

**MINUTES OF THE SELECTMEN'S MEETING
APRIL 23, 2018**

PRESENT: Matthew J. Furlong (Vice-Chairman), Lewis W. Stone (Clerk), Arthur P. Boyle, Jr. (Selectman), Daniel Trabucco (Selectman), Edwin J. Thorne (Town Administrator), Steve Cirillo, Michael Buckley (Town Accountant), Kathleen McCarthy (Treasurer/Collector), Catherine Salmon (Chief Assessor), Richard Wall (Police Chief), Linda Peterson, Stephen Curley, John Brown, Stephen Walsh, Elizabeth Monks, Donna Badger, Michelle Burt, Don Bryant, Sabrina Chilcott (Assistant to the Town Administrator) and others
NOT PRESENT: Willard J. Boulter, Jr. (Chairman),

At 7:00 pm, Mr. Furlong opened the meeting and requested a moment of silence to honor the passing of Brian Van Riper. The Board shared details of Mr. Van Riper's numerous accomplishments and stated that he will be greatly missed.

NEW ENGLAND VILLAGE, CHAMBER OF COMMERCE SERIES

Ms. Delores Resendes was present to share history of the founding of New England Village in 1966 by a group of parents who wanted more opportunity for their children. The center is a community where young adults live, acquire skills and enter the community. They began with thirteen students in 1972 and have expanded to eighty residents, employing 250 people. More information can be viewed at nevillage.org.

7:00 STEVE CIRILLO, UMASS PRESENTATION: LONG RANGE FORECASTING MODEL OF REVENUES AND EXPENDITURES

Mr. Cirillo was present with the finished model of the Community Compact grant funded long range revenue and expenditure forecasting model; Mr. Cirillo thanked Pembroke's professional staff who assisted in compiling this data into the model. Mr. Cirillo stated that this powerful tool looks over the horizon to the budget in the future, and optimally begins in the fall with the finance team presenting to the Selectmen and Advisory Committee by November. Two functions of note are the identification of the gap between revenue and expenditures and the clarification of what revenues need to be increased and what expenses need to be reduced to balance the budget at Town Meeting. The model allows for immediate projections on estimates such as collective bargaining increases and provides real time data to understand impact of decisions in advance. Mr. Cirillo presented a summary slide with tabs to allow for data to be entered to feed into the summary page; he stated that the current data shows that in 2020 the town will realize a deficit of \$1.1million. Discussion ensued on the data presented and the need to pull back on the use of free cash to balance the budget over time. Mr. Cirillo concluded with recommendation for capital funding plan; best practice is to take debt service runoff, add non-recurring revenue and a portion of free cash to get to an optimal 3.5% annual target rate. In summary, Mr. Cirillo stated that the revenue and expenditure gap is not insurmountable and it is a known figure that can be addressed.

At 7:30 pm, Mr. Furlong 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.

CONFIRM THE ADOPTION OF THE TOWN WEBSITE AS OFFICIAL METHOD OF POSTING MEETING NOTICES (AGENDAS)

Mr. Stone advised that Attorney General Maura Healy issued revisions to the Open Meeting Law regulations (940 CMR 929.00-29.11) on September 25, 2017 to become effective October 6, 2017, specifically: 29.03: Notice Posting Requirements - A significant revision in this section removes the various alternative notice posting options for local public bodies and offer a single alternative to the bulletin board: a website. Few, if any, municipalities have adopted alternatives other than the municipal website. Another significant revision clarifies that the chief executive officer of a municipality must make the decision to adopt an alternative notice posting method for the municipality. The Attorney General has received numerous requests from municipalities seeking guidance as to who has the authority to adopt alternative notice posting methods. This language clarifies that authority. Mr. Stone explained that, as the town has previously voted the website as an alternative posting method for the Town's meeting agendas, this confirmation of the vote as the official

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method is being recommended. Mr. Stone moved to adopt the town website as the official method of posting meeting notices. Mr. Trabucco seconded the motion. The vote was unanimously in favor.

