

EMERGENCY MANAGEMENT UPDATE

At 7:15 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@townofpembrokemass.org or calling 781-709-1402. All votes taken during this meeting will be roll call votes.

**BRANDON GULNICK – SELECTMEN’S GRANT AND PROJECT STATUS UPDATE
(FY20)**

Municipal Vulnerability Preparedness (MVP) - Planning Grant Overview

Materials or other exhibits used by the public body in an open meeting are available to the public within 10 days upon request.
Prepared by S. Chilcott May 6, 2020 Page 1 of 4

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Woodard & Curran decided to postpone the workshop to a later date. Woodard & Curran will move forward with the components of the plan that do not require public input and the Grants Team will continue to report progress to the EEA. Once restrictions are lifted the Town and Woodard & Curran will reschedule the CRB Workshop and move forward the completion of the Plan. A deadline extension has been requested.

Complete Streets Prioritization Plan – Planning Grant Overview

Pembroke's Grant Proposal to the Massachusetts Department of Transportation (MassDOT) to obtain funding to develop a Complete Streets Prioritization Plan was approved and awarded on November 6, 2020. After advertising a Request for Quote (RFQ) to several certified MVP Consulting Firms the Town received three (3) quotes and the Town Manager/Board of Selectmen's Review Team selected Woodard & Curran to develop a Complete Streets Prioritization Plan. The completion of this plan will allow the Town to leverage Tier 3 funding. Two (2) Public Meetings are required to obtain public input on the Complete Streets Prioritization Plan. The purpose is to determine Town-Wide goals by obtaining feedback on locations where challenges to pedestrian and bicycle connectivity and safety should be addressed. COVID-19 restrictions prevent the Town and Alta Planning + Design from holding large gatherings. Once COVID-19 Restrictions are lifted Public Input Meetings will be scheduled with the community and the Complete Streets Working Group. Alta Planning + Design will continue moving forward with the Grants & Research Project components of the plan that do not require public input and the Town will continue reporting to MassDOT. A deadline extension has been requested.

Municipal Americans with Disabilities Act (ADA) Construction Grant Overview

Pembroke's Grant Proposal to the Massachusetts Office on Disability to obtain funding to make ADA improvements at Town Landing Beach/ Park was approved and awarded on December 16, 2019. The Community Preservation Committee (CPC) provided recommended Matching Funds for this project in September of 2019. CPC also awarded funding to hire a Project Manager to oversee the project through completion. An RFP was advertised for Project Manager Services and Grady Consulting was awarded the contract on March 2, 2020. An RFQ was advertised for Poured in Place Rubber Surfacing and a Contractor was selected. DPW will demolish the existing building. The RFP for the construction of a new building is developed and ready to advertise, no later than April 6, 2020. The RFP may also include the installation of an ADA ramp on the Wampatuck Street side of the fence. We anticipate completion by June 30, 2020. A deadline extension was requested due to COVID-19.

Veteran's Heritage Grant Overview

Pembroke's Grant Proposal to the Massachusetts State Historical Records Advisory Board to obtain funding to revitalize Pembroke's Veteran's Memorial Park at 0 Curve Street was approved and awarded on February 10, 2020. The Veteran's Memorial Park Project has two (2) other funding sources, including the Community Preservation Committee (CPC) and a "Buy a Brick" fundraiser. The Request for Proposal (RFP) was advertised on March 9, 2020. The RFP deadline for the project is April 17, 2020 at which point a public bid opening will take place in the Town Clerk's Office. Bids will be reviewed the following week by the Town Manager/ Board of Selectmen's Review team, who will make a recommendation to the Town Manager. An awarded contractor is anticipated on April 21, 2020. A kick off meeting to review the contract with the awarded contractor is anticipated on April 24, 2020 with a project start date of June 1st. Project completion is scheduled for June 30, 2020.

Workplace Safety Grant Overview

Pembroke's Grant Proposal to the Massachusetts Department of Industrial Accidents was approved and awarded on December 6, 2020. The Town contracted Tiger Training for a 10 Hour OSHA Construction Industry - 24 people/ 2 classes, Aerial Lift Safety – 12 People/ 1 Class, Asbestos

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Awareness - 24 People/ 2 classes, Confined Space Entry – 12 People/ 1 class, Excavation/ Trenching Competent Person - 12 people/ 1 class, HAZCOM/ Globally Harmonized Systems (GHS) - 20 people/ 2 classes, Hoisting License 2A, 2B, 2C, 2D - 24 people/ 2 classes, and MA Certified Hot Work training – 24 people/ 2 classes. The Town contracted Derek Mossett to provide CPR/AED/First Aid Training to seventy-five (75) town staff. All of the trainings were scheduled, however, COVID-19 Restrictions caused the Town to reschedule them to a later date. Once COVID-19 Restrictions are lifted we will be rescheduling these trainings. A deadline extension was requested.

