

Town of Proctor



Regular Selectboard Meeting
May 22, 2023/ 6:00 PM– 6:31 PM
Town Offices Meeting Room/45 Main Street, Proctor, VT 05765

Town of Proctor Selectboard Meeting Minutes

Board Members Present

Ben Curtis
Linda Doty
Judy Frazier, Chair
Tom Hogan

Employees Present

Lisa Miser, Recorder
Michael Ramsey, Town Manager

Other Guests Present

John Jozwiak
Cecil White
Lenora White
Peg Tv

Action Items

I. Call to Order - Pledge of Allegiance

Judy Frazier called the meeting to order.
The meeting was held in the Town Office Meeting Room; Zoom Video Conferencing was offered as well.
A full Selectboard was not seated; all motions passed unanimously, unless noted.

II. Review and Approve Agenda

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

III. Review of Minute

Linda Doty made the motion to approve the May 5, 2023 special minutes, as presented. (Dog Bite)
The motion was seconded by Ben Curtis, unanimously approved.

Ben Curtis made the motion to approve the May 8, 2023 regular selectboard minutes, as presented.
The motion was seconded by Linda Doty, unanimously approved.

IV. Open Public Comment

John Jozwiak: John was present to discuss the potholes on roads in town. He also noted the Field Street gate should be closed at all times.

V. Discussion & Action Items

- Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling \$442,853.70.
- Animal Control Ordinance Amendments (Second review of addendum): Ben Curtis made the motion to amend the Animal Control Ordinance to define the phrase 'potentially vicious dogs' and outline penalties for violations. The motion was seconded by Linda Doty, unanimously approved.
- Personal Policy Amendments (Second review): Linda Doty made the motion to approve the amendments to the Personal Policy. The motion was seconded by Ben Curtis, unanimously approved.
- Public Nuisance Ordinance Amendment (Second Review): Handout map provided for review. Consensus to hold a Public Comment Session on June 12, 2023 to discuss the changes and map.
- Public Works Week & Employee Recognition: Consensus to award the DPW a half day on Friday 5/26/23 following an appreciation lunch.
- Discuss potential local impacts resulting from the end of Vermont's motel voucher program: Discussed all possible options; updating and requiring an FUA for all public property, updating the ordinance, approving a policy. This will continue to be a discussion topic.
- Other Business: Thank you to the Mortimer Proctor Fund for approving the request for trees in the park, summer concerts and fireworks. Playground Grand Opening will happen on Memorial Day after the parade. Memorial Day Parade Monday beginning at 11:00 am ending with a program at the gazebo.

VI. Board of Water Commissioners

Ben Curtis made the motion at 6:15 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Linda Doty, unanimously approved

- Fiscal Year 2024 Water Rate Approval of \$545.00 per unit: Ben Curtis made the motion to approve the FY2024 water rate of \$545.00. The motion was seconded by Linda Doty, unanimously approved.
- Credit Supervisor Report: Handout provided with a list of delinquent accounts and agreements. Michael Ramsey will provide the agreement report monthly moving forward.

VII. Board of Sewer Commissioners

Linda Doty made the motion at 6:19 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.

- Fiscal Year 2024 Sanitary Sewer Rate Approval of \$530.00 per unit: Ben Curtis made the motion to approve the FY2024 sewer rate of \$530.00. The motion was seconded by Linda Doty, unanimously approved.

Linda Doty made the motion at 6:20 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

VIII. Departmental Reports

- Sheriff's Report: Handout provided for review.
- Town Manager: Handout provided. Michael Ramsey highlighted areas of his report.
- Treasurer: Handout provided for review.
- Highway Foreman: Handout provided for review.

IX. Adjourn

Ben Cutis made the motion to adjourn the May 22, 2023, regular Selectboard meeting at 6:31 p.m. The motion was seconded by Linda Doty, unanimously approved.