

TOWN OF PEMBROKE  
APPROVED  
ADVISORY COMMITTEE MINUTES  
03 APRIL 2017

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:30PM on 03 April, 2017. Also present were Stephen Curley, Timothy Brennan, James McCollum, John G. Brown, Jr. Stephen Walsh, and Elizabeth Monks

Absent: Richard McManus

Guest: Mr. Bryant; Ed Thorne, Town Administrator; Sabrina Chilcott, Executive Assistant

The committee reviewed and discussed the meeting minutes of March 27, 2017. The last names for two guests were not included; they are Mary Beth Brust, Assistant School Superintendent and Mathew McNeilly.

Upon motion moved by James McCollum 2<sup>nd</sup> by John G. Brown Jr. following the discussion it was

**VOTED<sup>1</sup>:** To accept the amended minutes (with corrected names of two guests as noted above) of 27 March 2017. Stephen Curley, Timothy Brennan, Stephen Walsh and Elizabeth Monks supported the motion.

Advisory reviewed and discussed the Special Town Meeting and Annual Town Meeting Warrant Articles as follows:

**Special Town Meeting Warrant Articles**

**Article 1** – To see if the town will vote to authorize transfers to supplement FY17. Linda Peterson and Stephen Walsh attended the Department Head meeting on Friday, March 31, 2017. Ed Thorne, Town Administrator made it clear that the FY18 Budget is balanced and there is no additional funding available. Ed identified the Property and Liability Insurance figure as \$5,000; specific to this article. Funding for this article will come from the Overlay Surplus.

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

**VOTED<sup>2</sup>:** Favorable Action Article 1 - To see if the town will vote to authorize transfers to supplement FY17. Timothy Brennan, James McCollum, John G. Brown Jr., and Elizabeth Monks supported the motion.

**Article 2** – Pembroke High School – installation of a Turf Field at a cost of \$700,000. The wording of the article needs to be changed to say it is to be paid for by the Pembroke School Department. If this language is amended Advisory agreed to vote Favorable Action.

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

**VOTED<sup>3</sup>:** Favorable Action Article 2 - Pembroke High School – installation of a Turf Field at a cost of \$700,000, only if the language is amended to say “paid for by the School Department”. Timothy Brennan, James McCollum, John G. Brown Jr., and Elizabeth Monks supported the motion.

**Article 3** – NexGen 911 Equipment purchase – estimated cost \$25,000. Ed Thorne, Town Administrator explained that the Police Department received a grant to cover part of this funding. The Fire Department wants the new system to ring on three phones versus one in the fire house. The revised amount of funding needed is \$10,000; they are looking at taking it from the Emergency Management budget. More explanation is needed from Police Chief Wall before

<sup>1-27</sup>The Chairperson did not vote on this motion.

Advisory votes their recommendation. Ed noted the Board of Selectmen voted Favorable Action.

**Article 4** – Purchase of one Police Cruiser – estimated cost \$45,000. No funding available to support this article. Ed noted the Board of Selectmen voted Town Meeting Floor.

Upon motion moved by Stephen Curley 2<sup>nd</sup> by Timothy Brennan following the discussion it was

**VOTED<sup>4</sup>:** Unfavorable Action Article 4 - Purchase of one Police Cruiser – estimated cost \$45,000. Stephen Walsh, James McCollum, John G. Brown Jr., and Elizabeth Monks supported the motion.

**Article 5** – To see if the Town will vote to transfer from water surplus of \$360,000 for the Water System Improvements associated with the Route 14 Corridor Project. Ed noted the Board of Selectmen voted Favorable Action.

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

**VOTED<sup>5</sup>:** Favorable Action Article 5 - To see if the Town will vote to transfer from water surplus of \$360,000 for the Water System Improvements associated with the Route 14 Corridor Project. Timothy Brennan, John G. Brown Jr., Stephen Walsh and Elizabeth Monks supported the motion.

**Article 6** – Acquire by gift and for general municipal purpose, the parcel of land located at 140 Center Street owned by the Department of Massachusetts Veterans of Foreign Wars of the United States. Ed noted the Board of Selectmen voted Favorable Action.

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

**VOTED<sup>6</sup>:** Favorable Action Article 6 - Acquire by gift and for general municipal purpose, the parcel of land located at 140 Center Street owned by the Department of Massachusetts Veterans of Foreign Wars of the United States. Timothy Brennan, James McCollum, John G. Brown Jr. and Elizabeth Monks supported the motion.

