

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
APRIL 6, 2023

Linda Peterson, Chairperson opened the meeting on Thursday, April 6, 2023 at Town Hall at 6:52PM. Also present were: Sandra Beaton, Liz Benotti, Tim Landy and Robert Kenney

Absent: John Scholl, Stephen Walsh and Kristi Cullinane

Guests: William Chenard, Town Manager; Andrea Hatziyannis, Recycling Committee; Brian Logan, resident interested in Advisory Committee membership

Upon motion moved by Tim Landy and 2nd by Sandra Beaton to approve the meeting minutes of March 23, 2023 as written.

VOTED: To accept the meeting minutes of March 23, 2023 as written. Sandra Beaton, Robert Kenney, Tim Landy, Liz Benotti and Linda Peterson supported the motion.

Bill discussed the following FY24 proposed budget line items for tonight's discussion noting for these budget items we have no choice to pay or we'd be in default.

- Maturing Debt Principal \$871,424 & Interest \$205,816
- Maturing Debt Principal \$2,150,000 & Interest Debt Exclusion \$758,976
- Retirement – A Retirement assessment from PEREC and Plymouth County Retirement was completed in 2022. The town has the option to pay once or twice a year. There's a cost savings to pay once; we pay in full in July \$4,803,392.
- Unemployment Compensation - The town has been self-insured for Unemployment Compensation, this has saved the town some money - \$90,000
- Health Insurance – The projections came close we missed by less than \$20,000. FY24 \$9,479,927.
- Property & Liabilities Insurance - There is an increase to Property & Liability Insurance due to unforeseen such as the water main break at town hall and town owned vehicle damages - \$765,000.
- Life Insurance – \$20,000
- Medicare Tax – \$625,000
- Animal Control budget should be completed relatively soon.
- Enterprise Funds – Water Appendix C – roll up line item budget FY24 \$2,650,901. Hired new Water Superintendent, Dan Sullivan; he was invited but not able to join tonight. There was an uptick in chemicals in water system and they were overcharging us; we now have a credit. Flat Funded.
- Solid Waste – Appendix D – Bill is working on a cost analysis for the Recycling Center along with a safety and risk analysis, for example stopping cash payments. Reviewing Curb Side pick up as part of the 5-year plan. There are two years left on our contract.

Bill said the Capital budget is ready but the Select Board hasn't seen it yet but he will send to the committee via email. Bill distributed the Roadway Capital Improvement Plan. The funding will come from Chapter 90 monies and ARPA funding that must be used for roadways. The \$87,000 approved for Furnace Pond Drugging will be re-appropriated for this plan

Linda thanked Bill for his budget presentation.

Bill spoke to **Article 13 – Recycling Renaming and Task Change**. In their meeting of April 5, 2023, the Select Board amended the language and scope. The proposed renaming would be the **Recycling and Sustainability Committee** as well as striking the following ~~“recommendation regarding the design, operation, record keeping and contractual obligation in relation to the Recycling Center”~~. This responsibility falls within the Town Manager Act and is the responsibility of the Town Manager. Linda Peterson noted that Advisory voted “take no action” because of the way the scope was written as well as the name change. Andrea Hatziyannis a member of the Recycling Committee said the committee wants to expand their reach to the community and focus on education. Bill noted that this committee was set up at town meeting and does not include a “sunset” provision, so it will continue as a town meeting committee.

Upon Motion moved by Sandra Beaton 2nd by Tim Landy to rescind the vote of “take no action” on **ARTICLE 13 – RECYCLING COMMITTEE NAME CHANGE** which was voted by Advisory at the March 23, 2023 meeting.

VOTED: To rescind vote of **Take No Action** on **ARTICLE 13 – RECYCLING COMMITTEE NAME CHANGE** which was voted by Advisory at their March 23, 2023 meeting. Sandra Beaton, Robert Kenney, Tim Landy, Liz Benotti and Linda Peterson supported the motion.

Upon Motion moved by Robert Kenney 2nd by Sandra Beaton to vote **Favorable Action** on the amended **ARTICLE 13 – RECYCLING COMMITTEE NAME AND TASK CHANGE**.

