

**MINUTES OF THE SELECTMEN'S SPECIAL MEETING  
MARCH 20, 2020**

**PRESENT:** Willard J. Boulter, Jr. (Chairman), Arthur P. Boyle, Jr. (Vice-Chairman), John G. Brown, Jr. (Clerk), Jessica M. Rushing (Selectman), Daniel W. Trabucco (Selectman), Edwin J. Thorne (Town Manager), David Jenkins (Town Counsel), Margaret Struzik (Town Clerk), Lisa Cullity (Health Agent), and others.

At 1:00 pm Mr. Boulter opened the meeting and advised that questions can be called in to 781-293-3893 where they will be answered during the meeting or posted on the website depending upon volume. Mr. Boulter advised that the Governor's Order Suspending Certain Provisions of the Open Meeting Law allows the meetings to go forward with remote participation by board members and the public.

**EMERGENCY MANAGEMENT UPDATE – COVID-19**

Health Agent Lisa Cullity was present before the Board; Wednesday PEMA closed all childcare centers and personal care facilities ahead of the Governor's Order issued March 19<sup>th</sup>. Calls regarding lack of compliance are directed to the Police Department. Further guidance was issued stating that all business open to the public of 5,000 square foot or less must maintain 10 or fewer persons within the establishment while maintaining social distancing (6 feet or more). All surfaces must be cleaned and sanitized regularly. Larger "box" stores may have more persons but are still encouraged to maintain distancing. Restaurants will remain take-out only. PEMA is working with Recreation on an application to the state to keep the facility open as emergency management day care. Senior Outreach continues with contact established with all high-risk seniors who have signed up for outreach and they can be reached at 781-294-8220. Thanks were given to the Pembroke Public Schools and Firehouse Food Pantry for running Grab and Go meal pick up events. Ms. Cullity advised that Pembroke, in Region 5C, has applied for a grant to purchase supplies needed. The PEMA stockpile of equipment has been distributed to the relevant departments and state and federal stockpile requests have been submitted. Ms. Rushing requested a one pager on the website containing all relevant information. Mr. Trabucco asked how Pembroke is positioned relevant to the rest of the region. Ms. Cullity advised she's been asked for our response documents by 17 other towns.

**LEGISLATIVE UPDATE – STATE REPRESENTATIVE**

Representative Josh Cutler was present before the Board to update legislative efforts regarding elections and more. Pembroke may reschedule the local election. Mr. Cutler advised that Monday the members will take up legislation delaying the State Senatorial Election to a date certain and giving cities and towns more options with regards to elections and town meetings. He also stated that the school closures through April 6<sup>th</sup> may be extended. Mr. Cutler outlined steps taken regarding waiving the seven day waiting period to file for unemployment and the eligibility for people opting to stay out of work to avoid exposure to COVID-19 as well as SBA economic disaster loans being available since the Governor's Declaration of Economic Disaster Area.

**1:00 MARGARET STRUZIK, TOWN CLERK: STATE SENATE ELECTION  
VOTE TO CONSOLIDATE PRECINCTS 1-5 FOR THE UPCOMING MARCH 31, 2020  
STATE SENATOR ELECTION; VOTE TO ADOPT LEGISLATION ESTABLISHING  
ALTERNATIVE METHOD OF NOTIFICATION OF CHANGE IN PRECINCTS**

Town Clerk Margaret Struzik advised that it is likely that the state election will be postponed however, she has worked with Representative Cutler to draft pending legislation allowing for a vote of the Board to consolidate polling locations, changing the notification system from postcard delivery to a reverse-911 telephone call to all households. The Clerk asked the Board to consider

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consolidating all five precincts to precinct one at Town Hall for the purposes of this election only and defined the process whereby staffing would be reduced to five poll workers and two police officers as recommended by the Police Chief. The vote sought is to move all precincts to Town Hall for this election only and further to approve legislation submitted last week to change the notification to allow the alternative method of notification as a reverse 911 call for this election only, and for the precincts to be changed back without notice. Ms. Rushing moved to hold the town election as recommended by the town Clerk whether it's on March 31 or at a delayed time, following the plan as outlined by the Town Clerk. Mr. Trabucco seconded the motion. Mr. Boulter disagreed with Town Hall as the proposed consolidated polling location and proposed the Pembroke Library instead. Discussion ensued. Further discussion ensued on the need for the vote versus postponing the vote to a time after the legislation passes. Ms. Rushing voiced support for the Clerk's plan. Mr. Trabucco concurred, and recommended adding the caveat of the passage of the legislation to the motion. Ms. Struzik advised that the Police Chief and PEMA have approved her proposed plan. Rushing amended her motion twice, with the final motion before the board as move to accept the plan as proposed by the Town Clerk to consolidate polling places to Town Hall pending legislation. Mr. Trabucco seconded the motion. The vote was 3/2 in favor with Mr. Boyle and Mr. Boulter opposed. Ms. Struzik advised that the Firehouse Pantry took in five tons of food and served 135 families last night, filling 450 bags of groceries grouped by family for pick up. They are proceeding with this week's order for 10,000 pounds of food and await the determination of their remaining essential services.

## **RECONSIDER PREVIOUS BOARD OF SELECTMEN VOTE REGARDING TOWN MANAGER BOARD OF SELECTMEN NEGOTIATION COMMITTEE**

Mr. Trabucco moved to reconsider that previous vote; Ms. Rushing seconded the motion, adding that it occurred on March 3<sup>rd</sup>. Mr. Trabucco advised that the vote taken included a circular discussion regarding who would negotiate a new Town Manager's contract, two members or the board of five. The vote to reconsider was unanimously in favor. Ms. Rushing stated that the request is to reconsider how the Board will determine who is on the negotiating team as the determination originally was unclear. Ms. Rushing moved that the two members be appointed by a vote of the Board versus the vote of the Chairman. Discussion ensued. David Jenkins of KP Law advised that the decision of members is determined by a majority of the Board. The vote on Ms. Rushing's motion, by roll call, was unanimously in favor.

Mr. Brown nominated Jessica Rushing and Dan Trabucco to be the negotiating committee regarding the new Town Manager contract. Mr. Boyle seconded the motion. The vote was 4/1 with Mr. Boulter opposed. Mr. Boulter requested that the new Committee members reach out to Mr. Chenard to confirm the process.

## **TOWN MANAGER'S REPORT**

Mr. Thorne advised that the Recycling Center will be open this Saturday but the Take It or Leave It area will remain closed due to an inability to socially distance.

## **NEW BUSINESS**

Discussion ensued on delivery of upcoming Selectmen's meeting through a remote format and unanimous agreement was reached on doing so. Mr. Boulter moved to join PACTV's remote meeting format; Mr. Trabucco seconded the motion. The vote was unanimously in favor.

Mr. Boulter read the upcoming issues and advised that they are now tentative; Ms. Rushing moved to postpone any Door-to-Door Solicitation Applications until further notice. Mr. Brown seconded

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the motion. The vote was unanimously in favor.

At 2:10 pm, Mr. Trabucco moved to enter into executive session under M.G.L. c.30A, Sec. 21 (2) to discuss strategy with regards to contract negotiations with non-union personnel, Town Manager's contract; Mr. Brown seconded the motion. By Roll Call vote: Boyle – yes, Brown – yes, Rushing – yes, Trabucco – yes, Boulter – yes.

**MATERIALS & EXHIBITS**

None