

TOWN OF PEMBROKE  
DRAFT  
ADVISORY COMMITTEE MINUTES  
21 March 2016

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:30PM on 21 March 2016. Also present were Stephen Curley, Timothy Brennan, James McCollum, John G. Brown, Jr., Stephen Walsh and Elizabeth Monks.

**Absent:** Richard McManus

**Guest:** Erin Obey, Acting Superintendent School Department; Michael Tropeano, School Committee Vice Chairperson; Patrick Chilcott, School Committee member  
George Verry, Inspectional Services

The committee reviewed the Snow & Ice Budget deficit submitted by Gene Fulmine, DPW Director.

- The deficit is \$491,469.52 for FY16. The DPW spent 53% of what the Town did last year with 109 inches of snow; this year the total snow fall was approximately 27.8 inches. Pembroke had 26.3% of snow this year versus last year.
- The amount of \$183,092 spent on salt was at the highest rate.
- The committee questioned the amount spent per storm; noting the first storm was on the MLK holiday with no school with fewer vehicles on the road.
- Why is the vehicle maintenance so high at \$56,520.79 when the DPW has new vehicles?
- The committee also discussed the breakout of vendor expenses and questioned why the Town is making purchases at the Ace Hardware store in Hanson versus Pembroke.

The committee agreed to invite Gene Fulmine to the March 28, 2016 Advisory Committee to discuss the Snow & ice Budget deficit he submitted.

Upon motion made by Stephen Curley and 2<sup>nd</sup> by James McCollum following the discussion, it was

**VOTED<sup>1</sup>:** NOT to approve the FY16 Snow & Ice Deficit of \$491,469.52 as discussed. Timothy Brennan, John G. Brown, Jr., Stephen Walsh and Elizabeth Monks supported the motion.

The committee met with Erin Obey, Michael Tropeano and Patrick Chilcott to discuss FY17 School Department budget.

- Michael began the discussion by thanking Linda Peterson and Stephen Curley for participating in the School Superintendent interviews.
- The budget will reflect where the School Department is today and program shift due to changing demographics in the community. The FY17 budget shortfall is \$467,354. There are unfunded State mandates for Special Education and ELS learners. Pembroke can no longer take students from out of district; they should be kept in school with their friends and peers.
- The School Committee met with State Senator deMacedo and Senator Cutler one month ago and discussed the movement to rewrite the formula for Chapter 70 funding. Pembroke wants to keep the per pupil expenses low. The cost per pupil is \$400.00; this includes standardized testing, technology, and teacher cost to give the exam. The Senators indicated even with re-writing the formula it would be minimal for Pembroke. This is due to the demographics, home prices, property values etc. Michael noted that high school sophomores will be testing on Tuesday, 3/22/16; the school does not receive the results until October. This doesn't help prepare the students.
- The budget breakdown reflects 50% for buildings.

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

- The pre-negotiation for collective bargaining units have been below employee by Town of Pembroke; should be paid equally. Schools should know what they're doing. The school department has a \$300,000 - \$400,000 savings in Healthcare. They view their relationship with the teachers as very good, very little turnover and competitive pay. This is helping Pembroke as a district.
- Administrative Priorities –
  - English Language Learners – 22 students representing 11 different languages such as Russian, Polish, and Mandarin etc.
  - Special Ed staff increased 2.0 elementary teachers; increasing caseload.
  - Social Emotional Support – students with bigger needs such as family members addicted to drugs. Erin is working closely with Chief Rick Wall.
  - Technology – the school installed FiOS but the infrastructure does not support the device driven classroom technology. The high school was built 15 years ago; infrastructure has aged. The high school is pretty close to wireless but technology use for an entire classroom is not there yet.
  - Elementary Reading Support – response to Intervention Model – LEXIA.
  - Health & Wellness – substance or chemical abuse at high school. Chris Herrin who played for the Celtics and wrote a book turned his life around after drug abuse spoke to the Pembroke school students. The School wants to bring in more programs like this one.
  - School Resource Officer – the School Committee endorses and supports. Erin is working to bring into the curriculum.
- Areas of reduction include office restructuring, program reduction and personnel reduction due to retirements/leaves and enrollment adjustments.
- Advanced placement puts *students* on better path to college. The school is reviewing the option of classroom technology pairing with another Town. This is a very unique concept.
- John Brown asked about (MSPC) Media Streaming Processing Consortium – title 1 funding based on social economics for Bryantville Elementary and the Middle School. Erin prepared a slide on unfunded mandates and how much extra is needed to support it. They didn't have the slide available at tonight's meeting.
- Timothy Brennan asked about the student population "bubble" – Michael noted it will work out over the next 3-5 years. When families move into Town they're most children are of school age.
- As a committee, they believe they have been fiscally responsible.

