

**MINUTES  
TOWN OF PEMBROKE  
BUDGET COMMITTEE  
THURSDAY, OCTOBER 16, 2008**

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Members Present: David Freeman-Woolpert; Mark LePage; Gerry Fleury; Ray Foss; Charles Connor; Michael Connor; Tom Serafin, School Board Rep.; Tina Courtemanche, Alt. Selectmen Rep. (7:20 PM)

Absent: Fred Kline, Selectmen Rep.

Documents Distributed: Tentative 2009 Budget Schedule; Capital Improvement Program 2009-2014

The meeting began at 7:00 PM.

The Committee voted unanimously to appoint David Freeman-Woolpert as Chair and Mark LePage as Vice Chair. David announced that this would be his last year as Chair of the Budget Committee due to his upcoming marriage which will cause many of his evenings to be spent in Fitzwilliam.

David explained that there are two vacancies on the Committee. He requested that the members make suggestions as to who they feel could represent the constituencies that are not present. Recommendations should be forwarded to Tom Petit.

The Committee reviewed the 2009 budget schedule and agreed on meeting dates (see attached agenda).

Tom Serafin, on behalf of the School Board, gave a brief summary and update on Phase 1 of the Comprehensive Energy Conservation Plan for Pembroke's schools. He explained that Phase 1, which upgraded many windows, improved the insulation and found some blockages in the hot air vents, is essentially complete and has generated substantial savings. He asked for feedback from the Committee on exploring Phase 2 of the plan which would also provide significant savings. Phase 2 could include additional window replacement, upgraded controls and other electrical savings as well as the possible installation of a wood chip burning plant at Pembroke Academy. Tom indicated that a tour of a nearby wood chip heating plant will be available in the future. The general opinion of the members was favorable for the exploration of Phase 2.

Gerry Fleury gave a detailed review of the CIP plan and schedule for 2009-2014, adopted September 17, 2008. The plan includes: CIP overview, schedule of department requests, CIP committee recommendations for 2009, town and school project descriptions and Pembroke Water Works CIP schedule. A copy of the plan was distributed to the Committee for review. Gerry explained that due to the large increase of the bottom line as compared to last year, the CIP Committee did not focus on how items would be paid but rather concentrated on establishing need and assigning priorities. He further indicated that the Committee expanded their voting documentation to show all votes rather than just high or low votes.

The Committee discussed the CIP Committee's recommendations, specifically those items requiring a large dollar amount. Some discrepancies were noted within the CIP report pertaining to dollar amounts on the CIP recommendation page (7) versus the project description pages.

The meeting adjourned at 9:15 PM.

The next meeting is scheduled for November 20, 2008.

**AGENDA**  
**PEMBROKE BUDGET COMMITTEE**  
**TOWN OFFICE, PAULSEN MEETING ROOM**

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The Pembroke Budget Committee will meet to review and act on the 2009 proposed Municipal and School District budgets on the following dates at 7:00 PM:

Thursday, November 20, 2008 - Town Budget

Thursday, December 4, 2008 - Town Budget

Thursday, December 11, 2008 - Town Budget

Thursday, December 18, 2008 - School Budget

Thursday, January 8, 2009 - School Budget

Thursday, January 15, 2009 - School Budget

Thursday, January 22, 2009 - Deliberation

Thursday, January 29, 2009 - Deliberation/Draft Recommendation of Budgets

Thursday, February 5, 2009 - Reserve for possible Petition Warrant Articles

**PUBLIC HEARING**  
**Town/School Budgets**  
**Saturday, February 7, 2009 - Time: TBD**  
**Pembroke Academy Auditorium**

Thursday, February 12, 2009 - Final Deliberation/Final Recommendation of Budgets

**Saturday, March 7, 2009 - School District Meeting - Deliberative and Voting**

**Tuesday, March 10, 2009 - Town Meeting - Voting**

**Saturday, March 14, 2009 - Town Meeting - Deliberative and Voting**