

**TOWN OF CHESTERFIELD
BUDGET COMMITTEE
MEETING MINUTES
SEPTEMBER 18, 2018**

Present: Jon McKeon, Selectboard Representative; Fran Shippee, Steve Laskowski, Rick Cooper, Chesterfield Fire & Rescue Precinct Representative; Chris Babcock, Spofford Fire Precinct Representative; Doug Foster, Gary Winn, Cathy Harvey, School Board Representative; Carole Wheeler, Dave Smith, George Goulet, Alissa Fox, Town Administrator; and Dan Cotter.

Absent: Brad Roscoe

The meeting was called to order at 7 PM.

Rick moved to appoint Gary Winn as Chairman. The motion was seconded by Steve and passed unanimously.

Steve moved to approve February 20th minutes as submitted. The motion was seconded by Carole and passed unanimously.

Rick moved to appoint Dan Cotter as Vice-Chairman. The motion was seconded by George and passed unanimously.

Dan moved to approve the tentative schedule submitted. The motion was seconded by Steve and passed unanimously.

Library – Cathy reported that George Preston has been the Library Director for 1 year. The Book Sale just finished up. Half of the books were donated the other half were books that have been removed from circulation. George has completed Job Descriptions for all Library Employees. The Library is open 11 – 7 Monday through Thursday and 9 to Noon on Saturday. There are 2 people on staff at all times when the library is open. The Library Building needs repairs to the Lighting for approximately \$10,000 and Boiler Replacement for \$8,000.

Town – Jon reported that the Zoning Board (ZBA) is the only department over expended. The Selectboard is looking at hiring a Part-Time Secretary to take on ZBA duties. Chris Lord is being promoted to Department of Public Works. They are looking to add a Maintenance Person to take on Snow Removal for the Sidewalks of Town Buildings and do repairs proactively. Parks & Rec is in search of 2 Board Members. They are meeting with the Selectboard tomorrow. The Selectboard is looking for volunteers for the Capital Improvements Plan. Jon will send out an overview of responsibilities.

School – Cathy reported that the School currently has 281 students. The Budget was for 279 students. Enrollment decreased by 20 Students over the summer and enrollment increased by 25 new students over the summer. Thirty-Three Eighth Graders graduated last June and 25 Students Enrolled in Kindergarten. There is \$377,236 available in the unreserved Fund Balance. Cathy reviewed the accounts.

Chesterfield Fire Precinct – Rick reported that the Precinct has been awarded 3 Grants this year; \$6,000 for the active shooter grant; The Generator; and a Combined Westmoreland and Spofford \$330,000 for equipment hosted by Chesterfield.

Spofford Fire Precinct – Chris reported that Precinct had been awarded Combined Grant for Driver Pump Training. The expenditures for this will continue into next year. Chris will be resubmitting the Grants for each department for Apparatus and Thermal Imaging Camera. The departments are trying to think of more combined grants for the department. Propane is the only line item over expended in the budget.

Other – Right to Know Law was reviewed. It is an official meeting with 7 or more members. Never use reply all. The e-mails could be sent out BCC in order to prevent this. Communication should be forwarded through the Secretary.

The next meeting will be October 23rd. Steve moved to adjourn at 7:55 PM. The motion was seconded by Rick and passed unanimously.

Respectfully Submitted,

Amy LaFontaine
Secretary