### MINUTES OF THE SELECTMEN'S MEETING JULY 25, 2016

**PRESENT**: Lewis W. Stone (Chairman), Willard J. Boulter, Jr. (Vice-Chairman), Arthur P. Boyle, Jr. (Clerk), Daniel W. Trabucco (Selectman), Matthew J. Furlong (Selectman), Michael Buckley (Town Accountant), Scott Glauben (Ass. DPW), Ben Bastianelli (DPW Commissioner), Linda Peterson (Advisory Chairman), Stephen Curley, Donna Badger, Tim Brennan, John Brown, James McCollum, Richard McManus, Elizabeth Monks, Stephen Walsh, Holly Walsh, Erin Obey (School Superintendent), Michael Tropeano (School Committee Chairman), Patrick Chilcott, Donna Bagni (Board of Health Chairman), Gary Fine, Art Egerton, Bonnie Pajick, Sabrina Chilcott (Executive Assistant), and others.

At 7:00 pm Mr. Stone 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.

# CONSIDER PLANNING BOARD REQUEST: VOTE EXTRAORDINARY STEP, PLANNING BOARD ASSISTANT

Planning Board Chairman Dan Taylor was present before the Board to request an extraordinary step rate for their finalist candidate for the role of Planning Board Assistant, as the candidate has several advanced degrees and a background in city planning. The Clerical contract states in Article XXIII Section 3 that a vote of the Board of Selectmen is required. Mr. Boyle moved to approve the request of the Planning Board to offer their finalist a starting salary level of an extra-ordinary step of \$23.65 per hour as Planning Board Assistant; Mr. Furlong seconded the motion. The vote was unanimously in favor.

## ANNOUNCEMENTS

Mr. Stone stated that the town has received notification from Comcast that residents may be required to upgrade set-top boxes; please contact Comcast if you are notified to do so.

# 7:05 DPW DIRECTOR: USE OF MONROE STREET PIT, EARTH REMOVAL STORAGE (PHS DRAINAGE IMPROVEMENT PROJECT)

Assistant DPW Director Scott Glauben was present before the Board to request the use of the Monroe Street pit for storage of gravel material being removed from the PHS drainage basin, as it is useful material that the DPW would purchase elsewhere if not repurposed from this job. Discussion ensued on routes and truck traffic; Mr. Glauben stated that it will require seven trucks a day to move down Hobomock an Monroe Streets between the hours of 7:00 am and 3:00 pm to remove the remaining 4,000 yards of material before school starts. Mr. Boulter moved the DPW Commissioners recommendation; Mr. Boyle seconded the motion. The vote was unanimously in favor.

# **REVIEW OF 2016 DATA FROM WEBSITE: BOARD AND COMMITTEE MINUTES**

Mr. Stone stated that he reviewed the posted agendas and minutes from the town website and has discovered a significant opportunity for improvement. Mr. Stone reminded the Board of the by-law passed at Annual Town Meeting April 28, 2015 that minutes must be posted to the town website once voted by the board. Discussion ensued; Mr. Thorne was asked to send a letter to all boards, committees and commissions reminding them of the bylaw that was passed and requesting improvement of postings. Mr. Boulter moved to send the letter as described; Mr. Boyle seconded the motion. The vote was unanimously in favor.

# DISCUSSION: DOOR-TO-DOOR SOLICITATION POLICY

Mr. Boulter stated that he is willing to discuss a policy for granting door-to-door solicitation permits if the policy includes a mechanism for resident to be able to be placed on a No Solicitation list, that would be given to the permit holder and they would be instructed not to solicit those residents. Discussion ensued on presenting this as a by-law amendment at fall town meeting. Mr. Thorne stated he can prepare a policy for the board that would mirror the proposed by-law. Mr. Boulter moved to draft a policy for consideration regarding door-to-door solicitation as described; Mr. Trabucco seconded the motion. The vote was unanimously in favor.

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# ACCEPT THE RESIGNATION OF FRANK BALDASSINI FROM THE ZBA

Mr. Boulter moved to accept the resignation of Frank Baldassini from the ZBA effective immediately, with regret; Mr. Boyle seconded the motion. The vote was unanimously in favor.

## TOWN ACCOUNTANT MICHAEL BUCKLEY: YEAR END TRANSFERS

Mr. Buckley was present before the Board to state that there are no year end transfers at this time.

