

Town of Proctor
Finance Committee

Minutes
December 10, 2009

Attending: Jesse Richardson, Carol Grace, John Feenick, Rick Anderson, Penny Inglee

Absent: Mike O'Malley, Bruce Baccei

Call To Order

The meeting was called to order at 7:45pm.

Rick Anderson agreed to sit in on the committee meeting as a Select Board Representative.

Draft Budget Review

Mr. Anderson asked that the committee review the draft budgets line by line.

Mr. Feenick suggested that the committee make a list of questions to have answered for anything the committee doesn't have knowledge of.

Mr. Richardson noted that we should review the entire draft budget, but not be concerned with small items that will not affect the tax rate, the committee should be concerned about larger items that affect the tax rate. i.e. if the highway department needs radios that is not an issue for the committee.

Mr. Feenick asked Mr. Anderson that the committee's recommendations be considered by the Select Board by each being moved, seconded and discussed before being voted up or down. Mr. Anderson indicated that the Select Board would be open to that.

Draft Budget Concerns/Questions

General Fund Expenditure Budget

- Town Clerk & Treasurer budget increased by 11.28%.
 - It was noted that this was due to additional employees taking town provided health insurance.
- Boards and Agencies:
 - The question was raised as to why members of the Planning Commission are paid.
 - Is this an appointed or elected position?
- Transfer Station and Curbside:
 - The Workers Compensation for the Transfer Station seems high at \$10,075 since Personal Service (payroll) is less then the cost of the insurance.

- It was noted that town personnel will be attending to the transfer station for FY11 as budgeted and possibly this will begin during the current FY
- The question was raised as to the need for both curbside pick up and the transfer station.
- Should the town close the transfer station if it doesn't begin to operate at a break even point? Mr. Anderson did indicate that the Select Board was looking into options to trace revenue more accurately at the transfer station, and options to have it operating at a break even point in the future.
- Fire Department:
 - Question was raised as to if the Fire Department purchased their air packs that were included in the budget during the last review process.
 - Question was raised as to how the department calculates how much they need put into their sinking funds each year.
 - Question was raised as to if the Fire Department needs to have new equipment on the current schedule.
 - Comment made that the Fire Department knows what they need to operate and they should be funded accordingly.
 - Suggested that the Fire Department should be level funded with the exception of the Sinking Fund
- Swimming Pool:
 - Question rose as to how many people use the pool. It was noted that there is no tracking system at the pool and the "sign in/sign out" book was lost.
 - It was noted that two positions were made into one.
- Skating Rink and Parks:
 - It was noted that the roof replacement expense for the rink of \$8,491 can only be spent if an offsetting grant is awarded.
 - The budget for Skating Rink and Parks is up 24% due to the parks side for the West Mountain Forest Survey in the amount of \$10,000. This is something needs to be done as there is a dispute over property lines. Once rectified the town would forest the land and sell wood to offset the cost of the survey.
 - It was noted that the line item for the Memorial Day Parade was reduced to \$600 from. This is the amount requested by the parade committee.
- Department 76:
 - The library line was level funded.
 - The equipment fund was reduced.
 - It was noted that all other departments give detailed budgets, while the library simply gives a total that they require from the town without explanation.
 - It was noted that the request from the library covers salary only, no other expenses to operate the library.

- Wastewater Bond:
 - The bond will be paid off during the current budget year and will not be reflected in the FY 2011 budget.
- Highway Department:
 - It was noted there is a reduction of one staff member
 - It was voted on at the special Select Board Meeting prior to the Finance Committee meeting to remove the \$22,300 for the heating system replacement from the FY 2011 budget and pay it out of the budget surplus from FY2009.

The next meeting is scheduled for December 17, 2009 – 6:00pm at the Proctor Library.

Adjournment

The meeting was adjourned at 9:08pm.

Respectfully submitted,

Penny J. Inglee