

**Town of Proctor Selectboard Special Meeting  
November 30, 2010  
2:00 – 4:15 P.M.**

**Board Members Present**

Rick Anderson, Chair  
Bill Dritschilo  
Susan Feenick  
Lloyd Hughes  
Dick Norris

**Employees Present**

Steffanie Bourque, Town Administrator

**Other Guests Present**

George Finch

**Agenda Items**

**I. Call to Order – Pledge of Allegiance**

The meeting was called to order at 2:00 p.m. and began with the pledge of allegiance to the flag.

**II. Transfer Station Personnel**

George Finch indicated the assistant transfer station operator is unavailable from December through February. The Selectboard tasked Finch with finding a temporary replacement. Finch also noted that he may have a conflict on Saturdays during the winter. The Selectboard agreed to address an emergency back-up for Finch on a case-by-case basis.

George Finch and Brian Sanderson will work this week to install the barriers/gate at the Transfer Station to restrict access to the burn pile. The Selectboard requested that a sign be made for the gate to direct visitors to see the attendant to gain access to the burn pile.

**III. FY2012 Budget Planning**

- **Transfer Station Recommendations:** The Selectboard discussed the solid waste management analysis prepared by Steffanie Bourque. Dick Norris made the motion to pursue the recommended changes at the Transfer Station and “Toter Program” for curbside service. The motion was seconded by Lloyd Hughes and unanimously approved.

The Selectboard scheduled a special meeting on Tuesday, December 14, 2010 at 2:00 p.m. to develop an implementation plan for the changes to the Transfer Station operations and curbside service. Randy Dapron from Casella Waste Management is to be invited to the special meeting.

- **November 22, 2010 Draft FY2012 General Fund Budget Requests:** The Selectboard began review of the November 22, 2010 draft of the FY2012 general fund budget requests. The Selectboard made decisions regarding the overtime estimate, health plan, electric utility costs, fuel oil (heating oil, propane, and diesel) costs, West Mountain property survey, and social service agency funding requests.

The Selectboard agreed to a 10% estimate for overtime payroll expenses.

With regard to the high deductible health insurance plan offered to municipal employees, Bill Dritschilo made the motion to pay 100% of annual premiums and 25% of annual deductibles. This represents a change from FY11 where the Town paid 85% of annual premium and 100% of annual deductible. The motion was seconded by Susan Feenick and unanimously approved.

The Selectboard agreed to budget for an additional 25% increase in electric utility costs.

The Selectboard agreed to price per gallon estimates for heating oil, propane, and diesel fuels.

The Selectboard agreed to continue with the Foley uniform contract [current contract expires May 29, 2012].

The Selectboard agreed to budget an additional \$1,000 in FY12 for the West Mountain property survey.

With regard to social service agency funding requests, the Selectboard agreed to level fund, not accept any new agency requests, and include them in the general fund budget rather than list out as separate articles on the warning.

The Selectboard scheduled a special meeting in Wednesday, December 15, 2010 at 1:00 p.m. to continue FY12 budget discussions.

#### **IV. Board of Water Commissioners**

Susan Feenick made the motion at 4:10 p.m. to enter executive session to discuss pending litigation. The motion was seconded by Lloyd Hughes and unanimously approved. Susan Feenick made the motion at 4:15 p.m. to resume the public meeting. The motion was seconded by Lloyd Hughes and unanimously approved.

No actions were taken.

#### **V. Adjourn**

Susan Feenick made the motion at 4:15 p.m. to adjourn the November 30, 2010 Selectboard special meeting. The motion was seconded by Lloyd Hughes and unanimously approved.