

**BUDGET COMMITTEE MINUTES
TOWN OF PEMBROKE
THURSDAY, JANUARY 28, 2010**

Members Present: Gerry Fleury, Vice Chair; Michael Connor; Bruce Kurinskas; Ray Foss; Marie Chouinard; Dan Crean; Brian Seaworth; Tom Serafin, School Board Rep.; Tina Courtemanche, Selectmen Rep. *Excused:* Mark Lepage, Chair.

Others Present: David Sheldon, Alt. Selectmen Rep.; David Jodoin, Town Administrator

Documents Distributed: Updated Summary of Tax Rate 2005-2010; Updated Town Budget Proposal; Budget Reduction Suggestions prepared by Mike Connor; Correspondence from Library regarding budget reductions.

Gerry called the meeting to order at 6:35 PM and indicated that he will be chairing the meeting in Mark's absence.

Approval of Minutes 1/21/2009

A **motion** to approve the minutes as amended was made by Tom, seconded by Ray, and passed by unanimous vote.

Town Budget Update – Dave Jodoin

Dave distributed updated copies of the Summary of Tax Rate and the proposed town budget which now includes reductions in legal expense (\$5,000) and paving (\$50,000). It also includes an increase of \$22,281 which reflects additional costs for benefits due to changes in personnel. These updates reflect a 1% increase in the budget over 2009. He is holding the MS-7 pending any further updates.

School Budget Update – Tom Serafin

Tom indicated that the School Board met on Tuesday, January 26th and decided to take no action on the budget committee's request for budget cut recommendations. They agreed that any budget cuts would need to be made by the budget committee. Tom reminded the committee that there has been movement on the Collective Bargaining Agreement. Further, there is a higher utility cost savings from the Honeywell Phase 1 project than originally anticipated, and notice was received that Catastrophic Aid will be funded higher; approximately 80% versus the 50% originally anticipated (approximately \$300,000).

Mike distributed copies of his budget reduction suggestions which include the following items from the MS-27: 1410 Other Programs \$30,000; 2139 Student Support Services \$26,000; 2490 School Administrative Service \$10,000; 2722 Student Transportation \$37,500; 1200 Special Programs \$100,000; 1300 Vocational Programs \$30,000; 2660 Operation & Maintenance Plant \$34,000; 1100 Regular Programs \$32,500.

The committee discussed the above items specifically the substantial reduction to Special Programs. It was unclear if a decrease to this item would be allowable from a legal standpoint.

Gerry reminded the committee that the total requested reduction from the school was \$325,000 and that Mike's list totals \$300,000.

A **motion** to approve the budget reduction suggestions submitted by Mike but to decrease his reduction to Special Programs by \$50,000 and increase his reduction to Regular Programs by \$75,000 was made by Bruce, seconded by Brian, and passed 8-1.

With the following reductions made to MS-27 line items: 1410 Other Programs \$30,000; 2139 Student Support Services \$26,000; 2490 School Administrative Service \$10,000; 2722 Student Transportation \$37,500; 1200 Special Programs \$50,000; 1300 Vocational Programs \$30,000; 2660 Operation & Maintenance Plant \$34,000; and 1100 Regular Programs \$107,500, the above motion reduces the budget committee's recommended school budget to \$23,492,412 versus \$23,817,412 originally shown on the Warrant (\$325,000 decrease).

School Warrant

A **motion** to recommend Warrant Article 3 as written was made by Mike, seconded by Dan, and passed 9-0.

A **motion** to recommend Warrant Article 4 as proposed was made by Ray, seconded by Mike, and passed 9-0.

A **motion** to recommend Warrant Article 5 as proposed was made by Ray, seconded by Bruce, and passed 9-0.

A **motion** to recommend Warrant Article 6 as proposed was made by Ray, seconded by Brian, and passed 9-0.

A **motion** to recommend Warrant Article 7 as proposed was made by Ray, seconded by Bruce, and passed 9-0.

A **motion** to recommend Warrant Article 9 in the amount of \$23,492,412 was made by Ray, seconded by Bruce, and passed 8-1.

Updated documentation will be prepared and available for the public hearing.

Town Budget

The town budget was revisited by the committee.

At this time, Gerry stepped down as chairman and turned the meeting over to Brian.

The committee discussed the additional increase of \$22,281 as well as salary increases for Library personnel due to expanded library hours. Additionally, Dave Jodoin received correspondence from the library (not yet reviewed by the selectmen) pertaining to a budget reduction of \$2,000 for heating expense and a salary line reduction for the custodian who works only 10 hours per week versus the 14 hours shown in their budget.

A **motion** to reduce the Library budget lines: Salary \$2,070; Retirement \$97; FICA \$126; and Medicare \$27 for a total reduction of \$2,320 was made by Gerry and seconded by Ray. A **motion** to amend this motion to also include reducing the Library heating line by \$2,000 for a total reduction of \$4,320 was made by Dan, seconded by Mike, and passed 7-1 with 1 abstention. The first motion then passed 7-1 with 1 abstention.

At this time, Brian turned the meeting back over the Gerry.

A **motion** to reduce the town's Capital Outlay/Infrastructure Improvements (MS-7 line 4909) by \$17,700 was made by Mike, seconded by Tom and passed 8-1.

The total town budget, including the increase of \$22,281 and decreases of \$50,000, \$5,000, \$4,320, and \$17,700 as recommended by the budget committee, is now \$7,468,645 versus \$7,523,384 originally shown on the Warrant (\$54,739 decrease).

Town Warrant

A **motion** to recommend Warrant Article 7 in the amount of \$7,468,645 was made by Tom, seconded by Mike, and passed 8-1.

Dave Jodoin will prepare updated documentation and have available for the public hearing.

Other

The next meeting is scheduled for Thursday, February 4, 2010 at 6:30 PM which has been reserved for any Petition Warrant Articles. The Public Hearing is scheduled for 10:00 AM on February 6, 2010 at Pembroke Academy. Ray Foss will be unable to attend the hearing.

Adjournment

A **motion** to adjourn the meeting at 8:23 PM was made by Tom, seconded by Mike, and passed by unanimous vote.