

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
03 October 2016

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:15PM on 03 October 2016. Also present were Stephen Curley, Timothy Brennan, James McCollum, Stephen Walsh, Richard McManus and Elizabeth Monks.

Absent: John G. Brown, Jr.

This meeting recorded by PAC TV

Linda amended the Advisory Committee minutes of 26 September 2016 as follows: Appendix A – Section Permits – The permit shall be issued by the Police Chief and/or designee” ADD or by the Board of Selectmen. Also ADD – a fifth category noted on page 14 of the Appendix as “Other”.

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

VOTED¹: To accept the meeting minutes of 26 September 2016 as amended. Timothy Brennan, Stephen Walsh, and Elizabeth Monks supported the motion. Richard McManus abstained.

Next Monday, October 10th is a holiday and no meeting is scheduled. The next meeting will be held on Tuesday, October 18, 2016 @6:30PM at the Pembroke High School prior to the Special Town Meeting scheduled @ 7:00PM. Linda will assign the motions to be read at Town Meeting and forward to Michael Buckley, Town Accountant. If a meeting needs to be scheduled prior to this date committee members will be notified.

Linda notified the committee that the Board of Selectmen added another Article to the Special Town Meeting Warrant. Advisory will review and vote this Article at their October 18, 2016 meeting.

An updated copy of the Special Town Meeting Warrant was distributed to committee members. A report from Michael Buckley, Town Accountant was included. After reviewing the report and discussing the committee agreed to send an email to Ed Thorne, Town Administrator suggesting Mike Buckley or the Board of Selectmen speak to this report at the Special Town Meeting. Other topics such as Pension, Health Insurance, Collective Bargaining contracts should also be included in this message. Stephen Curley noted that the Town is currently in negotiations with two Town unions and they are obligated to negotiate in good faith. Linda suggested waiting until April to have this discussion.

The committee reviewed the following Articles to be voted:

Article 9 – To raise and appropriate, transfer from available funds, and or authorize the Treasurer to borrow the sum of \$50,000 to be used for the purpose of funding drainage improvements related to the Route 14 Reconstruction Project Non-Participating Agreement Drainage. Upon motion moved by Stephen Curley 2nd by Stephen Walsh following the discussion it was

VOTED²: Favorable Action for Article 9 – Timothy Brennan, James McCollum, Richard McManus and Elizabeth Monks supported the motion.

¹⁻¹⁶The Chairperson did not vote on this motion.

Article 11 – To see if the Town will vote to amend the General By-laws: Article XX Police Regulations, Section 9, be deleting and renaming this Section as follows: “Section 9.0 – Door-to-Door Solicitation,” and further by inserting the language as shown in Appendix A, or take any other action relative thereto. Upon motion moved by Stephen Curley 2nd by Stephen Walsh following the discussion it was

VOTED³: Favorable Action for Article 11 – Timothy Brennan, James McCollum, Richard McManus and Elizabeth Monks supported the motion.

Article 12 – To see if the Town will vote to amend the General By-laws, as most recently amended, by amending Article XX Police Regulations, by inserting a new Section 9.1 “Criminal History Check Authorization” to incorporate changes as authorized by Chapter 256 of the Acts of 2010 and incorporated into Massachusetts General Law and Chapter 6, Section 172 B1/2, as shown in Appendix B, or take any other action relative thereto. Upon motion moved by Stephen Curley 2nd by Stephen Walsh following the discussion it was

VOTED⁴: Favorable Action for Article 12 – Timothy Brennan, James McCollum, Richard McManus and Elizabeth Monks supported the motion.

Article 13 – To see if the Town will vote to authorize a new revolving account, pursuant to M.G.L.c.44, s.53E1/2, under the supervision of the Police Department, in to which receipts for state and federal fingerprint based criminal history checks in the town shall be deposited, and from which disbursements, in an amount shall not exceed \$20,000 for FY17, may be extended by the Police Department for the purpose of funding and maintenance of the fingerprint submission and collection program without further appropriation; or take any other action relative thereto. Upon motion moved by Stephen Curley 2nd by Stephen Walsh following the discussion it was

VOTED⁵: Favorable Action for Article 13 – Timothy Brennan, James McCollum, Richard McManus and Elizabeth Monks supported the motion.

Article 14 – To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sum of money for the purpose of conducting a DPW Feasibility Space Needs Study, or take any other action relative thereto. Upon motion moved by Stephen Walsh 2nd by Stephen Curley following the discussion it was

VOTED⁶: Favorable Action for Article 14 – Timothy Brennan, James McCollum, Richard McManus and Elizabeth Monks supported the motion.

Deborah Wall, Library Director met with the committee to review two capital requests in Article 1 of the Special Town Meeting.

