

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
OCTOBER 5, 2023

Linda Peterson, Chairperson opened the meeting on Thursday, October 5, 2023 at Town Hall at 6:00PM. Also present were: Tim Landy, Sandra Beaton, Robert Kenney, Liz Benotti. Stephen Patt joined at 6:28pm

Absent: Stephen Walsh, John Scholl

Guests: William Chenard, Town Manager

Bill distributed the FY24 Town Manager Budget Master and noted two problems:

- Tax Levy - \$49,897,120. Estimated New Growth - \$390,000. The Assessors look at permits not complete and came in at \$299,595; \$90,000 less than estimated.
- State Aide - saw concerns from original; first time it went down in 20 years.

The committee reviewed, discussed and voted the Special Town Meeting Article Warrants as follows:

Article 1 – Bill discussed funding the following items with Free Cash: Schools want more money; Chapter 70 funding increased. Bill is planning to schedule a meeting with (2) representative from the Select Board; (2) from Advisory and himself for budget discussions. Bill explained the reason for the funding for the tax rate is because you can't set the tax rate at half cent since prop 2 ½; it has to be at a whole tax rate.

Upon motion moved by Tim Landy and 2nd by Sandra Beaton to recommend **Favorable Action** to appropriate the sum of \$200,000 from Free Cash to fund Article 1.

ARTICLE 1 – BALANCE THE CURRENT YEAR'S BUDGET: GENERAL OPERATING

To see if the Town will transfer from surplus revenue and/or other available funds a sum of money to reduce the amount to be raised through taxation for the Town's operating costs for FY 2024 or take any other action relative thereto. Pembroke Public Schools - \$70,000; Oldham Street Drainage - \$10,000; Revenue – Net State Aid/Assessments - \$6,335; Revenue – Net New Growth - \$90,405; Tax Rate - \$23,260. Total sum of \$200,000.

VOTED¹: To recommend Favorable Action to appropriate the sum of \$200,000 from Free Cash to fund Article 1. Tim Landy, Sandra Beaton, Robert Kenney, Liz Benotti and Stephen Patt supported the motion.

Upon motion moved by Tim Landy and 2nd by Liz Benotti to recommend **Favorable Action** to appropriate the sum of \$120,000 from Water Enterprise Retained Earnings to fund Article 2.

ARTICLE 2 – BALANCE THE CURRENT YEAR'S BUDGET: WATER ENTERPRISE,

To see if the Town will vote to transfer from Water Enterprise Retained Earnings and/or other available funds a sum of money to supplement funds previously appropriated for the FY2024 the Water Enterprise Budget under Article 3 of the May 2023 Annual Town Meeting, to reduce the amount to be raised through water rates for the Fiscal Year 2024, or take any other action relative thereto.

¹⁻¹¹The Chairperson did not vote on this motion

VOTED²: To recommend **Favorable Action** to appropriate the sum of \$120,000 from Water Enterprise Retained Earnings to fund Article 2. Tim Landy, Liz Benotti, Sandra Beaton, Robert Kenney, and Stephen Patt supported the motion.

Upon motion moved by Tim Landy and 2nd by Stephen Patt to recommend **Favorable Action** to appropriate the sum of \$239,500 from Free Cash to fund Article 3.

ARTICLE 3 – CAPITAL ITEM FUNDING REQUESTS

To see if the Town will transfer from surplus revenue and/or other available funds a sum of money to be expended for capital projects and/or equipment in accordance with the following capital budget schedule which is incorporated by reference herein, or take any other action relative thereto. DPW-Highway - Ms4 Stormwater Mgmt. Program Engineering \$53,000; DPW-Cemetery – Cemetery building repairs; roof and siding replacement, electrical, heating \$50,000; Town Clerk – High speed vote tabulator system \$25,000; Library – Paving \$11,000; Town Hall – Front Entry approach and Walkway Engineering \$25,000; Town Hall – Gutter, drainage and stormwater engineering \$75,000. Total sum of \$239,500.

VOTED³: To recommend **Favorable Action** to appropriate \$239,500 from Free Cash to fund Article 3. Tim Landy, Sandra Beaton, Robert Kenney, Liz Benotti and Stephen Patt supported the motion.

