

**MINUTES OF THE SELECTMEN'S MEETING
AUGUST 6, 2019**

PRESENT: Arthur P. Boyle, Jr. (Vice-Chairman), John G. Brown, Jr. (Clerk), Daniel W. Trabucco (Selectman), Jessica M. Rushing (Selectman), Edwin J. Thorne (Town Manager), J. Michael Buckley (Town Accountant), Kathleen McCarthy (Treasurer/Collector), Neal Orczyk, Stephen Curley, Sabrina Chilcott (Assistant Town Manager), Brooke Young and others.
NOT PRESENT: Willard J. Boulter, Jr. (Chairman)

At 7:30 pm, Mr. Boyle opened the meeting.

7:30 ANNOUNCEMENT AND VOTE: SURPLUS PROPERTY AUCTION BIDS

Mr. Boyle stated that the Surplus Property Auction as advertised in the Pembroke mariner and on the Town website and social media platforms generated eighteen (18) bids by five bidders. The bid results of the bid opening held in the Town Clerk's office at 4:15 pm today were read aloud and will be posted to the website at the conclusion of the meeting. Ms. Rushing moved to award Alan Chuckran of Chuckran Auto Parts, 1755 Old Plymouth Street in Bridgewater: Lot# 1 for the amount of \$1,055.00, Lot# 2 for the amount of \$1,655.00, Lot# 4 for the amount of \$1,255.00, and Lot# 20 for the amount of \$2,179.00 and further to award Chris Corkery of Corkery Tractor Trailer, 868 Turnpike Street in Canton: Lot# 13 for the amount of \$273.00; and further to award George Gould of Hobomock Arena, Hobomock Street in Pembroke: Lot #14 for the amount of \$413.40. Mr. Brown seconded the motion. The vote was unanimously in favor.

News Release from Mass Department of Public Health – Mosquitos

Mr. Boyle stated that state officials announce plans to conduct aerial spraying for mosquitos in sections of Plymouth County, including parts of Pembroke in response to the communities' high risk for Eastern Equine Encephalitis (EEE) and West Nile Virus (WNV); for questions about spraying please contact MDAR Crop and Pest Services at 617-626-1700.

7:35 TREASURER KATHLEEN MCCARTHY: REQUEST FOR VOTE TO EXTEND USEFUL LIFE, DUMP TRUCK

Ms. McCarthy was present before the Board with a request for a vote to extend the life of a Dump Truck as voted for appropriation by town meeting. Ms. McCarthy stated that the cost of the borrowing less proceeds will require a borrowing of \$190,000 and the extension of useful life to eight years will save the town \$12,000. Mr. Brown, Clerk of the Board, moved that the maximum useful life of the DPW dump truck to be financed with the proceeds of the \$160,000 borrowing authorized by the vote of the Town passed May 14, 2019 (Article 6, Motion 3) is hereby determined pursuant to G.L. c.44, §7(1) to be eight years. He further certified that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located, or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the subject matter of this vote were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended. Ms. Rushing seconded the motion. The vote was unanimously in favor.

7:40 TOWN ACCOUNTANT MIKE BUCKLEY: FY20 BUDGET DISCUSSION

Mr. Buckley was present to advise that the FY19 year end closing is substantially complete with an estimated \$1.2million free cash amount, or less than 2% and approximately \$50,000 less than last year. Financial advisors state that a minimum 3% or over \$3million is optimal. Mr. Buckley stated that the Town Manager's budget for FY20 has accurate estimates in the general fund for revenue regarding the cherry sheet and tax rate with local receipts projected at 7% which may be optimistic; this figure is predicated on an increase in the Building Permit fees which has not yet happened. A major impact was the 110% increase in Charter School Assessment, but two factors have helped offset that issue; the town received a \$135,000 building

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permit that is an outlier and the Treasurer has done a great job with investments, bringing in \$200,000 in excess of revenue projections. Mr. Buckley stated that the result is that the general fund is balanced for FY20, but barely. The second issue Mr. Buckley brought to the Board's attention is the Water Enterprise Fund, whose revenue projections will be impacted by a water ban; the water ban in FY19 led to a \$270,000 water revenue loss. The DPW Water Commissioners have agreed to hire a rate consultant to conduct a rate study and make recommendations to the Commission. Water services are very capital intensive with highly fixed costs. Mr. Buckley advised that rates haven't been raised in over twelve years instead of the recommended 2-3% with consistent investments in infrastructure, but that hasn't happened. Mr. Buckley concluded by stating that they have retained earnings of over \$300,000 that can be appropriated to fund the deficit but it is not a permanent solution. Finally, Mr. Buckley advised that there is a minor issue with the Solid Waste Enterprise Fund; budget amounts for a current year's expenditures cannot exceed the revenue amounts from the prior year resulting in a manageable \$40,000 discrepancy. In summary, Mr. Buckley stated that he does not recommend a fall town meeting as the financial business of the town was addressed at the spring town meeting in accordance with financial policy and the Board voted to fund the snow and ice deficit at the last meeting. Ms. Rushing inquired as to why projections are off in the first quarter; Mr. Buckley stated that a tremendous amount of progress has been in this last year with the governmental change and financial plan improvements and he is monitoring and updating the Board accordingly. Ms. Rushing recommended that the Board institute public budget hearings for the next budget cycle.

