

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
17 January 2017

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:30PM on January 17, 2017. Also present were Stephen Curley, Timothy Brennan, James McCollum, John G. Brown, Jr., Stephen Walsh and Elizabeth Monks.

Absent: Richard McManus

Guests: Susan Roche, Recreation Director

Deborah Wall, Library Director; Larissa Curley, Library Trustee

Linda Peterson opened the meeting with a discussion about the FY18 Advisory Budget. Due to a wage & salary increase for Secretary, Donna Badger; increase the budget by 2% FY18-FY20. An email will be sent to Ed Thorne, Town Administrator for confirmation.

Susan Roche, Recreation Director met with Advisory to review her FY18 Budget.

She is requesting the custodian 24hpw position increase to 40hpw as to include maintenance of Community Center grounds.

- She is requesting her clerical employee to increase from 28.5hpw to 37.5hpw. They no longer can use the Revolving Funds to pay for employee's salaries.
- She increased the Park Maintenance by \$1,400 to irate and irrigate the grounds of the Community Center building. Pembroke Youth Baseball covers the cost of the Town fields from April – November as part of their lease. They will be installing guard rails and paving entrance as well as painting IN and OUT lines for the Mattakesett fields to improve traffic flow.
- The Recreation Department must raise \$18,000 per year for the Revolving fund. John Brown asked if Flag Football could offset some of that expense. Because PYB leases the fields from April – November the Town wouldn't benefit; the funds would go the PYB. James McCollum asked about the landscape trailer that was removed from service. Susan said the brake line has been replaced 4 or 5 times a year; it's not hydraulic.

Advisory thanked Susan Roche for coming.

Deborah Wall, Library Director met with Advisory to review her FY18 Budget. She is requesting an increase for four line items;

- Book line – rising costs; fines income is dropping. Library must meet minimum amount for certification. The trend is to get rid of fines; impediment to usage. Library relies on the funds.
- Telecom – Increase to cover Comcast internet line for public computers and WIFI
- Contracted services – requesting an additional \$1,000 to cover increase SAILS Network costs.
- Technology – To offset hotspots for public, and aid computer purchase.

Deborah is requesting an increase in hours for her Reference Librarian to full time. She provided a handout with stats of what is currently being done and what could be done if she was full time. There are currently 124 adult events offered that have been attended by 1300 people. There is an increase in attendance and all programs have a wait list. She doesn't want to lose her. She would need \$26,000 plus benefits. Arts and craft programs include a fee to cover the cost of materials. Linda mentioned the possibility of charging a nominal fee for some of the adult classes. Deborah mentioned she is trying to build a foundation. The Friends are struggling

¹The Chairperson did not vote on this motion.

to maintain. She also mentioned that the Library got certified for this year. She invited everyone to attend the event scheduled for Tuesday, 1/18/17 at the Library; the speaker is Ted Reinstein. This event is sponsored by The Friends and free to the public.

Advisory thanked Deborah Wall for coming.

The committee received an email from Erin Obey, School Superintendent asking to move their FY18 Budget meeting to an earlier appointment. The committee agreed to suggest moving to Monday, January 30th at 8:30PM. It was also recommended to invite PAC TV to record Advisory on that date.

Upon motion moved by James McCollum 2nd by Timothy Brennan following the discussion it was

VOTED¹: To accept the meeting minutes of 09 January 17. Stephen Curley, John G. Brown Jr., Stephen Walsh and Elizabeth Monks supported the motion

The committee reviewed the topics for discussion at next week's meeting with the Board of Selectmen. James McCollum suggested responding to Town Counsel's response to the Board of Selectmen minutes covering the Collective Bargaining Agreement topics. The committee agreed to discuss with the Board of Selectmen on January 23, 2017. The other topics on the agenda include Healthcare costs, Pension funding (also included OPEB). Linda asked Timothy Brennan to prepare a one page document outlining these topics for discussion with the Board of Selectmen. Tim said he received some figures on the pension from Michael Buckley, Town Accountant – FY11- FY15 8.6M to 9.6M; 11% increase. FY16-FY20 9.6M to 12.8M; increase is massive.

A representative from Andover will be invited to meet with Advisory on March 6, 2017. Tim will check to see if this date will work for them.

Linda was surprised to learn that when the fire department inspects the installation of a new furnace they send a fire truck w/two fire fighters. Stephen Curley said that is "standard procedure".

Stephen Walsh mentioned that Brewster Ambulance purchased EaseCare and are meeting with surrounding towns asking to contract their ambulance services.

Resident, James Stallings observed Advisory's meeting tonight. He said he is interested in getting involved with town's budgetary process. Linda said if he is interested he can complete an application and submit to the Board of Selectmen. She mentioned that the committee meets September – May on Monday nights with a few meetings in June. The Massachusetts General Laws requires this committee to present a balanced budget at Town Meeting.

The next Advisory Committee meeting is scheduled for Monday, January 23, 2017 at 7:00PM. Advisory will meet with the Board of Selectmen at 7:00PM.

The Advisory Committee adjourned at 8:55PM.

Respectfully submitted,

Stephen Curley, Clerk

¹The Chairperson did not vote on this motion.