

TOWN OF PEMBROKE  
APPROVED  
ADVISORY COMMITTEE MINUTES  
14 September 2015

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:30 PM on 14 September 2015. Also present were Stephen Curley, Timothy Brennan, James McCollum, Stephen Walsh and Richard McManus. Rachel Michael was absent.

Linda welcomed the committee members back and noted the committee has two vacancies to fill. We have not heard from Rachel Michael but will reach out to her.

The committee reviewed and discussed the Request for Transfer from the Reserve Fund from Ed Thorne, Town Administrator, for the Animal Control Officer's vacation buyback of two weeks unexpended time (80) hours in the amount of \$1,656.92.

Upon motion made by Stephen Curley and 2<sup>nd</sup> by Stephen Walsh following the discussion, it was

**VOTED<sup>1</sup>:** To pay from the Reserve Fund the two weeks unexpended time (80) hours for the Animal Control Officer in the amount of \$1,656.92. Timothy Brennan, James McCollum and Richard McManus supported the motion.

The committee reviewed the following correspondence:

- A memo from Sabrina Chilcott, Executive Assistant to the Board of Selectmen was sent regarding Town of Pembroke board and committee vacancies.
- A memo from the Board of Selectmen regarding their approval of Interdepartmental End of Year Transfers – FY15.
- PAC TV filming schedule – The Advisory Committee meetings on September 28 and October 19 will be recorded.
- If any committee member is interested in attending, the annual Town Meeting for Massachusetts Municipalities it's scheduled for October 17 in Sturbridge from 10:00 AM- 4:00 PM. The agenda topic will be Budget and Finance.

Upon motion made by James McCollum and 2<sup>nd</sup> by Stephen Walsh following the discussion, it was

**VOTED<sup>2</sup>:** To accept the minutes of the meeting held on 27 July 2015. Stephen Curley and Timothy Brennan supported the motion. Richard McManus abstained.

The committee reviewed and discussed the *draft* fall Special Town Meeting for October 27, 2015 Warrant Articles.

**Article 1** – is requesting funds for capital projects and equipment submitted by various departments. The committee has questions about funding and will invite Town Accountant, Michael Buckley to their September 28<sup>th</sup> meeting to review the source of funding for Article 1, free cash and what was submitted to the State for FY15. The committee will also send an email to the Building Department regarding their request for PeopleGIS system module asking if they're able to tie into the Assessor's system.

<sup>1-2</sup>The Chairperson did not vote on these motions.

The committee is questioning if town employees are taking vehicles home and if so are they being taxed for personal use. An email will be sent to the Town Treasurer/Collector asking if employees are taking town vehicles home and if so, are they being taxed. Advisory would like a list of employees taking town vehicles home.

**Article 16** – recommendations of the Community Preservation Committee – Advisory Committee will invite chairperson, Brian Van Riper to their next meeting September 28, 2015 to discuss Article 16.

There being no further discussion the Committee adjourned at 8:16 PM.

Respectfully submitted,

Stephen Curley, Clerk

<sup>1-2</sup>The Chairperson did not vote on these motions.