

BUDGET COMMITTEE MINUTES  
TOWN OF PEMBROKE  
Regular Meeting  
Thursday February 11, 2016  
\*\* Final \*\*

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Members Present: Mark LePage, Chair; Gerry Fleury, Vice Chair; Michael Connor; Brian Seaworth; Marie Chouinard; Clint Hanson; Tina Courtemanche, Selectmen Rep. Patricia Boucher, School Board Rep.; David Doherty, Alt. School Board Rep., Daniel Crean, Karen Yeaton

Audience: David Jodoin Town Administrator; Patty Sherman Assistant Superintendent; Amber Wheeler Business Administrator; Dan Driscoll School Board Member

Members Absent: Sandy Goulet

Mark called the meeting to order at 6:30 PM

Motion by Gerry to approve the minutes of February 4, seconded by Tina. Vote unanimous.

Mark noted that tonight will be the Committee's last night in terms of completing work in preparation for Town and School district meeting. Mark then indicated the Town would be considered first.

### **Town**

D. Jodoin explained the State MS-737 form was ready for signing. The only item that changed was that the article for the tasers was removed because the Selectmen are agents to expend. The money for that now shows up under capital outlay.

Mark asked the members if there were any concerns with the Town budget. There being none, Mark asked for a motion on the Town budget.

Gerry motioned to move the previously approved warrant articles for the Town exclusive of warrant article five (Tasers) which is now in the budget, and reducing article four (Capital reserve deposits) by \$38,500. Seconded by Dan. Vote unanimous.

Tina moved to approve the Town budget of \$8,000,878, seconded by Marie. Mark asked for comments and questions.

Dan Crean asked if the numbers on the state MS-737 form are represented on the Tax impact sheet.

D. Jodoin stated yes they were and went on to explain the difference between the revenues listed. The MS-737 sheet currently does not allow for overlay and war service credits. The tax impact sheet takes those numbers into consideration to show a true picture of what the tax rate would be.

Motion to approve the Town budget was unanimous. The Board signed the State MS-737 form.

### **School**

Mark explained that everyone should have a packet from the school along with a single page project description sheet and also everyone should have a copy of the latest tax impact sheet.

Mark gave a quick recap of the School Board meeting that he, Gerry Fleury and Karen Dowling attended, noting that about an hour was spent in clarifying and ensuring that we were in sync, and the numbers were correct. Mark thanked Gerry who took Thursday off to dig through the numbers.

Amber Wheeler (Business Administrator) handed out copies of the school's warrant articles, tax forecast, estimated revenues and the MS-27, along with an updated budget. Also provided was the information requested on Tuesday about the collective bargaining agreement.

Mark asked Tina if this was the CBA information that she was looking for and her response was no. Tina explained that what she wanted to know was what is the percentage of your total appropriations that is tied to the collective bargaining agreement, benefits, salary anything that is tied to the contract. Clint commented that he went over the budget and his calculations say that approximately 92% of the budget was listed as non discretionary.

Mark explained that we have a copy of improvement project items. Dan Driscoll commented that at the most recent school board meeting that was attended by Mark, Gerry and Karen, there was the discussion of the warrant article for \$100,000 that was to put money in the capital reserve fund. The initial thought was that it would go towards the electrical work needed at PA, subsequently rolled over into the Honeywell project. The School Board feels that they would still like to put that \$100,000 in, and referenced the projects list, a subset of the facilities study. Mark asked for clarification on the list, and Dan note it is a representative sample of needed work, not yet prioritized by the Board.

Mark explained that there may have been some confusion from the budget committee as they thought this article would go away as a result of the shift of the electrical work into the Honeywell project.

Tina commented that the school's original warrant as initially presented at the beginning of this season's review was for \$120,000.

Mark asked Amber if the numbers on the tax impact sheet reflect what we have here. Amber noted that warrant article nine, security cameras, has been removed per discussion last week because the school is already the agents to expend. That is reflected in the tax impact sheet and MS-27 forms.

Mark noted that in terms of the warrant, he felt that the Board was ready to vote.

Gerry motioned that the original poll that the Board took prior to the hearing on the school district warrant articles at that time numbered four through ten be extended onto the warrant presented tonight with the specific exclusion of former article number nine which was for \$22,793 which no longer requires a recommendation of the budget committee.

Pat Boucher stated that she was hoping that the board would reconsider article four because of the list than Dan Driscoll has presented to the committee for the \$100,000 that was discussed.

Marie Chouinard commented that she was confused and wanted clarification before the board went further on the \$100,000.

Patty Sherman explained the articles.

Dan Crean noted that the way the article was presented to the Board originally was to put \$100,000 in there and that included the electrical work. It was never originally presented to us to include projects like this.

Gerry explained that if the \$100,000 in article four passes, the School Board can't spend that until it comes back to the budget committee and the voters, as the school board are not agents to expend. However haven taken the

time to read the initial facilities survey with a 10 million dollar bottom line we should take more time to review the findings before recommending \$100,000 be placed in reserves.

Dan Crean noted without the project list items being reviewed and prioritized it was useless to discuss them on the last night of the Budget Committee meeting.

Gerry explained that he felt that these items on the list needed to go through the Capital improvements process.

Gerry motioned to amend his original motion to carry forward the recommendations on articles now listed as five through eight, second by Clint Hanson. Vote unanimous.

Gerry motioned to reconsider warrant article four. The motion died for a lack of a second.

Pat motioned for the bottom line of the school budget at \$26,002,018, seconded by Clint.

Marie asked if the questions that we had on Saturday were now fixed.

Gerry commented that he reviewed the numbers and was comfortable with them.

Motion passed 6-3.

There was a detailed discussion on posting requirements with regards to the school.

Mark noted that he will speak with D. Jodoin about posting notices for after both school and Town meeting should the budget committee need to meet.

Mark thanked all of the members of the committee for their work.

Motion to adjourn by Gerry, seconded by Mike at 7:35 PM. Vote unanimous.

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