

**BUDGET COMMITTEE MINUTES  
TOWN OF PEMBROKE  
THURSDAY, DECEMBER 17, 2009**

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*Members Present:* Mark LePage; Gerry Fleury; Michael Connor; Bruce Kurinskas; Stacey Sheldon; Marie Chouinard; Dan Crean; Brian Seaworth; Tom Serafin, School Board Rep.; Tina Courtemanche, Selectmen Rep. *Absent:* Ray Foss; David Sheldon, Alt. Selectmen Rep.

*Others Present:* David Jodoin, Town Administrator; Police Chief Scott Lane; Lieutenant Gilman; Peter Warburton, Superintendent of Schools; Michael Reardon, Headmaster, Pembroke Academy; Deb Bulkley, Principal, Three Rivers School; Ryan Quinn, Principal, Hill and Village Schools; Jonathan Burnham, Facilities Director; Peter Aubrey, Business Administrator; Clint Hanson, School Board Chair; Tammy Boucher, School Board Rep.

*Documents Distributed:* 2010/2011 Pembroke School District Proposed Budget

The meeting began at 6:30 PM.

**Approval of Minutes 12/3/2009**

A motion to approve the minutes as presented was made by Gerry, seconded by Stacey, and passed by unanimous vote.

**Police Department Budget**

The overall budget for 2010 has decreased \$36,793 from 2009. Chief Lane gave an overview of the police department's budget outlining various items that have increased or decreased from 2009. Additionally, he provided information, including costs and services, on the change in dispatch services from Bow Communications Center to Merrimack County Dispatch Center which will take effect December 28, 2009. The fees for Merrimack County are \$30,000 per year versus \$95,000 currently being paid to Bow. Chief Lane anticipates that the cost for Merrimack County should increase each year.

The police budget shows significant increases in NH retirement costs as well as police immunizations due to the proposed implementation of a random drug testing program for police personnel which will require start-up funds. Chief Lane briefly reviewed the prosecutor services which have increased \$6,000 from the 2009 budget and are anticipated to increase again in 2011 to \$19,000 and to \$24,000 in 2013. Also showing a substantial increase is department supplies due to an increase in processing equipment and working toward accreditation. Slight increases include pre-employment testing, postage, gas and fuel, equipment/radio repairs and maintenance, and vehicle maintenance and repair.

Chief Lane reviewed the Police Department's CIP requests including laptop upgrades in cruisers for an amount of \$27,910 and an SUV purchase for \$35,299.

When asked by Gerry if a 10% cut in the police budget would be catastrophic, Chief Lane replied that it would not be catastrophic however, it would affect services at some level. He indicated that if he had to choose between the SUV and the computer upgrades, he would eliminate the SUV from the budget. Additionally, he is unsure at this time if cuts would be made in personnel but if so, he would eliminate the School Resource Officer (SRO) position from the school.

The SRO position was discussed in more detail. Chief Lane gave an overview of the program and stated that it has been very successful, particularly due to the SRO, Officer Michael Crockwell.

Other items discussed were increased costs for vehicle maintenance (typically underfunded) and tires for cruisers.

### **School Department Budget**

Peter Warburton began by introducing all members present from the School Department. He then gave an overview of the proposed school budget using a paper copy of a power point presentation. The 2009/2010 budget is \$23,708,989 and the proposed 2010/2011 proposed budget is \$23,823,856 which is an increase of .48% prior to warrants. Salaries are down overall by .88% with an increase in staffing for a half time registered nurse at PA. Overall benefits are up 12.59% (preliminary) and student transportation will increase 4% which covers all fuel costs. The SAU budget cost overall for all five districts is \$1,283,705 with Pembroke's share being \$523,752. 82.6% of the budget is salaries and benefits. Special Education non-salary budget increase is 8.57% and is based on current identified enrollment and anticipated individual education plan requirements. There is a substantial decrease in out-of-district tuitions of \$297,550. Utilities and facilities are down 1.84%

### Pembroke Academy

Mike Reardon gave a brief update on two programs (9.5 and the Bakery program) implemented at PA this year that helps at-risk students become successful. The Bakery program is geared toward emotionally handicapped children and earns them English and Math credits through a creative and specified program. Mike briefly explained the new grading system (Competencies) at PA, and the Pushing Your Limits program offered to incoming freshman. The current drop-out rate at Pembroke Academy is 2.2% which is the lowest Pembroke Academy has ever realized and Mike feels that this is a direct result of PA's philosophy and the implementation of programs such as those mentioned above.

Mike provided data from other school districts regarding the need for an additional (half-time) registered nurse and a full-time certified athletic trainer. Mike indicated that these items are necessary for additional student health and safety needs.

The potential alternative high school was briefly discussed as well as the increase in advanced placement courses offered at PA and the fact that over 130 students are taking advantage of these courses.

Stacey questioned the \$65,300 increase in contracted services and what it will be used for. Mike indicated that it is unclear what the increase reflects. Tom suggested that the Director of Special Services attend the next budget committee meeting to enable the committee to gain a clearer understanding of this increase.

The 4% increase in transportation was briefly discussed. Mike stated that there has been a 100% enrollment increase of students who attend the Concord Tech Program. There are currently 115 students attending which necessitated a second bus. Stacey questioned the increase amount for the second bus as the contract has increased \$37,756. Peter Warburton will get additional information regarding this

increase.

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Gerry asked about the decrease of \$17,912 to secretary salaries in the principal's office. Mike explained that there was an aid position which has been eliminated.

### Three Rivers School

Deb Bulkley gave an overview of the status of Three River School stating that enrollment numbers are consistent, and SPED numbers are down which enable the school to reduce the number of paraprofessionals. The staff and student population is stable, most extra-curricular activities are running at capacity, and there are fewer students failing classes. The Follow the Child initiative put forth by the Department of Education has been instrumental in assisting students, and Sakai, an on-line learning community, is being utilized at a higher capacity. Three Rivers School has been actively seeking out grants in an effort to add technology to the buildings and into the hands of students, one of which, a \$600,000 Science and Technology grant, was recently found to be successful. Deb also gave a brief description of the alternative middle school located at the old library building. Eighty of the ninety eighth graders will be participating in the Washington DC trip.

### **Other**

The next meeting is scheduled for Thursday, January 7, 2009 at 6:30 PM. The School Department will continue their budget presentation.

### **Adjournment**

A motion to adjourn the meeting at 8:30 PM was made by Gerry, seconded by Tom, and passed by unanimous vote.