

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
9 APRIL 2018

Linda Peterson, Chairperson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:00PM on 9 April 2018. Also present were Stephen Curley, James McCollum, John G. Brown Jr., Stephen Walsh and Elizabeth Monks

Absent: Maria Karas

Guests: Town Study Government Committee members; Timothy Brennan and Andrew Sullivan School Superintendent; Erin Obey, School Committee members; Suzanne Scroggins, Chairperson and Patrick Chilcott, member (Brian Van Riper arrived at 8:20PM; left before speaking with committee)

Linda opened began by discussing Article 25 -To see if the town will vote to adopt and approve the following recommendations of the Community Preservation Committee for Fiscal year 2019, and to see if the Town will vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Fund. Each recommendation is to be voted on individually. In the absence of Brian Van Riper scheduled to attend tonight's meeting, Advisory voted as follows:

Upon motion moved by Stephen Curley and 2nd by Stephen Walsh - Unfavorable Action for **Article 25/Recommendation F**. The Historical Commission is withdrawing.

VOTED¹: **Unfavorable Action** for Article 25/Recommendation F - The Historical Commission is withdrawing - James McCollum, John G. Brown Jr., Elizabeth Monks supported the motion.

Upon motion moved by Stephen Curley and 2nd by James McCollum, Town Meeting Floor for **Article 25/Recommendation A**.

VOTED²: **Town Meeting Floor** for Article 25/Recommendation A - To appropriate the sum of \$27,444.00 from the undesignated fund reserve and that said funds be granted to the trustees of the Bryantville Meeting House for waterproofing measure at the Bryantville Meetinghouse located at 32 School Street, Pembroke or take any other action relative thereto. John G. Brown Jr., Stephen Walsh, Elizabeth Monks supported the motion.

Upon motion moved by Stephen Curley and 2nd by James McCollum, Town Meeting Floor for **Article 25/Recommendation B**.

VOTED³: **Town Meeting Floor** for Article 25/Recommendation B - To appropriate the sum of \$85,000.00 from the undesignated fund reserve and that said funds be granted to the Pembroke Public Schools for phase I of an irrigation project at Pembroke High School and North Pembroke Elementary School, or take any other action relative thereto. John G. Brown Jr., Stephen Walsh, Elizabeth Monks supported the motion.

Upon motion moved by Stephen Curley and 2nd by James McCollum, Town Meeting Floor for **Article 25/Recommendation C**.

VOTED⁴: **Town Meeting Floor** for Article 25/Recommendation C - To appropriate the sum of \$35,000.00 from community housing reserves and \$20,000.00 from annual revenue and that said funds be granted to the Pembroke Housing Authority for the fire alarm system project at the Kilcommons Drive community housing development, or take any other action relative thereto. John G. Brown Jr., Stephen Walsh, Elizabeth Monks supported the motion.

Upon motion moved by Stephen Curley and 2nd by James McCollum, Town Meeting Floor for **Article 25/Recommendation D**.

1-10 and 12-17 The Chairperson did not vote on these motion.

VOTED⁵: Town Meeting Floor for Article 25/Recommendation D - To appropriate the sum of \$25,000.00 from annual revenue and that said funds be granted to the town of Pembroke, under the direction of the Pembroke Department of Public Works (DPW), for the repair of headstones at the Center Street Cemetery, or take any other action relative thereto. John G. Brown Jr., Stephen Walsh, Elizabeth Monks supported the motion.

Upon motion moved by Stephen Curley and 2nd by James McCollum, Town Meeting Floor for **Article 25/Recommendation E**.

VOTED⁶: Town Meeting Floor for Article 25/Recommendation E - To appropriate the sum of \$20,000.00 from annual revenue and that said funds be granted to the town of Pembroke, under the direction of the Pembroke Department of Public Works (DPW), for the installation of fence/gates and cooking grills at Luddham's Ford Part on Elm Street, or take any other action relative thereto. John G. Brown Jr., Stephen Walsh, Elizabeth Monks supported the motion.

Upon motion moved by Stephen Curley and 2nd by James McCollum, Town Meeting Floor for **Article 25/Recommendation G**.

VOTED⁷: Town Meeting Floor for Article 25/Recommendation G - To appropriate the sum of \$25,000.00 from open space reserves and that said funds be granted to the town of Pembroke, under the direction of the Town Administrator, for parking lot improvements, fencing and signage at Tubbs Meadow, or take any other action relative thereto. John G. Brown Jr., Stephen Walsh, Elizabeth Monks supported the motion.