VOTE RECREATION RECOMMENDATION FOR APPOINTMENT: RACHEL QUINLAN OF 78

Ms. Quinlan was present before the Board on her application to fill the vacancy on the Recreation Commission as recommended by the Commission. Mr. Boyle moved to appoint Rachel Quinlan of 78 Fairwood Drive to the Recreation Commission for a term to expire 2020. Mr. Stone seconded the motion. The vote was unanimously in favor.

REOPEN ANNUAL TOWN MEETING WARRANT FOR INSERTION OF CPC PROJECT, REMOVAL OF ARTICLE AND CLOSE

Mr. Boyle moved to open the annual town meeting warrant; Mr. Trabucco seconded the motion. The vote was unanimously in favor. Mr. Boyle moved to insert CPC project recommendation J, and remove capital committee article; Mr. Trabucco seconded the motion. The vote was unanimously in favor. Mr. Trabucco recommended favorable action on CPC project recommendation J; Mr. Boyle seconded the motion. The vote was unanimously in favor. Mr. Trabucco moved to close the annual town meeting warrant; Mr. Stone seconded the motion. The vote was unanimously in favor.

CONSIDER RECOMMENDATION ON ANNUAL WARRANT ARTICLE 21 (TOWN MANAGER)

Mr. Trabucco presented the final article and explained that chatter regarding the elimination of any board is false, this article does not eliminate any board, nor is it the intent of the Town Government Study Committee to do so. Discussion ensued on qualifications language and over-specifying in the Act such language. Mr. Stone stated that he is not opposed to a Town Manager but he has operational questions. A review of the article was conducted in depth; Mr. Boyle commended the work of the Town Government Study Committee and stated that the Board needs to show their support. Mr. Trabucco moved to include the language for article 21 as presented from town counsel. Mr. Boyle seconded the motion. The vote was unanimously in favor.

RECOMMENDATIONS ON SPECIAL WITHIN THE ANNUAL WARRANT ARTICLES 1, 3

Mr. Boyle moved to recommend favorable action on article one; Mr. Trabucco seconded the motion. The vote was unanimously in favor. Mr. Boyle moved to recommend favorable action on article three; Mr. Stone seconded the motion. The vote was unanimously in favor. Mr. Trabucco moved that the Board recommend favorable action on article twenty-one in the annual warrant; Mr. Boyle seconded the motion. The vote was unanimously in favor.

REVIEW DRAFT OF SELECTMEN'S REPORT ON CONTINGENCY BUDGET

Mr. Boyle moved to table this item for one week; Mr. Stone seconded the motion. The vote was unanimously in favor.

TOWN ADMINISTRATOR'S REPORT

Mr. Thorne advised that this Saturday is Household Hazardous Waste Day at the Recycling Center from 9:00 am to 1:00 pm; further, the Landfill Manager recommends that the Recycling center be open on three Sundays in May, excluding Mother's Day. Consensus was achieved.

NEW BUSINESS

Mr. Boyle congratulated MaryAnn Smith on her recognition by the state legislature as The Unsung Heroine of 2018.

8:40 pm, Mr. Furlong read the upcoming issues from the agenda.

At 8:40 pm, Mr. Stone moved to Executive Session under M.G.L. c.30A, Sec. 21(3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares regarding a Pembroke Police

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Union Grievance; Mr. Furlong declared it so, and stated that the Board will not return to open session. Mr. Boyle seconded the motion; by roll call: Boyle – yes, Stone – yes, Trabucco – yes, Furlong – yes.

MATERIALS & EXHIBITS

Long Range Forecasting Model of Revenues and Expenditures (BOS/TA Office)

Email, S. Roche re: Recreation Commission recommendation to appoint R. Quinlan (BOS/TA Office)

Draft annual warrant and special within the annual warrants (BOS/TA Office)

Draft Selectmen's Report of Town Meeting Budget Process with Contingency Alternate (BOS/TA Office)