

**MINUTES OF THE SELECTMEN'S MEETING
JANUARY 29, 2018**

PRESENT: Willard J. Boulter, Jr. (Chairman), Matthew J. Furlong (Vice-Chairman), Lewis W. Stone (Clerk), Arthur P. Boyle, Jr. (Selectman), Daniel Trabucco (Selectman), Edwin J. Thorne (Town Administrator), Michael Buckley (Town Accountant), Richard Wall (Police Chief), William Boyle, Linda Peterson, Stephen Curley, John Brown, James McCollum, Stephen Walsh, Gary Fine, Robert DeMarzo, Adam Silva (Pembroke Mariner), Sabrina Chilcott (Assistant to the Town Administrator), and others.

At 7:00 pm Mr. Boulter opened the meeting.

7:00 (7:10) JOINT APPOINTMENT WITH ADVISORY COMMITTEE: MARIA KARAS OF 400 WASHINGTON STREET

Advisory Chairman Linda Peterson introduced volunteer Maria Karas and stated that the Advisory Committee has unanimously recommended her for appointment to one of the board's three vacancies. Mr. Boyle moved to appoint Maria Karas of 400 Washington Street to the Advisory Committee, term to expire in 2020. Mr. Trabucco seconded the motion. The vote was unanimously in favor.

ANNOUNCEMENTS

Mr. Boulter announced that annual Town Meeting warrant is open and will remain open until February 9, 2018. The annual Town meeting will be held on May 8, 2018 and the annual Town Election is May 12, 2018.

7:00 WILLIAM BOYLE, PEMBROKE CHAMBER OF COMMERCE UPDATE

Mr. Boyle was present before the Board and began by thanking Mr. Trabucco, the Pembroke Police and Fire Departments for their quick response and decisive action during an incident that occurred last week. Mr. Boyle explained that he was elected in January to serve a two year term as the president of the Pembroke Chamber of Commerce and presented an update of recent activities. Mr. Boyle announced that the next after hours event is scheduled on February 13, 2018 from 5:30 pm to 7:30 pm at the Pembroke Historical Society building, and the Legislative Breakfast will be March 23rd from 7:00 am to 9:30 am at the Pembroke Country Club. Mr. Boyle advised that the Chamber membership hold over 90 of the 500 business in town and they seek to encourage more businesses to join.

At 7:15 pm, Mr. Boulter advised that this meeting is being made available to the public through a live video and audio broadcast on Comcast Government Access Channel 15 and is also being recorded for airing on the channel at future dates. Comments made in open session will be recorded.

ACCEPT THE RETIREMENT NOTIFICATION OF TOWN CLERK MARYANN SMITH

Mr. Boyle stated that he will be recorded as present not voting throughout this discussion as he will be a candidate in the May election. Mr. Trabucco moved to accept the retirement notification of Town Clerk MaryAnn Smith effective March 29, 2018. Mr. Stone seconded the motion. The vote was 4/0/1 with Mr. Boyle abstaining from the vote.

OLD BUSINESS

Record of Approved Bills January 22, 2018

Mr. Boulter reported that on January 22, 2018 he personally reviewed 11 accounts payable warrants totaling \$1,492,110.14 and 2 payroll warrants totaling \$1,273,514.54 as prepared by the Town Accountant, and authorized the itemized expenditures for payment. Mr. Trabucco moved to accept the record of approved bills from January 22, 2018; Mr. Boyle seconded the motion. The vote was unanimously in favor.

