

Town of Proctor Selectboard Meeting Minutes

Draft

December 8, 2025

Town Office Meeting Room

Zoom Video Conference

6:00 – 7:26 p.m.

Board Members Present

Bruce Baccei

Linda Doty

Lisa Miser

Jay Thorton

Employees Present

Judy Frazier, Town Manager

Other Guests Present

Peg Tv

Action Items

I. Call to Order - Pledge of Allegiance

Lisa Miser called the meeting to order.

The meeting was held in the Town Office Meeting Room.

A virtual option was also, offered.

All motions passed unanimously, unless noted. A full board was not seated.

II. Review and Approve Agenda

Bruce Baccei made the motion to approve the agenda, as presented. The motion was seconded by Linda Doty, unanimously approved.

III. Review of Minutes

Jay Thorton made the motion to approve the November 24, 2025 regular Selectboard minutes as presented. The motion was seconded by Bruce Baccei, unanimously approved.

IV. Open Public Comment and/or Good Stuff

No public present.

V. Discussion & Action Items

- **Review Bills & Expenditures and Sign Selectboard Orders: The Selectboard reviewed and signed orders totaling: \$1,106,385.59.**
- **Draft of FY27 Budget all Departments- review all departments for cuts:** The 1st budget draft had an increase of 11%. The Selectboard went through each department reviewing the Town Manager changes, as well as, Selectboard changes. The 2nd budget draft has a 5% increase. The Selectboard tasked the Town Manager with looking at additional reductions, looking to reduce to 4%, without cutting services.

VI. Board of Water Commissioners

The Board did not enter Board of Water Commissioners.

VII. Board of Sewer Commissioners

The Board did not enter Board of Sewer Commissioners.

VII. Departmental Reports

- Sheriff: Report provided in packet. Tickets- 9/Warnings-7/Arrests-2/ Fines \$1798
- Town Manager: The Town Manager Report:
 - Received notification from state that they found coliform in a water sample at 18 Gibb Street. New samples taken by 12/3 at same location, 14 School Street, 28 Gibb and well house. All came back clear.
 - Meeting with engineers and hopefully state on 12/9 to review sludge removal project. Ready to submit two applications for reimbursements.
 - Had to dig at St.Dominics 12/1 due to water pipe issue. South Street without water for 2 days – boil notices issued. Notice listed 12/3 8:45am.
 - Issue with residents placing trash in recycle bins, Casella will not pick up.
 - Public works did a great job clearing snow and keeping roads and sidewalks safe.
 - Applying to MRP for fund to replace lights in park. Seeking estimates on lights and electrical installation.

IX. Old or New Business

Possible meeting for Tuesday 12/16 at 1:00 with the state.

X. Executive Session

The Selectboard did not enter executive session.

XI. Adjourn

Linda Doty made the motion to adjourn the December 8,2025 regular Selectboard meeting at 7:26 p.m. The motion was seconded by Bruce Baccei, unanimously approved.