

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
01 APRIL 2019

Stephen Curley, Chairperson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:00PM on 01 April 2019. Also present were Linda Peterson, Stephen Walsh, Elizabeth Monks, Matthew Norton and Maria Karas

Absent: Kelly Seifert

Guests: Ed Thorne, interim Town Manager

Stephen Curley welcomed Ed Thorne to review the updated FY20 Budget and Annual Town Meeting Warrant Articles:

- Ed referred to Article 3 – Operating Budget and Appendix A:
 - Board of Selectmen general expenses were reduced to \$10,000.
 - Advisory Wages & Salaries were adjusted to \$6,973.
 - Board of Assessors Wages & Salaries should be \$258,834; an increase of \$1,931. The general expenses increased to \$37,500 due to additional legal.
 - Town Treasurer/Collector general expenses \$79,185 should be back to original request for tax title services.
 - Data Processing general expenses \$58,075 due to the maintenance contract; an increase of \$10,000.
 - Police Department general expenses \$263,607; increase of \$4,000 for Agreement line item.
 - Department of Inspectional Services wages & salaries \$412,895 should be OK – the same.
 - Ed said he had a meeting with the school Superintendent today, she had questions about revenues.
 - Library wages & salaries should be \$543,329; increase of \$6,327.
 - Group Health Insurance increase of \$8,000 (a cushion in this line item) totaling \$8,699,639.
 - Stephen Curley asked “what does that leave us”. Ed said \$22,520.
 - Ed asked if Advisory had any questions about Solid Waste. He said the Recycle Center has been turned over to the DPW to manage.
 - Article 6 – Capital Budget – Ed referred to Appendix E; the funding is from the sale of property. This is for FY20 but there is a five year plan. Ed said he would send Advisory an electronic copy and include the 5 year plan completed by UMASS Boston.
 - The Senior Center will receive \$15,000. They could receive money from the Municipal Improvement Grant. Stephen Walsh said he spoke with Lisa Cullity, CPC Chairperson who said the Council on Aging could submit a request that would fall under Recreation. Lisa said they have \$100,000 for Recreation.
 - Community Center Complex Preliminary Design \$61,000. The Bylaw Article submitted will be pulled for the spring and added to the fall town meeting.
 - Recreation request for Scoreboard on Magoon Park. Stephen Walsh said this should be funded through CPC. Ed said he will discuss with Susan Roche, Recreation Director.
 - DPW request for trucks. Ed was asked why we are buying more trucks. Ed said it's a borrowing of \$160,000 and there is \$90,000 that was voted last year. Stephen Walsh asked why we're replacing trucks we're not using. Ed said he would make a note. Ed said they're thinking about leasing vehicles; for three years.
 - Stephen Curley asked about the Special Police Department wage & salary line item. Ed said he has a meeting with the Police Chief tomorrow. The Police Chief said he would be in budget before the end of the year. Michael Buckley is monitoring very closely.
 - Stephen Walsh noted that DPW is requesting \$20,000 for Safety Equipment (OSHA) but no one has worked with Advisory. He said there are some serious financial problems going on with this town. Ed said he would speak with them.
 - Linda asked about the 2018 unpaid bill MHQ – Ed made a note.

¹ The Chairperson did not vote on these motion.

- Council on Aging wants an Outreach vehicle. Susan Shea did not mention this when she met with Advisory last week.
- Ed will meet with Advisory again next week.

Advisory thanked Ed for coming.

Advisory reviewed and discussed the following correspondence:

- Advisory received an email from Michael Buckley, Town Accountant, the current spend on Snow & Ice is \$285,925.

The Advisory Meeting minutes of March 25, 2019 was reviewed and discussed.

Upon motion moved by Stephen Walsh and 2nd by Elizabeth Monks the meeting minutes of March 25, 2019 was

VOTED¹: To accept the meeting minutes of March 25, 2019. Linda Peterson, Matthew Norton and Maria Karas supported the motion.

Matt asked about the Capital Budget, specifically the Capital Fund column. Do we have capital funds from property auctions? Stephen Curley said yes but there is also \$410,000 borrowing and also grants. They discussed the DPW and the number of pick-up trucks. It was noted that a big job would require a dump truck. Are we going to spend \$500,000 for a truck we use once a month; you can always rent them. We need to look at the Capital Plan.

Stephen Walsh spoke about the OSHA equipment requests in the Capital Budget and noted that Quincy spent \$200,000 for washer and dryers for this equipment. Is this going to be Capital for Fire Department and DPW? Maria asked about the school request for \$250,000 for Technology. Stephen Curley said we would have to ask Ed.

The next Advisory meeting is scheduled for Monday, April 8, 2019 at 7:00PM.

Advisory adjourned at 8:00PM.

Respectfully submitted,

Linda Peterson, Clerk

¹ The Chairperson did not vote on these motion.