

Town of Proctor Selectboard Special Budget Meeting Minutes
DRAFT
December 16,2011
3:30- 5:00 P.M.

Board Members Present

Rick Anderson,Chair
Bruce Baccei
Susan Feenick
Vincent Gatti
Lloyd Hughes

Employees Present

Don Des Pierre, Road Commissioner
Lisa Miser,Recorder
Stan Wilbur, Town Administrator

Action Items

I. Call to Order

The meeting was called to order at 3:30 p.m.

II. Budget Review

Don Des Pierre presented the first draft of the Highway FY 13 budget.

The Selectboard directed the Road Commissioner to research and report back to the board on the following.

1. Determine the percentage of overtime from last year's number.
2. Look into the cost of pager insurance/repair.
3. Determine cost of a welding class.
4. Research contracts currently listed under Contracted Services.
5. Add Highway Improvement Projects:1. West Street Culvert Project 2. Route 3 patches.
Provide cost for projects.
6. Remove the Fire Department ,Water and Wastewater from Vehicle Gas Expense line.
7. Add mowing under Contracted Services.

Don Des Pierre will provide his findings at the December 30,2011 Special Selectboard Budget meeting.

III. Other Business

There is a Class 2 Paving Grant, that the Town of Proctor may be eligible for. This grant requires a match, possible to receive \$175,000.00.

Bids for the Field Street Well Project were opened on December 15,2011 at the MVE office. There is a disparity between the bids and the budgeted cost. Kevin Smith will review all bid documents to try to determine the disparity.

A Special Selectboard Water Meeting will be held, December 21,2011.

IV. Adjourn

Vincent Gatti made the motion at 5:00 p.m. to adjourn the December 16,2011 Special Budget Meeting of the Selectboard. The motion was seconded by Bruce Baccei and unanimously approved.