

**MINUTES OF THE SELECTMEN'S MEETING
MAY 27, 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), Steve Dodge (Moderator), Lisa Cullity (PEMA), William Chenard (Town Manager), Sabrina Chilcott (Assistant Town Manager), Margaret Struzik (Town Clerk)
Audio: Arthur P. Boyle, Jr. (Vice-Chairman)

EMERGENCY MANAGEMENT UPDATE

Ms. Cullity gives an emergency management update to the board. She states that phased opening has begun with the first phase underway. The six steps mandated for compliance are being observed. Pembroke's case count remains below one per day. Ms. Cullity along with both chiefs have assessed Pembroke Highschool to see if there is a way to hold Town Meeting. The auditorium could hold 86-90 people and the gym could hold 190-200 people. Ms. Cullity states that three challenges remain. The first being assemblance guidelines, and whether the wrong message could be sent to residents that they may gather for Town Meeting but that is all. The second is that there is no ability to limit attendance, the logistics would barely allow for 300 people to be accommodated without social distancing. PEMA cannot sanction this violation. Finally, Town Meeting would not be accessible to the vulnerable residents, who are the most common attendees. To have Town Meeting, a significant amount of money would be spent for custodial services, ushers, counters, and checkers. Ms. Cullity's final note was that PEMA had a positive zoom meeting with the Pembroke Chamber of Commerce. Extremely helpful information was shared, and both groups will make it a weekly event going forward to support reopening.

VOTE TO APPOINT TOWN MANAGER WILLIAM CHENARD AS PEMBROKE'S REPRESENTATIVE TO MAYFLOWER HEALTH GROUP

Mr. Boyle makes a motion to appoint William Chenard as Pembroke's representative to Mayflower Health Group, Mr. Trabucco seconds. By rollcall; Ms. Rushing – yes, Mr. Brown – yes, Mr. Trabucco – yes, Mr. Boyle – yes, Mr. Boulter – yes.

DISCUSSION/POSSIBLE VOTE TO REDUCE TOWN MEETING QUORUM

Mr. Dodge states that final approval has not been given by the senate yet, Representative Cutler is hopeful that it will get to the governor's desk soon.

DISCUSSION/POSSIBLE VOTE TO CHANGE DATE AND/OR LOCATION OF TOWN MEETING

Discussion ensued on looming deadlines. Mr. Dodge recommends waiting another week to see what happens with the legislature. He also recommends a public forum in conjunction with PACTV to discuss the warrants and inform the residents on what they are voting on. Ms. Struzik states that if Town Meeting is pushed back to after the election, it is important to publicize the election as many residents find out about elections at Town Meeting. Mr. Trabucco believes Town Meeting needs to be held before July 1 because of the emergency borrowing article related to the water department project. Mr. Chenard agrees regarding this issue for a Town Meeting to occur as soon as safely possible. Discussion ensues about a possible outdoor Town Meeting. Ms. Rushing makes a motion to move Town Meeting to June 23, 2020, location to be determined, Mr. Brown seconds. By rollcall; Ms. Rushing – yes, Mr. Brown – yes, Mr. Trabucco – yes, Mr. Boulter – yes.

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TOWN CLERK'S REQUEST TO MODIFY ELECTION HOURS ON JUNE 20, 2020

Ms. Struzik would like to remove this item from discussion and possible vote.

DISCUSSION OF SOLID WASTE BUDGET/VOTE TO INCREASE MUNICIPAL USER'S FEE

Mr. Chenard reviews the solid waste budget and current contract. He discusses the increase in tipping fees as the driving force behind raising the municipal user's fee. Mr. Chenard recommends a trash fee of \$330.00 after discussion with the Town Accountant and the Treasurer. He states that if the board would like to leave the fees as is, services such as the recycle center and bulk item pickup would need to be stopped. Mr. Trabucco states that he is in support, and if the tipping fees go down, he would be in favor of reducing the fee again. Mr. Trabucco makes a motion to support the Town Manager's recommendation of raising the trash fee to \$330.00 as well as the recommendation to support the use of \$100,000.00 of retained earnings to sustain the fee, Ms. Rushing seconds. By rollcall: Ms. Rushing – yes, Mr. Brown – yes, Mr. Trabucco – yes, Mr. Boulter – yes.

