

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
05 JUNE 2017

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:30PM on 05 June, 2017. Also present were Stephen Curley, Timothy Brennan, John G. Brown, Jr., Stephen Walsh, Richard McManus and Elizabeth Monks
Absent: James McCollum,

Linda opened the meeting by acknowledging the resignation of Richard McManus from Advisory.

- The Board of Selectmen have published their summer meeting schedule; their June meetings are scheduled for 6/5, 6/12 and 6/26. The re-appointments of Timothy Brennan and Stephen Walsh with the Board of Selectmen are scheduled for Monday, June 26, 2017 at 7:00pm. Linda will not be available to attend; Stephen Curley agreed to attend in her absence. It was noted that Elizabeth Monk's term does not expire until 2019.
- The Board of Selectmen reorganized; William Boulter is Chairman, Matthew Furlong is Vice-Chairperson, Lewis Stone, Clerk; Arthur Boyle; Selectman; Daniel Trabucco, Selectman.
- The committee reviewed and discussed the April Revenue Report received from Michael Buckley, Town Accountant. The revenue funds such as the Ambulance Fund, Camp Pembroke are missing. The committee reviewed the Fy16 Pembroke Annual Report and noticed they are not included along with several of the smaller funds the town receives. These revenue funds have been published in prior Annual Reports. The committee agreed to ask Mike for a complete list of incoming revenue to see the beginning and ending balance.
- The Planning Board reorganized; Rebecca Coletta, Chairperson; Andrew Wandell, Vice-Chairperson; Thomas Irving, Clerk; Brian VanRiper, member; Paul Whitman; member; Daniel Taylor, member; James Noone, member.
- The Board of Selectmen scheduled a joint meeting with Planning Board and Zoning Board for July 10, 2017. Linda Peterson noted the RFP's for the Police, Fire and DPW building structures the Planning Board should be involved with what's a good for the town. Timothy Brennan plans to attend that meeting.

Stephen Walsh departed the meeting at 7:45PM.

Upon motion moved by Stephen Curley and 2nd by Elizabeth Monks the meeting minutes of May 22, 2017 be amended to include the following phrase to the CBA-Comp Time discussion : Also, negotiation notes should be part of the minutes and public record and "should be able to get that information" it was

VOTED¹: To accept the meeting minutes of 22 May 2017 as amended. Timothy Brennan, John G. Brown, Jr., Richard McManus and Elizabeth Monks supported the motion.

The committee reviewed and discussed the Town of Halifax's Finance Committee presentation at their Annual Town Meeting. After reaching out to the MMA with a question of how other communities present financials to their residents at town meeting, Denise Baker suggested reviewing other town's websites of the same size as Pembroke.

¹ The Chairperson did not vote on these motion.

The committee agreed to follow-up with the Board of Selectmen about the status of a 5-10 year plan for the town. During Advisory's May 1, 2017 Financial Presentation to town residents held at the Library a member of the Board of Selectmen mentioned they would begin working on a 5-10 year plan for Pembroke. One question asked is: will the Board be assembling a committee for this project?

Timothy Brennan discussed the definition/language of "comp time" published in the Collective Bargaining Agreements. He suggested asking Town Counsel for clarification. The committee agreed to send a letter to the Board of Selectmen and Ed Thorne, Town Administrator requesting clarification of this language also asking for a response by June 26, 2017.

The committee discussed Advisory's changing role for FY19 Budget meetings with department heads. They agreed to invite Ed Thorne, Town Administrator to Advisory's next meeting scheduled for June 19, 2017 to discuss.

Upon motion moved by Linda Peterson and 2nd by Stephen Curley following the discussion it was

VOTED²: To accept Richard McManus's letter of resignation with regret from the Advisory Committee. Timothy Brennan, John G. Brown, Jr. and Elizabeth Monks supported the motion.

The next Advisory meeting is scheduled for Monday, June 19, 2017 at 7:30pm.

The Advisory Committee adjourned at 8:15pm.

Respectfully submitted,

Stephen Curley, Clerk

¹ The Chairperson did not vote on these motion.