8:00 DOOR-TO-DOOR SOLICITATION PERMIT APPLICATION: RENEWAL BY ANDERSON

Neal Orczyk was present regarding Renewal By Anderson's application to solicit door-to-door. Mr. Orczyk stated that he and his group seeks to go door to door in Pembroke for the purpose of handing out materials and scheduling future appointments for free estimates on windows and doors to residents from 2:00 pm to 7:30 pm Monday through Friday and from 9:00 am to 3:30 pm on Saturday and Sunday for a period of 90 days. The members of his group have satisfied the CORI requirements and the Selectmen's office has forwarded the Chief of Police his application in preparation for the next permitting step which includes a comprehensive background check, with final permit to be issued by the Chief of Police. The group members include Neal Orczyk, Donald Williams, Petri Kerxhalli, Franco Larosa, Mutunga Ndegwa and Jennifer Hoffman. Ms. Rushing moved to approve the application of Neal Orczyk and group on behalf of Renewal by Anderson for a door-to-door solicitation permit authorizing sales from 2:00 pm to 7:30 pm Monday through Friday and from 9:00 am to 3:30 pm on Saturday and Sunday, license eligible for renewal on its expiration on November 6, 2019, subject to approval and permit card issuance by the Chief of Police. Mr. Trabucco seconded the motion. The vote was unanimously in favor.

VOTE: NOTICE OF INTENT TO SELL/RIGHT OF FIRST REFUSAL, 44 CENTER ST

Mr. Thorne presented the new drawing from Grady Engineering approved by the owner and potential buyer and their attorney with the rear, wetlands portion of the parcel being donated to the town with the owner retaining the full value of the front, buildable upland portion of the parcel for development. Ms. Rushing moved to waive the town's right of first refusal on 44 Center Street, lot 2 subject to the execution of the transfer of land; Mr. Trabucco seconded the motion. The vote was unanimously in favor.

VOTE TO APPROVE MINUTES OF JULY 23, 2019

Mr. Trabucco moved the minutes of July 23rd as written; Ms. Rushing seconded the motion. The vote was unanimously in favor.

TOWN MANAGER'S REPORT

Request for BOS Vote of Support: Town of Pembroke Open Space Plan

Mr. Thorne advised that the Board has the summary of the plan to review as drafted by the Old Colony Planning Council; he stated that the town is ready to submit the plan to the state and he is requesting that the Board vote to support it. Discussion ensued on the details of the plan with 1,400 acres of open or recreational land being owned by the town and another 1,400 acres that include Chapter 61A/B land and a summary of the survey results. Ms. Rushing asked if the Plan includes a maintenance plan for the land and Mr. Thorne stated it does. Mr. Curley stated 45% of Pembroke's land is open space, waterways or wetlands. Mr.

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Trabucco moved to support the Town of Pembroke's Open Space and Recreational Plan and Ms. Rushing seconded the motion. The vote was unanimously in favor.

ASK THE SELECTMEN

Mr. Brown advised that a constituent reached out to him to let him know that emergency reverse 911 calls show "emergency" on caller id.

At 8:25 pm, Mr. Boyle read the upcoming issues and announced that the regularly scheduled meeting of the Board of Selectmen on August 20 has been postponed to August 27, 2019.

At 8:25 pm, Mr. Trabucco moved to adjourn; Ms. Rushing seconded the motion. The vote was unanimously in favor.

MATERIALS & EXHIBITS

All Bids Received, Certification forms, Award List, Advertisement (BOS/TM Office)
Door-to-Door Solicitation Complete Application, Renewal by Anderson (BOS/TM Office)
Notice of Intent to Sell/ROFR, 44 Lot 2 (42) Center Street (BOS/TM Office)
Open Space and Recreation Plan Summary (Open Space/ConCom/BOS/TM Office)
Draft Minutes July 23, 2019 (BOS/TM Office)