

## TOWN OF PEMBROKE

APPROVED  
ADVISORY COMMITTEE MINUTES  
16 March 2015

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:30 PM on 16 March 2015. Also present were Stephen Curley, Timothy Brennan, James McCollum, Anthony O'Brien and Stephen Walsh  
Not present were: Rachel Michael, Mark Gould, and Richard McManus.

Linda noted that Ed Thorne, Town Administrator was unable to meet with the committee tonight to discuss the FY16 Solid Waste budget. Ed will be invited to meet with the committee at their 23 March 2015 meeting to review both the FY16 Solid Waste and FY16 Town of Pembroke budgets.

Upon motion made by James McCollum and seconded by Timothy Brennan following the discussion, it was

**VOTED<sup>1</sup>:** To accept the minutes of the meeting held on 09 March 2015 as amended.  
Stephen Curley, Anthony O'Brien and Stephen Walsh supported the motion.

The Committee continued their discussion on the budget as presented by Ed Thorne, Town Administrator.

**VOTED<sup>2</sup>:** Following the discussion, Motion to reconsider vote for Page 2 of Town of Pembroke budget by Stephen Curley, 2<sup>nd</sup> by Jim McCollum. Timothy Brennan, Anthony O'Brien and Stephen Walsh supported the vote.

**VOTED<sup>3</sup>:** Following the discussion, Motion to change Advisory Committee Wage & Salary line to \$5,800 as previously submitted – moved by James McCollum, 2<sup>nd</sup> by Stephen Walsh. Stephen Curley, Timothy Brennan and Anthony O'Brien supported the vote.

Page 3 - The committee is looking for clarification regarding the Town Clerk's budget, specifically the wage & salary line item for full and part time clerical salaries as well as longevity; a decrease from FY15 is noted. There was also a question about the mileage for the Registrars. An email will be sent to MaryAnn Smith, Town Clerk for clarification.

Page 5 – The committee is questioning the Zoning Board of Appeals salaries and longevity. Clerical salaries are down, longevity is up. Ed Thorne, Town Administrator will be asked if these numbers are correct.

Page 5 – Police Department requesting \$25,900 more than noted in budget. This includes electricity, telephone, membership dues, officer receiving his associate degree, contractual salary increase for the chief and civil service exam to replace sergeant, assessment center on site tailored for Pembroke Police (he has received two bids for this). The committee will hold this item for discussion with Ed Thorne, Town Administrator.

**VOTED<sup>4</sup>:** Following the discussion, Motion to hold the Police Department budget increase request for \$25,900 which was not noted in the budget. This will be discussed with Ed Thorne, Town Administrator– moved by Stephen Curley, 2<sup>nd</sup> by Timothy Brennan. James McCollum, Stephen Walsh and Anthony O'Brien supported the vote.

Page 6 – Fire Department

**VOTED<sup>5</sup>:** Following the discussion, moved to accept Fire Department budget numbers as presented by Town Administrator; motion by Stephen Curley, 2<sup>nd</sup> by Stephen Walsh. Timothy Brennan. James McCollum, and Anthony O'Brien supported the vote.

Page 7 – Inspectional Services & Emergency Management. The committee questioned the gas and mileage line items for Inspectional Services. Ed Thorne, Town Administrator will be asked to clarify these expenses.

**VOTED<sup>6</sup>:** Following the discussion, moved to accept Emergency Management budget numbers as presented by Town Administrator. The committee questioned the gas and mileage line items for Inspectional Services. Ed Thorne, Town Administrator will be asked to clarify these expenses. Motion by Stephen Curley, 2<sup>nd</sup> by Timothy Brennan. James McCollum, Stephen Walsh and Anthony O'Brien supported the vote.

Page 8 – Animal Control, Pembroke Public Schools and Department of Public Works

A hold was placed on Pembroke Public Schools budget until the final number is available from Ed Thorne, Town Administrator.

**VOTED<sup>7</sup>:** Following the discussion, moved to accept Animal Control and DPW budget numbers as presented by Town Administrator; A hold was placed on Pembroke Public Schools budget until the final number is available from Ed Thorne, Town Administrator.

Motion by Stephen Curley, 2<sup>nd</sup> by Anthony O'Brien. Timothy Brennan. James McCollum and Stephen Walsh supported the vote.

