

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
28 September 2015

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:30 PM on 28 September 2015. Also present were Stephen Curley, Timothy Brennan, James McCollum, Stephen Walsh and Richard McManus. Tonight's meeting is being recorded by local PAC TV.

Guests: Michael Buckley, Town Accountant; Kathleen McCarthy, Town Treasurer/Collector; Brian Van Riper, Chairperson CPC, John G. Brown Jr., applicant for membership to Advisory Committee; Steve Dodge, Town Moderator

Linda welcomed John G. Brown, Jr. and each member of the committee introduced themselves. Linda explained that Advisory Committee membership is a three year. The committee meets weekly on Monday evenings September through May with one meeting in June and one meeting in July. Linda asked John why he was interested in joining the Advisory Committee. John said he wants to be more involved and contribute to the town; he has no political ambitions for the next three years. James McCollum asked if he could explain what a "Media Consultant" is. It is someone who does public relations to obtain positive press coverage. James also asked if he knew any of the Town Department heads. John said he knew Vince Cogliano; he got him involved with the Town. John moved to Pembroke in May 2013.

Upon motion made by Stephen Curley and 2nd by James McCollum following the discussion, it was **VOTED¹:** To appoint John G. Brown Jr. as a member of the Advisory Committee. He is scheduled to meet with the Board of Selectmen at their October 5, 2015 meeting and then sworn in by Town Clerk, MaryAnn Smith. Timothy Brennan, Stephen Walsh and Richard McManus supported the motion.

Michael Buckley Town Accountant met with the committee to discuss:

- Free Cash Estimate Calculation for FY 2015
- Funding for Special Town Meeting, October 27, 2015 Warrant Articles
- FY15 Snow & Ice deficit

He explained that FY15 ended with 2.2M in Free Cash pending certification from the Department of Revenue. He noted that FY14 ended with 1.8M. FY15 Property Collections were \$107,105; Tax Foreclosure Auction Proceeds were \$297,000; Surplus Local Receipts were \$466,230. Snow and Ice deficit of \$1,013,328 will be voted at the STM.

He continued to explain the funding of the following Articles:

Article 1 – Capital Funding combined into one Article for one motion; there are no borrowing Articles. Solid Waste and Water have their own surplus and can fund their own items. Richard McManus asked if they share vehicles. Michael said as far as he knew they did. Question was asked about the purchase of a new Fire Department pick-up truck with a plow. Michael said he knew the Fire Department was auctioning three vehicles; a sedan, brush truck and was not sure of the third. He was asked if he knew about the purchase of the GIS software system for Inspectional Services and whether it could tie into the existing software in the Assessor's office. He did not know but recommended speaking with Tony Marino. Michael was also asked about the funding for the School Committee and why they're not funding from their own budget. He did not know; it's what the School Department submitted. Stephen Curley explained the questions around the Ambulance purchase. He noted that the services are billed and a fund builds up to cover the operating expenses and materials. The Fire Fighters receive a stipend for being a paramedic. Every few years they can replace one.

Article 2 – \$0 funding

Article 6 – Snow & Ice deficit - \$1,013,328

Article 9 – Route 14 drainage – there are a couple of things the Town is responsible for that the State doesn't cover - \$200,000

Article 11 – Wage & Classification Animal Control Officer – The Animal Control Officer receives a salary and also a 1099 for other services. The 1099 services will be combined into his salary; it is not an increase. The amount is \$2,525.

Article 13 – Recreation Revolving Fund - \$0 – No Action

Article 12 – Furnace Pond Dredging Engineering – Kathleen McCarthy explained that there was a study completed in 2007 which would have cost the Town 20-22M to dredge the pond. The level was 5-26 feet deep; now the level is seven feet deep and there is 10-15 feet of muck. The Town recently bought Owls bog across from the pond; the savings for dredging would be 15M. The dredged muck would be stored on Owls Bog. There is a culvert that goes under Mattakeesett Street that would be used. The \$125,000 being requested is for the engineering plans. Without the engineering completed, the town is ineligible for any grant funds to assist with the project.

The committee thanked Michael Buckley and Kathleen McCarthy for attending and providing this information.

