

Town of Amherst
Ways and Means Committee
Date: Monday, October 17, 2011
Meeting Minutes

The meeting came to order at 7:25pm

Members present: Bob Brewster, Charlene Carper, David Chen, Peter Eiche, Maggie Paul

Old Business: David Chen suggests that we have a vice chairman and nominates Charlene Carper. All voted in favor, Charlene begins immediately.

First order of business is to construct an agenda.

- Review members committees assignments
- Construct a list of questions for members to ask departments
- Identify W&M member to be contact person for the media
- Establish method of reporting for committee members
- Include a committee member for the Cemetery

Committee Assignments:

- DPW: Peter Eiche and Bob Brewster
- Recreation: Maggie Paul and Bob Brewster
- Fire: David Chen and Peter Eiche
- Library: Maggie Paul and Dick Lefebvre
- Police: Dick Lefebvre and Charlene Carper
- EMS/Emergency: David Chen
- Administration: Charlene Carper and Dick Lefebvre
- Cemetery: Maggie Paul

List of questions for committee members: what would the list look like?

Charlene would like to see the directive that Jim sent the departments and that would help us to form our questions. Discussion followed and it was decided that we would discuss the issue at the next Ways & Means meeting. Possible questions:

- Where do you see the largest increases in your budget?
- How would you implement a reduction in workforce? What would be the consequences of it?
- If you have to reduce your budget by a certain percentage or dollar amount – how would you do it?
- Hot Projects: what are there?
- What are the least important items that you need this year?

David would like to include questions concerning management of healthcare plan fees. Town's healthcare plan is not contributory – the Town gives it to the employees. We will ask the

selectmen and/or the Town Administrator at the next meeting to investigate and create options.
What do other towns do?

Contact for the media: Dick Lefebvre is the Chairperson of the committee and therefore will be the first contact with the media.

Method/Reporting to the committee at meetings: Each member will be responsible for creating a written report that includes an overview/summary of their work with their assigned departments.

Next steps: W&M members should meet with selected Departments to get an overview of the working of the department. Official meetings will be after they present their budgets to the selectman.

Next meeting: Monday, October 24, 2011 at

Peter Eiche motioned to adjourn and David Chen seconded. Meeting adjourned at 9:35pm.

Respectfully submitted,

Maggie Paul