

**MINUTES OF THE SELECTMEN'S MEETING
APRIL 28, 2020
REMOTE MEETING HOSTED BY PACTV ON ZOOM PLATFORM**

PRESENT: Video: Willard J. Boulter, Jr. (Chairman), John G. Brown, Jr. (Clerk), Jessica M. Rushing (Selectman), Daniel W. Trabucco (Selectman), Michael Buckley (Town Accountant), Kathleen McCarthy (Treasurer-Collector), Sabrina Chilcott (Assistant Town Manager),
Audio: Arthur P. Boyle, Jr. (Vice-Chairman), Edwin J. Thorne (Town Manager)

At 3:00 pm Mr. Boulter opened the meeting and advised that, pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this public hearing of the Pembroke Board of Selectmen is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but the public can view this meeting while in progress. PACTV is providing this service live on Comcast Government Access channel 15, and for those without cable, on their PRIME streaming channel by visiting www.pactv.org/live. Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment, by emailing selectmen@townofpembroke.com or calling 781-709-1402. All votes taken during this meeting will be roll call votes.

DISCUSSION AND POSSIBLE VOTE TO RESCHEDULE SELECTMEN'S MEETINGS TO WEDNESDAY AT 7:00 PM WEEKLY

Mr. Trabucco moved to schedule the Board of Selectmen's meeting to Wednesday in the 7:00 pm time slot. Mr. Brown seconded the motion. By Roll Call Vote: Brown – yes, Rushing – yes, Trabucco – yes, Boulter – yes.

DISCUSSION AND REVIEW OF FY20 BUDGET REDUCTIONS

Town Accountant Michael Buckley was present before the Board to discuss the uncertainty surrounding fiscal 2021 as a result of declining local aid and local receipts. Discussion ensued on the importance of acting in fiscal 2020 to free up as much cash as possible prior to fiscal 2021. Mr. Buckley advised local receipts are projected to decline \$519,165 and there is a concern that Pembroke would face a negative free cash position if steps are not taken now to halt spending.

At 3:15 pm, Arthur Boyle joined the meeting via telephone.

The Finance Committee's recommendations for budget reductions and returned appropriations in the amount of \$556,641 was detailed and reviewed. Further discussion ensued on one-week furloughs indicated for Planning Board clerical, Town Facilities custodial, DMI inspectors, DMI clerical and Library staff due to building closures. Mr. Buckley stated that the financial picture of each department can be evaluated fiscally but each Department Head will know how to meet the savings necessary in their own departments. Mr. Trabucco inquired as to possible federal reimbursements and Mr. Buckley concurred but stated that the process is so slow that the town just received the final reimbursement for Storm Nemo which occurred in 2013. Discussion ensued on CPA contributions, process and amounts. Mr. Rushing asked for public safety data on call sheets, or runs, from March and April 2019 versus 2020. At 3:55 pm, Mr. Boulter's internet connection dropped. Mr. Boulter rejoined at 3:57 pm via telephone and then regained internet access and rejoined via video at 4:05 pm. Mr. Buckley confirmed that the School Department has met their reductions as listed and have freed up \$377,000. Ms. Rushing added that the Superintendent has indicated that there may be room for further reductions. Discussion ensued on the impact of short-term furlough cost benefit versus the financial plan as a whole. Mr. Trabucco, Boulter and Boyle

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voiced support for the plan as presented. Mr. Boyle moved to adopt the Town Accountant's recommendation as presented. Mr. Trabucco seconded the motion. Discussion ensued on Selectmen waiving their salaries for remainder of fiscal year. Mr. Boyle amended his motion to add "including two months of suspended pay to the Board of Selectmen". Mr. Trabucco seconded the amendment to the original motion. By Roll Call Vote: Boyle – yes, Brown – yes, Rushing – yes, Trabucco – yes, Boulter – yes.

REVIEW ANNUAL TOWN MEETING ARTICLES 6, 9,15 FOR RECOMMENDATIONS

Mr. Buckley reviewed the current full warrant with a tracker of the Board's last activity on it from March and stated that a pared down warrant will be before the Board with articles determined to be essential at an upcoming meeting. Mr. Trabucco requested that Mr. Buckley prepare and post the budget reductions as voted by the Selectmen; Ms. Rushing stated that a memo should go out to all departments regarding the spending freeze in effect.

VOTE TO ACCEPT THE MINUTES OF FEBRUARY 25, 2020

Mr. Boyle moved to accept the minutes of February 25, 2020 as written; Mr. Brown seconded the motion. The vote was unanimously in favor.

TOWN MANAGER'S REPORT

Mr. Thorne advised that The Board of Health with Pembroke Emergency Management's support voted an Order requiring the wearing of facial coverings in any essential business or government operation.

OLD BUSINESS

Mr. Boulter updated the public as to the count of herring in the streams at 111,000 and stated that is believed that the count is off due to colder than usual water temperatures this year versus last year.

At 4:05 pm, Mr. Boulter read the upcoming issues. Mr. Trabucco moved to adjourn; Mr. Brown seconded the motion. Ms. Rushing moved to adjourn; Mr. Brown seconded the motion. By Roll Call Vote: Boyle – yes, Brown – yes, Rushing – yes, Trabucco – yes, Boulter – yes.

MATERIALS & EXHIBITS

M. Buckley Presentation FY20 Reductions B.pptx (Accountant's Office)

Draft Warrant (BOS/TM Office)

Draft Minutes of February 25, 2020 (BOS/TM Office)