

Meeting Minutes
Collections Policy Committee
Town of Proctor
Town Offices/ January 10, 2023

I. Call Meeting to Order and Attendance:

Lisa Miser (committee member)

Ben Curtis (committee member)

Linda Raymond (committee member)

Michael Ramsey (staff)

Celia Lisananti (elected treasurer/clerk/collector of current and delinquent taxes)

II. Review and Approve Minutes from November 1, 2022

-Approved by consensus

III. Old Business

-After hour reconnects are permitted and payments are expected by the customer on the following business day. Town officials should closely track activities to accurately bill for disconnection and reconnection fees. Approved by consensus

-It is unknown whether curb stops are installed in the Right-of-Way for services that connect multi-family homes to the main. Lisananti stated that most account holders for multi-family properties are the landlord and not the tenants

IV. New Business

-Ramsey and Curtis will work on a draft policy for review at a duly warned meeting in February

V. Public Comment

No public comment

VI. Adjourn

Meeting adjourned at 5:15PM