VOTED: To vote **Favorable Action** on the amended **ARTICLE 13 – RECYCLING COMMITTEE NAME AND TASK CHANGE**. Sandra Beaton, Robert Kenney, Tim Landy, Liz Benotti and Linda Peterson supported the motion.

Committee members along with Bill Chenard reviewed the ATM & STM Warrant Articles. Advisory voted their recommendations on the following articles:

Upon Motion moved by Liz Benotti 2nd by Tim Landy to vote **Favorable Action** on **ARTICLE 1 - WAGE & CLASSIFICATION PLAN**.

VOTED: To vote **Favorable Action** on **ARTICLE 1 – WAGE & CLASSIFICATION PLAN**. Sandra Beaton, Robert Kenney, Tim Landy, Liz Benotti and Linda Peterson supported the motion.

ARTICLE 2 – OPERATING BUDGET. – Bill will get a copy for the committee

Upon Motion moved by Tim Landy 2nd by Sandra Beaton to vote **Favorable Action** on **ARTICLE 3 – WATER ENTERPRISE OPERATING BUDGET**.

VOTED: To vote **Favorable Action** on **ARTICLE 3 – WATER ENTERPRISE OPERATING BUDGET**. Sandra Beaton, Robert Kenney, Tim Landy, Liz Benotti and Linda Peterson supported the motion.

Upon Motion moved by Tim Landy 2nd by Sandra Beaton to vote **Favorable Action** on **ARTICLE 3 – WATER ENTERPRISE OPERATING BUDGET**.

VOTED: To vote **Favorable Action** on **ARTICLE 3 – WATER ENTERPRISE OPERATING BUDGET**. Sandra Beaton, Robert Kenney, Tim Landy, Liz Benotti and Linda Peterson supported the motion.

Upon Motion moved by Liz Benotti 2nd by Tim Landy to vote **Favorable Action** on **ARTICLE 4 – SOLID WASTE OPERATING BUDGET**

VOTED: To vote **Favorable Action** on **ARTICLE 4 – SOLID WASTE OPERATING BUDGET**. Sandra Beaton, Robert Kenney, Tim Landy, Liz Benotti and Linda Peterson supported the motion.

Upon Motion moved by Tim Landy 2nd by Liz Benotti to vote **Favorable Action** on **ARTICLE 7 – COMMUNITY PRESERVATION FUND ALLOCATIONS**.

VOTED: To vote **Favorable Action** on **ARTICLE 7 – COMMUNITY PRESERVATION FUND ALLOCATIONS** Sandra Beaton, Robert Kenney, Tim Landy, Liz Benotti and Linda Peterson supported the motion.

Upon Motion moved by Robert Kenney 2nd by Sandra Beaton to vote **Favorable Action** on **ARTICLE 18 – CITIZENS PETITION ARTICLE TO AMEND RECALL PROVISIONS** as amended by Advisory Committee by inserting the following language: **“Referendum occur at the next scheduled election”**.

VOTED: To vote **Favorable Action** on **ARTICLE 18 – ARTICLE 18 – CITIZENS PETITION ARTICLE TO AMEND RECALL PROVISIONS** as amended by Advisory Committee by inserting the following language: **“Referendum occur at the next scheduled election”**

Sandra Beaton, Robert Kenney, Tim Landy, Liz Benotti and Linda Peterson supported the motion.

Upon Motion moved by Tim Landy 2nd by Sandra Beaton to vote **Favorable Action** on **ARTICLE 19 – RECIND AMOUNTS VOTED TO BE BORROWED**.

VOTED: To vote **Favorable Action** on **ARTICLE 19 – RECIND AMOUNTS VOTED TO BE BORROWED**. Sandra Beaton, Robert Kenney, Tim Landy, Liz Benotti and Linda Peterson supported the motion.

The next Advisory meeting is scheduled for Wednesday, April 19, 2023 at 6:00pm. The committee will plan to join the Select Board meeting at 7:00pm for the FY24 School Committee budget review, then adjourn back to their meeting.

Bill will send the committee the following documents:

- Building Safety Presentation - the March 30th meeting was recorded and can be viewed via PACTV.
- Capital Plan
- Clerical Contract

Advisory adjourned at 8:45PM.

Respectfully submitted

Stephen Walsh, Clerk