Steve Dodge, Town Moderator was asked if he had any questions for John G. Brown, Jr. about his appointment to the Advisory Committee. He noted that the committee probably covered that but noted as Advisory Committee alum he welcomed John. Linda noted the committee still has two vacancies. Timothy Brennan said he put a message out on Pembroke Connect.

Steve briefly discussed the upcoming Special Town Meeting and asked if the Articles were grouped for the Consent Calendar (non-controversial). He also noted that the combined meeting with the Advisory Committee, Board of Selectmen and himself, Town Moderator would possibly be scheduled the evening before the Special Town Meeting.

Brian Van Riper, Chairperson of the CPC joined the committee to discuss the funding of Article 16 – Recommendations A-G.

Brian noted that Recommendations C, D, E, F and G are self-explanatory. There are a lot of things to fix and the CPC tries to address each one.

A&B – First Church on Center Street – windows and exterior trim is needed, first installment (\$40,000) of the \$80,000 to complete the project.

Cobb Library renovations include replacement of exterior shingles, front porch decking and railing, storm door, bulkhead, stained glass door; painting of all exterior trim and repair curbing. This round of renovations will cost \$85,000. CPC recommends the first half of \$45,000.

Brian noted that the CPC FY16 budget is approximately \$320,000 with \$200,000 in reserve. At the end FY16 an additional \$96,200 will be added to the reserve.

The committee reviewed and discussed the Request for Transfer from the Reserve Fund received from Deborah Wall, Library Director for \$2,975.00 to repair the exterior of the building from snow and ice damage.

Upon motion made by Stephen Walsh and 2nd by Timothy Brennan following the discussion, it was **VOTED²**: To pay from the Reserve Fund the \$2,975.00 in repairs to the exterior of the building from snow and ice damage. Stephen Curley, James McCollum and Richard McManus supported the motion.

The committee received Rachel Michael's resignation from the Advisory Committee effective immediately.

Upon motion made by Stephen Curley and 2nd by Stephen Walsh following the discussion, it was **VOTED³**: To accept the resignation of Rachel Michael from the Advisory Committee effective immediately. Timothy Brennan, James McCollum and Richard McManus supported the motion.

Upon motion made by James McCollum and 2nd by Timothy Brennan following the discussion, it was **VOTED⁴**: To accept the minutes of the meeting held on 14 September 2015. Stephen Curley, Stephen Walsh and Richard McManus supported the motion.

The committee reviewed and discussed the *draft* fall Special Town Meeting for October 27, 2015 Warrant Articles and voted their recommendations as follows:

Article 1 – Capital Funding Projects

Upon motion made by Stephen Curley and 2nd by Timothy Brennan following the discussion, it was **VOTED⁵**: Favorable Action. James McCollum, Stephen Walsh and Richard McManus supported the motion.

Article 2 – Unpaid bills for FY15

Upon motion made by Stephen Curley and 2nd by James McCollum following the discussion, it was **VOTED⁶**: Take No Action. Timothy Brennan, Stephen Walsh and Richard McManus supported the motion.

Article 3 – Separation Pay Benefits

Upon motion made by Stephen Curley and 2nd by Stephen Walsh following the discussion, it was **VOTED⁷**: Favorable Action - \$100,000. Timothy Brennan, James McCollum and Richard McManus supported the motion.

Article 4 – Stabilization Fund

Upon motion made by Stephen Curley and 2nd by James McCollum following the discussion, it was **VOTED⁸**: Favorable Action - \$25,000. Timothy Brennan, Stephen Walsh and Richard McManus supported the motion.

Article 5 – Take No Action – More clarification is needed

Article 6 – Snow & Ice deficit

Upon motion made by Stephen Curley and 2nd by James McCollum following the discussion, it was **VOTED⁹**: Favorable Action - \$1,013,328. Timothy Brennan, Stephen Walsh and Richard McManus supported the motion.

Article 7 – Other Post-Employment Benefits Fund

Upon motion made by Stephen Curley and 2nd by James McCollum following the discussion, it was **VOTED¹⁰**: Favorable Action - \$200,000. Timothy Brennan, Stephen Walsh and Richard McManus supported the motion.

Article 8 – Learning Lane Drainage

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

VOTED¹¹: Favorable Action - \$385,000. Timothy Brennan, James McCollum and Richard McManus supported the motion.

