

Town of Proctor Selectboard Meeting Minutes

Draft

November 28,2022

Zoom Video Conference

Town Office Meeting Room

6:00 – 7:30 p.m.

Board Members Present

Bruce Baccei
Ben Curtis
Judy Frazier,Chair
Tom Hogan

Employees Present

Lisa Miser, Recorder
Michael Ramsey, Town Manager

Other Guests Present

Phillip Anderson
Vanessa Anderson
Jenny Austin
Jeff Bachiochi
Frank Beyette
Joel Blumenthal
Dale Christie
Carrie Covey
Randy Dupron
Charlotte Firestone
Angelo Lynn
Shelley Lutz
Mark Shea
Carol Protivansky
Judy Taranovich
Josh Webb
Peg TV

Agreements/Approvals

- Unanimously approved agenda, with changes.
- Unanimously approved October 10,2022 regular meeting minutes.
- Unanimously approved a commercial chassis firetruck bid.
- Unanimously agreed at 7:28 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners.
- Unanimously agreed at 7:29 p.m. to adjourn the Board of Water Commissioners and convene the Board of Sewage Commissioners.

- Unanimously agreed at 7:30 p.m. to adjourn the Board of Sewage Commissioners and resume the meeting of the Selectboard.
- Signed orders totaling \$65,374.17.
- Unanimously agreed at 7:30 p.m. to adjourn the November 28,2022 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 unless noted.

II. Review and Approve Agenda

Bruce Baccei made the motion to approve the agenda, with changes; the date 28th, switch 3&4 under Discussion Items.

The motion was seconded by Ben Curtis, unanimously approved

III. Review of Minutes

Tom Hogan made the motion to approve the November 14,2022 regular meeting minutes, as presented. The motion was seconded by Bruce Baccei, unanimously approved.

IV. Open Public Comment

No public comment.

V. Good Stuff

The following groups/organizations were recognized for their outstanding service to the Proctor community: Skating Rink looks good. Bad Stuff – dog left tethered outside/not cared for. Judy and Michael will take care of along with RCSD.

VI. Discussion and Action Items

Beaver Pond Path Right of Way Agreement Discussion

Guests: Judy Taranovich (Proctor Gas), Frank Beyette (Franklin's), Joel Blumenthal (OMYA)

Judy Taranovich: Supports path, but has concerns; moving fence line 5 feet and the ability for tractor trailers to swing. Possibility of moving electric underground.

Frank Beyette: Support path and Judy's concerns. Curious what fence will look like- access when property sells – stone line ditch issue.

Joel Blumenthal: Supports project. Need pdf with redlines. Would need to go for regional approve when ROW is ready.

Jeff & Jenny: Responses to ROW owners

The setback with fence would be 5 feet. The path is 10 feet, but 8 feet all along the back.

State is not requiring stone filled ditch.

Only a portion of the trail will be paved.

The trail is a ½ mile long. The grant was \$620,000.00 with a 20% match from the town. To date spent \$104,000.00.

A meeting will be scheduled to follow up and look at any changes with all property owners.

Ben Curtis requested monthly updates on the path.

Decision to move forward with the path.

Second Round of General Fund FY24 Budget Review

Guests: Carrie Covey (RCSWD Rep), Mark Shea (RCSWD), Randy Dupron (Casella), Josh Webb (Fire Dept)

Fire Dept: Ben Curtis made the motion to direct the PVFD to go out to bid for a commercial chassis. The motion was seconded by Tom Hogan, unanimously approved.

Mark Shea and Carrie Covey provided an overview of the Gleason Road Transfer Station. Resident permit is \$15, no charge for recycling, open M-Sat.

Randy Dupron explained that the town could not offer curbside trash without offering recycling-ACT 148. His handout noted that the Proctor program costs \$20.04 per household.

TAP Grant Application for a Proctor, West Rutland, Pittsford Trail System Scoping Study:

Tom Hogan made the motion to approve the Tri-Town Trail Scoping Study -\$3,300.00. The motion was seconded by Bruce Baccei, unanimously approved.

Majority of Planning Commission support study, funds will come from Planning Commission budget.

