

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
12 September 2016

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:30PM on 12 September 2016. Also present were Stephen Curley, James McCollum, John G. Brown, Jr., Stephen Walsh, and Elizabeth Monks.

Absent: Timothy Brennan, Richard McManus

Linda welcomed members back. The following correspondence was reviewed:

- Governor Charles Baker's Act to Modernize Municipal Government
- Preliminary Free Cash Estimate email from Michael Buckley, Town Accountant
- Application received from resident James L. Gallagher, II – he is interested in filling a board vacancy – 1) Open Space, 2) ZBA and 3) Advisory. The committee agreed to see what happens with his first and second choices.
- Memo received from Ed Thorne, Town Administrator reminding committees to post their meeting minutes once voted by its members. Advisory is in compliance.
- Advisory Monthly Financial Report for July – ATFC dues was submitted for payment - \$236.00

Upon motion moved by Elizabeth Monks 2nd by James McCollum following the discussion it was

VOTED¹: To accept the meeting minutes of 25 July 2016. Stephen Curley, Stephen Walsh and John G. Brown Jr. supported the motion.

A *draft* copy of The Special Town Meeting Warrant scheduled for Tuesday, October 18, 2016 was reviewed by the committee.

Article 1 – Capital Funding Projects – pass

Article 2 – To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be added to the amount voted in Article 16 November 4, 2003 Special Town Meeting to fund Separation Pay Benefits, or take no action relative thereto.

Upon motion moved by Stephen Curley 2nd by James McCollum following the discussion it was

VOTED²: Favorable Action in agreement with the recommendation of Town Accountant, Michael Buckley that \$250,000 be added to the amount voted in Article 16 November 4, 2003 Special Town Meeting to fund Separation Pay Benefits. Stephen Walsh, John G. Brown Jr. and Elizabeth Monks supported the motion.

Article 3 – To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be added to the Stabilization Fund, or take any action relative thereto.

Upon motion moved by Stephen Curley 2nd by James McCollum following the discussion it was

VOTED³: Favorable Action in agreement with the recommendation of the Town Accountant, Michael Buckley that \$25,000 is added to the Stabilization Fund. Stephen Walsh, John G. Brown Jr. and Elizabeth Monks supported the motion.

¹⁻⁷The Chairperson did not vote on this motion.

Article 4 – To see if the Town will vote to transfer from surplus revenue and/or other available funds a sum of money to balance the budget and to reduce the tax rate from the Fiscal year 2017, or take any other action relative thereto.

Upon motion moved by Stephen Curley 2nd by James McCollum following the discussion it was

VOTED⁴: Favorable Action transfer from surplus revenue and/or other available funds a sum of money to balance the budget and to reduce the tax rate from the Fiscal year 2017 by providing for last year's snow and ice deficit of \$537,347. Stephen Walsh, John G. Brown Jr. and Elizabeth Monks supported the motion.

Article 5 – To see if the Town will vote to appropriate a sum of money to be added to the Other Post-Employment Benefits Liability fund established by the vote of Article 11 of the April 24, 2012 Annual Town Meeting, or take any other action relative thereto.

Upon motion moved by Stephen Curley 2nd by James McCollum following the discussion it was

VOTED⁵: Favorable Action in agreement with the recommendation of Town Accountant, Michael Buckley that \$250,000 is added to the Other Post-Employment Benefits Liability Fund. Stephen Walsh, John G. Brown Jr. and Elizabeth Monks supported the motion.

Article 6 – pass – more information needed

To see if the Town will vote to reduce the amounts voted under Article 3 of the May 10, 2016 Annual Town Meeting, or take any other action relative thereto.

Article 7 – To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$50,000 to be added to the Special Injury Leave Indemnity Fund authorized under “An Act to Modernize Municipal Government”, or take any other action relative thereto.

Upon motion moved by Stephen Curley 2nd by James McCollum following the discussion it was

VOTED⁶: Favorable Action in agreement with the recommendation of Town Accountant, Michael Buckley that \$50,000 is added to the Special Injury Leave Indemnity Fund authorized under “An Act to Modernize Municipal Government”. Stephen Walsh, John G. Brown Jr. and Elizabeth Monks supported the motion.

Article 8 – Collective Bargaining Agreements - Take No Action

Article 9 – More information needed i.e. source of funding – Ed Thorne, Town Administrator will be invited to meet with Advisory to review the source of funding.

Article 10 – To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be expended under the direction of the Board of Selectmen for town wide celebrations and commemorations, or take any other action relative thereto.

Upon motion moved by Stephen Curley 2nd by James McCollum following the discussion it was

VOTED⁷: Favorable Action to see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be expended under the direction of the Board of Selectmen for town wide celebrations and commemorations. Stephen Walsh, John G. Brown Jr. and Elizabeth Monks supported the motion.

Articles 11, 12, 13 – pass – invite Police Chief for discussion

¹⁻⁷The Chairperson did not vote on this motion.

Article 14 – pass – Invite DPW Commissioners for discussion

Article 15 – pass – invite School Committee for discussion

Article 16 – pass – invite Deborah Wall, Library Director for discussion

Article 17 – pass – invite Ed Thorne for discussion

Article 18 – Community Preservation Fund - invite Brian Van Riper for discussion

Linda asked the committee to review Appendix A&B.

The committee agreed to schedule the following appointments over the next three weeks to discuss their respective Article Warrants and/or Capital Funding Requests:

Police Chief
Fire Chief
DPW Commissioners
Town Clerk
Council on Aging
Library Director
School Committee
Memorial Committee and/or David McPhillips
Community Preservation Committee
IT Committee

Ed Thorne, Town Administrator and Michael Buckley, Town Accountant will be invited to discuss the funding source of certain Articles.

The Advisory Committee's next meeting is scheduled for Monday, September 19, 2016 at 7:30PM.

The Advisory Committee adjourned at 8:10PM.

Respectfully submitted,

Stephen Curley, Clerk

¹⁻⁷The Chairperson did not vote on this motion.