

**MINUTES OF THE SELECTMEN'S MEETING
SEPTEMBER 24, 2018**

PRESENT: Matthew J. Furlong (Chairman), Arthur P. Boyle, Jr. (Vice-Chairman), Willard J. Boulter, Jr. (Clerk), John G. Brown, Jr. (Selectman), Edwin J. Thorne (Town Administrator), Michael Buckley (Town Accountant), Catherine Salmon (Chief Assessor), Brandon Gulnick (Administrative Assistant), Robert Almy, Burt White, Rob Adams, Brooke Young, Sabrina Chilcott (Assistant to the Town Administrator) and others.
NOT PRESENT: Daniel W. Trabucco (Selectman)

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 ROBERT ALMY, WESTON & SAMPSON: SELF EVALUATION, GRIEVANCE PLAN AND ADA TRANSITION PLAN

Brandon Gulnick of the Selectmen's office presented an overview of the Town Administrator's Self Evaluation Plan that was conducted in conjunction with Weston & Sampson's Americans with Disabilities Act (ADA) Transition Plan. Mr. Gulnick explained that the town undertook this Community Compact funded project to become eligible for state and federal grant funding to improve accessibility throughout the town's six public buildings and six of the parks and beaches. Mr. Gulnick stated that the review showed that the town, whose buildings were constructed prior to the adoption of the Act, is in general compliance with the 1991 mandates for parking, access and availability; however, the new standards adopted in 2010 have revealed opportunity for improvement. Robert Almy of Weston & Sampson defined the process of the review including the checklist used to evaluate the facilities, the approach and parking at each facility, the accessibility to the services offered, access to restrooms and access to emergency communications. Mr. Almy confirmed that the sites evaluated included the Town Hall, Police Station, Community Center, Library, center Fire Station, and Council on Aging; the recreational facilities included the Town Landing, Luddam's Ford, Stetson Beach, Little Sandy Beach, Tubb's Meadow, and Herring Run Park. Mr. Almy confirmed that the staff was very helpful and he worked closely with Mr. Gulnick as well as an architect for facilities and a landscape architect for recreational facilities. Mr. Almy advised that the Community center is not listed as the age and condition of the building is not currently amenable to compliance upgrades. Mr. Almy concluded by stating that by adopting the Self Evaluation Plan, the ADA Transition Plan and the Grievance Plan, the town is exercising good faith efforts to the state and cannot be challenged meaningfully for non-compliance while working towards solutions. Mr. Gulnick presented the Grievance Plan to the Board, explaining that a formal plan doesn't exist at this time, leaving a patron with an issue entering the building or using a service without an opportunity to raise their concerns; with this plan, they will have a process to bring their concerns to the Board of Selectmen. Mr. Gulnick explained the opportunities for funding through the Municipal Improvement Grant process once the plans are adopted; project grants are up to \$250,000 annually. Mr. Gulnick confirmed that some of the preliminary projects include Town Landing access ramps, border areas with ramps to the floating dock; Town Hall door handles, restroom automated door systems; Herring Run Park stone dust paths, and Council on Aging entry door changes. Mr. Boyle moved to adopt the ADA Transition Plan for the Town of Pembroke as presented; Mr. Brown seconded the motion. The vote was unanimously in favor. Mr. Boyle moved to adopt the Self Evaluation Plan and Grievance Plan for the Town of Pembroke as presented; Mr. Brown seconded the motion. The vote was unanimously in favor.

VOTE: REOPEN SPECIAL TOWN MEETING WARRANT FOR INSERTION OF CPC PROJECT

Mr. Boulter moved to reopen the Special Town Meeting warrant to include CPC project Recommendation H "To appropriate the sum of \$20,000.00 from FY19 annual revenue and that said funds be granted to the town administrator for the purchase and installation of a handicap entrance ramp with associated construction accommodations at the GAR Hall, or take any other action relative thereto". Mr. Boyle seconded the motion. The vote was unanimously in favor.

