

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
11 FEBRUARY 2019

Linda Peterson, Clerk opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:00PM on 11 February 2019. Also present were Elizabeth Monks, Stephen Walsh, Kelly Seifert and Maria Karas

Absent: Stephen Curley, Matthew Norton

The following correspondence was reviewed and discussed:

- Memo received from Ed Thorne, interim Town Manager stating that the Board of Selectmen voted to open the Special within the Annual Town Meeting warrant on February 4, 2019. The deadline for submitting articles is February 8, 2019.
- Conflict of Interest Law information received from Margaret Struzik, Town Clerk. All must sign the Acknowledgement of Receipt and return to the Town Clerk's office.

The Advisory Meeting minutes of February 4, 2019 was reviewed and discussed.

Upon motion moved by Elizabeth Monks and 2nd by Kelly Seifert the meeting minutes of February 4, 2019 was

VOTED¹: To accept the meeting minutes of February 4, 2019. Linda Peterson, Stephen Walsh and Maria Karas supported the motion.

- The FY20 Budget was received from Ed Thorne, Interim Town Manager. The budget is 2% over FY19 budget. State Aid increased by 1.22%; Lottery increase of 2.7%; Chapter 70 funds increase of 0.43%. Local receipts are estimated at an increase of 5.9%. Linda said she didn't see Solar Farm listed. Stephen Walsh said Healthcare is a 1.5% increase. Total expenditures; all departments are level staffed from FY19. The FY19 budget \$64,018,632 versus FY20 budget \$65,215,612; a shortage of \$81,726. The school department proposed to receive \$700,000 more; they won't be happy with that. The school department will be losing another 100 kids.
- Advisory will start scheduling FY20 budget meetings with Fire Chief, Police Chief and DPW Director in the next couple of weeks and then schedule Ed Thorne, Interim Town Manager in March.
- Maria asked about the legal costs. Some of the costs are due to the 40B on Water Street. Linda noted that we don't know what the departments will turn back in June. Kelly asked about the increase in Town Hall maintenance. Stephen Walsh explained the change from one to two custodians. Maria said we're close to bankruptcy but we bumped up budget requests. Linda said the budget is level funded but we have to pay the contractual services. Linda said they're not using free cash so we have a bank account. Stephen Walsh said they're using some of free cash.
- Linda said in hiring a Town Manager everything runs through the Board of Selectmen. Maria said it still takes time for the Town Manager to get a handle on things. Time will tell. We need big bites with a 52M pension; setting aside \$25,000 annual increments is not enough. For example: buying a lawn mower that may last three years and is paid off in 5 years. Stephen Walsh said in the Capital Budget committee meetings there were discussions about putting aside a yearly savings, for example: year 1 - ½ of 1% of the budget; year 2- 1% of the budget, etc. Linda said ultimately it's the voters who have a say at Town Meeting.
- The committee also discussed CPC funding and its guidelines. It's outside of Advisory's prevue.
- As far as Advisory knows there has been no decision on the building structures for Fire and Police departments. It was proposed at 35-40M. The Fire and Police buildings combined in Norwell cost 11.5M and in Scituate for 8M. Stephen Walsh said he is currently looking at the Federal stimulus package.
- The Community Center renovations; looking at adding housing down back.

- Stephen Walsh said that Brandon Gulnick in the Board of Selectmen's office has been writing grants. He has been forwarding grant information along to him. One was for the Water Wheel another is getting an ID and password for a Federal Surplus Equipment website (it's free to the town).
- The Board of Selectmen is scheduled to approve the job description and advertisement for the Town Manager position at their February 12, 2019 meeting. The members of the search committee are: Stephen Curley, Daniel Trabucco, Willard Boulter and two town residents.

Linda asked committee members to take a closer look at the FY20 budget for further discussion at the next Advisory meeting.

No Advisory meeting Monday, February 18, 2018 due to the President's holiday.

The next Advisory meeting is scheduled for Monday, February 25, 2019 at 7:00PM.

Advisory adjourned at 8:05PM.

Respectfully submitted,

Linda Peterson, Clerk