

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
30 January 2017

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:30PM on January 30, 2017. Also present were Stephen Curley, Timothy Brennan, John G. Brown, Jr., and Elizabeth Monks. James McCollum joined meeting at 7:45PM.

Absent: Stephen Walsh, Richard McManus

Tonight's meeting is being recorded by PAC TV

Guests:

Resident Patrick Chilcott

Catherine Salmon, representing IT Committee

Tony Marino, Building & Inspectional Services

Erin Obey, School Superintendent and Mike Tropeano, Chairperson, School Committee

Linda Peterson opened the meeting welcoming resident Patrick Chilcott who requested time to talk to the committee. Patrick Chilcott started by saying he has thought a lot about what he wanted to say. First, he wants to talk about unnecessary liabilities and exposing the town; hurting the town. This body should lead more series of concerns; the members are volunteers and put a lot of time into it. Second, observations; I consider you friends and never want to insult taxpayers. We leap and leap too soon in thought process. This body should be doing things that I'm not sure you do. You report to the Board of Selectmen and need to be advising the source and giving them information, solutions and pushing things forward. You're becoming penny wise and pound foolish. Bit of level of frustration within town government; becoming adversaries and it shouldn't be. You can offer talent to push things forward. Latching onto things; we have to change it and become bigger and better.

Collective Bargaining Agreements – you do not have a right to sit around the table. James McCollum noted Advisory is to advise the Board of Selectmen. Linda said she doesn't disagree with content issues; we don't know enough of what is being negotiated. You can read in the Boston Globe what the union is asking for. Stephen Curley said all we know is what the contract is; we see what they give "not the give and take"; healthcare for example. We ask for information and don't get it. The Fire Department; Paramedic pay put into hourly pay. Board of Selectmen said it was neutral; no it's not. Patrick Chilcott said making my point; know your heart is in the right place and applaud you for being fiscally fit. Think it's fair to the Board of Selectmen what is negotiated has a liability to the town. Linda said we have told that to them. We asked the Board of Selectmen for Executive Session meeting minutes once made public; little upset with content. Patrick Chilcott said when you raise direct violation to the law it wouldn't surprise him it's an open meeting law violation. Linda said whoever is recording meeting minute's records for the body. It's the Board of Selectmen who approve if they don't feel they're accurate. We were not aware that a certain individual involved. Patrick Chilcott said quotes made were inflammatory to this individual. Need to be locked outside looking in asking you to do self-reflections; look at your charter and how it could be most effective.

Linda said Advisory must report balanced budget to residents at Town Meeting. Stephen Curley said Advisory acknowledged major shift in budget process and how the role of Advisory is changing. It's our intent to come up with recommendations. Patrick Chilcott said that is "right on" to become more strategic. His recommendation for Advisory is to consider having budget meetings to explain trends, state aid, expenses versus key drivers including headcount covering the last ten years and being transparent. Educate folks of what the issues are and you can lead the way on it. He has led budget meetings with the school department; might have to do 4-5; if folks want to be informed they'll come.

James McCollum noted transparency issue with Board of Selectmen Executive Session minutes for 45 minutes "discussion ensued". It's required and should be put down. Patrick Chilcott said

Advisory's minutes say the same "discussion ensued". They tell me what the presenter said and discussed. You're open to criticism. James McCollum said they are legal and appropriate. Town Counsel is wrong. Patrick Chilcott said James McCollum doesn't have a legal degree and this is what's going to get the town sued. Linda said we're here to do the work of the town membership. Patrick Chilcott said Executive Session rules of meeting minutes are different. You don't have to like it; change the law. Advisory thanked Patrick.

Catherine Salmon representing the IT Committee met with Advisory to discuss FY18 budget. She explained she was involved some years ago and just got involved again. She is in the process of getting a handle on where the numbers are but will keep FY18 budget stable/level funded. Stephen Curley said FY17 budget is at 46%; looks like it's in line. Advisory thanked Catherine for coming.

Tony Marino representing Inspectional Services met with Advisory to discuss FY18 budget. The salary breakdown/OT pay/longevity is standard from year to year. Projected revenue for FY17 is approximately \$300,000; pretty steady. Linda asked if he had any "Best Practices" he could share from Hanover. He said Hanover has a Town Manager which works more efficiently than the Town Administrator format. Hanover's budget is \$50+Million. Pembroke needs a Town Planner; we're not pushing economic growth. Joe Previties is opening in the old Sylvester building on Washington Street. He plans to add two wings onto the building one will house a bank; should be completed in one year. They're also working with Hanover Mall bringing in Brothers Roast Beef. He tried to get Tractor Supply to move into Pembroke. John Brown commented that it's good to talk with Inspectors; all around customer service, thanked him for that. Timothy Brennan suggested reaching out to Tony for more ideas. Advisory thanked Tony for coming.

Linda noted that Herring Fisheries and Zoning Board of Appeals were unable to keep their budget appointments tonight.

Linda received a note from resident James Stallings who attended their meeting on January 17, 2017. He said he very much enjoyed the meeting and thought Advisory did a good job. He has too much to do but if he has time in the future he would be interested in the committee. He ended by saying he hopes to see members around the community. Stephen Curley spoke to the residents watching tonight's meeting letting them know Advisory has one open seat for the committee and welcomes people to come in. Linda added that the committee meets every Monday and the agenda and meeting minutes can be found on the town website.