CONSIDER RECOMMENDATIONS ON REMAINING SPECIAL TOWN MEETING ARTICLES

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Mr. Furlong read articles four, eight, eleven, thirteen, fourteen, fifteen, sixteen, seventeen and eighteen. Mr. Buckley advised that article four, the capital funding article, has two DPW-Water projects listed for upgrades to the water filtration plant; one includes the generator and the second is just the generator and can be removed. Mr. Boulter moved to recommend favorable action with the removal of the \$390,000 generator; Mr. Boyle seconded the motion. The vote was unanimously in favor. Mr. Thorne stated that he is recommending the Board take no action on article eight; Mr. Brown moved to take no action on article eight. Mr. Boyle seconded the motion. The vote was unanimously in favor. Mr. Thorne recommended favorable action on articles nine and ten. Mr. Boyle moved favorable action on article nine; Mr. Brown seconded the motion. The vote was unanimously in favor. Mr. Boyle moved favorable action on article ten; Mr. Brown seconded the motion. The vote was unanimously in favor. Mr. Thorne stated that he is recommending the Board take no action on article eleven as there are no funds available; Mr. Brown moved to take no action on article eleven. Mr. Boyle seconded the motion. The vote was unanimously in favor. Discussion ensued on article thirteen and fourteen; Mr. Brown moved to table article thirteen until the next meeting so the chief may be invited to speak to it; Mr. Boyle seconded the motion. The vote was unanimously in favor. Mr. Boyle moved to table article fourteen for one week; Mr. Boulter seconded the motion. The vote was unanimously in favor. Mr. Thorne recommended that the Board take no action on article fifteen as the Recreation Director has funds available to pay the salary balance, but contracted with an outside contractor to perform the services that this employee has been providing. Mr. Boyle moved to take no action on article fifteen; Mr. Brown seconded the motion. The vote was unanimously in favor. Mr. Thorne recommended favorable action on article sixteen, recommendations A through H. Mr. Boyle moved favorable action on A, Mr. Boulter seconded the motion. The vote was unanimously in favor. Mr. Boulter moved town meeting floor discussion on B; Mr. Boyle seconded the motion. The vote was unanimously in favor. Mr. Boyle moved favorable action on C, Mr. Boulter seconded the motion. The vote was unanimously in favor. Mr. Brown moved favorable action on D; Mr. Boyle seconded the motion. The vote was unanimously in favor. Mr. Boyle moved favorable action on E, Mr. Boulter seconded the motion. The vote was unanimously in favor. Mr. Brown moved favorable action on F; Mr. Boyle seconded the motion. The vote was unanimously in favor. Mr. Brown moved town meeting floor discussion on G; Mr. Boulter seconded the motion. The vote was unanimously in favor. Mr. Boyle moved favorable action on H, Mr. Boulter seconded the motion. The vote was unanimously in favor. Mr. Boulter moved to table article seventeen to the next meeting; Mr. Brown seconded the motion. The vote was unanimously in favor. Mr. Boulter moved to table article eighteen to the next meeting; Mr. Brown seconded the motion. The vote was unanimously in favor. Mr. Boulter moved to close the warrant; Mr. Brown seconded the motion. The vote was unanimously in favor.

ASK THE SELECTMEN

Burt White of High Street was present to elaborate on the perils and dangers of tick bites, and to promote the services of Plymouth County Extension's etymologist Blake Dinius including workshops. Mr. White requested that the Selectmen reach out to the Board of Health to consider more promotion of prevention services for residents, and invited the public to a workshop being held by the Old Colony Sportsman's Club on Forest Street October 3rd at 7pm.

TOWN ADMINISTRATOR'S REPORT

Program to Promote Economic Development and Housing Production

Mr. Thorne advised that he attended a program given by the Governor and Lieutenant Governor on promoting economic development and housing production at the College of the Holy Cross in Worcester, where he received valuable information on available opportunities.

At 8:07 pm, Mr. Furlong read the upcoming issues from the agenda. Mr. Boyle moved to adjourn with Mr. Boulter seconding the motion. The vote was unanimously in favor.

MATERIALS & EXHIBITS

Self-Evaluation Plan, Grievance Plan, ADA Transition Plan (BOS/TA Office)

Email, R. Keller RE CPC Vote on Recommended Project H (CPC/BOS/TA Office)

Draft STM Warrant (BOS/TA Office)