

# Town of Proctor Selectboard Meeting Minutes

Draft

November 8,2021

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:13 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  
Carol Ryan, Assistant Town Clerk

## **Other Guests Present**

Kim Baccei  
Charlotte Firestone  
Lyle Jepson  
Angelo Lynn  
Kim Rupe  
Jill Tailor  
Lisa Wright  
Peg Tv

## **Agreements/Approvals**

- Unanimously approved agenda.
- Unanimously approved October 25,2021 regular meeting minutes, as written.
- Unanimously agreed at 6:23 p.m. to recess the meeting of the Selectboard and convene the Board of Water Commissioners.
- Unanimously agreed at 6:26 p.m. to adjourn the of the Board of Water Commissioners and convene the Board of Sewage Commissioners.
- Unanimously agreed at 6:27 p.m. to adjourn the Board of Sewage Commissioners and resume the meeting of the Selectboard.
- Signed orders totaling \$55,590.71.
- Unanimously approved Bruce Baccei as TAC representative.
- Consensus to have Michael Ramsey as RRPC representative and Carrie Covey as alternate.
- Unanimously agreed to dedicate the Town Report to Art Saceric.

- Unanimously agreed to contract with Champlain Valley for #2 Heating oil and Diesel fuel.
- Unanimously agreed at 7:13 p.m. to adjourn the November 8,2021 regular Proctor Selectboard meeting.

### **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**

Ben Curtis made the motion to approve the agenda, as presented.  
The motion was seconded by Bruce Baccei, unanimously approved.

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

Bruce Baccei made the motion to approve the October 25,2021 regular meeting minutes, as written. The motion was seconded by Linda Raymond, unanimously approved.

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

No open public comment.

#### **V. Guests**

Lyle Jepson, Executive Director of the Chamber & Economic Development of Rutland Region:  
Lyle Jepson and Kim Rupe were present to discuss Proctor's participation in the Regional Marketing Initiative. Kim Rupe provided a handout with data for the first five years, the project is entering year six of a ten-year plan. There has been huge success with concierge program for prospective individuals visiting the Rutland area. Lyle Jepson provided a financial handout. The project is currenting spending \$100,000- \$120,000 per year. The business community is the largest contributor, Rutland City is the largest municipal contributor. They are asking for \$1.00 per person in Proctor, as Proctor's contribution. This is currently built into the budget.

#### **VI. Good Stuff**

The following groups/organizations were recognized for their outstanding service to the Proctor community: Varsity Lady Phantoms won their 3<sup>rd</sup> straight Division 4 Soccer State Championship. The Proctor Players will present Sleepy Hollow, November 12<sup>th</sup> at 6:00 p.m. and November 13<sup>th</sup> at 1:00 p.m.

#### **VII. Highway Commission**

TAC Meeting (10/28/21) – Handout provided

Annual Paving Work Update – State paved North Street bridge to Florence Road. Park & Larson paving complete.

Nick Geneva received his CDL – All employees have CDL's.

#### **VIII. Board of Water Commissioners**

Tom Hogan made the motion at 6:23 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:** See October 25,2021 minutes.

Hydrant Update: A handout was provided outlining the hydrant work plan. The Town Manager – Michael Ramsey, Fire Chief – Josh Webb and Public Works Foreman – John Corliss assed the fire hydrants and discussed the work plan.

### **IX. Board of Sewage Commissioners**

Bruce Baccei made the motion at 6:26 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.

**Operation Monthly Report:** See October 25,2021 minutes.

Ben Curtis made the motion at 6:27 p.m. to adjourn the meeting of the Board of Sewage Commissioners and resume the meeting of the Selectboard. The motion was seconded by Bruce Baccei, unanimously approved

### **X. Manager's Report**

- 52 Main Street meeting with President of Preservation Trust/Chamber & economic Development of the Rutland Region – Michael Ramsey toured the museum with PVT president.
- Beaver Pond Winterization – Beaver Pond has been winterized by committee members. The gate is locked.
- Willow Street Sewer Boring – Easements updated, a few more need to be signed. Easements exist on original deeds.
- Grant-in-aid Reimbursement (Beaver Pond, Olympus, Ormsbee) – Completed \$10,672.00.
- Article for Brandon Reporter & Mountain Times – Brandon Reported provided for review.
- Grandpa's Knob follow Question & Answer – Turbine is a 1.5 MW Goldwind, Model GW 87/1500. Michael Ramsey read a letter from the Town of Hubberton Selectboard about the wind project.
- Tree Law - Information only. Handout provided.
- BLSG name change and agreement amendment – Minutes of the meeting were provided.
- Complaints and Concerns from Citizens
  - \*Vehicles on Cain Street – Contacted RCSD
  - \*Casella recycling pick-up – Contacted Casella
  - \*Easements for Willow Street Sewer Project – Questions from residents.
  - \*Paving on Larson & Park
- Ordered wreath for Veterans Day – Service in Park at 11:00 on November 11<sup>th</sup>.
- Budget Update – Will provide General Fund draft at next Selectboard meeting.
- Planning Commission motion against Grandpa's Knob Wind Project – Planning Commission voted not to support the wind project.
- VOREC Committee Meeting – Meeting minutes provided.
- \* Website Updates – New photos have been added and pages filled in with information.

### **XI. Additional Items Requiring Action from the Board**

- Review of Bills/Expenditures & Signing of Selectboard's Orders: The Selectboard reviewed and signed orders totaling \$55,590.71.
- Review Sheriff's Report: Information only.
- Appoint TAC Representative and Regional Commissioner: Ben Curtis made the motion to appoint Bruce Baccei as the TAC representative. The motion was seconded by Tom Hogan,

unanimously approved. Michael Ramsey will be the representative to the Regional Planning Commission, Carrie Covey will be the alternate.

- Town Report Printing Contract: Michael Ramsey will put an RFP together for the town report printing.

- Town Report Dedication: Ben Curtis made the motion to dedicate the Town Report to Art Saceric. The motion was seconded by Linda Raymond, unanimously approved.

- Open Fuel & Diesel Bids for FY22: Two bids submitted for #2 Heating Oil: Champlain Valley \$2.50 pre-buy \$2.45. Sam-You-Save-Fuels \$2.81 rack \$2.66. Diesel Fuel bids: Champlain Valley \$2.88 rack \$2.73. Sam-You-Save-Fuels \$3.20 rack \$3.05. Tom Hogan made the motion to contract with Champlain Valley for #2 Heating Oil and Diesel fuel. The motion was seconded by Bruce Baccei, unanimously approved.

- Cannabis Sales, Cultivation and Distribution: This topic will be placed as an Article on the March 2022 Town Warning.

- Water Fountain Grant: This is a grant opportunity, that Michael Ramsey presented to the Selectboard.

- Door Bids: Michael Ramsey provided two references for the contractor. The Selectboard has asked for a sketch of the work proposed by the contractor.

- Bridge Opening Celebration: Date has not yet been determined for the opening celebration.

- Other New and/or Old Business: Discussion about purchasing a permanent solar speed sign with Highway funds.

- Executive Session: No executive session.

## **XII. Adjourn**

Ben Curtis made the motion to adjourn the November 8, 2021 regular Selectboard meeting at 7:13 p.m. The motion was seconded by Linda Raymond, unanimously approved.