

**MINUTES OF THE SELECT BOARD MEETING
JUNE 21, 2023**

PRESENT: Steven Ciciotti (Vice Chair), Tracy Marino, (Clerk), John G. Brown, Jr., (Selectman), Richard Flynn (Selectman), William Chenard (Town Manager), Sabrina Chilcott (Asst. Town Manager), and others.

At 7:00 pm Mr. Ciciotti opened the meeting with the Chairman's statement.

Mr. Brown announced that there was a softball league for those over 40 that was looking for players through their Facebook page. He also announced that PACTV was looking for a videographer to cover televised meetings. Mr. Ciciotti announced that there was a Master Plan Public Forum held the day before and all the information was on the town's website. He noted that surveys were available.

JONATHAN HOPFGARTEN, DAIRY TWIST: MGL C. 138 §14 SO CALLED 'ONE DAY' LIQUOR APPLICATION(S) FOR FIVE (5) SEPARATE EVENTS IN SUMMER OF 2023; JULY 6, JULY 13, JULY 20, JULY 27, AUGUST 3

Mr. Hopfgarten informed that board of his plans, as he had been having food trucks on the property to go along with ice cream. Mr. Brown asked Mr. Hopfgarten about the placement of the beer truck, he stated that he thought it could have worked better to be placed on the opposite side of the property. Mr. Hopfgarten stated that he did not want to lose parking spots in the driveway of the business by placing the truck there, but he was not opposed to moving the truck. Discussion ensued regarding traffic on the property. Mr. Flynn moved to approve the request of Michael Snowdale of Stellwagen Beer Company for five (5) events, separate Special Liquor License under MGL c. 138 § 14, to serve beer and wine from 12:00pm to 9:00pm on Thursdays, July 6, July 13, July 20, July 27, and August 3, 2023, at 580 Washington Street, seconded by Ms. Marino, the motion passed unanimously.

JUSTIN JEROME, TRINITY SOLAR: DOOR-TO-DOOR SOLICIATION APPLICATION FOR 90 DAYS

Mr. Jerome was present before the board to describe his plans with a door-to-door permit. Mr. Brown noted that Mr. Jerome was to get the do not knock list before doing door-to-door. Ms. Marino moved to approve the application of Justin Jerome on behalf of Trinity Solar for a door-to-door solicitation permit authorizing sales from 10:00am to dusk Monday-Sunday for ninety days. Permit to expire September 21, 2023, seconded by Mr. Flynn, the motion passed unanimously.

ADVISORY COMMITTEE: REQUEST FOR JOINT VOTE, VACANCY APPOINTMENT OF STEPHEN PATT AND REAPPOINTMENT OF STEPHEN WALSH, SANDY BEATON, AND JOHN SCHOLL

Ms. Peterson informed the board that the Advisory committee had voted in favor of reappointing the expiring candidates' term as well as held an interview for a new member and voted to appoint the applicant. Mr. Ciciotti invited Mr. Patt to introduce himself to the board and explained his desire to serve the community. Discussion ensued regarding Mr. Patt's background. Ms. Marino made a motion to appoint Mr. Patt to the Advisory Committee, term to expire 2025, seconded by Mr. Brown, the motion passed unanimously.

Ms. Peterson stated that the Advisory Committee and the Moderator recommended the reappointment of all three expiring candidates. Ms. Peterson made a motion to to reappoint Mr. Walsh, Ms. Beaton, and Mr. School to the Advisory Committee, terms to expire 2026, seconded by Mr. Ciciotti, the motion passed unanimously.

VOTE TO ACCEPT THE MINUTES OF JUNE 7, 2023

Ms. Marino made a motion to accept the minutes of June 7, 2023, seconded by Mr. Flynn; Mr. Ciciotti noted that Ms. Marino and Mr. Brown has their titles incorrect, and that the minutes should be amended. Ms. Marino made a motion to accept amended minutes for June 7, 2023, Mr. Flynn seconded, the motion passed unanimously.

VOTE ANNUAL UNPAID REAPPOINTMENTS

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Ms. Marino moved to reappoint the slate of candidates as printed for the terms to expire as listed, seconded by Mr. Flynn, the motion passed unanimously.

