

**MINUTES OF THE SELECTMEN'S MEETING
JUNE 25, 2018**

PRESENT: Matthew J. Furlong (Chairman), Arthur P. Boyle, Jr. (Vice-Chairman), Willard J. Boulter, Jr. (Clerk), Daniel W. Trabucco (Selectman), John G. Brown, Jr. (Selectman), Edwin J. Thorne (Town Administrator), Michael Buckley (Town Accountant), Erin Obey (School Superintendent), Richard Wall (Police Chief), Patrick Chilcott, Stephen Curley, Lewis Stone, Kyle Harney, Adam Silva, Sabrina Chilcott (Assistant to the Town Administrator) and others.

At 7:00 pm, Mr. Furlong opened the meeting and advised that this meeting is being made available to the public through a live video and audio broadcast on Comcast Government Access Channel 15 and is also being recorded for airing on the channel at future dates. Comments made in open session will be recorded.

7:00 TOWN ACCOUNTANT MICHAEL BUCKLEY: WORKER'S COMPENSATION INSURANCE FUND

Mr. Buckley was present to discuss how the town manages risk as relates to worker's compensation insurance and the fund established at town meeting. Mr. Buckley advised that it is the duty of the finance team to present the Board with ways to save money where appropriate. The cost of the policy is \$300,000 annually or \$946,000 over the last three years; in the same time, MEGA has paid out \$386,000 in claims including indemnity payments, a fact that could have saved the town \$500,000 over the period. The finance team is proposing that the town do not purchase coverage and instead procure claims adjustment and management services and pay out the actual costs from the fund. Mr. Buckley advised that the town can hire Cook & Company for \$18,000 to administer, evaluate and manage claims and allow the town to manage the payment on the claims. Mr. Buckley further recommended that the town earmark the savings for the worker's compensation trust fund to build the reserves; over time the town can draw down any surplus in the reserves. Mr. Buckley closed by stating that the town took this approach with police and fire injured on duty under 111F and realized a significant savings as a result. Discussion ensued. Mr. Buckley stated that we have had 270 claims over ten years with an average of \$6,000/claim. In ten years there have been five claims that exceeded \$100,000, not paid out at once; Mr. Buckley posited that the claims were not administered properly. Discussion ensued on managing the risk by purchasing a stop loss policy for \$60,000, but this would only cover a claim over \$300,000. Mr. Thorne also pointed out that the loss run data cost for claims includes approximately 50% indemnity (salary) which is budgeted and would not be paid through the fund, only adjusted medical. Mr. Brown cautioned that the Board ensure that the money saved is clearly earmarked for workers compensation, not money to be spent elsewhere. Mr. Trabucco moved to authorize the Town Administrator and Town Accountant to engage the services of a third-party administrator to explore the town's options for stop loss coverage and worker's compensation effective July 1, 2018. Mr. Boyle seconded the motion. The vote was unanimously in favor.

7:15 SCHOOL COMMITTEE: DISCUSSION REGARDING FY20 BUDGET PROCESS

School Committee Chairman Patrick Chilcott was present before the Board to request that the Selectmen appoint two members to serve on a joint budget subcommittee with two members of the School Committee in advance of the budget process to craft strategy in a joint approach to the FY20 budget. Discussion ensued on future budgetary goals including appropriating 3% annually to the capital fund. Mr. Chilcott agreed that capital and maintenance plans are intelligent solutions but stated that there is a budget problem as discussed at town meeting. Mr. Chilcott stated that the budgetary issue is a Pembroke government issue, not a school/police/fire/DPW etc. issue; he stated that state funding grows at an anemic percentage year after year at 1% or less, and residents need to have that explained, the towns needs defined and why they are needed and a clear explanation of what government will look like if not addressed. Mr. Trabucco concurred and further stated that all town departments have been running lean, public safety is running leaner than it should and the schools have cut all of the available funds that they can. Mr. Chilcott stated that the School Committee and Board of Selectmen own and operate together 100% of the operating budget for government expenses and need to get together to evaluate the town budget's status, then bring in departments and committees as well as the Advisory Committee to explain where we are and develop the right strategy to fund appropriate services at appropriate levels and begin sharing that information. Mr. Trabucco and Mr.

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Brown volunteered to serve on a joint budget subcommittee. Mr. Boyle moved to appoint Daniel Trabucco and John Brown to a joint budget subcommittee; Mr. Boulter seconded the motion. The vote was unanimously in favor.

7:30 (7:50) KYLE HARNEY: REQUEST FOR FIREWORKS FUNDING, PEMBROKE SALUTES SERVICE

Mr. Harney was present before the Board on the renamed Pembroke Celebrates Service event scheduled at the High School in September. Mr. Harney stated that \$9,000 would fund a respectable show and \$15,000 would fund a fantastic show. The Pembroke Fun Committee has raised \$4200 and has an additional \$1500 pledged that has not yet been received. Mr. Harney stated that last year there were 1,000 people at the tailgate event and the event was a success. He further stated that the Committee's goal is to fully fund this event in the future without relying on town funding. Mr. Trabucco asked if the Committee had \$4,800 from the town to join with the raised \$4,200 could they host the event; Mr. Harney stated that yes they can. Mr. Thorne recommended that the Board wait until the next meeting to vote this item; Mr. Boyle moved to table this item for one week; Mr. Trabucco seconded the motion. The vote was unanimously in favor.

