

**MINUTES OF THE SELECTMEN'S MEETING  
AUGUST 6, 2018**

**PRESENT:** Matthew J. Furlong (Chairman), Arthur P. Boyle, Jr. (Vice-Chairman), Willard J. Boulter, Jr. (Clerk), Daniel W. Trabucco (Selectman), John G. Brown, Jr. (Selectman), Edwin J. Thorne (Town Administrator), Michael Buckley (Town Accountant), Kathleen McCarthy (Treasurer/Collector), Arthur Egerton, Gordon Martin, Rob Adams, Charles Mathewson, Sabrina Chilcott (Assistant to the Town Administrator) and others.

At 7:00 pm, Mr. Furlong opened the meeting and 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.

**7:00 CHAMBER OF COMMERCE: ART EGERTON FOR QUATREFOIL MEDIA GROUP**

Mr. Egerton was present in the Pembroke Chamber of Commerce business spotlight series representing Quatrefoil Media Group. Mr. Egerton advised that drone technology has many current and practical applications and uses such as promoting property sales; currently, realtors often use MLS photographs and overhead views have been shown to accelerate the sale of a home. Additionally, clients seek aerial photographs of their homes or other special places. Mr. Egerton stated that the Pembroke Community News (PCN) division is seeking advertisers. Quatrefoil Media can be reached by phone at (339) 244-0411 or by email at [art@pembroketownnews.com](mailto:art@pembroketownnews.com) or through their website at [www.quatrefoildrones.com](http://www.quatrefoildrones.com).

**7:05 (7:15) TOWN ACCOUNTANT: FALL TOWN MEETING EXPECTATIONS REGARDING CAPITAL EXPENDITURES**

Mr. Buckley was present on June 11<sup>th</sup> to discuss the expectations of capital spending at the fall town meeting, wherein he relayed the best practices recommended by the town auditors as well as the town's consultant hired to develop a long range budget of revenue and expenditures. Mr. Buckley stated that annual town meeting in the spring is widely recognized as the time to vote on fiscal and financial matters, not the special in the fall. At that time, the Board deferred to the Capital Fund Study Committee who have held several meetings regarding the issue and presented to the Department Head meeting today on their recommendation to allow capital items at this fall special town meeting for the last time with the intent of budgeting annually into the Capital Fund going forward beginning in May of 2019. Mr. Trabucco advised that to begin budgeting money into the Capital Fund, allocations would come from Free Cash which is certified each fall in September. After much deliberation and discussion, the Capital Fund Study Committee agreed to one more round of fall capital item submission, then a compressed or smaller round at the spring town meeting to begin the annual process. Mr. Trabucco stated that the process for future submission of capital items will be at the Town Manager's discretion, as they will decide where funding is directed in the warrant each year using the Capital Fund Committee as an advisory body. Department Heads will be working with a consultant to develop the town's Capital Improvement Plan, and the Town Manager will review each plan with each Department Head during the budget process to review and prioritize each item for town meeting submission. Mr. Trabucco asked if the town needs a bylaw in place this fall to execute on this plan; Mr. Buckley posited that a bylaw may not have the necessary deterrent to maintain the process, and suggested that the most important factor will be the direction of the Board of Selectmen to guide the town. Mr. Trabucco affirmed that the Board of Selectmen's leadership is the key. Mr. Thorne stated that a placeholder will be maintained should an article be necessary.

**VOTE TO OPEN THE SPECIAL TOWN MEETING WARRANT AND CLOSE SAME AUGUST 17, 2018 AT 4:30 PM**

Mr. Boyle moved to open the fall special town meeting warrant effective today and to close the warrant on August 17, 2018 at 4:00 pm; Mr. Trabucco seconded the motion. The vote was unanimously in favor.

**CONSIDER VOTE TO ADD ARTICLE: PROPOSED CITIZEN'S REQUEST FOR "SINGLE USE PLASTIC BAG REDUCTION"**

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Mr. Trabucco stated that the residents in support of a citizen's petition article in lieu of a Board of Health article have approached the Board of Selectmen to submit the article on the warrant on their behalf. Mr. Trabucco advised that their first draft of an article "Single Use Plastic Bag Reduction" mimics Marshfield's article. Mr. Trabucco moved to add the article as presented in the Board's materials. Mr. Boulter seconded the motion. Gordon Martin was present to caution the Board to take the necessary time to allow the subcommittee formed by the Board of Health to research the appropriate language for this article as there may only be one opportunity to bring it forward. Discussion ensued. Mr. Brown stressed the importance of the subcommittee efficiency and stated that the issue cannot be prolonged needlessly as residents have shown that they are ready for this to be heard at town meeting. Gary Fine, Board of Health member and subcommittee organizer was present to share the activities of the Board of Health to date, and stated that the intent of the subcommittee is to review the data and submit the best possible article for residents and businesses in the town at the spring town meeting. Mr. Fine pointed out that 61 town have passed a similar article but the remaining 75% of towns in the Commonwealth are taking the time to thoughtfully review the issue. Mr. Fine closed by voicing his wish that the citizen's supporting an article join with the subcommittee to develop the best plan for the town. Mr. Boulter withdrew his second of Mr. Trabucco's motion. Mr. Boulter moved to table this item for two weeks. Mr. Boyle seconded the motion. The vote was 4/1 with Mr. Trabucco opposed. Mr. Trabucco volunteered to reach out to the citizen's group and advise that the Board has tabled the item and request that they reach out to Mr. Fine, Mr. Martin and Mr. Adams who are the current members of the subcommittee with two vacancies left to be filled.

