

**MINUTES OF THE SELECTMEN'S MEETING
JUNE 24, 2020
REMOTE MEETING HOSTED BY PACTV ON ZOOM PLATFORM**

PRESENT: Video: Daniel Trabucco (Chairman), Jessica M. Rushing (Vice Chairman), John G. Brown, Jr. (Clerk), Rebecca Coletta (Selectman), Tracy Marino (Selectman), Steve Dodge (Moderator), William Chenard (Town Manager), Sabrina Chilcott (Assistant Town Manager)
Audio: Linda Peterson (Advisory Committee)

At 7:00 pm, Mr. Brown advised that one item remains from previous meeting, the formal adjournment. Ms. Rushing moved to adjourn the meeting of June 17, 2020; Mr. Trabucco seconded the motion. By roll call vote: 3/0/2: Brown – yes, Rushing – yes, Trabucco – yes; Coletta and Marino abstained.

Mr. Brown opened the meeting and advised that, pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this public hearing of the Pembroke Board of Selectmen is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but the public can view this meeting while in progress. PACTV is providing this service live on Comcast Government Access channel 15, and for those without cable, on their PRIME streaming channel by visiting www.pactv.org/live. Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment, by emailing selectmen@townofpembrokemass.org or calling 781-293-3844. All votes taken during this meeting will be roll call votes.

REORGANIZATION OF THE BOARD OF SELECTMEN

Mr. Brown advised that, in accordance with the Policies and Procedures of the Pembroke Board of Selectmen, a new Chairman, Vice-Chairman and Clerk shall be elected at the first regular meeting of the Board following the annual town election. Ms. Rushing nominated Mr. Trabucco for chairman. By roll call vote: 4/0/1: Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – abstained. Ms. Coletta nominated Ms. Rushing for vice-chairman. By roll call vote: 5/0: Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – yes. Ms. Marino nominated Mr. Brown for clerk. By roll call vote: 5/0: Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – yes. Mr. Trabucco welcomed Ms. Coletta and Ms. Marino to the Board; each then thanked their supporters for the opportunity to serve.

SET SELECTMEN'S CALENDAR, SUMMER/FALL SESSION

Mr. Trabucco reviewed the Board's annual summer and fall schedule; Ms. Coletta expressed the need to meet weekly to address CARES Act submissions and FY21 budget concerns; Ms. Rushing concurred. Mr. Brown recommended revisiting after town meeting. Mr. Trabucco suggested adding in the off-weeks in July and August; Ms. Coletta moved to modify the calendar as presented by adding July 1, July 15, August 5, August 19. Ms. Rushing seconded the motion. By roll call vote: 5/0: Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – yes.

ANNUAL BOARD AND COMMITTEE REAPPOINTMENTS

Mr. Trabucco advised that Lisa Cullity (CPC), Timothy Folan (Recreation), Corey Pento (Recreation) and Laura DeYoung (Historic District Comm.) have requested re-appointment to their three year terms. Ms. Rushing moved to reappoint these four people to terms at noted; Mr. Brown

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seconded the motion. By roll call vote: 5/0: Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – yes.

VOTE MINUTES OF JUNE 10 AND JUNE 17, 2020

Ms. Rushing moved to accept the minutes of June 10, 2020; Mr. Brown seconded the motion. By roll call vote: 4/0/1: Brown – yes; Marino – yes; Rushing – yes, Trabucco – yes; Coletta abstained. Ms. Rushing moved to accept the minutes of June 17, 2020; Mr. Brown seconded the motion. By roll call vote: 4/0/1: Brown – yes; Marino – yes; Rushing – yes, Trabucco – yes; Coletta abstained.

TOWN MANAGER'S REPORT

Review of CARES Act Eligible Reimbursements

Mr. Chenard updated the Board on progress made identifying expenses that are eligible for reimbursement under the CARES Act; more information will be forthcoming over the next two weeks. Discussion ensued on the goals of the Selectmen under the Town Manager Act with consensus on codifying the budget process and further discussions on the proposed community center.