Upon motion moved by Stephen Curley and 2nd by James McCollum, Town Meeting Floor for **Article 25/Recommendation H**.

VOTED⁸: Town Meeting Floor for Article 25/Recommendation H - To appropriate the sum of \$60,000.00 from annual revenue and 40,000.00 from historic reserves that said funds be granted to the town of Pembroke, under the direction of the Pembroke Historical Commission, for phase II of stabilization of the Turner Homestead on Washington Street, Pembroke, or take any other action relative thereto. John G. Brown Jr., Stephen Walsh, Elizabeth Monks supported the motion.

Upon motion moved by Stephen Curley and 2nd by James McCollum, Town Meeting Floor for **Article 25/Recommendation I**.

VOTED⁹: Town Meeting Floor for Article 25/Recommendation I - To appropriate the sum of \$35,000.00 from annual revenue and that said funds be granted to the town of Pembroke, under the direction of the Town Administrator, for grounds evaluation and site preparation at the Memorial Green on Curve Street, Pembroke, or take any other action relative thereto. John G. Brown Jr., Stephen Walsh, Elizabeth Monks supported the motion.

Stephen Curley adjourned to the Board of Selectmen meeting at 7:14pm.

The committee discussed Article 15 and asked how the Board of Selectmen voted. Advisory did not know.

Upon motion moved by James McCollum and 2nd by Stephen Walsh, Town Meeting Floor for **Article 15** - To see if the town will vote to amend Schedule C, Classification and compensation By-law by upgrading the position of Generalist Reference Librarian, Schedule SC-31 to SA-32 at the rate of:

Step 1: \$46,508 2nd Step: \$50,993 3rd Step: \$55,575

and raise and appropriate a sum of \$28,265 to be added to the amount voted under the Library Personal Services in the annual town meeting warrants or take any action relative thereto.

VOTED¹⁰: Town Meeting Floor for Article 15 - To see if the town will vote to amend Schedule C, Classification and compensation By-law by upgrading the position of Generalist Reference Librarian, Schedule SC-31 to SA-32 at the rate of:

Step 1: \$46,508

2nd Step: \$50,993

3rd Step: \$55,575

and raise and appropriate a sum of \$28,265 to be added to the amount voted under the Library Personal Services in the annual town meeting warrants or take any action relative thereto. John G. Brown Jr., Elizabeth Monks supported the motion. (Stephen Curley not present for vote)

Stephen Curley rejoined Advisory meeting in progress at 7:30M.

John Brown mentioned he disagrees with Article 10 which authorizes the Board of Selectmen to approve an agreement for payment in lieu of taxes (PILOT Agreement), as negotiated by the Town Administrator, in connection with the proposed medical office building/facility to be located on a portion of land known as the numbered 15 Corporate Park Drive. Stephen Curley said it's not a contract, they're looking for authorization. It's only a contract when they need immediate money.

Linda welcomed Timothy Brennan and Andrew Sullivan of the Town Study Government Committee to discuss Article 21 – Town Manager.

- Tim thanked the committee for the opportunity to speak to this article. He began by saying it's an immediate priority for Pembroke's organizational structure. The first step was creating the department of municipal inspections; the focus is now on aligning professional staff. This article will have a Town Meeting Vote and a Special Act and then go to the legislature. They got started with the language in the article from Hanover which was used in the 2010 Article at town meeting.
- Both Stephen Curley and Linda Peterson suggested including specific qualifications such as requiring a Master's Degree in Public Administration. Tim said the committee talked about attracting a good candidate and that the pool is not too large. They didn't want to disqualify a candidate with 30 years of town administration experience that might not have a Master's in Public Administration. It's possible to add a Master's in Public Administration is "preferred". Stephen Walsh suggested stronger language such as: familiar with Mass. General Laws; Municipal Finance; knowledge of state legislature process.
- The committee also suggested providing information from surrounding towns that have moved to this model. Tim said he agrees with the spirit of Advisory. He plans to post his presentation on the town website and prepare handouts for the Annual Town Meeting.

Linda thanked Tim and Andrew for coming.