**Article 7** – To see if the Town will vote to authorize the Board of Selectmen to convey a fee simple interest in the parcel of town owned land located at Bartlett Street shown as Assessor's Map #B2, Parcel #3115 approximately .055 acres for \$2,500. Ed noted that the Board of Selectmen must obtain the deed in order to sell the property; the Board of Selectmen voted Favorable Action.

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

**VOTED<sup>7</sup>:** Favorable Action Article 7 - To see if the Town will vote to authorize the Board of Selectmen to convey a fee simple interest in the parcel of town owned land located at Bartlett Street shown as Assessor's Map #B2, Parcel #3115 approximately .055 acres for \$2,500. Stephen Curley, Timothy Brennan, James McCollum and John G. Brown Jr., supported the motion.

#### **Annual Town Meeting Warrant Articles**

**Article 1** - To hear and act on the Reports of the Town Officers and Committees, or take an action relative thereto.

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

<sup>1-27</sup>The Chairperson did not vote on this motion.

**VOTED<sup>8</sup>:** Favorable Action Article 1 - To hear and act on the Reports of the Town Officers and Committees, or take an action relative thereto. Timothy Brennan, James McCollum, John G. Brown Jr. and Elizabeth Monks supported the motion.

**Article 2** – to amend schedules A, B and C of the Classification and Compensation By-laws according to the schedules listed in Appendix D and to raise and appropriate, transfer from available funds. The funding amount should be included in the article; it's primarily library employees and non-union. Ed will provide funding amount and how the Board of Selectmen voted.

**Article 3** – to see what sums the town will raise by taxation or otherwise to pay Town Debts and charges for the ensuing fiscal year and to fix the salary and compensation of all elective officers and employees of the Town, as provided in Section 108 and 108A of Chapter 41, Mass. General Laws as shown in Appendix A.

Upon motion moved by Stephen Curley 2<sup>nd</sup> by Timothy Brennan following the discussion it was

**VOTED<sup>9</sup>:** Favorable Action Article 3 - to see what sums the town will raise by taxation or otherwise to pay Town Debts and charges for the ensuing fiscal year and to fix the salary and compensation of all elective officers and employees of the Town, as provided in Section 108 and 108A of Chapter 41, Mass. General Laws as shown in Appendix A. James McCollum, Stephen Walsh, John G. Brown Jr. and Elizabeth Monks supported the motion.

**Article 4** – To see if the town will vote to raise and appropriate and/or transfer from available funds a sum of money to operate the Water enterprise fund as show in Appendix B.

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

**VOTED<sup>10</sup>:** Favorable Action Article 4 - To see if the town will vote to raise and appropriate and/or transfer from available funds a sum of money to operate the Water enterprise fund as show in Appendix B. Timothy Brennan, John G. Brown Jr., Stephen Walsh and Elizabeth Monks supported the motion.

**Article 5** – to see if the town will vote to raise and appropriate and/or transfer from available funds a sum of money to operate the Solid Waste Enterprise Fund as show in Appendix C. Ed noted that the cost of recycle has been reduced to \$4.00 ton from \$26.00 ton. Many more residents are utilizing the Recycling Center.

Upon motion moved by Stephen Curley 2<sup>nd</sup> by Timothy Brennan following the discussion it was

**VOTED<sup>11</sup>:** Favorable Action Article 5 - to see if the town will vote to raise and appropriate and/or transfer from available funds a sum of money to operate the Solid Waste Enterprise Fund as show in Appendix C. James McCollum, Stephen Walsh, John G. Brown Jr. and Elizabeth Monks supported the motion.

**Article 6** – to appropriate, transfer from available funds for the purpose of funding the cost of items of the first year of any collective bargaining agreements between the town and the Pembroke Patrolmen's association, Pembroke Permanent Firefighters Association, Council 93, Local 1700 (Town Hall), and Council 93, Local 1700 (Public Works), or take any other action relative thereto. – **Advisory will postpone vote until their meeting on Monday, April 10, 2017.**

<sup>1-27</sup>The Chairperson did not vote on this motion.

**Article 7** – 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.

Upon motion moved by Stephen Curley 2<sup>nd</sup> by Elizabeth Monks following the discussion it was

**VOTED<sup>12</sup>:** Take No Action Article 7 - 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. Timothy Brennan, James McCollum, Stephen Walsh, John G. Brown Jr. and supported the motion.

**Article 8** – to see if the town will vote to authorize the Board of Selectmen to make application for and to accept federal and state grants for assistance pertaining to community development project or programs. John Brown, Jr. noted this article represents the Community Compact Best Practice program and if passed would like so see the Board of Selectmen follow through with the application process. Ed said the Board of Selectmen voted Favorable Action.

