

**BUDGET COMMITTEE  
TOWN OF PEMBROKE, NH  
SEPTEMBER 17, 2020 at 6:30 PM**

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Mark LePage, Chairman, called the meeting to order at 6:30 pm.

**I. Attendance:**

Budget Committee Present:

Daniel Crean, Peter Gagy, Karen Yeaton, Gerry Fleury, Mark LePage, and Marie Chouinard, Paul Hanson

Excused: Brian Seaworth, Armand Soucy, Michael Connor

Staff: David Jodoin Town Administrator

**II. Approval of Minutes: August 20, 2020:**

Dan Crean moved to approve the minutes of August 20, 2020; Marie Chouinard seconded the motion. Karen Yeaton and Paul Hanson abstained. Motion passed 8-0.

**III. Update from Town on Budget:**

David Jodoin, Town Administrator, explained that revenues are still down and tracking the same as last month. Last month, revenues were off \$73,000 and are now off \$87,000. David is still projecting that the budget will be off \$150,000 at the end of year. This deficit should be able to be made up in other areas. Most of the financial difficulty will likely be seen in 2021. CARES Act reimbursements have been submitted but he is unsure if they will see 100% back. Mark LePage asked what the total amount that has been submitted. David explained that the Town was allocated \$167,000. The first two submissions equaled roughly \$20,000. There has been some discrepancy between FEMA and the CARES Act on what and how items are covered. Originally, PPE and items like that were to be reimbursed through FEMA. FEMA then came back and told School Districts to submit through their towns to receive CARES Act funding. The last round of submissions will wipe out any remaining funds that were allotted to the Town. At first, the Town was told they cannot supplement wages for the town employees or emergency personnel to seek reimbursement. Then they changed and said that towns can submit for wages. Then last Friday, they changed back and said that the Town cannot. If the Town cannot, then there will still be some funds available. David will not know for another few weeks.

David shared that the Police Department has offered the Safety Center to hold future socially distanced meetings. Marie Chouinard asked if they met at the Police Department, will there be the ability to record. David answered that there would not be the ability to record at the Safety Center.

#### **IV. Update from School on Budget Situation:**

Andy Camidge, Chair of the School Board, explained that they are also wondering what is going to be covered between FEMA and the CARES Act. The allotment for the school was approximately \$183,000. The School District has spent and submitted for that amount. A lot of money went towards Chromebooks for students to be able to work remotely. The benefit of purchasing the Chromebooks now, is that they would have had to been purchased at some point soon anyway. They are an asset that the School can hold on to and reutilize. There is a lot that is still in flux. There was a School Board meeting last night and a representative from Dale Transportation was there. Dale notified them that they are short drivers by half. The District typically has eight routes and right now there are only four drivers so they are currently doing double runs. This means some kids get to school late and some leave early. Until there are more drivers, there is not a great solution to this problem. They stated that the District will not be charged for the contracted eight buses and eight drivers. This will lead to some savings on bussing for the first part of the year.

Mark LePage explained that it would be helpful if the School could start getting together a list of additional expenditures or extra costs that have been incurred. This way they can get a clear picture of what the budget may start to look like soon.

Andy explained that the board approved \$53,000 for additional air handling equipment at TRS and Pembroke Academy that did not meet the guidelines set forth by the CDC. They have also purchased single room portable HEPA filters for some classrooms. That should be funded out of a trust fund and not come back as an additional expenditure but Andy cannot say 100% that is how it is going to happen.

Karen Yeaton discussed a press conference the Governor held where he mentioned that not all CARES funding has been spent because some Towns and Schools have not been severely impacted by COVID and there is potential opportunity for towns that need it, to apply for it. Andy stated that he is unaware of that opportunity but will talk with Amber and Patty about it. He also explained that they have not submitted for all their reimbursements and it may look to the State that they do not need the funds when they will be submitting for them. This could be happening across the State.

Andy explained the busing situation further. The kids missing the last block of the day to be on the first run is unacceptable to the Board and to the community but right now it may be the only option. The other option they are discussing is having the second run be later and having teachers stay later but that is outside of the teacher's contracted time so that would carry some extra costs and then there is the issue of

where to keep the 75 kids socially distanced for an extra hour. That could carry the costs of hiring more staff. Right now, this is a fluid situation.

Karen Yeaton asked if the bus company not meeting terms of contract with us, will the District see compensation for that. Andy stated that during conversations with the bus company, they mentioned that they have contacted the parent company out of Massachusetts and they are talking about the contract. The District is contracted for eight buses and since they are only providing half of the buses needed, the District is only paying half of the costs of contract right now. They mentioned that they have lost 20 drivers between the end of the last school year and the beginning of this one. Many of them cited the virus as the cause.

Andy explained that there was an SAU meeting a few weeks ago and some of the other towns in the SAU have shown interest in opening the AREA agreement. Andy believes that they are still a few years away from being able to legally open it for a variety of reasons.

Mark LePage asked if any of the sending schools have expressed interests in rebates in tuition as a result of the remote instruction. Andy answered that he does not think so. Each school had a very small number of students that unenrolled and chose to stay fully remote. Small being two or three in each district. Unlike in previous years, when kids enroll in VLACS, they are still technically enrolled in Pembroke School so they can participate in sports and clubs and Pembroke does not lose the adequacy aid grant money that would typically follow that student.

#### **V. CIP Presentation:**

Gerry Fleury, Chair of the Capital Improvement Plan Committee, presented ratings and requests for the 2021 Budget.

Gerry explained that he has been working with Josh Coughlin to reformat the School District's CIP requests to look a little more uniform with the Town. Josh took the expenditures and put them under specific capital reserves. Gerry is recommending to put out a warrant article to adopt a vehicle replacement capital reserve. Josh worked with David at the Town to figure out capital reserve deposit amounts that would work with the expenditures in the years they want to expend. David and Josh also worked on the warrant articles they would need to achieve their Capital Improvement Plan.

#### **VI. Other Business:**

The next meeting will be held October 15<sup>th</sup> and it will be held remotely.

#### **VII. Adjourn**

Gerry Fleury made a motion to adjourn at 7:41 PM. Andy Camidge seconded the motion and it was approved unanimously.

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Mark LePage, Chairman