

**Town of Proctor Selectboard Special Meeting  
February 1, 2011  
2:20 – 4:25 P.M.**

**Board Members Present**

Rick Anderson, Chair  
Bill Dritschilo  
Susan Feenick  
Lloyd Hughes

**Employees Present**

Todd Blow, Chief Operator  
Steffanie Bourque, Town Administrator

**Other Guests Present**

Kevin Smith, Marble Valley Engineering

**Agenda Items**

**I. Call to Order**

The meeting was called to order at 2:20 p.m. and began with a pledge of allegiance to the flag.

**II. Final Design of Water System Storage and Distribution System Improvements**

Kevin Smith was present to discuss some aspects of the final design of the water system storage and distribution system improvements. A summary of the items discussed is presented here:

Taylor/Gibbs Sewer Main Relocation: Smith recommended the Selectboard not pursue this project as part of the Bluff Street project because its eligibility is questionable given the complaints from Proctor residents about this project received by the State.

Locations Where Water Mains Run Through or Under Structure Foundations: Smith presented a summary of locations where water mains are believed (based on the water/sewer mapping) to run through or under structure foundations. In some cases due to the increased pressures these mains will have after the system improvements are complete, it may be necessary to relocate them or mitigate risks in some other way. Some of the mains in question have been field verified; while others still need field verification. Once all mains have been field verified the Selectboard will have to decide what, if anything, should be done. These items will not delay completion of the final design contracts currently underway, but should be addressed prior to construction.

Field Street Well ACO Permit: Smith explained comments he has received from the Army Corps of Engineers regarding minimizing impacts to the wetland at the Field Street well project site. He asked for Selectboard input on how to best accomplish this with regard to site access and stabilization. By consensus the Selectboard agreed the entire site as proposed must be accessible during construction and to ensure this it must be filled and stabilized. The Selectboard was willing to concede on the finished access and keep the amount of paved surface to a minimum.

Final Design Costs for Contract 1: Smith clarified why these costs were not included in the current bond amount. He recommended the Selectboard consider requesting an eligibility determination from the State if a surplus exists after the project is complete. The Selectboard concurred with this approach.

Project Schedule: Smith confirmed he intends to complete final design on Contract 3 (i.e., Field Street Well Enhancements) within the next couple of months and will simultaneously submit the contract documents and technical specifications to the State and Selectboard. The estimated bid date for this project is June/July 2011 with construction complete in 2011. Smith will then complete final design on Contract 5 (i.e., Bluff Street Storage Tank, West Tank Modifications, and Distribution System Isolation Valve) mid-2011 with the intention to bid the project late 2011 for construction early in 2012.

Bill Dritschilo made the motion to authorize Rick Anderson to invite Kevin Smith to attend regular Selectboard meetings as needed to discuss progress on the water system improvement projects. Smith will come for a set period of time as designated on the agenda. The motion was seconded by Lloyd Hughes and approved by a majority [the motion was approved by all members present].

Smith also explained to the Selectboard why he will no longer continue to provide pro bono engineering services to the Town of Proctor. He has informed the Parks and Recreation Committee of this. The Selectboard will need to discuss possible financial impacts of this decision on the removal of the first dock at Olympus Pool.

Bill Dritschilo offered Susan Feenick \$1,000 to help her move to another town.

### **III. Adjourn**

Bill Dritschilo made the motion at 4:25 p.m. to adjourn the February 1, 2011 Selectboard special meeting. The motion was seconded by Lloyd Hughes and approved by a majority [the motion was approved by all members present].