Upon motion moved by Stephen Curley 2<sup>nd</sup> by John G. Brown Jr. following the discussion it was

**VOTED<sup>13</sup>:** Favorable Action Article 8 - to see if the town will vote to authorize the Board of Selectmen to make application for and to accept federal and state grants for assistance pertaining to community development project or programs. Timothy Brennan, James McCollum, Stephen Walsh and Elizabeth Monks supported the motion.

**Article 9** – to see if the town will vote to authorize the following revolving accounts pursuant to M.G.L. c.44, s.53E ½ - **Advisory will postpone vote until Monday, April 10, 2017 when they meet with Ed Thorne, Town Administrator and Michael Buckley, Town Accountant.**

**Article 10** – to see if the town will vote to authorize the Board of Selectmen to enter into contracts with Massachusetts Department of Transportation of the construction and maintenance of public highways for the ensuring year.

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

**VOTED<sup>14</sup>:** Favorable Action Article 10 – to see if the town will vote to authorize the Board of Selectmen to enter into contracts with Massachusetts Department of Transportation of the construction and maintenance of public highways for the ensuring year. Timothy Brennan, James McCollum, John G. Brown Jr. and Elizabeth Monks supported the motion.

**Article 11** – to see if the town will vote to amend the Town of Pembroke Bylaws by adding Article IX-A “consolidated Department of Municipal Inspections.

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

**VOTED<sup>15</sup>:** Favorable Action Article 11 – to see if the town will vote to amend the Town of Pembroke Bylaws by adding Article IX-A “consolidated Department of Municipal Inspections. Timothy Brennan, James McCollum, John G. Brown Jr. and Elizabeth Monks supported the motion.

**Article 12** – to see if the town will vote to raise and appropriate and/or transfer from available funds, the sum of \$5,000 to contract with the South Shore Community Action Council to provide services to residents of the Town. **Advisory will postpone vote until Monday, April 10, 2017.**

<sup>1-27</sup>The Chairperson did not vote on this motion.

**Article 13** – to see if the town will vote to amend the Town of Pembroke Bylaws, Article XX- Police Regulation by adding Section 15A – Special Events. Sabrina Chicott noted that this is currently being done now. Board of Selectmen voted Favorable Action.

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

**VOTED<sup>16</sup>:** Unfavorable Action Article 13 – to see if the town will vote to amend the Town of Pembroke Bylaws, Article XX- Police Regulation by adding Section 15A – Special Events. Timothy Brennan, James McCollum, John G. Brown Jr. and Elizabeth Monks supported the motion.

**Article 14** – to see if the town will vote to raise and appropriate or transfer from available funds the sum of \$115,840 for the purpose of hiring two police officers. Ed noted the Board of Selectmen voted No Action.

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

**VOTED<sup>17</sup>:** Unfavorable Action Article 14 - to see if the town will vote to raise and appropriate or transfer from available funds the sum of \$115,840 for the purpose of hiring two police officers. Timothy Brennan, John G. Brown Jr., Stephen Walsh and Elizabeth Monks supported the motion.

**Article 15** – to see if the town will vote to raise and appropriate or transfer from available funds the sum of \$332,609 for the purpose of hiring and outfitting four firefighter/paramedics. Ed noted the Board of Selectmen voted No Action. Tim suggested these articles requesting additional staff/employees should also include the cost of providing healthcare.

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

**VOTED<sup>18</sup>:** Unfavorable Action Article 15 - to see if the town will vote to raise and appropriate or transfer from available funds the sum of \$332,609 for the purpose of hiring and outfitting four firefighter/paramedics. Timothy Brennan, John G. Brown Jr., Stephen Walsh and Elizabeth Monks supported the motion.

**Article 16** – to see if town will vote to raise and appropriate or transfer from available funds the sum of \$70,000 for the purpose of purchasing extrication equipment for the Fire Department. Ed noted the Board of Selectmen voted Take No Action.

Upon motion moved by Timothy Brennan 2<sup>nd</sup> by Stephen Curley following the discussion it was

**VOTED<sup>19</sup>:** Unfavorable Action Article 16 - to see if town will vote to raise and appropriate or transfer from available funds the sum of \$70,000 for the purpose of purchasing extrication equipment for the Fire Department. James McCollum, Stephen Walsh, John G. Brown Jr. and Elizabeth Monks supported the motion.

**Article 17** – to see if the town will vote to amend the Town of Pembroke Bylaws, Article XXXII- Denial, Revocation or Suspension of Licenses and Permits for Failure to pay taxes, Section (e) by deleting and adding “and livestock permits”. Linda was told that the town treasurer/collector does not want to withhold livestock permits to residents in arrears on their taxes. The town does not have the capacity to house such livestock.