VII. Highway Department

Operations Report: Foreman Report 10/19-11/18

- 10-19 Trash at Town Office
 - Started Marble sign project
 - Leaves
- 10-20 Finished sign
 - Leaves
 - Replaced Solenoid for discharge at WWTF
- 10-21 Leaves
 - Brought jetter to garage
 - Cold patched corner of Florence & Pleasant
- 10-24 Cut tree down on Beaver Pond Rd
 - Cleaned up shurpack at 4-way intersection/top soiled corner
 - Checked roads (scoped out areas for roadside mow)
 - Mulching leaves in Park with mower
 - Mowed triangle
- 10-25 Fixed roadside mower
 - Roadside mowed
 - Spread leaves in Park to make easier to mulch with mower
 - Prepared for well pump work. Hung plastic to protect electronics
 - Moved equipment around in garage to prep for winter
 - Mounted plow to F550
 - Removed leaf vac from GMC to dump
- 10-26 Monthly samples at WWTP
 - Roadside mowing
 - Motor replacement at well
- 10-27 Roadside mowing
 - Cut picking eye off new sign frame still need cleaning and paint touch up
 - Scouted other areas for roadside mowing

- Repaired catch basin on Cliff due to sink hold forming
- Dropped off International to Earl's (hard start issue and solenoid for tailgate latch /leaking air)
- Completed online report for outfall project behind Town garage
- Leaves
- Monthly samples
- 10-28 Generator repair on Cain Street
- Talked with Mike about town issues
- Cleaned catch basin grates
- Leaves
- 10-31 Leaves
- Picked up cold patch
- Picked up International from Earl's
- Fixed leaf vac issue
- 11-2 Potholes
- Leaves
- Got quote and made appt for windshield for water truck
- 11-3 Potholes & Leaves
- Welfare Check
- Emailed auction co. about Toolcat
- Called LaFonds for inspection appt
- Called Ray Beane about International tire issues – told to call back Monday
- Went to Ace Hardware
- 11-4 Fixed small roadside washouts on North St
- Repaired Sidewalk on upper North St
- Top soil & seed on upper North St
- Repaired chlorine pump at well – replaced valve and diaphragm
- Assisted Champlin with repair at Cain St Booster Station
- 11-5 Assisted Beaver Pond committee to put charcoal grills away at town garage
- 11-7 Took leaf box 7 vac off GMC dumped leaves
- Continued to trouble shooting chlorine pump
- Put Zamboni on tractor
- Cleaned up oil due to oil pan leak on old ford
- Continued moving equipment for winter prep
- Has Portland Glass come to shop to replace windshield on water truck
- 11-8 Brought voting equipment to high school
- Cleaned up around outside of garage
- Brought scrap metal & old wood to dump
- Leveled area at town garage with Toolcat
- Swept garage
- Foreman meeting in Rutland Town
- 11-9 Picked up voting equipment from high school
- Continued sweeping garage
- Deep cleaned certain areas of garage
- Started cleaning catch basins grates ahead of predicted rain
- Assisted Champlin with pump system configurations at well
- Assisted A+E at well with troubleshooting old pump/motor issues

- Brought sander for F550 to garage
- 11-10 Continued troubleshooting chlorine pump
 - Painted International bed
 - Picked up silt fence on Florence Road
 - Took Ac's out of Town office
 - Brought F550 to LaFond's for inspection
 - Put tailgate spreader on F550
 - Put sander in GMC
 - Worked on GMC sander
- 11-11 Veteran's Day
- 11-14 Continued work on GMC sander – freed up motor and conveyor – seems to be working fine- filled with sand & tested
 - Brought plows to garage
 - Continued troubleshooting chlorine pump at well- may have found solution – next step calling a tech
 - Swept sidewalk on North St – topsoil did not hold – will revisit in spring
 - Put spreader in Toolcat
- 11-15 Lubed and tightened bed chain on International
 - Prep for snow- filled trucks with salt
 - Went to Napa for various items pertaining to equipment maintenance
 - Worked on chlorine pump based on tech advise – seems to be working correctly
- 11-16 Plow & Salt
 - Went to Napa for Hydraulic hose
 - Fixed blown hydraulic hose on GMC plow
 - Monthly testing at WWTF
- 11-17 Monthly testing for water
 - Dumped salt out of trucks
 - Washed trucks, plows, spreaders
 - Continued cleaning sidewalks and salted where necessary
 - Talked with Mike
- 11-18 Picked up crosswalk signs
 - Picked up trash at cemetery

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

VIII. Board of Water Commissioners

Bruce Baccei made the motion at 7:28 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Tom Hogan, unanimously approved.

Operation Monthly Report: See Highway Report

O&M Manual Update: The manual is close to being complete.

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

IX. Board of Sewage Commissioners

Ben Curtis made the motion at 7:29 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewage Commissioner. The motion was seconded by Bruce Baccei, unanimously approved.

Operation Monthly Report: See Highway Report

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

Tom Hogan made the motion at 7:30 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.

X. Manager's Report

A handout was provided. No questions.

XI. Additional Items

- Review of Bills/Expenditures & Signing of Selectboard Orders: The Selectboard reviewed and signed orders totaling \$65,374.17.
- Sheriff's Report: Handout provided.
- Other New and/or Old Business: No other new and/or old business.

XII. Adjourn

Ben Curtis made the motion to adjourn the November 28,2022 regular Selectboard meeting at 7:30 p.m. The motion was seconded by Tom Hogan, unanimously approved.