GAR Hall Project Overview

This is a CPC funded restoration project that has been under construction from August 2018 until late 2019. Disagreements between the Contractor and the Town resulted in several delays to project completion. The remaining work to complete this project includes the construction of an ADA compliant ramp (footings are in place, however, the contractor did not move forward with construction), completion of the rear Fire Egress (the egress is approximately 85% complete, however, the contractor did not move forward with the remaining 15%), the removal of one (1) window and cutin/frame of a new door (the contractor did not move forward with this component of the project), and the addition of two (2) false windows in the front of the building. Once approved, our Team anticipates advertising the remainder of the work to complete the GAR Hall Project. The Town did not spend the CPC balance with the contractor. The remaining funds will be used to contract a new company to complete the project. As soon as the Town Manager approves, I will advertise a new Request for Proposal and move forward with the process.

Mattakeesett Street Playground Project Overview

Pembroke received an earmark from the State for Playground improvements at the Mattakeesett Street ballfields. CPC recommended matching funds to complete the project and a landscaping company is donating labor to develop ADA accessible access routes into the playground. The remainder of the project includes relocating a Handicapped Parking Sign, removal and replacement of playground equipment, and removal of the sand surface and replacement with Poured in Place Rubber surfacing. The CPC matching funds for this project will be voted on at Town Meeting. A Request for Quote (RFQ) was advertised and Playground equipment was selected. Our Team anticipates ordering the equipment on April 3, 2020 to exhaust the Ear Mark from the State. The final invoice for the Earmark must be submitted by June 30, 2020. An RFQ was also submitted for Poured in Place Rubber surfacing companies and a company was selected. Upon Town Meeting Vote, DPW will clear the existing playground equipment and prepare the sand surface for Poured in Place Rubber. Once the rubber is poured, the new playground can be installed in the park. Mr. Gulnick concluded with the need for proactive grant system and proposed future grant proposals.

MICHAEL BUCKLEY – FY20, FY21 BUDGET UPDATE AND FINANCE DISCUSSION

Mr. Buckley recapped steps taken to date regarding FY20 including spending and hiring freezes. All departments have indicated that they can meet the reductions to accomplish goal of ending the fiscal year with the largest free cash amount possible. The School Committee is on next weeks agenda with an update; originally they forecasted a \$980,000 deficit, requiring the use of stabilization funds but they report that the figure is down to \$280,000 for FY20 which will be funded through last year's certified free cash. Regarding fiscal 2021, Mr. Buckley advised there are three working budgets and he would like to postpone an update until Mr. Chenard is on board. Mr. Trabucco inquired about the CARES Act funding with Plymouth County; Mr. Buckley advised that the initial distribution would be up to \$380,000 and submission will go in rounds through December.

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REVIEW, DISCUSS AND VOTE TO APPROVE AN ABRIDGED WARRANT FOR JUNE 16TH TOWN MEETING

The Board was presented with seventeen articles classified as essential for financial or statutory reasons, with all other articles submitted in the cycle held for future town meetings. Moderator Steve Dodge was present and stated that there are essentially three options. Proceed to a town meeting June 16 with this shortened warrant; postpone town meeting to a later date, or not hold a town meeting before the end of the fiscal year, bringing a 1/12 provisional budget forward. Discussion ensued. By consensus it was decided to bring this item forward at the next meeting.

VOTE TO ISSUE LETTER, MAYFLOWER HEALTH GROUP: REQUEST RATE HOLIDAY IN FY21

Mr. Buckley recommended that the town request a one-month health insurance contribution rate holiday from Mayflower Health Group. Mr. Boyle moved the Town Accountant's recommendation. Ms. Rushing seconded the motion. By roll call vote: Boyle – yes, Brown – yes, Rushing – yes, Trabucco – yes, Boulter – yes.

VOTE TO ISSUE LETTER, PLYMOUTH COUNTY RETIREMENT BOARD: REQUEST APPROPRIATION FREEZE FOR FY21

Mr. Buckley recommended that the town request an appropriation freeze to allow the town to pay in FY21 what we paid in FY20. Mr. Boyle moved the Town Accountant's recommendation. Ms. Rushing seconded the motion. By roll call vote: Boyle – yes, Brown – yes, Rushing – yes, Trabucco – yes, Boulter – yes.

VOTE TO APPOINT APPLICANT GINO FELLINI TO NORTH RIVER COMMISSION REP ALTERNATE VACANCY

Mr. Boyle moved the appointment of Gino Fellini; Ms. Rushing seconded the motion. By roll call vote: Boyle – yes, Brown – yes, Rushing – yes, Trabucco – yes, Boulter – yes.

TOWN MANAGER'S REPORT

Mr. Chenard stated that he is excited to be in Pembroke and will be setting up a few meetings next week as he gets started.

ASK THE SELECTMEN

Mr. Boulter asked the Board if they would like to place an item on next weeks agenda to reorganize the Board; consensus was achieved on finishing out the year with the current composition.

At 8:50 pm, Mr. Boulter read the upcoming issues. Mr. Trabucco moved to enter executive session under MGL c.30a, sec. 21(3) to discuss strategy with respect to strategy in collective bargaining if an open meeting will have a detrimental effect on the bargaining position of the public body, and the chair so declares, AFSCME Local 1700; Mr. Boulter so declared and Ms. Rushing seconded the motion. By Roll Call Vote: Boyle – yes, Brown – yes, Rushing – yes, Trabucco – yes, Boulter – yes.

MATERIALS & EXHIBITS

B. Gulnick Grant Status Report (BOS/TM Office)
Draft Warrant (BOS/TM Office)