Upon motion moved by Timothy Brennan 2<sup>nd</sup> by Stephen Curley following the discussion it was

<sup>1-27</sup>The Chairperson did not vote on this motion.

**VOTED<sup>20</sup>:** Favorable Action Article 17 - to see if the town will vote to amend the Town of Pembroke Bylaws, Article XXXII-Denial, Revocation or Suspension of Licenses and Permits for Failure to Pay taxes, Section (e) by deleting and adding "and livestock permits". James McCollum, Stephen Walsh, John G. Brown Jr. and Elizabeth Monks supported the motion.

**Article 18** – to see if the town will vote to amend Section III (10) of the Town of Pembroke Zoning Bylaws, entitled "Center Protection District" to specify that the extent of the district's setback from the relevant ways is exactly 300 feet, and no greater than 300 feet. Advisory will reach out to the Planning Board to see if a public meeting was held and confirm outcome. Ed noted a public meeting was held and the Board of Selectmen voted Town Meeting Floor.

**Article 19** – to see if the town will vote to amend Section IV (7) of the Town of Pembroke Zoning Bylaws, entitled "Center Protection District," to disallow mixed use development.

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

**VOTED<sup>21</sup>:** Town Meeting Floor Article 18 & 19 – to see if the town will vote to amend Section III (10) of the Town of Pembroke Zoning Bylaws, entitled "Center Protection District" to specify that the extent of the district's setback from the relevant ways is exactly 300 feet, and no greater than 300 feet. To see if the town will vote to amend Section IV (7) of the Town of Pembroke Zoning Bylaws, entitled "Center Protection District," to disallow mixed use development. Timothy Brennan, James McCollum, John G. Brown Jr. and Elizabeth Monks supported the motion.

**Article 20** – to see if the town will accept as a Town Way, Equestrian Way and Pheasant Lane as shown on the street layout plan entitled Equestrian Estates dated August 12, 2016, prepared by Outback Engineering, Inc. Ed noted that the Board of Selectmen voted Favorable Action.

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

**VOTED<sup>22</sup>:** Favorable Action Article 20 – to see if the town will accept as a Town Way, Equestrian Way and Pheasant Lane as shown on the street layout plan entitled Equestrian Estates dated August 12, 2016, prepared by Outback Engineering, Inc.. Timothy Brennan, John G. Brown Jr., Stephen Walsh and Elizabeth Monks supported the motion.

**Article 21** – to see if the town will vote to amend the Town's Zoning Bylaw by adding a new Section "Marijuana Establishments" would provide as follow, and further to amend the Table of contents to add sections "Marijuana Establishments". Ed noted Board of Selectmen voted Town Meeting Floor.

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

**VOTED<sup>21</sup>:** Town Meeting Floor - Article 21 – to see if the town will vote to amend the Town's Zoning Bylaw by adding a new Section "Marijuana Establishments" would provide as follow, and further to amend the Table of contents to add sections "Marijuana Establishments". Timothy Brennan, James McCollum, John G. Brown Jr. and Elizabeth Monks supported the motion.

**Article 22** – to see if the town will vote to amend Schedule A, Classification and Compensation By-law by upgrading the position of General Reference Librarian, Schedule SC-31 to SA-32. Ed noted the Board of Selectmen voted No Action.

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

<sup>1-27</sup>The Chairperson did not vote on this motion.

**VOTED<sup>22</sup>:** Unfavorable Action - Article 22 — to see if the town will vote to amend Schedule A, Classification and Compensation By-law by upgrading the position of General Reference Librarian, Schedule SC-31 to SA-32. James McCollum, John G. Brown Jr. and Elizabeth Monks supported the motion. Stephen Curley abstained.

**Article 23** – to see if the town will vote to amend the Classification and compensation By-law with the addition of the following to Wage and Personnel Bylaws, Article 17, Section A. MA-Sick Time law.

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

**VOTED<sup>23</sup>:** Unfavorable Action Article 23 - to see if the town will vote to amend the Classification and compensation By-law with the addition of the following to Wage and Personnel Bylaws, Article 17, Section A. MA-Sick Time law. Stephen Curley, Timothy Brennan, John G. Brown Jr., and Elizabeth Monks supported the motion

**Article 24** – to see if the town will move to amend Schedule C, Classification and Compensation By-law by adding the position of Outreach Worker, Schedule SC-32. Ed noted the Board of Selectmen voted Take No Action.