Furniture replacement - \$10,000 from Free Cash

This furniture is located in the youth services and children’s area (4 large chairs and 2 couches). She shared photos of the damaged/torn furniture.

Repair/Replace Water Fountain - \$3,600 – Free Cash

The water bubbler in the children’s room has been broken for years after the compressor ceased to function after causing a major leak. Deborah looked at other options including bottled water system but this would be the most cost effective.

Deborah Wall also submitted a Request for Transfer from the Reserve Fund for \$2,300 to build a shed for the storage of the gas powered snow blower and other building maintenance items like ice melt.

¹⁻¹⁶The Chairperson did not vote on this motion.

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

VOTED⁷: to approve Request for Transfer from the Reserve Fund for \$2,300 for Deborah Wall, Library Director to build a shed for the storage of the gas powered snow blower and other building maintenance items like ice melt. Stephen Curley, Timothy Brennan, Richard McManus and Elizabeth Monks supported the motion.

The committee thanked Deborah Wall for meeting with Advisory.

Brian Van Riper, Chairman Community Preservation Committee met with Advisory to discuss Article 17 of the Special Town Meeting.

Recommendation A – To transfer the sum of \$25,000 to the fund reserve that was approved at the Special Town Meeting 2012 for a building study of the Pembroke Community Center. It has been sitting for three years and has not been spent.

Recommendation B – To transfer the sum of \$25,000 to the fund reserve and \$35,000 to the community housing reserve totaling \$60,000 that was approved at the Special Town Meeting in 2014 for a Pembroke Housing Authority site design project.

Recommendation C – To appropriate the sum of \$55,800 from the FY17 fund reserve to the trustees of the First Church for phase II restoration and replacement of pillars, trim, windows and shutters. Good expenditure of funds. Brian was asked if the money could be spent on repairing the parking lot; no, it's not historical. Some maintenance are covered such as GAR building restoration; Council on Aging paint job; Cannon and War Memorial refurbishment. Brian was asked if the CPC has signs they could post while projects are ongoing to let residents know what work is being done. Brian does have signs and will post them during the next phase of restoration.

There is no shortage of applications; the CPC received 15 this fall.

Recommendation D – two part funding \$100,000 FY17 open space/recreation reserve and \$115,000 from the FY fund reserve to purchase five acres of land at 369 Washington Street. He received information from Town Counsel who views this as a repayment to the town and is not legal. The Town purchased this land in July 2016; this should have been done at that time.

Recommendation E – To appropriate \$4,200 from FY17 open space/recreation reserve to Pembroke Youth Baseball to install on-deck cages on field At the Mattakeesett Street baseball fields.

Recommendation F – To appropriate \$9,200 from the FY17 open space/recreation reserve to Pembroke Youth Baseball to replace fencing on field A at the Mattakeesett Street baseball fields.

Brian updated the committee on the CPC financials – FY17 state funds total 3 million; adopted in 2006 and in effect since 2008. Since that time the CPC has completed over 2 million dollars in projects; not completed \$800,000. He will forward a copy to the committee.

The committee thanked Brian for meeting with Advisory.

Linda Osborne, Memorial Committee Chairperson and David McPhillips, Veterans Director met with the committee to review their request in Article 1 of the Special Town Meeting to purchase "War on Terror" Memorial in the amount of \$12,000 from Free Cash.

Linda Osborne distributed a copy of a prototype drafted by Quincy Memorial; the cost quoted is for \$14,500. It's possible this Memorial could be dedicated by Memorial Day 2017; memorial is for all Pembroke servicemen and women and their families who served during the "War on Terror". The suggested location for the memorial is to the left of the Civil War Monument. Linda Peterson recommended that Linda Osborne mention the increase in funding on Town Meeting Floor at the Special Town Meeting.

The committee thanked Linda and David for meeting with Advisory.

¹⁻¹⁶The Chairperson did not vote on this motion.

Erin Obey, Pembroke School Superintendent and Mike Tropeano, School Committee Chairperson to discuss Article 15 to replace/repair the track and turf field at the Pembroke High School. Mike told the committee that this Article will be withdrawn at Special Town Meeting. All financial options need to be considered. The fields are used every Saturday/Sunday for football in the fall and every Saturday/Sunday for soccer in the spring. The maintenance needed on the current turf field is to be brushed regularly. The pellets have been replaced once. This field is inspected regularly. Stephen Walsh asked if they considered a grass field suggesting funding could be available from CPC. Mike said what is needed for a grass field is water, proper irrigation, fertilization; roll fields and do new tops. Also need proper growing season. All options will be reviewed.

