

**Town of Chester  
Budget Committee  
Approved Minutes  
October 9, 2018**

**I. Call to Order/Pledge of Allegiance**

Chair Weider called the meeting to order at 7:00 pm and led with the Pledge of Allegiance.

**II. Attendance**

By Roll Call the following Board members were present: Chair Mike Weider, Vice-Chair Rhonda Lamphere, Christina Gelinas and Liaisons: Selectman Stephen D'Angelo and Mike Romick, Vice-Chair Chester School Board

Also, in attendance: Penny Williams, Tri-Town Times

**III. Member Comments**

Selectman D'Angelo will confirm what the quorum requirements would be going forward, taking into consideration empty positions, if a member has resigned and two voting liaisons. Mr. Romick added and whether it is based on active members.

Vice-Chair Lamphere advised that we need to have the list of Revenues.

Vice-Chair Lamphere would like to see more concise information on the actual expenditures of the Highway Winter Maintenance expenses.

**IV. Welcome and Announcements by the Chair**

Chair Weider welcomed everyone to the meeting and thanked the returning Committee members.

Chair Weider announced that the Committee is looking for new members and serving on this Committee is a great way to know what is going on in the Town.

**V. Public Comment – None**

**VI. BOS Update – Liaison Steve D'Angelo**

Selectman D'Angelo advised there is a joint meeting with the Planning Board and the Board of Selectman on November 7, 2018 at 7:00 pm to discuss the CIP which he urged members of the Budget Committee to attend.

Vice-Chair Lamphere used as an example, the purchase of a police cruiser last year which was a big deal. It is important to have a BOS liaison present at each meeting. It was recommended that perhaps an alternate BOS member could attend if the regular liaison is unable to. There needs to be feedback from the BOS and communication in order to vote whether to recommend things move forward and ask questions.

Selectman D'Angelo reported he approached the Seniors to see what their needs were. They have a 501 (c)(3) set up and receive \$10,000 annually.

## **VII. School Board Update –School Board Vice-Chair, Liaison Mike Romick**

### **Enrollment**

Mr. Romick reported enrollment changes at Pinkerton Academy, 8 students left regular ed, 1 advanced math and 6 special ed.

Selectman D'Angelo asked where they are going?

Mr. Romick advised Chester Academy has a way of tracking that information but Pinkerton does not.

Vice-Chair Lamphere asked if they provided a detail with their invoice?

Mr. Romick advised they did not.

Selectman D'Angelo asked where the SPED students are going? Some students get into high school and change their status but are still enrolled and others may have been discharged.

Chair Weider suggested speaking to Jana Ruiz, the Special Education Director to get that information.

### **Full-Day Kindergarten**

Mr. Romick advised the School Board has recommended full-day kindergarten which will be voted on at Town Meeting via a Warrant Article.

Chair Weider stated the Town did not seem in favor of it last year.

Mr. Romick responded that surveys had gone out and the majority were in favor.

Chair Weider cautioned the method of surveying parents who already have students enrolled in school. Mr. Romick suggested a broader survey such as on the Town web site.

## **PACT**

Mr. Romick advised the school is trying to integrate with PACT and also to get someone to run the A/V Club. Selectman D'Angelo added and build content. The new hire, Brianna Roberge, is doing a great job.

## **VIII. Other Committee Updates –**

### **IX. Minutes – June 12, 2018 – Tabled**

Selectman D'Angelo recommended rather than coming in early for the next meeting or devoting meeting time to reviewing and approving minutes, the Committee could use the same format for review and approval of minutes as the Board of Selectman does. If members would email their proposed changes prior to the next meeting, they can be revised prior to that meeting and the sheet signed off on to indicate approval at the meeting.

Selectman D'Angelo advised that "Hannon" should be "Cannon."

### **X. Old Business - None**

### **XI. New Business**

#### **a. Budget Calendar (Town & School)**

Chair Weider passed out copies of the proposed Calendar and advised some of the dates may change: the dates marked the 5<sup>th</sup> in March may actually be the 4<sup>th</sup> and the May dates reflective of Voting and Town Meeting are inaccurate and should be Voting on the 14<sup>th</sup> and Town Meeting on the 16<sup>th</sup>. The Chair will correct the dates and redistribute them.

