

**MINUTES OF THE SELECT BOARD MEETING
MARCH 9, 2022**

PRESENT: Jessica Rushing (Chairwoman), John G. Brown, Jr. (Vice-Chairman), Rebecca Coletta (Clerk), Tracy Marino (Selectwoman), Daniel W. Trabucco (Selectman), William Chenard (Town Manager), Mike Cogburn, Karl Heine, Darren Chun, Gretchen Emmetts, Marcie Walsh O'Connor, Gene Fulmine, Jessica Fulmine, Peg Struzik, Cathy Salmon, Kathleen McCarthy, Michael Buckley, Stephen Ciciotti, and others.

At 7:00 pm Ms. Rushing opened the meeting.

7:00 PEMBROKE DRUG PREVENTION COALITION/PEMBROKE TITANS AGAINST DRUGS; BOARD UPDATE

Mike Cogburn was present before the Board to share an update on Pembroke Drug Prevention Coalition/PTAD formed in 2018. They provide formal education to local youth on the risks dangers and susceptibilities they face regarding substance abuse, encourage and procure healthy decisions, healthy lifestyles and healthy relationships as well as confidence and individuality in the community's youth, and they provide direction to families that are seeking help with the stressors and challenges from addicted loved ones. The board and members are all volunteers, and they have provided speakers and other opportunities to the town. Discussion ensued on the sixth-grade pledge program and other partnerships with the School Department, including a grant funded program from the Plymouth County DA's office. Discussion ensued on the town entity Pembroke Drug Prevention Coalition, which is the steering committee, versus the 501(c)3 known as Pembroke Titans Against Drugs, the fundraising and programming body.

7:30 PUBLIC HEARING (ABCC) LICENSE TRANSFERS FROM BBC TO D&K HOLDINGS, INC D/B/A TOLSON'S TAP AND TAVERN, 15 COLUMBIA RD – CVAA, CV, LE, SE

Ms. Rushing opened the public hearing on the application of Karl Heine and Darren Chun of D & K Holdings, Inc, for a Transfer of CVAA (All-Alcoholic Beverages Liquor Service) License, Common Victualer's License, Live Entertainment, and new Sunday Entertainment Licenses currently located at 15 Columbia Road and held in the name of Pembroke BBC, LLC d/b/a The British Beer Company, Eric Bain, manager. CVAA (All Alcoholic Beverages, Annual Restaurant License) License# 00031-RS-0960, Common Victualer's License #CV-6 and Live Entertainment License #LE-8. Mr. Heine was present before the Board and stated that this is the BBC restaurant with no anticipated changes; no changes to the layout, exterior or interior finishes nor are any anticipated at this time (ZBA has approved the original footprint and granted a Special Permit to operate a restaurant). There are no additional changes to the layout or the exterior and no change in occupancy or parking is anticipated at this time. The Planning Board has provided a letter clarifying the language of the existing Special Permit as running with the land (to Operate a Restaurant) and doesn't require a new Special Permit. Mr. Heine referenced the complete Alcoholic Beverages Control Commission's CVAA application and required addenda that has been submitted to the Board. Ms. Rushing confirmed that the advertisement and abutters notification is also included. Mr. Rushing asked if there was anyone present to speak in favor or the application and there were none; in opposition, there were none. Ms. Coletta moved to grant the application of D&K Holdings, Inc for a Transfer of Common Victualer All Alcoholic Beverages license # 00031-RS-0960 from Pembroke BBC, LLC d/b/a The British Beer Company as exercised at 15 Columbia Rd and described as "approximately 7,900 sq feet of restaurant, bar, kitchen, patio, and basement storage space. No alterations to be made." And to further transfer Common Victualer's license CV-6 and Live Entertainment license #LE-8 as described. Ms. Marino seconded the motion, and the vote was unanimously in favor. Ms. Coletta moved to approve the application of D&K Holdings, Inc. d/b/a Tolson's Tap and Tavern for a Sunday Entertainment license to be used on Sundays in 2022 from 10:00 am to 12:00 am for live entertainment, live bands with vocalists and DJs. Mr. Brown seconded the motion. The vote was unanimously in favor.

MINUTES OF FEBRUARY 23, 2022

Ms. Marino moved to accept the minutes of February 23, 2022; Mr. Brown seconded the motion. The vote was 4/0/1 with Ms. Coletta abstaining.

MINUTES OF THE SELECT BOARD MEETING

VOTE RECOMMENDATIONS ON ROUTINE ANNUAL ARTICLES 6, 7, 8, 13 AND 14

Mr. Chenard recommended that the Board review routine articles #6, 7, 8, 13 and 14 in the annual warrant for a Favorable Action recommendation. Ms. Marino moved to recommend favorable action on articles 6, 7, 8, 13 and 14 in the annual town meeting warrant. Mr. Brown seconded the motion. The vote was unanimously in favor.