Bill shared the breakdown of expenses for all CPC Recommendations.

ARTICLE 4 – COMMUNITY PRESERVATION COMMITTEE PROJECTS

To see if the town will vote to adopt and approve the following recommendations of the Pembroke Community Preservation Committee for fiscal year 2024, and to see if the town will vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Act fund. Each recommendation is to be voted on individually and requires a majority vote. Further, to authorize the Select Board to enter into grant agreement with the entities and for the projects identified below on such terms and conditions as the Select Board deem to be in the best interests of the Town.

Upon motion moved by Tim Landy and 2nd by Sandra Beaton to recommend **Favorable Action** to appropriate the sum of \$45,000 from historic reserve fund for

Recommendation A: To appropriate the sum of \$45,000.00 from the historic resources reserve fund for historic preservation purposes, and that said funds be granted to the Town Manager for the purpose of installing a septic system at Bryantville Meeting House, thereby preserving and rehabilitating this historic resource, or take any other action relative thereto.

VOTED⁴: To recommend **Favorable Action** to appropriate the sum of \$45,000 from historic reserve fund for Recommendation A as noted above Tim Landy, Sandra Beaton, Robert Kenney, Liz Benotti and Stephen Patt supported the motion.

¹⁻¹¹The Chairperson did not vote on this motion

Upon motion moved by Tim Landy and 2nd by Sandra Beaton to recommend **Favorable Action** to appropriate the sum of \$124,175.00 from the recreational reserve fund for **Recommendation B**: To appropriate the sum of \$124,175.00 from the recreational resources reserve fund for recreational purposes and that said funds be granted to the Town Manager for the purpose of making improvements to boat ramps at town beaches, thereby preserving, rehabilitating and restoring land for recreational use, or take any other action relative thereto.

VOTED⁵: To recommend **Favorable Action** to appropriate the sum of \$124,175.00 from the recreational reserve fund for Recommendation B as noted above. Tim Landy, Sandra Beaton, Robert Kenney, Liz Benotti and Stephen Patt supported the motion.

Upon motion moved by Tim Landy and 2nd by Stephen Patt to recommend **Favorable Action** to appropriate the sum of \$75,000.00 for **Recommendation C**: To appropriate the sum of \$75,000.00 from the recreational resources reserve fund and that said funds be granted to the Town Manager for the purpose of developing a parks and recreation Master Plan to preserve, rehabilitate, and restore land for recreational use or take any other action relative thereto.

VOTED⁶: To recommend **Favorable Action** to appropriate the sum of \$75,000.00 from the recreational reserve fund for Recommendation C as noted above. Tim Landy, Sandra Beaton, Robert Kenney, Liz Benotti and Stephen Patt supported the motion.

Upon motion moved by Tim Landy and 2nd by Liz Benotti to recommend **Favorable Action** to appropriate the sum of \$47,000.00 for **Recommendation D**: To appropriate the sum of \$47,000.00 from the recreational resources reserve fund, and that said funds be granted to the Town Manager for the purpose of making improvements to parking and drainage at the ballfield and playground improvements at Magoun Baseball Field, thereby preserving, rehabilitating and restoring land for recreational use, or take any other action relative thereto.

VOTED⁷: To recommend **Favorable Action** to appropriate the sum of \$47,000.00 from the recreational reserve fund for Recommendation D as noted above. Tim Landy, Sandra Beaton, Robert Kenney, Liz Benotti and Stephen Patt supported the motion.

Upon motion moved by Tim Landy and 2nd by Sandra Beaton to recommend **Favorable Action** to appropriate the sum of \$10,000.00 for **Recommendation E**: To appropriate the sum of \$10,000.00 from the open space resources reserve fund, and that said funds be granted to the Town Manager for the purpose of funding an engineering assessment and preliminary plans to install or improve bathrooms at Lage Preserve and Birch St Playground, thereby preserving, rehabilitating and restoring land for recreational use, or take any other action relative thereto.