Mike was asked about snow removal for the schools; 25% of the snow removal budget is spent on plowing the schools. The DPW is employing private contractors. The school has a pickup truck with a plow operated by a custodian but it's not supposed to leave Learning Lane. The school does some of the plowing.

The committee thanked Erin and Mike for meeting with Advisory.

The committee continued to discuss the remaining Articles to be voted for the Special Town Meeting.

Article 1 – Town's Capital Plan for FY17 - Upon motion moved by Stephen Curley 2nd by Stephen Walsh following the discussion it was

VOTED⁸: Favorable Action for Article 1 – Town's Capital Plan for FY17. Timothy Brennan, James McCollum, Richard McManus and Elizabeth Monks supported the motion.

Article 15 – School Committee request for funding of a new Turf Field at Pembroke High School. Upon motion moved by Stephen Curley 2nd by Timothy Brennan following the discussion it was

VOTED⁹: Take No Action for Article 15 – James McCollum, Stephen Walsh, Richard McManus and Elizabeth Monks supported the motion.

Article 16 – Amend schedules A, C and D of the Classification and Compensation By-laws according to the schedules listed in Appendix C. Upon motion moved by Stephen Curley 2nd by Stephen Walsh following the discussion it was

VOTED¹⁰: Town Meeting Floor for Article 16 – Timothy Brennan, James McCollum, Richard McManus and Elizabeth Monks supported the motion.

Article 17 – Adopt and approve the following recommendations of the Community Preservation Committee for F17.

Recommendation A - To transfer the sum of \$25,000 to the fund reserve that was approved at the Special Town Meeting 2012 for a building study of the Pembroke Community Center. Upon motion moved by Stephen Curley 2nd by Timothy Brennan following the discussion it was

VOTED¹¹: Favorable Action for Recommendation A – James McCollum, Stephen Walsh, Richard McManus and Elizabeth Monks supported the motion.

¹⁻¹⁶The Chairperson did not vote on this motion.

Recommendation B – To transfer the sum of \$25,000 to the fund reserve and \$35,000 to the communizing housing reserve totaling \$60,000 that was approved at the Special Town Meeting in 2014 for a Pembroke Housing Authority site design project. Upon motion moved by Stephen Curley 2nd by Timothy Brennan following the discussion it was

VOTED¹²: Favorable Action for Recommendation B – James McCollum, Stephen Walsh, Richard McManus and Elizabeth Monks supported the motion.

Recommendation C – To appropriate the sum of \$55,800 from the FY17 fund reserve to the trustees of the First Church for phase II restoration and replacement of pillars, trim, windows and shutters. Good expenditure of funds. Upon motion moved by Stephen Curley 2nd by Stephen Walsh following the discussion it was

VOTED¹³: Favorable Action for Recommendation C – Timothy Brennan, James McCollum, Richard McManus and Elizabeth Monks supported the motion.

Recommendation D – Two part funding \$100,000 FY17 open space/recreation reserve and \$115,000 from the FY fund reserve to purchase five acres of land at 369 Washington Street. Upon motion moved by Stephen Curley 2nd by Stephen Walsh following the discussion it was

VOTED¹⁴: Take No Action for Recommendation D – Timothy Brennan, James McCollum, Richard McManus and Elizabeth Monks supported the motion.

Recommendation E – To appropriate \$4,200 from FY17 open space/recreation reserve to Pembroke Youth Baseball to install on-deck cages on field At the Mattakeesett Street baseball fields. Upon motion moved by Stephen Curley 2nd by James McCollum following the discussion it was

VOTED¹⁵: Favorable Action for Recommendation E – Timothy Brennan, Stephen Walsh, Richard McManus and Elizabeth Monks supported the motion.

Recommendation F – To appropriate \$9,200 from the FY17 open space/recreation reserve to Pembroke Youth Baseball to replace fencing on field A at the Mattakeesett Street baseball fields.

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

VOTED¹⁶: Favorable Action for Recommendation F – Timothy Brennan, Stephen Walsh, Richard McManus and Elizabeth Monks supported the motion.

Tim updated the committee on the last meeting of the Revenue and Budgetary Subcommittee:

- Land use properties in Corporate Park/property behind Stop & Shop being cleared
- Horse Farm on Route 53 across from Lamberts will be an Assisted Living Facility
- The land previously purchased by the Town and set aside for a school – 14 acres near Disch's Restaurant (Linda thought the school was in control of this land)
- Solar opportunities reviewed

The Advisory Committee's next meeting is scheduled for Tuesday, October 18, 2016 at 6:30PM at the Pembroke High School. The Special Town Meeting to follow at 7:00PM

The Advisory Committee adjourned at 9:00PM.

Respectfully submitted,
Stephen Curley, Clerk

¹⁻¹⁶The Chairperson did not vote on this motion.