

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
14 November 2016

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:30PM on 14 November 2016. Also present were Timothy Brennan, James McCollum, John G. Brown, Jr., Stephen Walsh, and Elizabeth Monks.

Absent: Stephen Curley, Richard McManus

Linda began the meeting reviewing the 31 October 2016 meeting minutes.

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

VOTED¹: To accept the meeting minutes of 14 November 2016. Timothy Brennan, John G. Brown Jr., and Elizabeth Monks supported the motion.

The committee discussed topics to prepare for review with the Board of Selectmen:

- Healthcare costs – recommend setting a rate for incoming new hires; a possible shared cost of 50%. The committee suggests inviting Michael Buckley, Town Accountant to attend the next Advisory meeting to review the impact of future increasing healthcare costs to the town budget.
- Compare salary and benefit package of current employees of surrounding towns; is the benefit package the same for new hires.
- Recommend Advisory continue to review Snow & Ice statements.
- Follow state guideline when auctioning town vehicles.
- Collective Bargaining Agreement Articles- suggest Advisory not submit a recommendation; it's difficult for Advisory to have an opinion with no knowledge of negotiation discussions.
- Does it make sense to have town vehicles maintained by DPW for things like oil changes, etc? Would there be a cost savings.

The Advisory Committee suggested the budget meeting with the DPW be moved to an earlier appointment. The DPW will be asked if they could move their appointment to Monday, December 19, 2016.

Stephen Walsh noted he sent Michael Buckley, Town Accountant a contact (Scott Soares) and information from USDA to review grant options and see if it would be a good fit for Pembroke. These are specific to rural development.

Stephen Walsh also mentioned that the State Police are providing police dispatch services for several towns like Orange and Ayer; would this be a cost savings and/or option for Pembroke?

Both Timothy Brennan and Stephen Walsh attended the Revenue Budget meeting. Reorganize town; the town could use a Town Planner. Some ideas for creating revenue discussed were: revise the town vehicle auctioning process and leasing of town owned cranberry bogs.

¹The Chairperson did not vote on this motion.

Elizabeth Monks asked if the town will be reinstating a Capital Plan. Linda noted the Board of Selectmen is acting as the Wage & Personnel Board; it would have to come from them.

Advisory has been asked to record their Monday, December 5, 2016 meeting. Linda Peterson would like to receive a copy of the PAC TV schedule to be sure all committees' are participating.

Advisory will not meet on Monday, November 21, 2016. The next meeting is scheduled for Monday, November 28, 2016.

The Advisory Committee adjourned at 8:30PM.

Respectfully submitted,

Stephen Curley, Clerk

¹The Chairperson did not vote on this motion.