

TOWN OF PEMBROKE  
APPROVED  
ADVISORY COMMITTEE MINUTES  
25 SEPTEMBER 2017

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:00PM on 25 September, 2017. Also present were Stephen Curley, James McCollum, John G. Brown, Jr. Stephen Walsh, and Elizabeth Monks

**Absent:** Timothy Brennan

**Guest:** Ben Bastianelli, DPW Commissioner

Linda opened the meeting welcoming Ben Bastianelli, DPW Commissioner. Ben distributed a copy of the blueprints along with a cost analysis for the project. Ben said they put this together six months ago and met with the Board of Selectmen; at that time the initial cost was 16M. The DPW revisited the design, layout and financials and reduced the cost to 10M. They anticipate reducing the cost further. They will build on the existing DPW site on Mattakeesett Street. The back building structure will be a "Clean Spam Fabric" structure; this material is designed to withstand the elements and will house the DPW equipment which is currently parked outside and unprotected. The other building that is narrow and perpendicular to this Fabric building is a pre-engineered building. This building is designed for the DPW workforce and Water Division. The admin support staff will remain at Town hall. They plan to give up the current building used by the Water Division on Glenwood Ave. Everything will be in one location. The building elevation pre-engineered building has four garage bays. The building will be shorter; two middle doors will be work bays; a wash bay to the right (mandated by the state). The DPW is working to reduce the garage bays from 4 to 2; possibly one working bay and one wash bay. The fabric building sits on a foundation with a four foot "kicker" wall. The plans for this may change as some of the fabric buildings they have seen don't have a "kicker" wall. This may reduce the cost by 3M; getting the cost down to 6.5-7M. The lifespan of the building is 30-35 years if not longer; it's a good buy for the town. The fuel consumption (in this budget) is a half million or more. They plan to have two fuel tanks that sit above ground and have a lifespan of 10 years. They currently have fuel tanks but the new ones won't be in the same place. Stephen Curley asked why spend a half million for new ones if the current tanks have 8-10 years left. Ben said they don't meet current code. Linda asked Ben how he plans to pay for this project. He said bond it and get some from the Water Division. Ben said he does not know the town's thought process with the fire and police new structures. Stephen Curley noticed showers in the new building. Ben said yes by state mandate; required to have certain things. The conference room has a dual function as there is no cafeteria; the room has movable partitions to share the space. Ben said there are 26-27 employees between DPW and Water Division; 3 are women. Stephen Walsh asked what Ben thought the DPW would look like in 30 years. Ben said he didn't think that the DPW in any town will look like it does now. Probably not the same amount of equipment. Linda asked Ben how he planned to trim his presentation to five minutes for his presentation at the Special Town Meeting. He said they should have the outstanding things he spoke of tonight decided and done. He was asked how many vehicles the DPW has; Ben said there is a total of 28 vehicles and equipment. He said 16-18 go out every day. The fabric building will not be heated but it will have the ability for heat. It will be vented and lighted; not air conditioned. The fabric should last 30 years. Stephen Walsh said Quincy is using this fabric for its Salt Sheds and Mass. Pike has one. The truck lift purchased recently will move into the new building. Ben said the Salt Shed will be filled either at the beginning of the season or end of the season. Ben was asked about the DPW doing equipment repairs. He said they don't have the staff. The DPW Commissioners don't believe the DPW should staff mechanics for vehicle repairs; the new equipment has such technology that requires properly trained/certified staff. The mechanic can do things like oil changes, brakes, welding, etc. He doesn't think it's worth it to have a mechanic repairing town vehicles. The DPW could be outsourced, i.e. street sweeping, lawn care. The CBA contracts are not beneficial to the tax payers for the town. The DPW doesn't have

<sup>1-14</sup> The Chairperson did not vote on these motion.

a work force. The DPW sent a letter to the Board of Selectmen asking to give the DPW Director the ability to enforce the comp time contract. They don't want to offer comp time for snow removal and comp accruals. The costs carry over to the next fiscal year and it leaves the DPW with no work force in the summer, OT in the fall and catch up in winter. The cost of benefits, pension and healthcare are increasing. This year's town budget includes 2M for retirees.

The discussion moved to road construction. Ben said paving on Route 14 from rotary to the center of town will be complete by end of season and the project complete by end of next year. The Route 36 project plan is at 75%; should be out and approved. This projects starts beyond Post Office and goes out to Route 27.