Linda welcomed Erin Obey, School Superintendent and School Committee Chairperson, Suzanne Scroggins and Patrick Chilcott, member to discuss their FY19 Budget

- Stephen Curley said with the declining enrollment at what point do we see a declining budget of 10-20%. Erin said there is a reduction of six elementary level positions and two at the secondary level. The MSBA project loan commits us to keep schools open 10 years; 8 years left on the loan. Patrick Chilcott said kindergarten enrollment for next year is up. Linda asked if she redistributed the classrooms. Erin said yes; would reduce 1-2 teachers and be a wash. Patrick Chilcott said they're at a disadvantage with three elementary school buildings. Hobomock is the smallest of the three. The committee has looked at retrofitting Hobomock as the Middle School and possibly selling the Middle School building but it won't work.
- Stephen Walsh asked about Charter Schools and Vocational schools; do we know why. Erin said it's an even split; most student in the electrical program (5). Suzanne said they now have a contract in place if students opt for vocational they must consider Silver Lake first. Silver Lake has a wide offering of vocational programs. If Silver Lake does not have the program, the student can then apply at another vocational school. By having a contract, base costs stay the same. The school's large budget items are vocational transportation and special education. The approximate cost of

^{1-10 and 12-17} The Chairperson did not vote on these motion.

vocational tuition is: Silver Lake \$9,500; South Shore Vocational \$16,000; Norfolk Aggie \$20,000. Per pupil spend is \$11,000.

- Patrick Chilcott noted that one of the draws at the high school is its offerings. What we're asking of schools today is so different; it's become a social pathway to services and the asking is for Social Workers. Erin has done a great job building relationships with the Police Chief and Fire Chief. Kids are nervous and there are things we have to do to keep kids safe.
- John Brown asked if Department Heads teach classes. Erin said 6 or 7 teach; English grades 7-12; Performing Arts teach two courses at the high school and Math has oversight. John also asked about the new Civics education initiative. Erin said it's not coming unless it comes with funding. Erin was asked if Pembroke was part of South Shore Vocational consortium. She said no. It costs \$500,000 to opt-in and receive the \$12,000 tuition. Pembroke wouldn't have enough students attending to get their money back.
- The School Committee meets every year with state representatives and for the past five years have asked them to sponsor legislation for vocational transportation and special education. They have not given them a formal petition but have put their requests in writing. The school has received a couple grants; \$51,000 for technology and \$300,000 for sidewalks. John Brown noted that cities like Brockton that have 12 Representatives and receive more state aid (80/20) versus Pembroke that share 3 Representatives with other towns get 50/50.
- The school budget shortfall is \$24,166.00. Patrick Chilcott said with the override if we're going to try to fix we need to figure it out locally. Come to a balance without asking for additional money from residents. Erin said the state house budget is expected to be out by April 18th; hoping for a slight bump. She said they are using Circuit Breaker reimbursement in the same year it's received which is not normal practice.

Linda thanked Erin, Suzanne and Patrick for coming.

Upon motion moved by James McCollum and 2nd by Elizabeth Monks the meeting minutes of April 2, 2018 was

VOTED¹¹: To accept the meeting minutes of April 2, 2018, Linda Peterson and Stephen Curley supported the motion. Stephen Walsh and John Brown, Jr. abstained

Article 21 – To see if the town will vote to petition the General court to enact a special act for the town of Pembroke as follows: Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows: “An act establishing a Town Manager form of government for the Town of Pembroke.

Upon motion moved by Stephen Curley and 2nd by Stephen Walsh, **Town Meeting Floor Article 21** - To see if the town will vote to petition the General court to enact a special act for the town of Pembroke as follows: Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows: “An act establishing a Town Manager form of government for the Town of Pembroke.

VOTED¹²: **Town Meeting Floor – Article 21** - To see if the town will vote to petition the General court to enact a special act for the town of Pembroke as follows: Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows: “An act establishing a Town Manager form of government for the Town of Pembroke.
John Brown, Jr., James McCollum and Elizabeth Monks supported the motion.

Article 7 – To see if the town will vote to amend the Town of Pembroke General By-Laws, by adding a new Article X-A to establish and authorize revolving funds for use by certain Town Departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, § 53E ½ and add this section to the table of contents, or take any other action relative thereto.

1-10 and 12-17 The Chairperson did not vote on these motion.

