

# Town of Proctor Selectboard Special Meeting Minutes

Draft

January 16,2025

Town Office Meeting Room

3:00 – 4:16 p.m.

## **Board Members Present**

Bruce Baccei  
Linda Doty  
Lisa Miser  
Jay Thorton  
Albert Wenta

## **Employees Present**

Judy Frazier, Town Manager

## **Other Guests Present**

No guests

## **Action Items**

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

Lisa Miser called the meeting to order.

### **II. Review and Approve Agenda**

Bruce Baccei made the motion to approved the agenda as presented.  
The motion was seconded by Jay Thorton, unanimously approved.

### **III. Open Public Comment**

No public comment.

### **IV. Discussion & Action Items**

- **Water and Waste Water Department Budget Review and Approval:** Albert Wenta made the motion to approve the Water & Waste Water budgets as presented. The motion was seconded by Bruce Baccei, unanimously approved.
- **Warning for Town Meeting:** Albert Wenta made the motion to approve and sign the Town Warning as presented. The motion was seconded by Linda Doty, unanimously approved.
- **Approval of Bond related Documents:** Bruce Baccei made the motion to approve and authorize the Town Clerk to sign the Declaration of Official Intent. The motion was seconded by Linda Doty, unanimously approved.  
Bruce Baccei made the motion to approve and sign the Official Warning for Article VII. The motion was seconded by Linda Doty, passed by majority, 4-1.  
Bruce Baccei made the motion to approve the Official Ballot for Article VII. The motion was seconded by Linda Doty, passed by majority 4-1.

Linda Doty made the motion to approve and sign the Resolution for the Capital Improvement Project, with the change from Town Office to PHS (paragraph 6). The motion was seconded by Bruce Baccei, unanimously approved.

- **Sign Warrant for invoice dated 1/14/25:** Consensus to circulate and sign the warrant.
- **Review and Approve legal Services Agreement for Bond Counsel:** Linda Doty made the motion to accept the contract from SP&F Attorneys and authorize the Town Manager to sign. The motion was seconded by Bruce Baccei, unanimously approved.

#### **V. Adjourn**

Linda Doty made the motion to adjourn the January 16,2025 special Selectboard meeting at 4:16 p.m. The motion was seconded by Jay Thorton, unanimously approved.