#### Page 9 – Board of Health

**VOTED<sup>8</sup>:** Following the discussion, moved to accept Board of Health budget numbers as presented by Town Administrator. Motion by Timothy Brennan, 2<sup>nd</sup> by Anthony O'Brien. Stephen Curley, James McCollum and Stephen Walsh supported the vote.

#### Page 10 – Council on Aging and Veterans Services

**VOTED<sup>9</sup>:** Following the discussion, moved to accept Council on Aging and Veterans Services budget numbers as presented by Town Administrator. Motion by Stephen Curley, 2<sup>nd</sup> by Timothy Brennan. Anthony O'Brien, James McCollum and Stephen Walsh supported the vote.

#### Page 11 – Commission on Disabilities and Library

The Library FY16 budget request of \$457,109 for Wage & Salary will be adjusted versus the \$447,394 submitted by Ed Thorne, Town Administrator.

**VOTED<sup>10</sup>:** Following the discussion, moved to accept Commission on Disabilities budget numbers as presented by Town Administrator. Moved to amend the Library FY16 budget request to \$457,109 for Wage & Salary. Motion by Stephen Curley, 2<sup>nd</sup> by James McCollum. Stephen Walsh, Timothy Brennan and Anthony O'Brien supported the vote.

#### Page 12 – Lydia Drake Library, Recreation Commission, Community Center, Herring Fisheries and Town Landing

A hold was placed on the Recreation Commission Clerical Salary. Ed Thorne, Town Administrator will be asked if the Board of Selectmen approved the change for this part-time clerical position to full-time. The Community Center Maintenance salaries were questioned. Ed Thorne, Town Administrator will be asked to explain which maintenance staff covers which town buildings.

**VOTED<sup>11</sup>:** Following the discussion, moved to accept Lydia Drake Library, Herring Fisheries and Town Landing budget numbers as presented by Town Administrator. A hold was placed on the Recreation Commission Clerical Salary. Ed Thorne, Town Administrator will be asked if the Board of Selectmen approved the change for this part-time clerical position to full-time. A hold also placed on the Community Center Maintenance salaries. Ed Thorne, Town Administrator will be asked to explain which maintenance staff covers which town buildings. Motion by Stephen Curley, 2<sup>nd</sup> by Timothy Brennan. James McCollum, Stephen Walsh and Anthony O'Brien supported the vote.

#### Page 13 – Town Clock Winder, Town Memorial Committee, South Shore Women's Center, Plymouth County Cooperative, Historical Commission

**VOTED<sup>12</sup>:** Following the discussion, moved to accept Town Clock Winder, Town Memorial Committee, South Shore Women's Center, Plymouth County Cooperative, Historical Commission budget numbers as presented by Town Administrator. Motion by Stephen Curley, 2<sup>nd</sup> by Timothy Brennan. James McCollum, Stephen Walsh and Anthony O'Brien supported the vote.

#### Page 14 – Maturing Debt Principal

**VOTED<sup>13</sup>:** Following the discussion, moved to accept the Maturing Debt Principal budget numbers as presented by Town Administrator. Motion by Stephen Curley, 2<sup>nd</sup> by Timothy Brennan. James McCollum, Stephen Walsh and Anthony O'Brien supported the vote.

Page 15 – Plymouth County Retirement, Unemployment Compensation, Group Health Insurance, Group Life Insurance, Medicare Tax, Property & Liability Insurance. A hold put on Group Health Insurance. Ed Thorne, Town Administrator will be asked for an update on these numbers. Also ask Ed what does the Collective Bargaining figure represent?

**VOTED<sup>14</sup>:** Following the discussion, moved to accept the Plymouth County Retirement, Unemployment Compensation, Group Life Insurance, Medicare Tax and Property & Liability Insurance budget numbers as presented by Town Administrator. A hold put on Group Health Insurance. Ed Thorne, Town Administrator will be asked for an update on these numbers and for an update on upcoming contracts. What does the Collective Bargaining figure represent?

Motion by Stephen Curley, 2<sup>nd</sup> by Timothy Brennan. James McCollum, Stephen Walsh and Anthony O'Brien supported the vote.

The committee reviewed the April 28, 2015 Annual Town Meeting Warrant as follows:

#### Article 1 – Favorable Action

**VOTED<sup>15</sup>:** Following the discussion, favorable action moved by Steve Curley 2<sup>nd</sup> by James McCollum. Timothy Brennan, Anthony O'Brien and Stephen Walsh supported the motion.