VOTED⁸: To recommend **Favorable Action** to appropriate the sum of \$10,000.00 from the open space reserve fund for Recommendation E as noted above. Tim Landy, Sandra Beaton, Robert Kenney, Liz Benotti and Stephen Patt supported the motion.

¹⁻¹¹The Chairperson did not vote on this motion

Upon motion moved by Tim Landy and 2nd by Robert Kenney to recommend **Favorable Action** to appropriate the sum of \$25,000.00 for

Recommendation F: To appropriate the sum of \$25,000.00 from the recreational resources reserve fund, and that said funds be granted to the Town Manager for the purpose of funding engineering design and plans for fencing and field improvements at Howard Bezanson Field at 128 Center Street, thereby preserving, rehabilitating and restoring land for recreational use, or take any other action relative thereto.

VOTED⁹: To recommend **Favorable Action** to appropriate the sum of \$25,000.00 from the open space reserve fund for Recommendation F as noted above. Tim Landy, Sandra Beaton, Robert Kenney, Liz Benotti and Stephen Patt supported the motion.

Upon motion moved by Tim Landy and 2nd by Stephen Patt to recommend **Favorable Action** for Article 5 as follows:

ARTICLE 5 – ACCEPTANCE OF PROVISIONS OF M.G.L. C. 59, s. 5N: REDUCTION OF PROPERTY TAX OBLIGATION OF VETERAN IN EXCHANGE FOR VOLUNTEERISM

To see if the Town will vote to accept the provisions of G.L. c. 59, Section 5N whereby the Select Board may establish a program to allow veterans, as defined in clause Forty-third of section 7 of chapter 4 or a spouse of a veteran in the case where the veteran is deceased or has a serviceconnected disability, to volunteer to provide services to that city or town. In exchange for such volunteer services, the city or town shall reduce the real property tax obligations of that veteran on the veteran's tax bills and that reduction shall be in addition to any exemption or abatement to which that person is otherwise entitled; provided, however, that person shall not receive a rate of, or be credited with, more than the current minimum wage of the commonwealth per hour for the services provided pursuant to that reduction; and provided further, that the reduction of the real property tax bill shall not exceed \$1,500 in a given tax year. A city or town, by vote of its legislative body, subject to its charter, may adjust the exemption in this clause by: (i) allowing an approved representative for persons physically unable to provide such services to the city or town; or (ii) allowing the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given tax year, rather than \$1,500.

VOTED¹⁰: To recommend **Favorable Action** for Article 5 as noted above. Tim Landy, Sandra Beaton, Liz Benotti and Stephen Patt supported the motion. Robert Kenney recused himself from the vote.

Bill provided an update of ongoing projects:

- Town Hall phone system will be installed within a month.
- His budget manual is complete; he will forward a copy to Advisory.
- Community Center project is ahead of schedule; expected to open end of April 2024.
- Route 36 road work will start moving along.
- Oldham/West Streets project delayed again; work to be completed by February 2024.
- Culvert project on Congress Street moving quickly.

Linda thanked Bill for these updates.

¹⁻¹¹The Chairperson did not vote on this motion

Upon motion moved by Tim Landy and 2nd by Sandra Beaton to approve the meeting minutes of September 7, 2023 as written.

VOTED¹¹: To accept the meeting minutes of September 7, 2023 as written. Tim Landy, Sandra Beaton, Robert Kenney and Stephen Patt supported the motion. Liz Benotti abstained.

Linda is scheduled to meet with the Select Board and Town Moderator at the October 18, 2023 Select Board meeting in preparation of the Special Town Meeting on October 24, 2023. Although not required any member of Advisory is welcome to attend.

There are five Articles for the STM and Linda will assign the reading of the motion of three of the Articles prior to the STM.

Advisory's next meeting is scheduled for Tuesday October 24, 2023 at 6:30pm prior to the Special Town Meeting at 7:00pm. This meeting is held at the Pembroke High School.

Sandra attended the recent School Committee meeting and provided an update to Advisory.

Advisory adjourned at 8:00PM.

Respectfully submitted

Stephen Walsh, Clerk

¹⁻¹¹The Chairperson did not vote on this motion