

# Town of Proctor Selectboard Meeting Minutes

Draft

December 12,2022

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:16 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

## **Other Guests Present**

Ken Brown  
Jim Dell  
Courtney Dickerson  
Angelo Lynn  
Peg Tv

## **Agreements/Approvals**

- Unanimously approved agenda.
- Unanimously approved November 28,2022 regular minutes, as written.
- Unanimously agreed at 6:0 p.m. to recess the meeting of the Selectboard and convene the Board of Water Commissioners.
- Unanimously agreed at 6:10 p.m. to adjourn the of the Board of Water Commissioners and convene the Board of Sewage Commission.
- Unanimously agreed at 6:13 p.m. to adjourn the Board of Sewage Commissioners and resume the meeting of the Selectboard.
- Signed orders totaling \$118,751.11.
- Unanimously agreed to continue easement negotiations with VAST.
- Majority agreed to end Beaver Pond Path and seek reasonable loan forgiveness.
- Unanimously agreed at 7:16 p.m. to adjourn the December 12,2022 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**

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 November 28,2022 regular minutes, as written.  
The motion was seconded by Tom Hogan, 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: Decorations on bridge and around town look great – Tree Lighting/Cookies & Carols great turnout – Union Church hosted a successful concert – Haili Sloan, Jayda Perry & Olivia Outslay were selected for the Green Mountain District Band- Willy Wonka play this weekend at PHS.

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

Bruce Baccei made the motion at 6:04 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Linda Raymond, unanimously approved.

**Operation Monthly Report:** See November 28,2022 minutes.

FY24 Water Budget Review: Draft budget increase 4%. Rate increase \$543.00. Largest drivers; salary and retirement and chemicals.

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

Linda Raymond made the motion at 6:10 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 November 28,2022 minutes.

Approval Letter for Waste Water Treatment Plant Engineering Services Agreement: Information only.

FY24 Wastewater Budget Review: Draft budget increase 18%. Rate increase to \$526.18.  
Largest drivers; bond, salary/retirement and chemicals.

Bruce Baccei made the motion at 6:13 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.

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

- Review of Bills/Expenditures & Signing of Selectboard's Orders: The Selectboard reviewed and signed orders totaling \$118,751.11.
- VAST Easement Agreement review for Trails in Proctor Town Forest: Tom Hogan made the motion to continue easement negotiations following input from the town's attorney. The motion was seconded by Bruce Baccei, unanimously approved.
- Grant Agreement Amendment for Beaver Pond Path: Ben Curtis made the motion to stop all work on the Beaver Pond Path design and authorize the Town Manager to seek reasonable forgiveness for repayment from the funding agency. The motion was seconded by Bruce Baccei, passed by majority, 4-1.
- Animal Ordinance Discussion about domestic animals other than dogs" Running at Large": Discussion about chickens and pigs running at large. Will look at other town's ordinances, research and place on next meeting agenda.
- VCDP Grant Submittal in Partnership with Zion Growers: Waiting to apply for the grant in April 2023.
- Town Budget Review: The budget is up 8% overall. Total budget \$1,588,973.00. Ben Curtis made the motion to cut the tree budget \$2,000.00 and paving \$10,000.00. The motion was seconded by Bruce Baccei, unanimously approved. These cuts reduce the overall budget to 7%.
- Other New and/or Old Business: No other old and/or new business.

## **X. New Business**

- Next meeting review draft warning for Town Meeting. The Town Office will be closed December 26,2022.  
Next regular Selectboard meeting will be Tuesday December 27<sup>th</sup>.

## **XI. Adjourn**

Ben Curtis made the motion to adjourn the December 12,2022 regular Selectboard meeting at 7:16 p.m. The motion was seconded by Tom Hogan, unanimously approved.