PRESENTATION OF FY19 BUDGET PROPOSAL

Mr. Thorne stated that he has presented to the Department Heads and Advisory Committee the FY19 budget with the two revenue variables determined; the Governor's local aid amount and Mayflower Health Group's (MHG) proposed health insurance rate increase. Mr. Buckley advised that the Chapter 70 and local aid (lottery) amounts were lower than anticipated; however, MHG proposed a split rate at 5%. This allows for

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approximately \$300,000 dollars available for distribution between the school department and the town's departments. The recommendation is to allocate 75% to the schools and the remainder to the town. Mr. Buckley advised that the financially leveled budget was presented to the Department Heads today and very good feedback was received. As a result of that feedback, the Board will be hearing presentations over the next few weeks from the vulnerable department's heads. Mr. Thorne stated that the Police Chief and Fire Chief will present their departmental needs on February 5th and the DPW and Library Directors will present their needs on February 12th. Mr. Buckley stated that these Department Heads have expressed the fact that a financially levelled budget will not allow them to provide the same services that they offer today. Discussion ensued on the School Department's budget and whether they will be able to provide services at the current levels. Mr. Buckley advised that they cannot provide the same level of service with the levelly financed budget but their budget process is not finished and they cannot yet make a recommendation. Discussion ensued on the creation of a Capital Fund at town meeting and how it would be funded if created. Mr. Buckley stated that the Board's next step is to hear from the departments with serious issues over the next few weeks and consider their requests to increase their funding over and above the amounts recommended in the level budget. Mr. Robert DeMarzo asked Mr. Buckley if the town is taking advantage of short term borrowing rates; Mr. Buckley confirmed that the town does when it is appropriate to do so citing the Hobomock Sidewalk Project. Mr. DeMarzo inquired as to the amount in the Stabilization Fund and Mr. Buckley stated that the fund balance is \$1.3million. Mr. DeMarzo asked if the revenue numbers contained in the budget are solid and Mr. Buckley confirmed that they are. Discussion ensued on the use of Free Cash. Mr. DeMarzo asked if the town is considering cuts; Mr. Buckley stated that the School Department has made cuts but the town side has maintained the same staffing levels as 20 years ago, responding to an increased number and variety of incidents within the financial framework year after year. Mr. DeMarzo asked if the town will see the same issues in FY20 and Mr. Buckley advised that the departments that are funded properly in FY19 will not see additional needs in FY20. Mr. Thorne advised that the Capital Funding Study Committee is hosting a UMass Boston Collins Center Presentation regarding the Best Practice for Long Range Planning/Forecasting Model project Wednesday night at 6:00 pm in the Veteran's Hall.

ASK THE SELECTMEN

Mr. Stone stated that he has received questions regarding the anticipated solar farm revenue that the town expects. Mr. Thorne explained that there are three sources of revenue or savings from the project. The land lease payment of \$76,500/year is factored in to local receipts in this budget, the PILOT payment of \$105,000 which is factored into the town's tax levy in this budget, and the resulting net metering credits. Mr. Thorne advised that the town uses 5.2 million KWH/year and 80% of the town's use will be supported by the solar farm. The agreement states that the town will see a net savings of \$240,000 in year one. Mr. Thorne stated that the School Department uses 66% of the town wide figure; Pembroke High School alone uses 1 million KWH/year. The town's remaining building use 17% and the Water Department uses 16.4%. The resulting savings in year one will be \$180,000 to the schools, \$48,000 to the town and \$44,000 to the water department. Mr. Thorne cautioned that these savings are not yet realized and the calculations are being used effective July 1 for FY19.

At 7:55 pm, Mr. Boulter read the upcoming issues from the agenda.

At 7:55 pm, Mr. Trabucco moved to adjourn; Mr. Boyle seconded the motion. The vote was unanimously in favor.

MATERIALS & EXHIBITS

Email and Application, M. Karas RE: Advisory Appointment (BOS/TA Office)

Email, D. Badger RE Karas Appointment (BOS/TA Office)

Letter, M. Smith RE: Retirement (BOS/TA Office)

Town Administrator's FY19 Budget Message (BOS/TA Office)

Town Administrator's Report on Solar Farm Revenue (BOS/TA Office)

Record of Approved Bills from January 22, 2018 (BOS/TA Office)