

TOWN OF PEMBROKE  
APPROVED  
ADVISORY COMMITTEE MINUTES  
05 NOVEMBER 2018

Stephen Curley, Chairperson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:00PM on 05 November 2018. Also present were Linda Peterson, Stephen Walsh and Matthew Norton  
Maria Karas arrived at 7:05PM

**Absent:** Elizabeth Monks

Stephen Curley asked members if they had a chance to review the meeting minutes of October 22, 2018.

Upon motion moved by Matthew Norton and 2<sup>nd</sup> by Stephen Walsh the meeting minutes of October 22, 2018 was

**VOTED<sup>1</sup>:** To accept the meeting minutes of October 22, 2018, Linda Peterson supported the motion.

The committee reviewed the Request for Transfer from Reserve Fund from Susan Roche, Recreation Director in the amount of \$7,100 for Community Center Building repairs. This is for emergency roof repairs to stop multiple leaks.

Upon motion moved by Stephen Walsh and 2<sup>nd</sup> by Matthew regarding the Request for Transfer from Reserve Fund from Susan Roche, Recreation Director in the amount of \$7,100 for Community Center Building repairs.

**VOTED<sup>2</sup>:** To approve the Request for Transfer from Reserve Fund from Susan Roche, Recreation Director in the amount of \$7,100 for Community Center Building repairs, Linda Peterson supported the motion.

The committee reviewed and discussed correspondence received as followed:

- Advisory FY20 Budget worksheet

Stephen Curley suggested sending a memo to all department heads requesting a copy of their FY20 detail budget for Advisory to review. Stephen Walsh suggested a 1% reduction across all budgets would be a way to fund personnel that's been added. Stephen Curley suggested Advisory schedule FY20 Budget meetings with the Fire Chief and Police Chief.

The meeting Advisory requested with the Board of Selectmen in an effort to review next year's budget to finance personnel we've added has been scheduled for Monday, November 19, 2018 at 7:30PM.

- The Board of Selectmen is trying to force an override now over using the \$800,000 in free cash. The town should be putting \$25,000 each year toward Snow & Ice. Public Safety, Schools and Benefit Insurance is approximately 88% of the town's budget. Salaries have been excessive and there is one more year before contracts expire. Cuts may need to happen in the schools, fire department; with layoffs come paying unemployment.
- Pembroke schools are at the bottom 10% in state per pupil; lower 30% in spending. The salaries are closer to average. Each school has a principal and assistant principal. After Advisory meets with the Board of Selectmen, if schools take a hit, we need to communicate publically. Short of an override, we will be cutting jobs in firefighters, the Library. The Library could risk decertification. They must spend an average of the last three years to maintain certification. If they lose the

<sup>1-2</sup> The Chairperson did not vote on these motion.

certification they can't borrow books, etc. The Board of Selectmen need to take a lead, new cohesive approach; can't wait until April/May.

- Stephen Walsh asked Mike Buckley, Town Accountant for financial reports from the new accounting software; Mike said they wouldn't be available until next year. Stephen said we don't budget actuals. Stephen Curley said it's the way it's voted at Town Meeting i.e. salary, OT, expenses are voted as one number. Departments can move money from one line to another; we need to be more transparent. We should be trying to get in front of it and reviewing the monthly operating budget.
- Stephen Curley will send Mike Buckley an email this week prior to meeting with the Board of Selectmen.

The next meeting is scheduled for Monday, November 19, 2018 at 7:00PM.

Advisory adjourned at 8:05PM.

Respectfully submitted,

Linda Peterson, Clerk

<sup>1-2</sup> The Chairperson did not vote on these motion.