

TOWN OF PEMBROKE  
APPROVED  
ADVISORY COMMITTEE MINUTES  
31 October 2016

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:30PM on 31 October 2016. Also present were Stephen Curley, Timothy Brennan, James McCollum, John G. Brown, Jr., Stephen Walsh, and Elizabeth Monks.

Absent: Richard McManus

This meeting is being recorded by PAC TV

Linda began the meeting reviewing the 17 October 2016 and 18 October 2016 meeting minutes.

Upon motion moved by James McCollum 2<sup>nd</sup> by Stephen Walsh following the discussion it was

**VOTED<sup>1</sup>:** To accept the meeting minutes of 17 October 2016 and 18 October 2016. Stephen Curley, Timothy Brennan, John G. Brown Jr., and Elizabeth Monks supported the motion.

Linda Peterson, Stephen Curley and John Brown, Jr. attended the Open Meeting Law Compliance Training on Tuesday, October 25, 2016. It was recorded by PAC TV and is available for viewing on their website. One of the topics discussed were email communications; when emails are sent to committee members prior to a meeting for review or discussion these emails should not be discussed prior to the meeting but added as a topic item on the next meeting agenda. If anyone has a topic for review or discussion, they should forward to Donna Badger to be added to the agenda.

FY18 Budget Memo and meeting schedule was reviewed. It was suggested the form requesting new or additional funding be revised by rewording #4 "requesting two quotes" and by adding an additional question. "Have you explored Grant Money for this request". This communication will be revised and sent to department heads.

The committee discussed Town Meeting Warrant Articles, specifically the Collective Bargaining Agreements. Tim Brennan asked if the Board of Selectmen would allow Advisory not to submit a recommendation; it's difficult for Advisory to have an opinion with no knowledge of negotiation discussions. It was suggested Advisory prepare a list of topics to send the Board of Selectmen. This discussion topic will be added to the agenda for the next Advisory meeting.

- Tim mentioned that the next Revenue meeting is scheduled for Thursday, November 3, 2016.
- In speaking with Jason Federico, Tim said Jason would be open to having a representative from Advisory attend one of their meetings. Linda and Stephen Curley said this has been done in the past but Advisory would be open to it. Advisory could inquire with department heads to see if there is interest.
- Tim spent time with the Plymouth County Retirement Board members and has a better understanding of how it's being run. He plans to attend their meeting at the end of the month.

<sup>1</sup>The Chairperson did not vote on this motion.

Advisory will not meet on Monday, November 7, 2016. The next meeting is scheduled for Monday, November 14, 2016.

The Advisory Committee adjourned at 7:48PM.

Respectfully submitted,

Stephen Curley, Clerk

<sup>1</sup>The Chairperson did not vote on this motion.