7:30 TOWN MODERATOR: DISCUSSION, VOTE TO REDUCE TOWN MEETING QUORUM IN ACCORDANCE WITH CHAPTER 92 OF THE ACTS OF 2020 AND AS ADVERTISED JUNE 15, 2020

Moderator Steve Dodge recommended a reduction of the 150 voters to open town meeting and a televised preview of matters before the body in advance of the date. Mr. Dodge led the discussion of reduction by stating he feels ten percent is too low a reduction and he would prefer a 25% quorum for the summer town meeting. Ms. Rushing and Mr. Brown concurred. Ms. Coletta stated a belief that outdoors would be preferable, and Ms. Marino requested PEMA's written plan for review. Mr. Chenard updated the Board on Marshfield's recent experience with a zero quorum and 188 attendees. Ms. Rushing moved to reduce the quorum for the town meeting to be held this summer to 25%, or 38 people. Mr. Brown seconded the motion. By roll call vote: 5/0: Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – yes. Discussion ensued on the formation of a Town Meeting working group to review. Ms. Rushing moved to create a committee to define how best to execute an outdoor town meeting and recommend a date, members to include two Selectmen, the Moderator, PEMA, School Committee, two members of School Committee and the Town Clerk. Mr. Brown seconded the motion. By roll call vote: 5/0: Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – yes.

7:35 JOINT RE-APPOINTMENT: ADVISORY COMMITTEE MEMBERS STEPHEN WALSH, SANDRA BEATON

Ms. Peterson moved to reappoint Stephen Walsh and Sandra Beaton the three year terms on the Advisory Committee; Mr. Dodge seconded the motion. By roll call vote: 7/0 Peterson – yes; Dodge – yes; Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – yes. Ms. Peterson stated that Advisory still has one vacancy.

TOWN MANAGER'S REPORT

Discussion and Board Vote: 1/12th Budget Options, July and August, 2020

Mr. Chenard advised that the misnomer of 1/12 budget is such that it represents one month of our budget but in actuality is higher as some costs annually are paid out in July with summer affects on staffing in police, fire, recreation and beaches payrolls, insurance premiums, debt service and pension assessments. Mr. Chenard began by stating that MGL c.44 s.31 was legislatively amended

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to insert language clarifying the provisional use only under an Emergency Declaration and only if cities and towns cannot adopt a budget due to COVID concerns. Once voted tonight, the town will submit its 1/12 request to DLS for July, but that can extend to other months. Mr. Chenard outlined amounts for the general fund and enterprise funds, requesting a vote to authorize a spending plan. Under the July 2020 Expenditure Plan Budget Request: \$10,665,553 for general fund, \$345,240 for Solid Waste and Recycling and \$221,346 for Water. Mr. Chenard broke each department appropriation by expense. Ms. Coletta inquired as to sources of funds with Mr. Chenard confirming levy and other available funds. General concern was expressed should proposed plans lead to budgets that later aren't supported by available revenues and the reductions that would be necessitated at another town meeting. Ms. Coletta asked about staff reductions. Mr. Chenard advised that reducing hours by making adjustments and eliminating overtime is the first step, which would include the Friday afternoon closure discussed in the fall. Ms. Rushing moved to approve the 2020 Budget Request Plan as presented by the Town Manager; Mr. Brown seconded the motion. By roll call vote: 5/0: Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – yes. Mr. Chenard concluded by stating that the town hall hours change would go into effect on July 6th and provide the public forty hours of access: Monday, 8:00 am to 6:30 pm; Tuesday through Thursday 8:00 am to 4:30 pm and Fridays from 8:00 am to noon. Mr. Chenard concluded by advising that changes require collective bargaining. Discussion ensued on meeting next week; Ms. Coletta moved to amend the meeting calendar to meet Tuesday, June 30th at 7:00 pm and not Wednesday July 1. Ms. Rushing seconded the motion. By roll call vote: 5/0: Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – yes.

ASK THE SELECTMEN

Residents have notified the office that beaches are seeing heavier use than usual; vandalism has been reported and the floating dock at Town Landing is not repairable. Ms. Rushing requested a list of all board, committee and commission vacancies. Mr. Trabucco requested a list of all Selectmen's representative and liaison positions.

At 9:00 pm, Mr. Trabucco read the upcoming issues. Ms. Rushing moved to adjourn; Ms. Coletta seconded the motion. By roll call vote: 5/0: Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – yes.

MATERIALS & EXHIBITS

Draft 2020 Calendar (BOS/TM Office)

Slate of Eligible Candidates for Board Re-Appointment (BOS/TM Office)

Draft Minutes of June 10, 2020 and June 17, 2020 (BOS/TM Office)

MGL c.44 s.31

Town Manager's Presentation: 2020 Budget Request Plan (BOS/TM Office)