Upon motion moved by Stephen Curley and 2nd by James McCollum, **Favorable Action Article 7** - To see if the town will vote to amend the Town of Pembroke General By-Laws, by adding a new Article X-A to establish and authorize revolving funds for use by certain Town Departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, § 53E ½ and add this section to the table of contents, or take any other action relative thereto.

VOTED¹³: Favorable Action – Article 7 - To see if the town will vote to amend the Town of Pembroke General By-Laws, by adding a new Article X-A to establish and authorize revolving funds for use by certain Town Departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, § 53E ½ and add this section to the table of contents, or take any other action relative thereto. John Brown, Jr., Stephen Walsh and Elizabeth Monks supported the motion.

Article 20 – To see if the Town will vote to appropriate a sum of money for repairs and improvements to the Luddam's Ford Dam, such project to be undertaken in conjunction with the Town of Hanover; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

Upon motion moved by Stephen Curley and 2nd by James McCollum, **Town Meeting Floor Article 20** - To see if the Town will vote to appropriate a sum of money for repairs and improvements to the Luddam's Ford Dam, such project to be undertaken in conjunction with the Town of Hanover; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

VOTED¹⁴: Town Meeting Floor – Article 20 - To see if the Town will vote to appropriate a sum of money for repairs and improvements to the Luddam's Ford Dam, such project to be undertaken in conjunction with the Town of Hanover; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto. John Brown, Jr., Stephen Walsh and Elizabeth Monks supported the motion.

Article 18 – To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used for the purpose of purchasing a police cruiser, and for costs incidental or related thereto, or take any other action relative thereto.

Upon motion moved by Stephen Curley and 2nd by James McCollum, **Town Meeting Floor Article 18** - To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used for the purpose of purchasing a police cruiser, and for costs incidental or related thereto, or take any other action relative thereto.

VOTED¹⁵: Town Meeting Floor – Article 18 - To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used for the purpose of purchasing a police cruiser, and for costs incidental or related thereto, or take any other action relative thereto. John Brown, Jr., Stephen Walsh and Elizabeth Monks supported the motion.

Article 26 – To see if the Town will vote to add to the By-Laws of the Town of Pembroke under Article XXIII Miscellaneous, Section 25 Right to Farm by adding Subsections 3A to read: "No Board or commission shall charge a fee or permit fee for the keeping of 10 or less poultry or 5 or less rabbits." Or take any other action relative thereto.

Upon motion moved by Stephen Curley and 2nd by Stephen Walsh, **Town Meeting Floor Article 26** - To see if the Town will vote to add to the By-Laws of the Town of Pembroke under Article XXIII Miscellaneous, Section 25 Right to Farm by adding Subsections 3A to read: "No Board or commission shall charge a fee or permit fee for the keeping of 10 or less poultry or 5 or less rabbits." Or take any other action relative thereto.

1-10 and 12-17 The Chairperson did not vote on these motion.

VOTED¹⁶: Town Meeting Floor – Article 26 - To see if the Town will vote to add to the By-Laws of the Town of Pembroke under Article XXIII Miscellaneous, Section 25 Right to Farm by adding Subsections 3A to read: “No Board or commission shall charge a fee or permit fee for the keeping of 10 or less poultry or 5 or less rabbits.” Or take any other action relative thereto. James McCollum, John Brown, Jr., and Elizabeth Monks supported the motion.

Special Town Meeting Article Warrant

Article 3 – to see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum of money to repair town and school buildings in accordance with M.G.L.c.44 §7(3A), or take any other action relative thereto.

Upon motion moved by Stephen Curley and 2nd by Stephen Walsh, **Town Meeting Floor Article 3** - to see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum of money to repair town and school buildings in accordance with M.G.L.c.44 §7(3A), or take any other action relative thereto.

VOTED¹⁷: Town Meeting Floor – Article 3 - to see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum of money to repair town and school buildings in accordance with M.G.L.c.44 §7(3A), or take any other action relative thereto. James McCollum, John Brown, Jr., and Elizabeth Monks supported the motion.

The next Advisory meeting is scheduled for Monday, April 23, 2018 at 7:00PM. Advisory will join the Board of Selectmen meeting for the UMASS presentation. Advisory will be hosting a public meeting following the Board of Selectmen meeting on Monday April 30, 2018 at 7:30PM in Veteran’s Hall. The topic: Pembroke Financials Presentation.

Advisory adjourned at 9:15PM.

Respectfully submitted,

Stephen Curley, Clerk