Ben was asked about the DPW maintaining the Town Green. He said the discussion was about the ability to share resources with the Recreation Department. They have landscapers that care for the ballfields. As an example, the Recreation Department seeded the Town Green and the DPW cut the grass. Some towns have custodians that cut grass. Ben said the Board of Selectmen is researching the possibility to recruit sponsors that would maintain the property and allow the sponsor to display a sign.

Linda asked Ben about Article 18 CPC – Recommendation B to appropriate \$25,000 to replace the fence at Luddam's Ford Park. Ben said it would be used to put up picnic tables, clean the parking lot and post a "Welcome to Pembroke" sign. The fence is currently telephone poles; they want to remove and beautify the area.

Linda asked about the DPW proposal for irrigation of the Town Green. Ben said the Town Green is always being used for events such as the Art Festival. The installation of the ice Rink a few years back ruined the grass. The Town Green had a retention area for pecculation inlet structure. John Brown asked Ben when the town has special events on the Town Green and the DPW is involved the DPW employees paid. Ben said yes.

The committee thanked Ben.

Linda suggested inviting Ed Thorne, Town Administrator to next week's meeting to review the Special Town Meeting Articles. Linda said she spoke with Michael Buckley, Town Accountant about the written financial statement for residents located in the front of the Special Town Meeting Warrant. She suggested he include a graph or a grid similar to what he shared with Advisory so residents have a visual of the financials at a glance.

The committee reviewed the STM Articles as follows:

**Article 1** – pass – invite Ed to 9/25/17 meeting

**Article 2** – To see if the town will vote to authorize the below listed transfers to supplement FY18 appropriations, and to authorize the below listed reductions in FY18 appropriations.

Inspectional Services Wage & Salaries	\$122,740	Board of Health Salaries
Inspectional Services Wage & Salaries	\$ 58,398	Conservation Salaries
Inspectional Services Wage & Salaries	\$195,614	Building Dept. Salaries
Inspectional Services Wage & Salaries	\$ 25,443	Zoning Board Salaries

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

**VOTED<sup>1</sup>:** Favorable Action for Article 2 – John G. Brown, Jr., Stephen Walsh and Elizabeth Monks supported the motion.

**Article 3** – To see if the town will vote to transfer from surplus revenue and/or other available funds a sum of money to balance the budget and to reduce the tax rate for the FY18, or take any other action relative thereto.

<sup>1-14</sup> The Chairperson did not vote on these motion.

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

**VOTED<sup>2</sup>:** Favorable Action for Article 3 – John G. Brown, Jr., Stephen Walsh and Elizabeth Monks supported the motion.

**Article 4** – To see if the Town will vote to accept the Massachusetts G.L. Chapter 40, Section 13A “Workers” Compensation Insurance Funds”, and further, to raise and appropriate and/or transfer from available funds the sum of \$25,000 to be added to the Worker’s Compensation fund, or take any other action relative thereto

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

**VOTED<sup>3</sup>:** Favorable Action for Article 4 – James McCollum, Stephen Walsh and Elizabeth Monks supported the motion.

**Article 5** – to see if the Town will vote to raise and appropriate, transfer from available funds a sum of money to be deposited into the OPEB Trust Fund, Separation Pay Fund, Special Injury Leave Fund and the Stabilization Fund, or take any other action relative thereto - \$275,000.

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

**VOTED<sup>4</sup>:** Favorable Action for Article 5 – James McCollum, John G. Brown, Jr., and Elizabeth Monks supported the motion.

**Article 6** – PASS - Fire Fighter Contract. The committee agreed to wait until next week to review the contract. Sabrina Chilott, Board of Selectmen, Executive Assistant stopped by the meeting and provided copies of the signed Fire Fighter contract to Advisory.

**Article 7** – PASS - To see if the town will vote to amend the Town of Pembroke By-laws, Article XX- Police Regulations by adding a new Section 15A- Special Events.

**Article 8** – To see if the town will vote to raise and appropriate and/or transfer from available funds, a sum of money to be expended under the direction of the Board of Selectmen and managed by the Pembroke Watershed Association, for the purpose of continuing the hydrilla control program in Hobomock Pond - \$8,000.

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

**VOTED<sup>5</sup>:** Favorable Action for Article 8 – John G. Brown, Jr., Stephen Walsh and Elizabeth Monks supported the motion.

**Article 9** – To see if the town will vote to raise and appropriate and/or transfer from available funds, a sum of money to be expended under the direction of the Board of Selectmen and managed by the Pembroke Watershed Association, for the purpose of continuing the algae control program in Oldham Pond - \$47,500.

