

# Town of Proctor Selectboard Meeting Minutes

Draft

August 14,2023

Town Office Meeting Room

Zoom Video Conference

6:00 – 6:26 p.m.

## **Board Members Present**

Bruce Baccei

Ben Curtis, Chair

Linda Doty

Tom Hogan

Albert Wenta

## **Employees Present**

Lisa Miser, Recorder

Judy Frazier, Town Manager

## **Other Guests Present**

John Jozwiak

Cecil White

Lenora White

Peg Tv

## **Action Items**

### **I. Call to Order - Pledge of Allegiance**

Ben Curtis called the meeting to order.

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, as presented.

The motion was seconded by Tom Hogan, unanimously approved.

### **III. Review of Minute**

Linda Doty made the motion to approve the July 24,2023 regular selectboard minutes, as presented.

The motion was seconded by Tom Hogan, approved by majority, one abstention.

Bruce Baccei the motion to approve the August 8,2023 special selectboard minutes, as presented.

The motion was seconded by Linda Doty, approved by majority, one abstention.

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

John Jozwaik: Inquired about the Town Manager's hours, water being diverted onto private property, sink hole on Park Street for over a month, and where the bucket loader is being stored.

#### **V. Discussion & Action Items**

- Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling \$64,034.08
- Riverside Cemetery Management & Planning: There have been two interments, once Judy Frazier is settled an organizational meeting will be set for the committee.
- FY23 Single Audit Amendment with Sullivan & Powers: Bruce Baccei made the motion to approve the FY23 Audit Amendment of \$6,000.00 (Willow Sewer Project). The motion was seconded by Tom Hogan, unanimously approved.
- Tree Cutting Bids: One bid was received for the project; Trees Inc. \$6,735.00. Tom Hogan made the motion to accept the bid for \$6,735.00. The motion was seconded by Linda Doty, unanimously approved.
- Other Business: The Proctor Pool is closed for the season due to a sewer line issue.

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

Linda Doty made the motion at 6:10 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

- Zion Grower's Equivalent User Rate: Zion Growers provided a letter to the Selectboard requesting a reduction in EU's for their property 52 & 56 Main Street. Consensus of the Selectboard to stay with 5 EU's for FY24. A reduction was made from 10 EU's to 5 EU's at the July 24<sup>th</sup> meeting.
- Other Business: Inspection Report from June 21<sup>st</sup>, facility received a marginal score, corrective requirements will be addressed by the Town Manager and Water Department Tom Hogan requested that an updated water/wastewater delinquent report schedule be presented to the Selectboard, at a future meeting.

#### **VII. Board of Sewer Commissioners**

Tom Hogan made the motion at 6:21 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.

- Other Business: Inspection Report from June 21<sup>st</sup>, facility received a marginal score, corrective requirements will be addressed by the Town Manager and Water Department.

Bruce Baccei made the motion at 6:22 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: Handout provided.
- Tom Manager: Michael Ramsey left a close out manager's report, Judy Frazier went over the report and added updates.

#### **IX. Adjourn**

Bruce Baccei made the motion to adjourn the August 14,2023, regular Selectboard meeting at 6:26 p.m. The motion was seconded by Linda Doty, unanimously approved.