

Town of Pembroke  
Budget Committee Minutes

January 19, 2016

FINAL

1. Attendance:

Clint Hanson, Pat Boucher, Tina Courtemanche, Gerry Fleury, Mark LePage, Brian Seaworth, Ann Bond, Mike Connor, Dave Doherty, Karen Yeaton, Sandy Goulet, Marie Chouinard

Unexcused: David Sheldon

2. Call to Order: 6:30pm

3. Minutes:

Motion to accept the minutes from 1/5/17 made by Tina Courtemanche. Motion seconded by Ann Bond.

Corrections: Marie Chouinard was not present at the meeting.

Motion passed as amended 10-0-2; Marie Chouinard and Sandy Goulet abstain.

4. Other

Concerns were brought forward by Mark LePage about a Tax Payer Information Group that was formed and the role some of the Budget Committee members play in this group. His concerns are as follows:

A member of the MBC involved in organizing, facilitating, or taking an active leadership role in a taxpayer group may constitute a conflict of interest with a position on the MBC

A member of the MBC involved in organizing, facilitating, or taking an active leadership role in a taxpayer group may result in public perception of sanction, authorization, or support of that group from the MBC. (Example: voicemail from resident asking why the Budget Committee was holding a no-posted meeting.)

Members of the MBC involved in organizing, facilitating, or taking an active leadership role, or even participating, in a taxpayer group may put the MBC at legal risk of a non-posted gathering

Dissemination of draft materials without proper markings as such, and without an understanding of the structure, nature, and legal requirements behind them can lead to misunderstanding and confusion. Once released, materials are apt to further disseminate with even less context, possibly promoting

further misunderstanding. At worst, this can lead to actual miss-information being communicated. (Example: co-worker asked "Are we really going to have a 14% tax increase?")

A member of the MBC involved in organizing, facilitating, or taking an active leadership role in a taxpayer group may be seen as subverting the function of the MBC, chartered by vote of the town, and its ability to work in an orderly manner according to statutory process

Ann Bond stated that many of the residents in the town had approached her with questions and instead of meeting with each one individually she thought meeting all together would be better. The only information that she discussed was that of which she obtained going to the school board meeting herself. Karen Yeaton stated that she had no response to the concerns as they are not valid. Pat Boucher stated that she was there as a tax payer not there representing the School Board or the Budget Committee. Tina Courtemanche stated that she was present at the meeting as a tax payer to see what was said. It was clearly stated this group had nothing to do with the Budget Committee.

Gerry Fleury stated his concerns for this group meeting as well. The Public Hearing that is held in February is the proper forum for the tax payers to ask questions and voice concerns. Even if it was stated that it is not part of the Budget Committee people make assumptions and that is where the danger of misconception comes in. Clint Hanson voiced his concern stating that all budgets were still in draft form therefore he feels the meeting is premature. Karen Yeaton stated that there were no budgets handed out at the meeting. The meeting was to answer questions tax payers had and to guide them to the correct spot of obtaining the information that they wanted. Clint Hanson reiterated that it was an inappropriate time to do so as it premature.

The discussion was stopped at this point as all members had an opportunity to voice concern if they wanted to do so.

#### School-Budget Review/Questions

An updated copy of the school budget was handed out to the Budget Committee again. A new draft was created after the last Budget Committee Meeting where there was concern with the increased budget. The concerns were brought to both the School Board and the principals of the schools. The budget was reviewed and potential cuts were made in the amount of 612,364.37. A detail of the reductions was given at the back of new budget packet. In addition the newly proposed numbers take out the proposed Sabbatical request amount as well as the funding for the PACE Academy. Due to grant requests to the state the funding for the PACE Academy was taken out of the overall budget and placed in a warrant article.

The county numbers are still an approximation on the tax sheet as the budgets have not been completed at the State and County level as of yet. Therefore the number that is seen is an approximation.

The School Board has not voted on the reductions to the budget as of yet as there was not a total number available at the last meeting. The Warrant Articles however were voted are and are included in the new packet.

Additional questions of the budget were asked at this time. Karen Yeaton requested to know if the School Building Capital Reserve Fund was the same as the Building Capital Reserve Fund. Amber reassured the committee that the lines are the same. The request of the members of the budget committee is that the name on the account reflect the actual Capital Reserve Fund name. This correction will be made and reflected in the future.

Mark LePage asked if the Maintenance Contracting License was not being implemented as it was easily cut in the first round. Patty Sherman stated that this would be a new license allowing for online applications for employment. This will just not be implemented as of yet. Brian Seaworth questioned what the fee was associated with. Patty Sherman believed it was a set-up fee with the remainder as a maintenance fee for the program.

