

**MINUTES OF THE SELECT BOARD MEETING
FEBRUARY 8, 2021
REMOTE MEETING HOSTED BY PACTV ON ZOOM PLATFORM**

PRESENT: **Panelists:** Daniel Trabucco (Chairman), Jessica M. Rushing (Vice Chairwoman), John G. Brown, Jr. (Clerk), Rebecca Coletta (Selectwoman), Tracy Marino (Selectwoman), William Chenard (Town Manager)
 Attendees: Erin Obey (School Superintendent), Ken McCormick (Fire Chief), Michael Tropeano (School Committee), Susan Scholl (School Committee), Linda Peterson (Advisory Committee), Stephen Walsh (Advisory Committee), Donna Badger, Sandra Beaton, Kristi Cullinane, Robert Kenney, Timothy Landy, Matthew Rushing, John Scholl, Sabrina Chilcott (Assistant Town Manager)

At 7:00 pm, Mr. Trabucco 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 meeting of the Pembroke Select Board 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 on Comcast Government Access channel 15, and for those without cable, via livestream at: <https://www.pactv.org/pactv/towns/pembroke>.

No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Pembroke website an audio or video recording, transcript or other comprehensive record of proceedings as soon as possible after the meeting. All votes taken will be roll call votes.

on their PRIME streaming channel by visiting www.pactv.org/prime. 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 meeting designated for public comment, by registering to login to this webinar at <https://www.pembroke-ma.gov/select-board/meetings>. All votes taken during this meeting will be roll call votes.

TOWN MANAGER'S FY22 BUDGET PRESENTATION

Mr. Chenard began his presentation by stating that tonight's discussion would be an overview of the budget, with more detailed information coming in future meetings. He stated that tonight he would like to focus on revenue. He also states that the budget will change between now and Town Meeting, so these numbers are not set-in stone.

Mr. Chenard informs the Board that at future meetings, department heads will be presenting their budgets to the Select Board as well as Advisory. He begins the presentation with revenue projection summaries, detailing where the Town's revenue comes from. He points out that local receipts are trending upward which is a positive sign. Mr. Chenard went through the breakdown of local receipts for the Board. He also stated that the decrease in local receipts over the past couple of years is a result of the pandemic. One time money may need to be used this year for a shortfall, such as free cash and stabilization funds. Mr. Chenard briefly summarizes the town's expense projection for the Board.

Mr. Chenard discusses in depth with the Board, the FY22 revenue. He was optimistic that the government will be providing more state aid. Mr. Chenard explained in depth about free cash, how

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the town has tended in the past, and how free cash can be used. He also discussed debt exclusion in detail.

Mr. Chenard informed the Board he was concerned for FY2023 about the town's expenses and the need to consider service cuts and/or increasing revenue.

Department budgets are briefly discussed; however, department heads will be attending in the coming weeks to go into further detail with their individual budgets. Mr. Chenard also touched on departmental goals for FY2022 that were submitted by department heads as well as organizational charts for each department.

Mr. Chenard stated that some key points to be brought to the Board's attention were Plymouth County Retirement assessments, collective bargaining agreements, and a few other things. Mr. Chenard stopped the presentation at that point and advised that he would take questions but would like to Board to look through the budget in detail and then come to him with questions.

Ms. Rushing asked Mr. Chenard about Capital Planning and when this topic would be discussed; Mr. Chenard said that by the end of March the capital plan will be discussed. He noted that the capital planning process has been delayed this year but there are projects and items that will be coming.

Ms. Coletta asked for clarification on the jump on investment income in 2019; Mr. Chenard stated that there was borrowing done which would have created a jump in that category. Mr. Chenard stated that he would prepare a meeting schedule, after all groups review the budget, to discuss any questions that arise.

CONSIDER VOTE: AFFORDABLE HOUSING COMMITTEE RECOMMENDATION TO APPOINT SHARON MCNAMARA OF 85 ELMER ST

Ms. Marino moved to table this item until notification is received from the Committee; Mr. Brown seconded the motion. By roll call vote: 5/0: Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – yes.

VOTE TO APPROVE MINUTES OF DECEMBER 30, 2020, JANUARY 13, 2021, AND JANUARY 28, 2021

Ms. Marino moved to approve the minutes of December 30th, January 13th and January 28, 2021. Mr. Brown seconded the motion. By roll call vote: 5/0: Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – yes.

TOWN MANAGER'S REPORT

COVID 19 Update

Mr. Chenard updated the board on the COVID-19 trend which was trending down. He also reviewed the vaccination website that is run by the State as well as what vaccination phase that the Commonwealth is currently in. Mr. Chenard discussed the shortage of vaccines that are available to municipalities but that the town was still actively preparing to run a clinic if vaccines were received. He noted that the town was able to vaccinate 100 seniors on February 8th but encouraged eligible populations to register at the mass vaccination sites.

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Ms. Rushing noted that there are VA sites available as well to distribute the vaccine to those populations. Ms. Coletta asked Mr. Chenard if there is any discussion with Council on Aging to provide transportation to Marshfield, he stated that he would discuss that with Gretchen Emmetts.

Mr. Brown stated that Brockton's VA is vaccinating Veterans who are aged 65 and older.

Ms. Coletta asked Mr. Chenard about recycling rates. Mr. Chenard stated that the town was doing better and the contamination rate was down to about 12%.

At 8:11 pm, Mr. Trabucco read the upcoming issues from the agenda. Ms. Rushing moved to adjourn; Ms. Marino seconded the motion. By roll call vote: 5/0: Brown – yes; Coletta – yes; Marino – yes; Rushing – yes, Trabucco – yes.

MATERIALS & EXHIBITS

Town Manager's PowerPoint, FY22 Budget Proposal (TM Office)

Draft Minutes of Meetings held December 30/January 13/January 28, 2021