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

**VOTED<sup>24</sup>:** Unfavorable Action - Article 24 - to see if the town will move to amend Schedule C, Classification and Compensation By-law by adding the position of Outreach Worker, Schedule SC-32. Timothy Brennan, James McCollum, John G. Brown Jr. and Elizabeth Monks supported the motion.

**Article 25** – to see if the town will vote to raise and appropriate and/or transfer from available funds, the sum of \$5,000 to be added to the Open Space fund to reimburse Conservation Commission. Ed noted this is the last payment completing a total payment of \$40,000. The Board of Selectmen voted Take No Action. **The following vote was made at Advisory's March 20, 2017 meeting.**

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

**VOTED<sup>7</sup>:** Favorable Action Article 25 – to see if the town will vote to raise and appropriate and/or transfer from available funds, the sum of \$5,000 to be added to the Open Space fund to reimburse Conservation Commission. Timothy Brennan, Stephen Walsh and John G. Brown Jr., supported the motion.

**Article 26** – to see if the town will vote to appropriate and/or reserve from Community Preservation annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2018, with each item to be considered a separate appropriation.

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

**VOTED<sup>25</sup>:** Favorable Action Article 26 – to see if the town will vote to appropriate and/or reserve from Community Preservation annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2018, with each item to be considered a separate appropriation. Timothy Brennan, John G. Brown Jr., Stephen Walsh and Elizabeth Monks supported the motion.

<sup>1-27</sup>The Chairperson did not vote on this motion.

**Article 27 - CPC Articles – There is a question regarding Recommendation J – appropriation of funding for the purpose of replacing windows and doors at the Firehouse Pantry. How does the Firehouse Pantry qualify for this funding? Advisory will invited Brian Van Riper, CPC Chairperson to their meeting on Monday, April 10, 2017 to discuss this article and recommendations.**

**Articles 28 – to ask the Town of Pembroke to vote to raise or appropriate or transfer available funds, the sum of \$3,500 to contract with the South Shore Women’s Resource Center for domestic violence intervention and prevention services for its residents. Advisory postponed vote until the meet with Ed Thorne, Town Administrator and Michael Buckley, Town Accountant on Monday, April 10, 2017.**

**Articles 29 – to see if the Town of Pembroke will vote to raise and appropriate and/or transfer from available funds, the sum of \$1,500 for the purpose of supporting services provided to survivors of sexual assault and domestic violence to be administrated by VIOLENCE INTERVENTION AND PREVENTION PROGRAMS. Advisory postponed vote until the meet with Ed Thorne, Town Administrator and Michael Buckley, Town Accountant on Monday, April 10, 2017.**

**Article 30 – to see if the town will vote to amend the Pembroke By-Laws, Article XXII “Junk Motor Vehicles: by deleting Section 4 and replacing with new language.**

Upon motion moved by Stephen Curley 2<sup>nd</sup> by Timothy Brennan following the discussion it was

**VOTED<sup>26</sup>:** Unfavorable Action - Article 30 – to see if the town will vote to amend the Pembroke By-Laws, Article XXII “Junk Motor Vehicles: by deleting Section 4 and replacing with new language. James McCollum, John G. Brown Jr. Stephen Walsh and Elizabeth Monks supported the motion.

**Article 31 – to see if the town will vote to amend the Town of Pembroke Bylaws, Article XXII – Miscellaneous, by adding Section 25 “Right to Farm”.**

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

**VOTED<sup>27</sup>:** Favorable Action - Article 31 – to see if the town will vote to amend the Town of Pembroke Bylaws, Article XXII – Miscellaneous, by adding Section 25 “Right to Farm”. Stephen Curley, John G. Brown Jr., Stephen Walsh and Elizabeth Monks supported the motion.

Ed was asked about the increase for healthcare for FY18. He said the increase came in at 11.5%. They plan to budget 14%; round off to 1/2% and a cushion of 2% for unexpected. He said the cost to the town for a family plan is approximately \$15,000 a year. They are looking at the state GIC plan and the GIC look alike plan. These two plans do have higher deductibles and higher copays. They are comparing both plans to determine cost savings to the town. Linda asked what the town could do to increase the cost to the employee. Ed said the next Collective Bargaining Agreement contracts will include a 25% employee cost.

Ed said the Snow & Ice number came in at \$417,000 over the \$100,000.

<sup>1-27</sup>The Chairperson did not vote on this motion.



Ed spoke about the solar project; 80% of electricity will come from this source. They plan to delete the utility line item from each department budget and create one line item in the budget.

The next Advisory Committee meeting is scheduled for Monday, April 10, 2017 at 7:30PM.

The Advisory Committee adjourned at 9:30PM.

Respectfully submitted,

Stephen Curley, Clerk