The cost of the Epi-pen was brought up in discussion. Tina Courtemanche stated that there is now a generic epi-pen made. Patty Sherman will let the school nurses know and look into the availability of the generic form for the schools.

What is Flexible Seating? This is described as being unique seating accommodations for kids such as exercise balls, different levels of tables for sitting on the floor and standing, pillows, etc.

Sandy Goulet stated that the cuts to the budget looked good thus far however she would like to see more cut. Clint Hanson stated he applauded the school's effort in making the reductions however he feels it would be difficult to reduce staff, and feels the revenue shortfall is the problem.

Pat Boucher expressed her concerns with cutting the Bandwidth expansion at Three Rivers School. Patty Sherman stated that the bandwidth at Three Rivers School is not hitting the maximum at all times, therefore they feel this could wait. Gerry Fleury expressed that if tighter controls were given then they may be able to maximize availability of the network. He states that locking out programs may be better than filtering. Brian Seaworth stated that he looked into what some resolutions to maximizing the bandwidth and found many solutions. Mark LePage requested that he send along those suggestions to the school board and the budget committee.

Mike Connor requested to know what the bottom line increase would be after the reductions without the salaries and benefits included. Amber stated the amount is an increase of \$83,000. Mike Connor congratulated the school on a good job.

Sandy Goulet stated again that she feels the school should cut a little more. In addition voting on the bottom line of the budget today would hinder this. Clint Hanson stated no more could be cut. Gerry Fleury stated he felt they made a good faith effort.

Discussion on the School Budget ended and the Budget Committee decided to vote on the Warrant Articles as they were already voted on by the School Board.

## 2017 School Warrant Articles

### Warrant Article #2

Motion made by Mike Connor to approve warrant article number 2. Motion seconded by Gerry Fleury.  
Vote: 7-3 Approved

### Warrant Article #3

Motion made by Mike Connor to approve warrant article number 3. Motion seconded by Sandy Goulet.  
Vote: 10-0 Approved

### Warrant Article #4

Motion made by Clint Hanson to approve warrant article number 4. Motion seconded by Tina Courtemanche. Vote 7-3 Approved

### Warrant Article #5

Motion made by Clint Hanson to approve warrant article number 5. Motion seconded by Marie Chouinard. Question requesting to know which parking lot. This is the lot closest to the softball field. Approximate balance in the account is \$115,455.34. Vote 10-0 Approved

### Warrant Article #6

Motion made by Sandy Goulet to approve warrant article number 6. Motion seconded by Clint Hanson. Approximate balance in the account \$30,003.26. Vote 8-2 Approved

### Warrant Article #7

Motion made by Sandy Goulet to approve warrant article number 7. Motion seconded by Marie Chouinard. This is used to purchase large equipment such as tractors. Approximate balance in the account \$57,578.72. Vote 6-4 Approved

### Warrant Article #8

Motion made by Sandy Goulet to approve warrant article number 8. Motion seconded by Gerry Fleury. Mark LePage recused himself from the discussion and stepped away from the table during this discussion and vote. Vote 7-1-2 abstain (Mark LePage and Clint Hanson) Approved

### Warrant Article #10

Motion made by Marie Chouinard to approve warrant article number 10. Motion seconded by Mike Connor. Vote 7-2-1 abstain (Clint Hanson) Approved

Town Warrant Articles:

Warrant Article #3

Motion made by Sandy Goulet to approve warrant article number 3. Motion seconded by Tina Courtemanche. Question to what this is being spent on? Town Equipment such as backhoe.

Vote 10-0 Approved

Warrant Article #5

Motion made by Sandy Goulet to approve warrant article number 5. Motion seconded by Marie Chouinard. This is for Repairs at cemeteries, ground radar and a survey. Vote 10-0 Approved

Warrant Article #6

Motion made by Sandy Goulet to approve warrant article number 6. Motion seconded by Tina Courtemanche. Vote 10-0 Approved

Warrant Article #7

Motion made by Sandy Goulet to approve warrant article number 7. Motion seconded by Marie Chouinard. Vote 10-0 Approved

Warrant Article #8

Motion made by Sandy Goulet to approve warrant article number 8. Motion seconded by Tina Courtemanche. Approximate Balance: \$85,734.52 Vote 9-1 Approved

Warrant Article #9

Motion made by Tina Courtemanche to approve warrant article number 9. Motion seconded by Sandy Goulet. Approximate Balance: \$13,777.19 with an est. savings of year of \$21,000. Vote 10-1 Approved

Motion to Adjourn made by Mike Connor. Motion seconded by Tina Courtemanche. Motion passed at 8:41pm.

Next Meeting 1/26/17 at 6:30pm