

Town of Proctor Selectboard Meeting Minutes

Draft

September 11,2023

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:36 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

Charlotte Anderson

Phillip Anderson

John Jozwiak

Travis Samuels

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 moment of silence was taken to remember the victims of September 11,2001.

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

Albert Wenta made the motion to approve the August 28,2023 regular selectboard minutes, as presented.

The motion was seconded by Linda Doty, unanimously approved

IV. Open Public Comment

V. Discussion & Action Items

- Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling \$375,103.49.
- VCDP (Vermont Community Development Program) Selectboard approval of MP-1: Linda Doty made the motion to approve the MP-1 VCDP. The motion was seconded by Albert Wenta. Albert inquired about requirements of the grant, noting polices we currently do not have in place. It was stated we can approve this document and then adopt any needed polices. Motion passed unanimously.
- Storm Water Master Plan Community Meeting date: The meeting date is September 28th at 6:00 pm at the Proctor Free Library, in the Evelyn Peterson Community Room.
- West Street fire damage cleanup update: Asbestos report for the property has not been located. Property owner is working on obtaining a report. The Town has requested the property be cleaned up by November 15th.
- Dump Day October 7,2023: The dump will be open October 7,2023 from 8:00 am -noon for Proctor residents only. A sticker must be purchased at the Town Office for \$5.00 for one truck load.
An additional truck load will be \$20.00. Only two loads will be allowed per residence.
- Tri-Town Trails Update & RFP: The Tri-Town committee met and will be reviewing consultants approved by the state. The consultants will then begin to design the path. Proctor is the grant holder and all administrative work will be completed by the Town Manger.
- Other Business: No other business.

VI. Board of Water Commissioners

Bruce Baccei made the motion at 6:18 p.m. to adjourn the meeting of the Selectboard and convene the Board of Water Commissioners. The motion was seconded by Tom Hogan, unanimously approved

- Zion Grower's Equivalent User Rate: Albert Wenta toured the property with owner Travis Samuels on 8/31/23. Albert explained that he used the current water ordinance and schedule of rate and fees for his assessment and report. Zion is the property owner and currently has seven tenants, three tenants do not require water usage. The four businesses assessed EU's are; 1) Zion 1EU, 2)Marble Museum 1EU, 3) Knowles Carpentry 1EU and 4) Proctor Marble 2EU, for a total of 5 EUs for the property. The Selectboard had previously reduced the property from 10EUs to 5EUs.
Travis Samuels did not agree with the assessment and noted he will be in touch with the Selectboard for further discussion.
- Delinquent Accounts- shutoffs: Shutoffs will happen this week. The Selectboard requested the Town Manager contact VLCT and/or the town attorney for guidance on delinquent rental properties.
- Other Business: No other business.

VII. Board of Sewer Commissioners

Albert Wenta made the motion at 6:57 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: Selectboard requested that the Town Manager follow up on the liner replacement at the WWTF.

Linda Doty made the motion at 6:58 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.
- Highway: Report provided in packet.

IX. Executive Session

Tom Hogan made the motion at 7:07 pm to find that premature public knowledge regarding the town's potential action of a residential Tax Assessment Appeal would clearly place the town at a substantial disadvantage, because the Selectboard risks disclosing its negotiation strategy if thit discusses the appeal in public. The motion was seconded by Bruce Baccei, unanimously approved.

Bruce Baccei made the motion at 7:08 pm to enter into executive session to discuss the town's action to the appeal and legal; representation under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statues. The motion was seconded by Linda Doty, unanimously approved.

Linda Doty made the motion to exit executive session at 7:24 p.m. The motion was seconded by Albert Wenta, unanimously approved.

ACTION:

Bruce Baccei made the motion to authorize the Town Manager to retain council if necessary for the Appeal filed in the Vermont Supreme Court in regard to property valuation and review. The motion was seconded by Tom Hogan, unanimously approved.

X. Adjourn

Albert Wenta made the motion to adjourn the September 11,2023, regular Selectboard meeting at 7:36 p.m. The motion was seconded by Linda Doty, unanimously approved.