Michael Ramsey will reach out to other committees for one representative.
- Regional Emergency Management Committee (REMC) Representative: Bruce Baccei made the motion to appoint Kevin Blongy as the Regional Emergency Management Committee Representative. The motion was seconded by Tom Hogan, unanimously approved.
- Holiday Ham's for staff: Bruce Baccei made the motion to purchase Holiday Hams for all staff. The motion was seconded by Linda Raymond, unanimously approved.
- Ice Skating Rink Rules: Tom Hogan made the motion to approve the Rink Rules with #1 removed. The motion was seconded by Bruce Baccei, unanimously approved.
- Proposed Treasurer Door Installation – Bid Opening: Two bids were submitted; Bid 1: Academy Construction \$5,750.00 Bid 2: Giancola \$7,960.00. Selectboard members were unfamiliar with Academy Construction and requested Michael Ramsey obtain references. A community member suggested installing a fixed scissor gate for approximately \$1,000.00 plus installation.
- Sheriff's Report: Handout provided.
- Other New and/or Old Business: North Street Bridge reopening celebration – TBD.

- Executive Session: No executive session required.

XI. Adjourn

Tom Hogan made the motion to adjourn the October 25, 2021 regular Selectboard meeting at 7:36 p.m. The motion was seconded by Bruce Baccei, unanimously approved.