Article 3 – Favorable Action

**VOTED<sup>16</sup>:** Following the discussion, favorable action moved by Steve Curley 2<sup>nd</sup> by James McCollum. Timothy Brennan, Anthony O'Brien and Stephen Walsh supported the motion.

Article 4 – Favorable Action

**VOTED<sup>17</sup>:** Following the discussion, favorable action moved by Steve Curley 2<sup>nd</sup> by Stephen Walsh. Timothy Brennan, James McCollum and Anthony O'Brien supported the motion.

Article 6 – Town Meeting Floor – To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum of money for the purpose of funding any new collective bargaining agreements between the Town and the Pembroke Patrolmen's Association, Pembroke Permanent Firefighters Association, Council 93, Local 1700 (Town Hall), and Council 93, Local 1700 (Public Works), or take any other action relative thereto.

Article 7 – Request an estimate from Mike Buckley, Town Account – To see if the town will vote to raise and appropriate and/or transfer from available funds a sum of money to be added to the Stabilization Fund, or take any action relative thereto.

Article 8 – Favorable Action

**VOTED<sup>18</sup>:** Following the discussion, Favorable Action moved by Steve Curley 2<sup>nd</sup> by Anthony O'Brien. Timothy Brennan, Stephen Walsh and James McCollum supported the motion.

Article 9 – Favorable Action

**VOTED<sup>19</sup>:** Following the discussion, Favorable Action moved by Steve Curley 2<sup>nd</sup> by Anthony O'Brien. Timothy Brennan, Stephen Walsh and James McCollum supported the motion.

Article 10 – Favorable Action

**VOTED<sup>20</sup>:** Following the discussion, Favorable Action moved by Steve Curley 2<sup>nd</sup> by Anthony O'Brien. Timothy Brennan, Stephen Walsh and James McCollum supported the motion.

Article 11 – Favorable Action

**VOTED<sup>21</sup>:** Following the discussion, Favorable Action moved by James McCollum 2<sup>nd</sup> by Anthony O'Brien. Timothy Brennan, Stephen Curley and Stephen Walsh supported the motion.

Article 12 – Favorable Action

**VOTED<sup>22</sup>:** Following the discussion, Favorable Action moved by Stephen Walsh, 2<sup>nd</sup> by Anthony O'Brien. Timothy Brennan, James McCollum and Stephen Curley supported the motion.

Article 13 – Skip for now – Committee needs more information

Article 14 – Favorable Action

**VOTED<sup>23</sup>:** Following the discussion, Favorable Action moved by Anthony O'Brien, 2<sup>nd</sup> by Stephen Walsh. Timothy Brennan, James McCollum and Stephen Curley supported the motion.

Article 15 – Favorable Action

**VOTED<sup>24</sup>:** Following the discussion, Favorable Action moved by Stephen Curley, 2<sup>nd</sup> by Anthony O'Brien. Timothy Brennan, Stephen Walsh and James McCollum supported the motion.

Article 16 – Favorable Action

**VOTED<sup>25</sup>:** Following the discussion, Favorable Action moved by Anthony O'Brien, 2<sup>nd</sup> by Stephen Walsh. Stephen Curley, Timothy Brennan and James McCollum supported the motion.

Article 17 – Favorable Action

**VOTED<sup>26</sup>:** Following the discussion, Favorable Action moved by Anthony O'Brien, 2<sup>nd</sup> by James McCollum. Stephen Walsh, Stephen Curley and Timothy Brennan supported the motion.

Article 18 – Town Meeting Floor

**VOTED<sup>27</sup>:** Following the discussion, Town Meeting Floor moved by Stephen Curley, 2<sup>nd</sup> by Anthony O'Brien. James McCollum, Stephen Walsh and Timothy Brennan supported the motion.

Article 19 – Favorable Action

**VOTED<sup>28</sup>:** Following the discussion, Favorable Action moved by James McCollum, 2<sup>nd</sup> by Anthony O'Brien. Stephen Curley, Stephen Walsh and Timothy Brennan supported the motion.

Article 20 – Favorable Action

**VOTED<sup>29</sup>:** Following the discussion, Favorable Action moved by Stephen Curley, 2<sup>nd</sup> by Timothy Brennan. James McCollum, Anthony O'Brien and Stephen Walsh supported the motion.

