

**Town of Chester  
Budget Committee  
Draft Minutes  
February 20, 2017**

**I. Meeting to Order**

Vice-Chair Lamphere called the meeting to order at 7:12 PM on Monday, February 20, 2017.

**II. Pledge of Allegiance**

Vice-Chair Lamphere led the meeting in the Pledge of Allegiance.

**III. Attendance**

Vice-Chair Rhonda Lamphere  
Becky Owens  
Chuck Heuer  
Brian Shankey  
Selectman Richard Trask

Absent:

Chairman Michael Weider  
Stephen D'Angelo  
Mike Romick, Vicechair Chester School Board

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

**V. Public Comment –**

There were no members of the public or media/news present at the meeting.

**VI. BOS Update – Selectman Richard Trask**

Budgets & Warrant Articles

Selectman Richard Trask reported that the Board of Selectman have been busy working on budgets and warrant articles will be on Thursday. Selectman Trask reported that they have cut approximately \$100,000 out of the budget. Mr. Heuer asked if the budget books will be available on Wednesday. Vice-Chair Lamphere responded that she will send out an email when the books become available.

**MRI Report (Public Works Director position)**

Selectman Trask reported that the first draft of the MRI Report on the Public Works Director position is coming in, with discussion to be held on that on Thursday. Mr. Heuer expressed his disagreement with hiring an employee without a warrant article for transparency. Selectman Trask responded that he would like Mr. Heuer to review the Report, reiterating the importance of understanding that the MRI Report is a study that the BOS has commissioned to aide them in the decision-making process itself and will need to be reviewed by everyone prior to jumping ahead to what happens beyond the decision once it's been made. Mr. Heuer clarified that if that becomes necessary, a warrant article should be ready to go, given the timing. Vice-Chair Lamphere added additional information in support of the Public Works Director position report, expressing that this was discussed in a public meeting, the Road Agent would like to retire and the Selectmen have a concern about someone running for Road Agent. We never had full time employees, so they're concerned about someone without background, knowledge, or equipment. Our current Road Agent has a lot of equipment that he leases to the town, and we don't want to bring into this sizable budget, with two employees that haven't got the training so good time to look at hiring someone, he is elected, not paid, gets a stipend, line to bill his timing in, always has town program set up. If you hire someone, then you may have to purchase equipment.

Mr. Shankey inquired about the efficiency argument, figuring the cost savings between departments, of the BOS hiring a Town Manager. Vice-Chair Lamphere clarified the difference between Town Manager and Town Administrator. A Town Manager doesn't report to the BOS, if he/she wanted to hire or fire half a dozen employees they can do that. Administrator is another level. Mr. Heuer added that we have in the past considered a Town Administrator. Mr. Shankey added that when Mr. Romick spoke highly of the school superintendent pulling things together so well for that group that it made him think of the similarities with this Road Agent thing. Vice-Chair Lamphere added that it hasn't been brought up for two years, one of the selectmen was strongly opposed to it but that reason is no longer valid.

Selectman Trask responded that he would bring it up to the BOS as to why are we going with a Public Works Director as opposed to a Town Administrator.

**VII. School Board Update – Mike Romick**

**None**

**VIII. Other Committee Updates –**

**None**

**IX. Minutes - February 6, 2017**

Vice-Chair Lamphere motioned to accept the February 6, 2017, revised as follows:

Line 47 substitute “hold a” in place of “present the”  
Substitute Chester School District 2017-2018 for 2017 throughout  
Line 61 substitute “Public Hearing” for “meeting” striking the balance of the line and the words  
“public hearing” on the following line.  
Line 99 substitute “up by” in place of “at”  
Line 160 insert “the” for grammatical reasons, in two places  
Line 161 strike “as possible use” and substitute “if surplus was available.”  
Substitute legislative body for governing body throughout  
Line 189 strike duplicate wording  
Line 192 add “move” and “forward to the annual district meeting.”  
Line 196 strike in entirety  
Line 219 strike in its entirety and substitute dictated paragraph  
Line 226 add “total”, “salary and”  
Substitute “report” for “letter” throughout  
Line 232, strike “that information....” and substitute “those fees are shown in the revenues  
report.”  
Line 268 add “from the previous year”  
Line 269 strike “them electronically” and substitute “the members.”  
Substitute “displayed” for “brought up”  
Substitute “Selectman Trask” throughout  
Selectman Trask seconded her motion, all in favor, so moved.

## **X. Old Business**

## **XI. New Business -**

### **a. BC Calendar**

### **b. Start Review of Town's Budget Request**

Selectman Trask reported that Finance Director Joanne Smith has made a few updates to the Budget, that they have cut \$75,000 from the proposed Maintenance Budget.

Vice-Chair Lamphere instructed the committee that she was going to give them some homework, there are 76 new homes being added to our MS1 this year (so far). Can you find out how many miles of new road will be created, that the town will need to maintain over the next couple of years and how we will know when that’s going to become active. Also, is this 76 out of the 400 we knew about, or in addition to?

Selectman Trask added that he has all new statistics because he’s been working with the new Exit 4A people and all that’s included in that Report, busing, building permits. In 2017 – 12, 2016 – 40, three years prior were 30, 29 and 30. We went from 30 to 43, its cyclical added Mr. Heuer, the economy is doing well, right now, hope it stays doing well.

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**XII. Other Business**

**XIII. Member Comments -**

**XIV. Public Comments – none.**

**XV. Next Meeting Date – February 27, 2017 @ 7:00 PM**

**XVI. Adjourn -**

Selectman Trask motioned to adjourn the meeting. Mr. Heuer seconded his motion, all in favor, so moved. The meeting of the Chester Budget Committee was adjourned at 8:00 pm on Monday, February 20, 2017.

Respectfully submitted,

Nancy J. Hoijer, Recording Secretary