At 7:30 pm, Linda Peterson, Stephen Curley, Donna Badger, Tim Brennan, John Brown, James McCollum, Richard McManus, Elizabeth Monks, Stephen Walsh and Holly Walsh entered the meeting.

## 7:30 ADVISORY COMMITTEE: DISCUSSION OF FINANCIAL CONCERNS OF THE TOWN

Advisory Chairman Linda Peterson was present before the Board to explain that the Committee would like a broader understanding of the towns financial concerns such as Plymouth County retirement funds, health insurance costs, snow and ice deficit spending, plans for the police and fire stations and other large financial obligations of the town. Ms. Peterson asked what the Selectmen's five year view is of the financial picture of the town, and what do the departments seek in the next five years. Discussion ensued on participation in large projects and land negotiations. Mr. Thorne advised that the five year capital plan is reviewed annually and there have been two strategic planning retreats in the last few years, with the most recent one four years ago. Mr. Brennan referenced the Department of Revenue's financial management review and asked what the thoughts on a town charter and town manager are among the board; he recommended a cohesive, strategic vision to spread throughout town. Mr. Trabucco updated the Committee on the work of the Town Government Study to date and advised that a charter would categorize the town's bylaws, whereas a town manager could affect change. Mr. Trabucco explained that several years ago a Town Manager role was presented in an article to Annual Town Meeting and it failed as some of the members of the committee didn't support the measure. Mr. Brennan stated that he has spoken with the Foxboro Town Manager Bill Keegan who is willing to send his representatives to town to explain the process Foxboro used to successfully implement their changes; Mr. Trabucco agreed and stated that the TGSC has been meeting with different towns to discuss their processes. Discussion ensued on the performance of the Plymouth County Retirement Fund and Mayflower Health Group general membership voting system, as well as grant opportunities and the idea of a town planner. Mr. Thorne stated that the Police and Fire departments are awarded several grants each year that should be publicized more as they aren't acknowledged. Further Mr. Thorne stated that the Planning Board has hired an assistant with advanced degrees in city planning. Mr. Walsh stressed applying for CPA funds annually. Discussion ended with a review of contract negotiation philosophy and process.

At 8:20pm, Linda Peterson, Stephen Curley, Donna Badger, Tim Brennan, John Brown, James McCollum, Richard McManus, Elizabeth Monks, Stephen Walsh and Holly Walsh exited the meeting; Erin Obey, Michael Tropeano, Patrick Chilcott entered the meeting.

# 8:00 (8:20) SCHOOL COMMITTEE: DISCUSSION OF LONG TERM REVENUE GROWTH

School Committee Chairman Michael Tropeano was present before the Board to follow up on the conversation between the two boards in March when the town saw a significant increase in health insurance. Mr. Tropeano stated that the town and school came to a reasonable compromise to balance the budget, but they feel that the issues cannot be solved solely as an expense problem and would like to address long term sustainable growth outside of the tax base. Mr. Chilcott suggested a small team come together across government to set a strategy and consider other revenue alternatives; the team can set a strategy, establish a set deliverable and set goals and timelines to achieve them. Discussion ensued on innovative ideas within the statutes and laws that would support revenue. Mr. Trabucco stated that the board should embrace the idea as the town needs a comprehensive vision for the next three years, and a small committee with set deliverables that can be executed is a great start. Mr. Tropeano pointed out that it is four months until the first drafts of budgets are prepared; need to create the committee in August, implement strategies in September and realize revenue by October. Mr. Tropeano also stated that having a Planning Board member on the committee would

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provide the experience necessary to ensure that parts of the plan are executable. Mr. Stone stated that the Board will place this item on their next agenda to vote to form the committee.

At 8:40 pm, Erin Obey, Michael Tropeano, Patrick Chilcott exited the meeting; Donna Bagni and Gary Fine entered the meeting.