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

**VOTED<sup>6</sup>:** Favorable Action for Article 9 – Stephen Curley, John G. Brown, Jr., and Elizabeth Monks supported the motion.

**Article 10** – To see if the town will vote to raise and appropriate and/or transfer from available funds, a sum of money to be expended under the direction of the Board of Selectmen and

<sup>1-14</sup> The Chairperson did not vote on these motion.

managed by the Pembroke Watershed Association, for the purpose of continuing the algae control program in Furnace Pond - \$12,000.

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

**VOTED<sup>7</sup>:** Favorable Action for Article 10 – Stephen Curley, John G. Brown, Jr., and Elizabeth Monks supported the motion.

**Article 11** – PASS – will discuss with Ed Thorne, Town Administrator

**Article 12** - PASS – may be withdrawn

**Article 13** – PASS – may be withdrawn

**Article 14** –To see if the town will vote to raise and appropriate and/or transfer from available funds, a sum of money to be expended for the purpose of hiring two (2) full-time police officers, or take any other action relative thereto.

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

**VOTED<sup>8</sup>:** Unfavorable Action for Article 14 –John G. Brown, Jr., Stephen Walsh and Elizabeth Monks supported the motion.

**Article 15** – To see if the town will vote to amend Schedule C of the Classification and Compensation By-laws, as adopted by the May 9, 2017 Annual Town Meeting by deleting the position of Part-time Laborer, SC-4 and replacing it with the position of Laborer, or take any other action relative thereto.

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

**VOTED<sup>9</sup>:** Unfavorable Action for Article 15 – James McCollum, John G. Brown, Jr., and Elizabeth Monks supported the motion.

**Article 16** – 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, or take any other action relative thereto.

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

**VOTED<sup>10</sup>:** Favorable Action for Article 16 – John G. Brown, Jr., Stephen Walsh and Elizabeth Monks supported the motion.

**Article 17** – PASS – send email to Michael Buckley, Town Accountant asking how much this would cost.

**Article 18** – CPC Recommendations

**Recommendation A** – Appropriate \$25,000 to Town Administrator for the removal of the cracked concrete cannon supports at Memorial Park on the town memorial green and installation of granite platforms.

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

<sup>1-14</sup> The Chairperson did not vote on these motion.

**VOTED<sup>11</sup>:** Favorable Action for Article 18/Recommendation A – James McCollum, John G. Brown, Jr., and Elizabeth Monks supported the motion.

Recommendation B – Appropriate \$25,000 from FY18 Open Space Fund to DPW for the replacement of fence at Luddam's Ford Park on West Elm Street+

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

**VOTED<sup>12</sup>:** Favorable Action for Article 18/Recommendation B – James McCollum, John G. Brown, Jr., and Elizabeth Monks supported the motion.

Recommendation C – Appropriate \$5,000 from the FY18 Open Space Fund and that said funds be granted to Town Administrator for the installation of loam and (4) recreational tables (1) ADA compliant (4) benches and signage at Luddham's Ford Park on West Elm Street

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

**VOTED<sup>13</sup>:** Favorable Action for Article 18/Recommendation C – James McCollum, John G. Brown, Jr., and Elizabeth Monks supported the motion.

- Linda noted that the Board of Selectmen, Steve Dodge, Town Moderator and Advisory have a joint meeting scheduled for Monday, October 16, 2107 to review the process and procedures for the October 24, 2017 Special Town Meeting.
- The Board of Selectmen suggested scheduling a meeting with Advisory after the Special Town Meeting. This is a result of Advisory's request to schedule quarterly meetings with the Board of Selectmen. A date will be decided.
- Linda mentioned that Sabrina Chilcott, Executive Secretary to the Board of Selectmen asked which member of Advisory will be participating in the newly formed Community Compact committee. Stephen Curley said he can do it.

Upon motion moved by James McCollum and 2<sup>nd</sup> by Stephen Walsh the meeting minutes of September 18, 2017 was

**VOTED<sup>14</sup>:** To accept the meeting minutes of 18 September 2017. Stephen Curley, John G. Brown, Jr. and Elizabeth Monks supported the motion.

The next Advisory meeting is scheduled for Monday, October 2, 2017 at 7:00pm.

The Advisory Committee adjourned at 9:15pm.

Respectfully submitted,

Stephen Curley, Clerk

<sup>1-14</sup> The Chairperson did not vote on these motion.