Article 21 – The Committee will Pass - Ed Thorne, Town Administrator will be asked if this was from last year.

Article 22 – Favorable Action

**VOTED<sup>30</sup>:** Following the discussion, Favorable Action moved by Stephen Curley, 2<sup>nd</sup> by Anthony O'Brien. Timothy Brennan, James McCollum and Stephen Walsh supported the motion.

Article 23 – Favorable Action

**VOTED<sup>31</sup>**: Following the discussion, Favorable Action moved by Stephen Curley, 2<sup>nd</sup> by Anthony O'Brien. Timothy Brennan, James McCollum and Stephen Walsh supported the motion.

Article 24 – Favorable Action

**VOTED<sup>32</sup>**: Following the discussion, Favorable Action moved by Stephen Curley, 2<sup>nd</sup> by James McCollum. Anthony O'Brien, Timothy Brennan and Stephen Walsh supported the motion.

Article 25 – Favorable Action

**VOTED<sup>33</sup>**: Following the discussion, Favorable Action moved by Stephen Curley, 2<sup>nd</sup> by Anthony O'Brien. James McCollum, Timothy Brennan and Stephen Walsh supported the motion.

Article 26 – To see if the Town will vote to adopt and approve the following recommendations of the Community Preservation Committee for fiscal Year 2016, and to see if the Town will vote to implement such recommendations by appropriating a sum or sums of money from the Community Preservation Fund. Each recommendation is to be voted on individually.

**Recommendation A** – Request of \$6,800 from Pembroke Youth Baseball to replace fencing on field C at Mattakeesett Street baseball fields. The Committee will ask Ed Thorne, Town Administrator, if the town is going to pay maintenance on the baseball fields, will the town be able to use the fields?

**Recommendation B** - Request of \$15,000 from Town Administrator to replace existing boat ramp at the town landing at Oldham Pond on Wampatuck Street.

**VOTED<sup>34</sup>**: Following the discussion, Favorable Action for request of \$15,000 from Town Administrator to replace existing boat ramp at the town landing at Oldham Pond on Wampatuck Street. Moved by Stephen Curley, 2<sup>nd</sup> by James McCollum. Anthony O'Brien, Timothy Brennan and Stephen Walsh supported the motion.

**Recommendation C** - Request of \$50,000 from DPW to repair headstones and walls at the Mt. Pleasant Cemetery on Mattakeesett Street.

**VOTED<sup>35</sup>**: Following the discussion, Favorable Action for request of \$50,000 from DPW to repair headstones and walls at the Mt. Pleasant Cemetery on Mattakeesett Street. Moved by James McCollum, 2<sup>nd</sup> by Stephen Curley. Anthony O'Brien, Timothy Brennan and Stephen Walsh supported the motion.

**Recommendation D** - Request of \$25,000 from DPW to repair headstones and walls at the Pine Grove Cemetery on Elm Street.

**VOTED<sup>36</sup>**: Following the discussion, Favorable Action for request of \$25,000 from DPW to repair headstones and walls at the Pine Grove Cemetery on Elm Street. Moved by Stephen Walsh, 2<sup>nd</sup> by Anthony O'Brien. James McCollum, Stephen Curley and Timothy Brennan supported the motion.

Article 27 – Town Meeting Floor – to see if the town will raise and appropriate or transfer from available funds a sum to supplement the school department's operating budget for fiscal year 2016 contingent upon the passage of a proposition 2 ½ referendum question, or take any other action relative thereto.

**VOTED<sup>37</sup>**: Following the discussion, Town Meeting Floor moved by Stephen Curley, 2<sup>nd</sup> by Anthony O'Brien. Stephen Walsh, James McCollum and Timothy Brennan supported the motion.

Article 28 – Town Meeting Floor – The committee will ask Ed Thorne, Town Administrator what the cost impact will be to the average tax payer.

**VOTED<sup>38</sup>**: Following the discussion, Town Meeting Floor, the committee will ask Ed Thorne, Town Administrator what the cost impact will be to the average tax payer. Moved by Anthony O'Brien, 2<sup>nd</sup> by Stephen Curley. Stephen Walsh, James McCollum and Timothy Brennan supported the motion.

The committee will request tax lien information for the past three years from Kathleen McCarthy, Town Treasurer. There being no further discussion the Committee adjourned at 9:15 pm.

Respectfully submitted,

Stephen Curley, Clerk