With no further questions, the committee thanked Erin Obey, Michael Tropeano and Patrick Chilcott.

The committee reviewed and discussed the response from Sabrina Chilcott/Executive Assistant to the Board of Selectmen regarding the computer maintenance expenses in the Data Processing budget and various other departments. Sabrina explained many departments have their own IT providers such as Police, Library and the School and several have elected to go their own way with support such as Fire, Recreation, Commission on Disabilities and DPW. The IT Committee provides data backups, storage, user licensing, technical service, new and upgraded equipment and all related expenses to the Town Hall building and its staff. Also those housed at 100 Center Street with remote access as well as the DPW clerical staff and DPW Director at town hall, Council on Aging building and its staff. The committee agreed to send an email to Ed Thorne, Town Administrator and ask if any consideration has been given to adopting a Master Service Agreement with Hub Technical Services for all Town departments.

The committee met with George Verry, Inspectional Services to discuss FY17 budget.

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

George noted his budget remains status quo. He removed his request on one line item for \$16,000. His budget will be level funded and will go with the recommendation of the Town Administrator.

He was asked about the \$6,000 for software maintenance. He explained it was part of a contract that includes updates and support, online permitting for tablets used for inspections. Linda noted a discrepancy on clerical salary – George will check and get back to the committee; it may be due to number of working days in the year.

Elizabeth Monks asked George about the Benson property at the intersection of Route 53 and 14. She was asking about the storage of tractor trailers on the property as well as an office type trailer behind the historic house. He noted they have permits for the work they're doing there except for storage of these trailers. They have a permit for the fire wood operation but not for grinding. He was not aware of that. He said the permits issued in 1999 and in 2004 go with the property and not the owner. Elizabeth said it is a health and fire hazard. There are rodents, seagulls and black scavenger birds. George said when the condominiums were built there was an agreement to build a berm with trees along the Belzotti property line. There is a berm with trees growing wild. It is his understanding that the Town missed the deadline to save the house and a judge ruled in owners favor to demolish the house. He noted the property is being leased by Newcomb.

With no further questions, the committee thanked George Verry.

The committee reviewed and discussed the letter received from Norfolk County Agricultural High School. Out of county tuition rates have increased to \$22,149 per student. Currently Pembroke has 11 students enrolled.

Linda noted that her and Stephen Curley attended the March 18, 2016 Department Head meeting. They shared the handouts with committee members that included the Annual and Special Town Meeting Warrants and FY17 New Revenue Allocation.

Upon motion made by Stephen Curley and 2<sup>nd</sup> by John G. Brown, Jr., following the discussion, it was

**VOTED<sup>2</sup>:** To accept the meeting minutes of 14 March 2016 as amended by making a correction to the vote for approval of 07 March 2016 meeting minutes. "Richard McManus abstained" removed. He was not present. Timothy Brennan, Stephen Walsh Elizabeth Monks supported the motion. James McCollum abstained

Advisory Committee adjourned at 9:00PM. The next Advisory Committee meeting is scheduled for **Monday, March 28, 2016.**

Respectfully submitted,

Stephen Curley, Clerk

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