

**Town of Proctor Selectboard Special Budget Meeting Minutes
December 2,2011
3:30- 4:35 P.M.**

Board Members Present

Bruce Baccei
Susan Feenick, arrived 3:45 p.m.
Vincent Gatti
Lloyd Hughes, Presiding Chair

Employees Present

Lisa Miser,Recorder
Stan Wilbur, Town Administrator

Action Items

I. Call to Order

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

{All motions are approved by majority unless otherwise noted,as the full board was not present.}

II. Budget Review

Stan Wilbur presented the first draft of the following FY 13 budgets:

1. **Legislating and Administration:**(Department 30) The proposed budget has a 1% increase.
2. **Town Clerk and Treasurer:** (Department 31) The proposed budget has an overall increase of 4%. The increase is attributed to the pay increase and the assistant town clerk becoming eligible for the retirement plan in FY 13.
3. **Listers:**(Department 32) The proposed budget has no changes for FY 13.
4. **Elections:** (Department 33) The proposed budget has an increase of 150%.
The increase is from \$2,000.00 to \$5,000.00.
The increase is due to the November General Election.
5. **Professional Services:** (Department 34) The proposed FY 13 budget has a decrease of 13%.
6. **Municipal Building:**(Department 35) The proposed budget has an overall increase of 17%.
This increase is attributed to increases in electricity,heating oil and internet services.
7. **Fire Department:** (Department 45) The proposed budget has an overall increase of 1%.
8. **Board and Agencies:**(Department 36) The proposed budget has no changes for FY 13.

December 9,2011 at 3:30 p.m. at the Town Office will be the next FY 13 Budget Meeting.

III. Adjourn

Bruce Baccei made the motion at 4:35 p.m. to adjourn the December 2,2011 Special

Budget Meeting of the Selectboard. The motion was seconded by Vincent Gatti and approved by the majority.