Upon motion moved by James McCollum 2nd by John G. Brown Jr., following the discussion to amend minutes with the correct spelling of resident James Stallings name it was

VOTED¹: To accept the meeting minutes of 17, January 2017. Stephen Curley, Timothy Brennan and Elizabeth Monks supported the motion as amended

Upon motion moved by Stephen Curley 2nd by James McCollum following the discussion to amend minutes changing the figure of Pembroke's 40B % from 10.5% to less than 10% it was

VOTED²: To accept the meeting minutes of 23, January 2017. Timothy Brennan, John G. Brown Jr., and Elizabeth Monks supported the motion as amended

Linda reviewed the following correspondence:

- Governor Baker files \$40.5 billion FY18 budget proposal; all members should take a look at it. John Brown asked how much Pembroke will get. Stephen Curley said the average

lottery funds Pembroke received from 2009-2014 was about \$475,000; so \$500,000 million dollars or less.

- John Brown spoke about the Community Compact for Pembroke. Pembroke is one of the only towns that have not signed on. Some local towns such as Halifax, Plympton and Kingston have signed on together with a combined agreement. This has been raised to the Town Administrator last budget cycle and the Board of Selectmen. Advisory agreed to send this information to the Board of Selectmen.
- Timothy Brennan scheduled Thomas Hartwell from the Town of Andover to meet with Advisory on Monday, March 6, 2017 @7:30PM. He plans to talk about some of the same challenges in Andover; he is also a member of Andover Retirement Board. His CV was distributed in tonight's handouts. Advisory agreed to invite the Board of Selectmen to this meeting.
- A Department Head meeting is scheduled for Friday, February 3, 2017 at 10:00AM. Linda Peterson is not able to attend. Stephen Curley plans to attend.
- FY17 Operating Budget Report received from Michael Buckley, Town Accountant. Snow and Ice is over budget; Advisory no longer needs to sign off on Snow and Ice expenditures when new legislations was introduced to eliminate it. Advisory did ask the DPW to keep them informed. The salt pile is diminishing.
- Government Study Survey – topic will be removed from the agenda

Erin Obey School Superintendent and Michael Tropeano, Chairperson School Committee met with Advisory to discuss FY18 budget.

- Mike thanked the committee for having them in; the school committee is in the beginning of their budget process (1 month) and Erin is several months in. He wants to discuss where they are and what's going on and continue to share everything they have. It's a little tight. FY17 budget is \$31.3M. Not adding new programs. Increases are in Special Education and Vocational. Some students we can't keep in district so they're placed out of district. They are obligated to pay for students attending Vocational schools. Norfolk Aggie is the biggest expense at \$20,000 a student. The cost of transportation is the also a challenge.
- One of the slides prepared is a comparison of where Pembroke comes in versus other towns. Main drivers are \$1.3M increase; a new CBA agreement with 2% increase. Erin Obey said they are extending the students day by 35 minutes; phasing in over the next three years. Linda Peterson asked if the high school will be starting at a later hour. They have a lot of families that depend on the older students for day care. They will need to add \$15,000 to the budget for transportation. They have 3 tier busses; the school start times are staggered. One of the problems is sports in the fall getting dark early. Michael Tropeano said where they're seeing increases are in Special Education: 4 Circuit Breaker, Transportation.
- Focus areas of FYF18 are Social Emotion Supports; continue to grow Elementary Social Worker Model and full implementation of COMPASS program at PHS. We would like to staff two more Social Workers.
- Implement Math Intervention software K-6. Lower class sizes in secondary schools. Build out career readiness pathways.
- Institute capital replacement schedule (teacher laptops). Increase number of devices available in K-12. Increase staffing levels to DESE recommended levels. Linda asked about buying these devices and selling them to the residents. Erin said they are obligated to purchasing through a specific contract. Residents can purchase for less. Some of the PTO's have purchased some devices and sold them to the students.
- Linda asked how the Resource Officer was working in the schools. Erin said Officer Kirby is great. Not a new face; having his home base in the school is nice to see. They are excited to have him in the school and making connections with the students. Linda asked where they stood with enrollment. Erin said they expect to have 50 less students next year. It has been pretty flat for the past few years. The junior year is the largest

class right now. Linda asked how many students are required to add a course at the high school. Erin said for an AP course a handful of students; they have open enrollment. Linda asked if they were setting them up to fail. Michael Tropeano said no – there are safeguards in place. If they start the class, they are given the option to opt out without hurting them. The committee is committed to AP language at the Middle school; monitoring which students are testing well and which ones are a stretch. They would receive a higher GPA if they took the classes; numbers have increased. We have seen a shift in the way the administration has gone. What do we do for these students that are not college bound?

- Michael Tropeano said the School Committee will be submitting an Article for the Special Town Meeting to replace the Turf on the Track Field. Its 13 years old. They're working with a self-funding plan; to borrow over ten years. We are trying not to rent to outside communities. We would need to start the project by the first week of June. They have invited local state reps to an upcoming school committee meeting to discuss local aid.
- Timothy Brennan asked if they plan a few years out would their budget increase by 4%. Michael Tropeano said yes. Their budget is 80% salaries. Linda asked is age of teachers increase to retirement? Erin said she has approximately 19 in the middle of the steps. It's more competitive now with graduates coming out of school with required certificates. The staff is doing a great job. Tim asked how much in unfunded mandates? Erin said last year was \$12M to \$20M; some are the right thing to do. John Brown asked if they petition our legislation as a community. Can you do that not getting revenue back? Michael Tropeano said they bring their legislators in on a regular basis. The new formula for Chapter 70 gives greater funding to failing schools and inner cities.

Advisory thanked Erin and Michael for coming.

Linda noted that the next two Advisory Committee meetings will be recorded by PAC TV. Sabrina Chilcott noted in her email to PAC TV that this would prove to be of interest to residents while they discuss the budget.

The next Advisory Committee meeting is scheduled for Monday, February 6, 2017 at 7:30PM.

The Advisory Committee adjourned at 9:20PM.

Respectfully submitted,

Stephen Curley, Clerk