## **OLD BUSINESS**

Board of Health Chairman Donna Bagni was present before the Board to update them on their evening meeting events. Mr. Trabucco was scheduled on the agenda and appeared for discussion; the newest Board of Health member advised Mr. Trabucco and the Board that the member has retained legal counsel to discuss the issues that the member is concerned with from 2007 to 2009. Ms. Bagni seeks guidance from the Board on how to proceed, and requested an opinion of town counsel to ensure that the Board and the town is protected. Mr. Trabucco stated that he appeared before the Board of Health to appeal that the newest member embraces the job that the voters elected her to do, not revisit personal issues; Mr. Trabucco stated that they could not get to a productive dialogue. Ms. Bagni stated that the members of appointed and elected boards give of their time to serve the residents, and the Board of Health has been losing time, effort and money since May to address personal issues that occurred many years before the rest of the Board was elected. Mr. Boyle stated that any elected official who refuses to do the people's business should resign. Mr. Stone advised Ms. Bagni that the chairman has an obligation to follow a published agenda to ensure compliance with Open Meeting Law. If any member insists upon pursuing deliberation outside of this law or publishing new documents on a subject that is not published on the agenda, it is the chairman's further responsibility to attempt to schedule the item for the future and or declare the member out of order. Mr. Stone stated that the Board of Health has work to do and must do their job.

# VOTE TREASURER'S RECOMMENDATION: ACCEPT 40 YALE ROAD (G4-30) AS A TAX POSSESSION PROPERTY

Mr. Boyle moved the Treasurer's recommendation to accept Assessor's parcel G3-40, 40 Yale Road, as a tax possession property; Mr. Boulter seconded the motion. The vote was unanimously in favor.

# VOTE TO SIGN APPROVAL OF THE CONSERVATION COMMISSION'S ACCEPTANCE OF DEED FOR 190 BARKER STREET

Mr. Boyle moved to approve the Acceptance of Deed for 190 Barker Street; Mr. Boulter seconded the motion. The vote was unanimously in favor.

### ASK THE SELECTMEN

Mr. Trabucco stated that he was approached by a resident who appeared before the Board of Assessors to request a tax exemption that was denied. He advised that he is looking in to the matter and will respond to the resident.

### **NEW BUSINESS**

Mr. Furlong introduced two initiatives for sponsorship by the Board. Mr. Furlong proposes a program designed to help protect Pembroke's environment and ecosystems by allowing the citizens of Pembroke to take an active role in helping to do so; citizens will be called upon to develop ideas related to environmentalism, and to develop a poster or pamphlet to be displayed at Town Hall or in the Library. The ideas that are most relevant will be passed along for consideration to the appropriate legislators, whether that be someone in Town Hall, the State House, or in Washington D.C. This program will be open year round, as good ideas should never be disqualified due to the timing, but to be entered into the competition for the Green Award, ideas must be submitted by October 30<sup>th</sup>. The winners will be selected by a committee of volunteers, of three to five people; the ideas will be judged upon their feasibility, ingenuity, and environmental spirit behind the proposal. Ideas would be mailed or dropped off to the Selectman's Office in Town Hall. Mr. Thorne suggested that the Board solicit the community through the town website to form the committee and bring the data back to an upcoming meeting.

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Mr. Furlong further proposed an Entrepreneurship in Pembroke initiative called "Build a Business Competition", a program designed to help foster an entrepreneurial culture in Pembroke's youth for the purpose of helping high school and college students build and start their own businesses and follow their dreams. To enter the competition students must write a 500 word summary and have a plan on how to make their business a reality. Mr. Trabucco suggested that Mr. Furlong appear before the School Committee to present this model and tailor it to fit their system; the board will take it up for a vote of support at that time.

Mr. Stone read the upcoming issues from the agenda.

At 9:15 pm, Mr. Boulter moved to adjourn; Mr. Boyle seconded the motion. The vote was unanimously in favor.

#### MATERIALS & EXHIBITS

Email, D. Badger for Advisory Committee re: Meeting to Address Financial Concerns (BOS/TA Office)
Email, M. Tropeano for School Committee re: Meeting to Address L/R Revenue (BOS/TA Office)
Summary Report of B/C/C Agendas and Minutes, L. Stone (BOS/TA Office)
Letter of Resignation, F. Baldassini, Jr. of ZBA (BOS/TA Office)
Memo and Judgement of Tax Possession, Treasurer K. McCarthy re: 40 Yale Road (Treas/BOS/TA Office)
Acceptance of Deed for Execution, 190 Barker St (BOS/TA Office)

Email, D. Taylor for Planning Board re: Extraordinary Step Request (BOS/TA Office) Environmentalism/Entrepreneurship Initiatives, M. Furlong (BOS/TA Office)