### **VOTE TO APPOINT ANDREW WANDELL PLANNING BOARD REPRESENTATIVE TO COMMUNITY PRESERVATION COMMITTEE**

Mr. Boyle moved to appoint Andrew Wandell as the Planning Board's representative to the Community Preservation Committee; Mr. Boulter seconded the motion. The vote was unanimously in favor.

### **CONSIDER A VOTE TO APPROVE FUNDING OF \$4,800 FROM CAMP PEMBROKE FUND FOR FIREWORKS SEPT. 15TH**

Mr. Boulter moved to appropriate the sum of \$4,800 from the Camp Pembroke Fund to supplement the cost of a fireworks demonstration on September 15, 2018. Mr. Brown seconded the motion. The vote was unanimously in favor.

### **VOTE TO APPROVE THE MINUTES OF JULY 9, 2018**

Mr. Boyle moved to approve the minutes of July 9, 2018; Mr. Brown seconded the motion. The vote was unanimously in favor.

### **VOTE TO APPROVE THE MINUTES OF JULY 23, 2018**

Mr. Boyle moved to approve the minutes of July 23, 2018 as written; Mr. Trabucco seconded the motion. The vote was 3/0/2 with Mr. Brown and Mr. Boulter abstaining.

### **OLD BUSINESS**

#### Record of Approved Bills and Payrolls July 30, 2018

Mr. Brown reported that on July 30, 2018 he personally reviewed seventeen account payable warrants totaling \$1,377,170.41 and one payroll warrants totaling \$231,836.94 prepared by the Town Accountant and authorized the itemized expenditures for payment. Mr. Trabucco moved to approve this report; Mr. Boyle seconded the motion. The vote was unanimously in favor.

### **TOWN ADMINISTRATOR'S REPORT**

#### Town Landing Handicapped Access Plans

Mr. Thorne advised that he is working with Weston & Sampson on the ADA Transition Plan to execute some of the necessary improvements at the beach at Town Landing and is applying for funding from the Office of the Commission on Disabilities at the state and the Community Preservation Committee. The plan includes handicapped accessible bathrooms and the creation of walkways to a ramp that enters the water. Mr. Thorne stated that he will also be applying for funding for ADA complaint sidewalks on Learning Lane.

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### **NEW BUSINESS**

Mr. Boulter reported that the Pembroke Herring Superintendent Mark Amorello has provided an update on the condition of herring in town. Mr. Amorello thanked the volunteers who work tirelessly during mid-summer and winter to maintain a clear path for spawning herring that return to Furnace and Oldham Ponds. Additionally, he reports that the new screens at the Gorham Pond diversion pipe designed and approved by Mass Division of Marine Fisheries were finally installed by the Brockton Water Commission. Mr. Amorello concluded by stating that the count of herring in Pembroke announced last week exceeded all expectation and was in excess of 348,000 spawning adults.

At 7:50 pm, Mr. Furlong read the upcoming issues from the agenda.

At 7:55 pm, Mr. Boulter moved to enter executive session under M.G.L. c.30A, Sec. 21(2) to conduct strategy sessions in contract negotiations with nonunion personnel: Police Chief's Contract, Treasurer/Collector's contract, Assistant Treasurer's contract; Mr. Trabucco seconded the motion. By roll call: Boyle – yes, Boulter – yes, Brown – yes, Trabucco – yes, Furlong – yes.

At 8:20 pm, Mr. Boyle moved to approve the employment agreement between the Town of Pembroke and the Assistant Treasurer; Mr. Boulter seconded the motion. The vote was unanimously in favor. Mr. Boyle moved to approve the employment agreement between the Town of Pembroke and the Treasurer/Collector; Mr. Boulter seconded the motion. The vote was unanimously in favor.

At 8:25 pm, Mr. Trabucco moved to adjourn; Mr. Brown seconded the motion. The vote was unanimously in favor.

### **MATERIALS & EXHIBITS**

Citizen's Petition First Draft Article "Single Use Plastic Bag Reduction" (BOS/TA Office)

Email, M. Heins RE: CPC Rep Appointment of A. Wandell (BOS/TA Office)

Draft Minutes of July 9 and July 23, 2018

Record of Approved Bills and Payrolls July 30, 2018

Letter, M. Amorello re: Herring Update (PHFC/BOS/TA Office)