REVIEW FY23 BUDGETS: COUNCIL ON AGING, LIBRARY, RECREATION, DPW, TOWN CLERK, ASSESSORS, TREASURER/COLLECTOR, TOWN ACCOUNTANT

Mr. Chenard stated that tonight's budget presentations include Council on Aging, Library, DPW, Recreation, Snow and Ice, Town Clerk, Registrations, Elections, Assessors, Treasurer/Collector, Town Accountant, IT, and Town Wide Utilities. Mr. Chenard showed the five-year General Fund Revenue and Expenditures report and stated that FY22 is on target by a narrow margin. Mayflower Health Group announced a rate increase of 3% allowing for a small savings in FY23. Mr. Chenard reviewed the line items in the Council on Aging budget; Ms. Emmetts reviewed the current programming and offerings, highlighting GATRA transportation dispatched by the COA, the fulltime Outreach Coordinator, Meals on Wheels, daily lunches, exercise, social engagements, Food Pantry deliveries and more. There are an average of 2,000 users per month at the existing facility and that will increase, potentially to 3,000-3,500. There are two vans running from 8am to 4:30 pm five days a week transporting seniors to/from doctors' appointments and other needs. Mr. Chenard reviewed the line items in the Library budget; Ms. Walsh-O'Connor reviewed the current programming and offerings, highlighting the roles of the Assistant Director Kathy Benvie, Youth Services Librarian Melissa and Adult Services/Generalist Reference Librarian Stephanie who also oversees the passport program. Mr. Chenard reviewed the line items in the Water and Public Works budget; Mr. Chenard advised that the town is hiring a Water Superintendent which will move the Assistant DPW Director back to Public Works. Discussion ensued on the licensing requirements for the Water Department. Pembroke is rated a T2 D3 community, which means that the main operator must have a Treatment Level 2 license and a Distribution Level 3 license, which now only Mr. Fulmine possesses. Mr. Chenard presented the Recreation Department budget stating that the program is relocating to Bryantville Elementary during construction and expenses reflect the adjustment, while wages are being held close to FY22 levels to allow for hiring a new Director during FY23. Mr. Chenard reviewed the line items in the Town Clerk, Elections and Registration budgets; Ms. Struzik reviewed the current operations, emphasizing the potential issues inherent in election-day voter registration and whole electorate mailed ballots. Ms. Struzik stated that precinct three will split requiring two ballots and additional election workers. Mr. Chenard reviewed the line items in the Assessors budgets; Ms. Salmon reviewed the operations of her department and staff. Annually, the staff values over 7,000 parcels with a total value of \$3.2 billion, resulting in 60% of the town's budget being funded by property tax. Mr. Chenard reviewed the line items in the Treasurer-Collector budgets; Ms. McCarthy reviewed the operations of her department and staff. Town Accountant Mike Buckley was present to review his budget and departmental operations; as the largest employer in town, last year's deposits of \$123 million funded \$34 million in payroll and \$89 million in expenses. The Town has \$180 million in assets, and \$123 million in liabilities between pension and debt. Mr. Chenard reviewed the Information Technology budget, explaining that he is reviewing the current model and towns with an IT contractor and a staff person to liaise fare better than towns that do not. Currently, he is functioning in this role. Town wide utilities will be affected by solar panel degradation as the panels age and lose production capability; the production is returned to the town in the form of a credit on the bills. Discussion ensued on energy costs and anticipated future costs. Mr. Chenard concluded with a review of the Snow and Ice budget; while it is an area that the town can deficit spend, our ten-year median/average exceeds \$450,000 and the town budgets \$100,000. He advised that he will ramp that figure up over time.

TOWN MANAGER'S REPORT

Ukraine

The Board held a discussion and, by expressing consensus, supported the Town Manager in sending a letter to the town's legislators supporting the Ukrainian people and actions taken by the legislators on their behalf.

MINUTES OF THE SELECT BOARD MEETING

At 8:30 pm, Ms. Rushing read the upcoming issues from the agenda. Ms. Coletta moved to enter executive session under MGL c.30A, Sec. 21 (2) to discuss strategy with respect to contract negotiations with non-union personnel; and (3) to discuss strategy with respect to collective bargaining if an open meeting will have a detrimental effect on the bargaining position of the public body; Ms. Rushing declared it to be so. Ms. Marino seconded the motion. By roll call vote: Brown – yes, Coletta – yes, Marino – yes, Trabucco – yes and Rushing – yes.

At 9:00 pm, Mr. Trabucco moved to adjourn; Ms. Marino seconded the motion. The vote was unanimously in favor.

MATERIALS & EXHIBITS

Local/ABCC Application for Transfer of License from BBC, 15 Columbia Rd (TM Office)

Draft Annual Town Meeting Warrant (TM Office)

Draft Minutes February 23, 2022 (TM Office)