

Town of Proctor Selectboard Meeting Minutes

Draft

May 9,2022

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:15 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

Charlotte Firestone
Angelo Lynn
Peg Tv

Agreements/Approvals

- Unanimously approved agenda.
- Unanimously approved April 25,2022 regular meeting minutes as written.
- Unanimously agreed at 6:08 p.m. to recess the meeting of the Selectboard and convene the Board of Water Commissioners.
- Unanimously agreed at 6:20 p.m. to adjourn the of the Board of Water Commissioners and convene the Board of Sewage Commissioners.
- Unanimously agreed at 6:26 p.m. to adjourn the Board of Sewage Commissioners and resume the meeting of the Selectboard.
- Signed orders totaling \$111,020.49.
- Unanimously agreed to waive fees/deposit for Proctor non-profits and schools for FUA.
- Unanimously adopted Local Hazard Mitigation Plan.
- Unanimously approved having Michael Ramsey solicit 3 bids for HVA installation at the Town Office.
- Unanimously agreed to enter executive session at 6:44 for personnel.
- Unanimously agreed to exit executive session at 7:14 p.m. Action.
- Unanimously appointed negotiation team for mediation GMP vs. Proctor.
- Unanimously agreed at 7:15 p.m. to adjourn the May 9,2022 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

Linda Raymond made the motion to approve the agenda.
The motion was seconded by Tom Hogan, unanimously approved.

III. Review of Minutes

Ben Curtis made the motion to approve the April 25,2022 regular minutes, as written.
The motion was seconded by Linda Raymond, unanimously approved.

IV. Open Public Comment

No public comment.

V. Guests

No guests.

VI. Good Stuff

The following groups/organizations were recognized for their outstanding service to the Proctor community: Thanks to PHS students for participating on Friday with Green-Up activities. Thank you to Carrie Covey for her work organizing Green Up day in Proctor.

VII. Highway Commission

TAC Meeting Update: Main Street Bridge is number one on the Asset Driven Bridges list to the state for replacement/repair. Meeting minutes were included in Selectboard packets.

Class II Highway Grant: Proctor ranked #16 out of 33 applicants, only 8 received awards. Proctor only has 2.2% of Class II roads in the state.

Grant in Aid Project: Steffanie Bourque met with Michael and John to review projects. Reaching out to the state to see what permit might be required for the selected projects.

Marble Bridge repairs/Bid Solicitation: No bids have been received. Will extend the bid solicitation time through the end of May.

Beaver Pond Path Updated Schedule: A handout was provided to show the Beaver Pond Path Project timeline. The project remains in NEPA review.

VIII. Board of Water Commissioners

Tom Hogan made the motion at 6:08 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.

Operation Monthly Report: See April 25,2022 minutes.

Delinquency Report: A handout was provided showing the most current list. Linda Raymond inquired about forgiving/waiving penalties on a delinquent account for a property purchased at auction. She had little information on the actual property and was instructed that the Board of Abatement would be where the property owner would need to address this issue. Property owners with broken agreements will have their water shut off this week.

Water System Flushing Notice: Notices have been posted for hydrant flushing.

IX. Board of Sewage Commissioners

Bruce Baccei made the motion at 6:20 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 April 25,2022 minutes.

Wetland Permit Update: The Wetland Permit is under review. Letters have been sent out to affected property owners.

Willow Street Loan Reimbursement: Michael Ramsey submitted \$23,087.00 for reimbursement.

Tom Hogan made the motion at 6:26 p.m. to adjourn the meeting of the Board of Sewage Commissioners and resume the meeting of the Selectboard. The motion was seconded by Linda Raymond, unanimously approved

X. Manager's Report

* Interim Zoning Administrator Duties: Michael Ramsey continues the duties of the Zoning Administrator.

*Mortimer Proctor Playground Award: Michael Ramsey shared a virtual rendering of the playground. MRP Trust has awarded \$46,500.00 for installing a playground at the rink site. There will be a bottle drive to raise funds for benches and a sign.

*Town Hall Roof Repairs: Waiting for the roofer to make the slate repairs.

*Transfer Station Spring/Fall Bulky Waste Drop Off: It was a successful Transfer Station Day with 150 people participating, filled three dumpsters. Thanks to the Public Works Department for overseeing.

*Sheriff's Report Corrections: Errors for allocation of time have been corrected.

*Submitted LHMP Quarterly report: Report has been submitted.

*Treasurer Submitted Report for Standard Allowance: Information has been submitted.

*BCA Training: Michael Ramsey attended a BCA training session.

*Implementation Grant Audit: Will complete a virtual walk-through next week.

*Green Up Day Activities: Thank you to Carrie Covey for organizing and overseeing Green Up Day.

*Vermont Marble Museum & PTV Letter of Support: Copies of the letters are provided in the packets.

XI. Additional Items Requiring Action from the Board

●Review of Bills/Expenditures & Signing of Selectboard's Orders: The Selectboard reviewed and signed orders totaling \$111,020.49.

●Review Sheriff's Report: Information only. Handout provided.

●Facility Use Agreement Fee Waiver and Obligation: Linda Raymond made the motion to waive the fee/deposit for Proctor schools and not-for profits that serve a legitimate public and community good. The motion was second by Ben Curtis, unanimously approved.

●Adopt Local Hazard Mitigation Plan: Tom Hogan made the motion to adopt the Local Hazard Mitigation Plan. The motion was seconded by Bruce Baccei, unanimously approved.

●Have Town Manager get Quotes from Town Hall HVAC Installation: Ben Curtis made the motion to have Michael Ramsey to solicit at least three bids for HVAC installation. The motion was seconded by Tom Hogan, unanimously approved.

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

•Executive Session: Ben Curtis made the motion at 6:44 p.m. to enter executive session to discuss confidential attorney-client communications made for the purpose of providing professional legal services to the body in regards to GMP vs. Proctor under the provisions of Title 1, Section 313(a)(1). The motion was seconded by Linda Raymond, unanimously approved.

Ben Curtis made the motion to exit executive session at 7:14 p.m. The motion was seconded by Bruce Baccei, unanimously approved. Action.

Bruce Baccei made the motion to accept the negotiation team of; Eric Maher, Lisa Wright, Michael Ramsey, Ben Curtis and Sansoucy' s Office for mediation with Green Mountain Power vs. Proctor. The motion was seconded by Tom Hogan, unanimously approved.

XII. Adjourn

Ben Curtis made the motion to adjourn the May 9,2022 regular Selectboard meeting at 7:15 p.m. The motion was seconded by Linda Raymond, unanimously approved.