TOWN MANAGER REVISED FY21 BUDGET PRESENTATION

Mr. Chenard discusses the upcoming FY21 budget, specifically requests for Town Meeting, revenue estimates, expense requests, and enterprise fund requests. The budget request at Town Meeting will total \$64 million dollars. Mr. Chenard notes that there are still many unknown numbers for the upcoming budget. The estimated revenue will be approximately \$65 million dollars. He states in this proposal, all of that will need to be spent. Mr. Chenard discusses revenue in detail. State aid is a very difficult number to project this year due to the pandemic. Mr. Chenard states that meals tax is extremely challenging to predict as well.

Mr. Chenard details the upcoming expenses. Snow and ice as well as OPEB will not be funded. Mr. Chenard states that some numbers are down due to vacancies and possible furloughs. This budget does not account for accurate state aid numbers or Cares Act funds that will be distributed. Mr. Chenard states that there are also Collective Bargaining Contracts that are not yet settled. Mr. Chenard details the solid waste enterprise fund with a note that tipping fees have increased by 37%. Next, Mr. Chenard details the water enterprise fund. He states that the rate increase for water will cover costs in that fund.

DISCUSS/VOTE RECOMMENDATIONS FOR ARTICLES 1, 2, 3, 5, AND 12

Ms. Rushing makes a motion for favorable action on article 1, Mr. Brown seconds. By rollcall: Ms. Rushing – yes, Mr. Brown -yes, Mr. Trabucco – yes, Mr. Boulter – yes. Mr. Brown would like to discuss the board's stipend in article 2. Mr. Trabucco states that going forward, the board can vote each month to rescind the stipend as they have been doing but it should remain in the article. Ms. Rushing makes a motion for favorable action on article 2, Mr. Trabucco seconds. By rollcall: Ms. Rushing – yes, Mr. Brown – yes, Mr. Trabucco – yes, Mr. Boulter – yes. Ms. Rushing makes a motion for favorable action on article 3, Mr. Trabucco seconds. By rollcall: Ms. Rushing – yes, Mr. Brown – yes, Mr. Trabucco – yes, Mr. Boulter – yes. Mr. Trabucco makes a motion for favorable action on article 5, Ms. Rushing seconds. By rollcall: Ms. Rushing – yes, Mr. Brown – yes, Mr. Trabucco – yes, Mr. Boulter – yes. Mr. Boulter was waiting on more information for article 12, he believes the board should vote on it tonight. Mr. Trabucco makes a motion for favorable action on article 12, Mr. Brown seconds. By rollcall: Ms. Rushing – yes, Mr. Brown – yes, Mr. Trabucco – yes, Mr. Boulter – yes.

TOWN MANAGER'S REPORT

MINUTES OF THE SELECTMEN'S MEETING

Mr. Chenard informs the board that Town Hall will be open to the public for business beginning on June 1 and there will not be evening hours. Visitor's will need to social distance and wear masks. Plexiglass has been installed at all public counters. The Pembroke Public Library will begin curbside service on June 1 as well. They will not be open to the public. Visit the library's website for more information. The Council on Aging will begin transportation by appointment only beginning on June 1.

Mr. Chenard states that a letter from the Attorney General's office stating that Pembroke has received \$30,000.00 for the small business relief grant. Mr. Chenard would like to form a subcommittee for disbursement of this grant.

ASK THE SELECTMEN

There is nothing for ask the selectmen.

Mr. Boyle states that he had a malfunction on his phone that prevented his votes from being heard.

At 8:35 pm, Mr. Boulter read the upcoming issues. Mr. Boyle makes a motion to adjourn, Mr. Brown seconds. By rollcall: Ms. Rushing – yes, Mr. Brown – yes, Mr. Trabucco – yes, Mr. Boyle – yes, Mr. Boulter – yes.

MATERIALS & EXHIBITS

Budget Presentation (BOS/TM Office)

Town Meeting Warrant Articles (BOS/TM Office)