REVIEW AND DISCUSS: SELECT BOARD FY24 GOAL TEMPLATES

Ms. Marino reviewed how different towns had set up their Select Board goals for the year. Discussion ensued on the templates Ms. Marino shared. Mr. Brown stated that he was concerned about setting goals that may have interfered with the Master Plan. Discussion ensued regarding the chart that Mr. Brown had sent to the board. He discussed it being used as a communication tool through the year. He also discussed creating something to show how projects progress in a municipality and have it posted to the website. The board recognized Mr. Chenard's weekly television show to communicate with the public on what was happening in town. The board discussed digital signage to track town initiatives. Mr. Brown also noted the potential use of iPad by the board to move to paperless and have resources readily accessible; there was discussion among the board and the Town Manager. There was discussion regarding a grant writer. Ms. Chilcott suggested narrowing the focus of grants so that they would be specific to what the town needs at those moments in time. The board requested an annual grant report to show what the town has received each year. Mr. Flynn discussed the idea that he had regarding building the stabilization fund that would be revisited once the budget cycle began. Ms. Marino would like to see the website updated for residents to be able to specify exactly what they were notified about. She would also like state legislators to be invited quarterly for updates. Ms. Marino discussed her additional goal ideas for the year.

Mr. Ciciotti discussed the goal ideas that he had come up with including a tracker based on priorities in town. He discussed ways to structure the tracker and different communication ideas for it including via social media and board updates. He noted that there was overlap of board member goals and suggested each member send their ideas to Ms. Chilcott so she could send them out for discussion at a future meeting. Mr. Brown noted that he was concerned about communication with the senior citizen population. Ms. Chilcott noted that there would be a major communication update for the senior citizen population once the new community center opened. Ms. Chilcott suggested that board members hold office hours to hear some concerns of citizens who may not be users of the internet to obtain community information.

REVIEW AND DISCUSS: CREATE GENERAL BYLAW REVIEW SUBCOMMITTEE

The board discussed how the subcommittee should be structured. Mr. Flynn suggested two select board members and three members of the public. Most of the board agreed on a makeup of a five-member committee but did discuss a board of up to seven members. This topic was tabled until the next meeting to include Mr. Trabucco in the discussion.

- 1. MISSION AND GOALS:**
- 2. APPOINTEES:**

TOWN MANAGER'S REPORT

Mr. Chenard reminded the public that summer had officially started for Pembroke Public schools and to please watch out for more kids in public using the roads. He stated that the town beaches were also open, swim at your own risk. He also stated that there would be swim lessons held at Town Landing. Mr. Chenard stated that there would be employment opportunities posted to the website the next day. Mr. Chenard reiterated that it was illegal to cut trees on town property, especially in cranberry bogs. He stated that anyone caught would face heavy fines. He also noted that ATVs and dirt bikes are not allowed on town property, per the town bylaws.

LIAISON UPDATES

Mr. Brown updated the board from the Council on Aging monthly meeting including rides given, meals on wheels, food pantry deliveries, as well as a great turn out for community dining. He announced that the Council on Aging would be having some summer programming. He stated that there would be a send off for employee Susan Larkin who was retiring at the end of the month.

Mr. Ciciotti updated the board regarding the master planning process. He stated the first public forum was held the night before and had several members of the public attend. He stated that the master plan website

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was updated with a survey that he encouraged the public to participate in. He stated that the next forum would be held in the fall. He noted that public input was crucial to this process.

COMMUNITY COMMENT

Ms. Marino discussed the plans for Herring Run Park and Veterans Memorial Park plans. Mr. Chenard stated that Veterans Memorial Park had been set aside due to covid but would be revisited. He stated that once the Herring Run culvert was replaced, more updates would be made to the area. Mr. Chenard noted that there was minimal funding secured for Veterans Memorial Park and he would be requesting Community Preservation funding to help with improvements. Ms. Marino asked for an update on the 98 Barker Street issue, Mr. Chenard stated that legal counsel was reviewing documents and there was a wetlands scientist on the property doing work. The property owner was still under a cease-and-desist order, that the zoning board upheld at a recent meeting.

Mr. Brown asked why the water wheel was not in place at the Herring Run, Mr. Chenard stated that it was removed because it broke and was being repaired. Mr. Brown also asked for an update on the Congress Street culvert to which Mr. Chenard stated that the contractor was doing preliminary work on site. Mr. Flynn asked if it would be a pre-cast design, Mr. Chenard stated that it would be but in that case it may not be done this year.

Mr. Ciciotti read the upcoming issues. At 8:18pm, Mr. Brown moved to adjourn, and Ms. Marino seconded the motion. The vote was unanimously in favor.

MATERIALS & EXHIBITS

One Day Liquor Application (TM Office)

Trinity Solar Door-to-Door Solicitation Application (TM Office)

Minutes (TM Office)