

Town of Proctor Selectboard Meeting Minutes

Draft

August 28,2023

Town Office Meeting Room

Zoom Video Conference

6:00 – 6:53 p.m.

Board Members Present

Ben Curtis, Chair

Tom Hogan

Albert Wenta

Employees Present

Lisa Miser, Recorder

Judy Frazier, Town Manager

Other Guests Present

Charlotte Anderson

Phillip Anderson

Dale Christie

Carrie Covey

Tim Covey

Laura Knowles

Mitchell Knowles

John Jozwiak

Travis Samuels

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.

A full Selectboard was not seated, all motions passed unanimously.

II. Review and Approve Agenda

Tom Hogan made the motion to approve the agenda, as presented.

The motion was seconded by Albert Wenta, unanimously approved.

III. Review of Minute

Tom Hogan made the motion to approve the August 14,2023 regular selectboard minutes, as presented.

The motion was seconded by Albert Wenta, unanimously approved

IV. Open Public Comment

Dale Christie: Chair of the Beaver Pond Committee was present o introduce Mitchell Knowles and support his Eagle Scout Project.

Mitchell Knowles: He is working to earn his Eagle Scout badge and part of the requirement is to do a service project. He is proposing to build two wooden boxes at each of the Beaver Pond Trail to hold four pairs of Yak-Tracks for winter hiking. He would be responsible for all work and fundraising. The Proctor Free Library has also agreed to partner with Mitchell, to check out additional Yak-Tracks. The Selectboard supported the projected and signed his project papers.

John Jozwaik: Why are we mowing the side of the road with the zero-turn mower? Potholes haven't been filled. Answers to prior meeting questions: The pick-up truck needs to be sold. The loader was down at the salt shed for work.

V. Discussion & Action Items

- Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling \$76,739.06.
- Chittenden Reservoir Emergency Action Plan (CREAP): The map is being redesigned Proctor & West Rutland are being added to the map.
- Storm Water Master Plan and Community Meeting: The town needs to host a community meeting with residents, municipal officials and the state in September. There will also be an online survey, with results shared out in October 2023.
- Town Office heating & lighting: Received one quote for heat pumps. Will provide current energy audit report at the next meeting.
- Town Garage heating alternatives: Looking at other possible heat alternatives. Cost of wood vs. heat pumps.
- West Street fire damage cleanup update: Continuing to look for the asbestos report for the property. If it can't be found an inspector will not to complete an asbestos report prior to clean-up.
- Other Business: No other business.

VI. Board of Water Commissioners

Tom Hogan made the motion at 6:20 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Albert Wenta, unanimously approved

- Zion Grower's Equivalent User Rate: Travis Samuels was present to discuss the current EU's for his property. The Selectboard reduced from 10 EU's to 5 EU's, however he would like it reduced to 2.6 EU's, but would be happy with 3 EU's. He is basing his request on the number of tenants and visitors to the Marble Museum.
Tom Hogan made the motion to postpone a decision and have Albert Wenta tour the property. The motion was seconded by Albert Wenta, unanimously approved.
- Delinquent Accounts- shutoffs: Judy Frazier provided an updated delinquent list. She will run the report on Friday, end of the month. Delinquent users with no current agreements will be disconnected. Currently, four possible disconnects.
- Other Business: No other business.

VII. Board of Sewer Commissioners

Tom Hogan made the motion at 6:43 p.m. to adjourn the meeting of the Board of Water Commissioners and convene the Board of Sewage Commissioner. The motion was seconded by Albert Wenta, unanimously approved.

- Other Business: No other business.

Tom Hogan made the motion at 6:44 p.m. to adjourn the meeting of the Board of Sewage Commissioners and resume the meeting of the Selectboard. The motion was seconded by Albert Wenta, unanimously approved

VIII. Departmental Reports

- Sheriff: Report provided in packet.
- Town Manager: Judy Frazier provided an overview of her report. She thanked the Town Clerk & DPW staff for their support during her first week.
- PW Foreman: Report provided in packet.

IX. Adjourn

Tom Hogan made the motion to adjourn the August 28,2023, regular Selectboard meeting at 6:26 p.m. The motion was seconded by Albert Wenta, unanimously approved.