REVIEW OF SENIOR ABATEMENT STATISTICS AND DATA

Mr. Stone was present on behalf of the 150 seniors who qualify by meeting the criteria for a senior Municipal Users Fee abatement in the post of \$140. Mr. Stone stated that the Board reviewed the Solid Waste Enterprise Fund status and agreed to leave the trash rate at \$280. Mr. Stone was present to request reconsideration of the Board's June 11th vote to reduce the senior abatement amount of \$140 to \$80. Discussion ensued. Mr. Thorne stated that finance team evaluated the costs to run the programs and determined a value of half (\$140) as tax to fund the capping of the landfill, running and operating the Recycling Center as well as the programs it offers. The remaining value of half (\$140) funds solid waste and recycling curbside collection; when someone is abated at half the bill, they pay nothing toward the curbside collection costs associated with their home, so the proposal of abating half of the curbside cost at \$70 was a logical financial approach to the billing, as the past practice of abating half of the total was in error. Discussion ensued on the cost of the program versus the seniors need for relief. Mr. Trabucco (who was on the prevailing side of the vote on June 25) moved to reconsider the vote of June 11; Mr. Boyle seconded the motion. The vote was 4/1 with Mr. Brown opposed. Town Accountant Michael Buckley explained that there is a strong likelihood that the Board will need to increase the trash rate in the fall due to the rising costs of recycling disposal. Regarding the senior abatement, the discussion will include whether the seniors will either pay 100% of the fixed costs (\$140) and 0% of the variable costs or pay fixed costs like all other accounts at 100% (\$140) and the variable costs at half, or \$70. Mr. Thorne advised that the town was paid for recycling less than a year ago; as of last week, the town was paying \$61/ton which is higher than the rate of trash disposal. Mr. Thorne stated that recyclable material accounts for approximately 26% of the total tonnage. Mr. Thorne recommended placing this on the next agenda; consensus was achieved.

CONSIDER A VOTE TO REAPPOINT UNPAID BOARD, COMMITTEE AND COMMISSION CANDIDATES

Mr. Furlong named the unpaid reappointment candidates with their boards and terms; Sue Ellen Hewitt, Council on Aging, term expires 2021; James Kinkade, Council on Aging, term expires 2021; Kyle Harney, Cultural Council, term expires 2021; and Emily Norman, Town Landing Committee, term expires 2021. Mr. Boulter moved to reappoint the candidates as listed; Mr. Boyle seconded the motion. The vote was unanimously in favor.

CONSIDER A VOTE TO REAPPOINT ANNUAL PAID POSITIONS

Mr. Furlong named the unpaid reappointment candidates with their boards and terms; Animal Control Officer William Hart, term expires 2019; Animal Inspector Lisa Cullity, term expires 2019; Emergency Management Co-Director Chief Richard Wall, term expires 2019; Emergency Management Co-Director Chief J. Michael Hill, term expires 2019; Sealer of Weights and Measures Joseph Suppa, term expires 2019; Town Clock Winder Robert Hynes, term expires 2019; Town Counsel KP Law, P.C., term expires 2019; Veteran's Service Office/Veteran's Agent Robin Kernan term expires 2019.

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CONSIDER RECOMMENDATION TO APPOINT LAURA DASILVA TO THE PEMBROKE CULTURAL COUNCIL

Mr. Boyle moved to appoint Laura DaSilva to the Pembroke Cultural Council term to expire in 2021; Mr. Boulter seconded the motion. The vote was unanimously in favor.

VOTE TO APPROVE THE MINUTES OF JUNE 11, 2018

Mr. Boyle moved to accept the minutes of June 11, 2018 as presented; Mr. Trabucco seconded the motion. The vote was 4/0/1 with Mr. Boulter abstaining.

OLD BUSINESS

Record of Approved Bills and Payrolls June 18, 2018

Mr. Boulter reported that on June 18, 2018 he personally reviewed two account payable warrants totaling \$123,645.25 and one payroll warrants totaling \$251,659.73 prepared by the Town Accountant and authorized the itemized expenditures for payment.

Vacancies on CPC

Mr. Trabucco stated that there are two vacancies on the CPC, one Panning Board representative and one Open Space representative and he encouraged the public to consider volunteering locally.

LED Trucks (Mobile Billboards)

Mr. Furlong asked Mr. Thorne for an update on the possibility of banning LED truck displays; Mr. Thorne stated that the Mass Managers Association managers polled have not yet come across this issue.

TOWN ADMINISTRATOR'S REPORT

Vote to Reorganize Town Administrator's Office Staff

Mr. Thorne advised the Board that the final step in reorganizing the Board of Selectmen and Town Administrator's office is to eliminate the second Principal Clerk's position and replace it with an Administrative Assistant's position; the best practice in the executive office is to have tiered levels of experience and qualifications with ongoing training to maintain depth, promote internal growth and improve support to the executive staff. Mr. Boyle moved the Town Administrator's recommendation. Mr. Brown seconded the motion. The vote was unanimously in favor.

At 8:45 pm, Mr. Furlong read the upcoming issues from the agenda.

At 8:45 pm, Mr. Trabucco moved to enter executive session under M.G.L. c.30A, Sec. 21 (2) to conduct strategy sessions in contract negotiations with nonunion personnel: Police Chief; and (3) to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares: River Marsh, Water Street, MH-916. Mr. Furlong declared it so and stated that the Board will return to open session. Mr. Boyle seconded the motion. The vote by roll call: Boyle – yes, Brown – yes, Boulter – yes, Trabucco – yes, Furlong – yes.

MATERIALS & EXHIBITS

Unpaid Reappointment Candidate List (BOS/TA Office)

Paid Appointment Candidate List (BOS/TA Office)

Email, L. McCollum RE: Appointment L. DaSilva (BOS/TA Office)

Draft Minutes of June 11, 2018 (BOS/TA Office)

Record of Approved Bills and Payrolls June 18, 2018