

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
25 JUNE 2020

Linda Peterson, Chairperson opened the meeting of the Advisory Committee via ZOOM/PACTV- VIRTUAL and read the statement pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law at 6:28PM on 25 June 2020.

Also present were Stephen Walsh, Kelly Seifert, Patrick Chilcott, Sandra Beaton, Matthew Norton and Matthew Rushing.

Tim Landy joined the meeting at 6:39PM

Guests: Sabrina Chilcott, Assistant Town Manager

Linda began the meeting discussion of reorganizing Advisory. She would like to continue on as chairperson. She has the time to devote, has tried to be transparent and enjoyed working with Sabrina and Donna. Patrick asked if the reorganization could wait until after Town Meeting. Linda noted that all appointments are effective July 1st. Due to the delay of Town Meeting it's an unusual year. Matthew Rushing agreed with waiting until after Town Meeting. The committee discussed voting to reorg Advisory the first meeting after Town Meeting.

Upon motion moved by Patrick Chilcott and 2nd by Matthew Rushing to reorganize Advisory Committee on the first meeting following the Town Meeting.

VOTED¹: to reorganize Advisory Committee on the first meeting following the Town Meeting via

Role Call: Stephen Walsh YES; Matthew Rushing YES; Sandra Beaton YES; Kelly Seifert YES; Patrick Chilcott YES; Matthew Norton YES; Linda Peterson YES

Sabrina Chilcott recapped the Board of Selectmen meeting of Wednesday, June 24, 2020.

- The Board of Selectmen reorganized voting Daniel Trabucco Chairperson, Jessica Rushing Vice-Chairperson and John Brown Clerk.
- BOS calendar for 2020 – they will meet weekly for July and August and beginning in the fall/September 9th will meet bi-weekly.
- BOS voted on a quorum reduction (25%/38 people) for Town Meeting.
- Request from the Town Manager for the BOS to vote on a 1/12th budget; slightly more than 1/12 for July. The vote was unanimous.
 - General Fund - \$10,665,553
 - Solid Waste - \$345,240
 - Water Enterprise - \$22,346
- BOS agreed to form a working group to establish ground rules for Town Meeting reviewing both indoor and outdoor options. The working group participants will be 2 members from the BOS, 2 members from Advisory, PEMA, Town Moderator, Town Clerk and School Superintendent. The BOS would like to review their findings at their July 8th meeting.
- Town Hall hours were discussed; this needs to be collectively bargained with the union.

The committee discussed who would be interested in joining the working group to establish ground rules for Town Meeting. Patrick suggested that it would make sense for Linda as the chairperson of Advisory given that if the TM is indoors All Motions will be read by the Advisory Chairperson. Linda agreed. Sandra Beaton also volunteered.

Upon motion moved by Matthew Rushing and 2nd by Linda Peterson to appoint Linda Peterson and Sandra Beaton to the working group to establish ground rules for Town Meeting.

VOTED²: to appoint Linda Peterson and Sandra Beaton to the working group to establish ground rules for Town Meeting via **Role Call:** Stephen Walsh YES; Matthew Rushing YES; Sandra Beaton YES; Kelly Seifert YES; Patrick Chilcott YES; Matthew Norton YES; Tim Landy YES; Linda Peterson YES

Upon motion moved by Tim Landy and 2nd by Patrick Chilcott to approve the meeting minutes for June 4, 2020.

VOTED³: To accept the meeting minutes of June 4, 2020 via **Role Call:** Patrick Chilcott YES; Tim Landy YES; Stephen Walsh YES; Kelly Seifert YES; Matthew Norton YES; Matthew Rushing YES; Sandra Beaton YES; Linda Peterson YES

Linda noted that Bill Chenard agreed to send the committee a copy of the White Paper discussed at the June 4th meeting. She will follow-up with him.

Linda told the committee she has assigned the Town Meeting Article motions to each member and will distribute as we get closer to the meeting. Sabrina noted that Article 12 (The Planning Board Article regarding the Flood Maps) may be withdrawn.

Linda asked Sabrina when Town Hall would be available to resume in person board meetings. Sabrina noted that the first hybrid meeting with National Grid (Pole mtg.) is scheduled for July 22nd. She believes they should resume in August.

The committee discussed the CARES Act and Pembroke's submission. Matthew Rushing noted that the town received better guidance after a meeting with Tom O'Brien Plymouth County, Josh Cutler State Rep, Town Manager Bill Chenard and BOS member Jessica Rushing. Another submission is being prepared.

Linda asked Sabrina about the Department Head meeting scheduled for Monday, June 29th. In the past Board Chairs were invited. Sabrina said due to social distancing guidelines there is a limit 10.

Linda received a list of Board member vacancies for all boards from Sabrina and asked about Wage & Personnel. Sabrina explained this responsibility is included in the Town Manager Act.

The committee discussed the release of requirements for schools opening in the fall. Linda asked Patrick if he had any knowledge about Pembroke. Patrick said he didn't have a chance to review the information released today and hasn't spoken to Erin Obey since last week. He did say that busing will be a challenge.

The next meeting is scheduled for Thursday, July 9, 2020 at 6:00pm Virtual via PACTV/ZOOM.

Advisory adjourned at 8:00PM.

Respectfully submitted

Stephen Walsh, Clerk