Article 9 – Route 14 Drainage Improvements

Upon motion made by Stephen Curley and 2nd by Stephen Walsh following the discussion, it was **VOTED¹²:** Favorable Action - \$200,000. Timothy Brennan, James McCollum and Richard McManus supported the motion.

Article 10 -Wage & Classification – Alternate Inspectors

Upon motion made by James McCollum and 2nd by Timothy Brennan following the discussion, it was **VOTED¹³:** Favorable Action. Stephen Curley, Stephen Walsh and Richard McManus supported the motion.

Article 11 – Wage & Classification – Animal Control Officer

Upon motion made by Stephen Curley and 2nd by Stephen Walsh following the discussion, it was **VOTED¹⁴:** Favorable Action - \$2,525. Timothy Brennan, James McCollum and Richard McManus supported the motion.

Article 12 - Furnace Pond Dredging Engineering

Upon motion made by James McCollum and 2nd by Timothy Brennan following the discussion, it was **VOTED¹⁵:** Favorable Action - \$125,000. Stephen Curley, Stephen Walsh and Richard McManus supported the motion.

Article 13 – Recreation Revolving Fund

Upon motion made by Stephen Curley and 2nd by Timothy Brennan following the discussion, it was **VOTED¹⁶:** Take No Action. James McCollum, Stephen Walsh and Richard McManus supported the motion.

Article 14 & 15- Planning Board – Assisted Living Facilities

Upon motion made by Stephen Curley and 2nd by Stephen Walsh following the discussion, it was **VOTED¹⁷:** Town Meeting Floor. Timothy Brennan, James McCollum and Richard McManus supported the motion.

Article 16 – Community Preservation

Recommendation A – First Church phase I restoration

Upon motion made by Stephen Walsh and 2nd by Timothy Brennan following the discussion, it was **VOTED¹⁸:** Favorable Action - \$40,000. Stephen Curley, James McCollum and Richard McManus supported the motion.

Recommendation B –Cobb Library phase I replacement of exterior items

Upon motion made by James McCollum and 2nd by Stephen Walsh following the discussion, it was **VOTED¹⁹:** Favorable Action - \$45,000. Stephen Curley, Timothy Brennan and Richard McManus supported the motion.

Recommendation C – to Recreation Commission for guardrail & gate at J.J. Shepard Field

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

VOTED²⁰: Favorable Action - \$7,561.00. Timothy Brennan, James McCollum and Richard McManus supported the motion.

Recommendation D – to Recreation Commission for removal and installation of new backstop at Mattakeesett St. ballfield

Upon motion made by Stephen Curley and 2nd by Timothy Brennan following the discussion, it was

VOTED²¹: Favorable Action - \$4,225.00. James McCollum, Stephen Walsh and Richard McManus supported the motion.

Recommendation E – to Recreation Commission for installation of roof over the dugout at Mattakeesett St. ballfield

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

VOTED²²: Favorable Action - \$2,426.00. Timothy Brennan, James McCollum and Richard McManus supported the motion.

Recommendation F – to Recreation Commission to install a side fence at Magoun Park

Upon motion made by James McCollum and 2nd by Stephen Curley following the discussion, it was

VOTED²³: Favorable Action \$2,107.00. Timothy Brennan, Stephen Walsh and Richard McManus supported the motion.

Recommendation G – to Recreation Commission to install new backstop with canopy at Magoun Park

Upon motion made by Stephen Curley and 2nd by James McCollum following the discussion, it was

VOTED²⁴: Favorable Action - \$5,430.00. Timothy Brennan, Stephen Walsh and Richard McManus supported the motion.

The committee discussed why the school department is requesting funding from the Town for items noted in Article 1 and not using their own budget. Also, more information is needed regarding Article 5 – re: MBTE Settlement. Ed Thorne, Town Administrator will be invited to the Advisory Committee's October 5, 2015 meeting for further explanation.

Tim is working with Michael Buckley, Town Accountant and Ed Thorne, Town Administrator collecting all actuals; will have data for April town meeting. This information should generate better questions.

There being no further discussion the Committee adjourned at 9:05 PM.

Respectfully submitted,

Stephen Curley, Clerk