Vice-Chair Lamphere advised that the deadline for posting Warrant and Budget are the 25<sup>th</sup> of February and herself and another member may be unavailable for the two weeks prior to that.

Chair Weider recommended adding an extra meeting day prior to Public Hearing.

**b. Monthly Financial Reports (Town & School)**

Mr. Romick advised that the School budget has a surplus of \$177,000. There will be credit for tuition with the enrollment changes at Pinkerton.

Vice-Chair Lamphere advised School Board Chair Royal Richardson, had sent a spreadsheet of contractals. The staff salary schedule is less than expected.

Selectman D'Angelo asked how many teachers left?

Mr. Romick will forward the information to the Committee. \$118,940 projected for salary increases for the contracts first year was \$64,198 in actual, shown on spreadsheet.

Vice-Chair Lamphere got information from Mrs. Rich, on DRA disallowment of the SPED \$25,000 Warrant Article. Mr. Romick advised DRA says if you have a surplus you have to fund it.

**Full-Day Kindergarten**

Mr. Romick broke down the expenses of implementing full-day Kindergarten if it passes.

There would be an addition of 1.5-2 teachers \$125-\$165,000 depending on healthcare, add \$35,000 for one para, \$12,000 for furniture and equipment and up to \$45,000 for upgrading bathrooms.

Vice-Chair Lamphere suggested pay-as-you-go as an alternative to burdening the taxpayers with this. Mr. Romick advised the School Board did not want to become a collection agent.

Selectman D'Angelo asked what parents did now?

Mr. Romick responded they use private kindergarten.

Selectman D'Angelo asked what differentiated the two?

Mr. Romick added, convenience mostly and transportation.

Selectman D'Angelo stated with school ending at 3:15 and being able to have private daycare until 6 pm.

Mr. Romick advised there is an after-school program run by an outside agency who collects fees for that.

Selectman D'Angelo stated he is not sure what impact it would have on socialization and curriculum. There should be activity that supports the cost.

Chair Weider asked if parents could pull them out after half a day if enrolled in full-day. Some communities have gone back to half day because parents were pulling them out.

Chair Weider advised the Keno contribution was somewhat of a disappointment. Towns like Manchester who approved it got \$100,000, capped, when the expense far surpasses that amount.

**c. Town Administrator Position**

**i. Job Description**

Chair Weider provided copies of the update to the job description put together by the Town Administrator Committee. The Committee is comprised of some Town employees and the meetings are open to the public. Heather Bowen is helping them out.

Vice-Chair Lamphere advised that she will be meeting with the Barrington Town Administrator \* who is retiring and offered to help.

**ii. Warrant Article**

**d. CIP**

The Board urged the Department Heads to turn in their information by October 1<sup>st</sup>.

Mr. Romick stated that Superintendent Lockwood was working with Mr. Hadik on the CIP items for the school. The Computer Refreshment Program is one item to be added.

Mr. Romick asked if you have a surplus at the end of the year can you fund a CIP with it?

Chair Weider responded not really, you have to have the exact dollar figure.

Chair Weider advised the CIP goes to Planning Board in August and they have their preliminaries by October 1<sup>st</sup>.

Selectman D'Angelo advised that he would like to see more done with Building Maintenance items that were left off last year. Mr. Provencher, the Town's Maintenance Supervisor, did a great job evaluating the town buildings and putting together a list of what needed to be done over the next 3-4 years and started to secure all the estimates. Nothing went into the CIP for this last year.

**XII. Closing Comments**

**a. Members**

**b. Public - none**

**XIII. Next Meeting Date(s): November 8, 2018 with Planning Board/BOS  
November 13, 2018 at 6:30 pm (tbd)**

**XIV. Adjourn**

Vice-Chair Lamphere motioned to adjourn the meeting at 8:29 pm, seconded by Mrs. Gelinas, with all in favor, so moved.

Respectfully submitted,

Nancy Hoijer,  
Recording Secretary