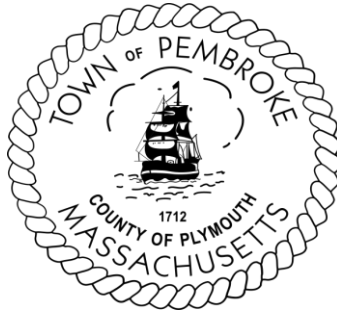


TOWN OF PEMBROKE, MASSACHUSETTS



ADVISORY COMMITTEE RECOMMENDATIONS

2022

ANNUAL TOWN MEETING WARRANT

**ATTEND THE ANNUAL TOWN MEETING
TUESDAY, MAY 10, 2022
7:00 P.M.**

**PEMBROKE HIGH SCHOOL
LEARNING LANE
PEMBROKE, MA**

TERMS USED IN MUNICIPAL FINANCE

APPROPRIATION: An authorization granted by a town meeting, city council or other legislative body to expend money and incur obligations for specific public purposes.

AVAILABLE FUNDS: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other onetime costs. Examples of available funds include free cash, stabilization funds, overlay surplus, water surplus and enterprise net assets unrestricted (formerly retained earnings).

BUDGET: A plan for allocating resources to support particular services, purposes and functions over a specified period of time.

DEBT AUTHORIZATION: Formal approval by a two-thirds vote of town meeting or city council to incur debt, in accordance with procedures stated in MGL Ch.44 §§ 1, 2, 3, 4a, 6-15.

FISCAL YEAR: Since 1974, the Commonwealth and municipalities have operated on a budget cycle that begins July 1 and ends June 30. The designation of the fiscal year is that of the calendar year in which the fiscal year ends. Since 1976, the federal government fiscal year has begun on October 1 and ended September 30.

FREE CASH: Remaining, unrestricted funds from operations of the previous fiscal year including unexpended free cash from the previous year, actual receipts in excess of revenue estimates shown on the tax recapitulation sheet, and unspent amounts in budget line-items.

LEVY (TAX LEVY) – The amount a community raises through the property tax. The levy can be any amount up to the levy limit, which is re-established every year in accordance with Proposition 2½ provisions.

LOCAL AID (CHERRY SHEET): Revenue allocated by the Commonwealth to cities, towns and regional school districts. Estimates of local aid are transmitted to cities, towns and districts annually by the “Cherry Sheets”. Most Cherry Sheet aid programs are considered general fund revenues and may be spent for any purpose, subject to appropriation.

LOCAL RECEIPTS: Locally generated revenues, other than real and personal property taxes. Examples include motor vehicle excise, investment income, meals tax, fees, rentals, and charges.

MAINTENANCE BUDGET: A no-growth budget that continues appropriations for programs and services at their current year levels. The actual appropriation to maintain programs and services may still increase due to inflation and other factors.

OVERRIDE: A vote by the community at an election to permanently increase the levy limit. An override vote may increase the levy limit no higher than the levy ceiling. The override question on the election ballot must state a purpose for the override and the dollar amount.

RAISE AND APPROPRIATE: A phrase used to identify a funding source for an expenditure or expenditures, which refers to money generated by the tax levy or other local receipt.

RESERVE FUND: An amount set aside annually within the budget to provide a funding source for extraordinary or unforeseen expenditures.

REVOLVING FUND: Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

STABILIZATION FUND: A fund designed to accumulate amounts for capital and other spending purposes, although it may be appropriated for any lawful purpose (MGL Ch.40 §5B).

A BRIEF GUIDE TO PEMBROKE TOWN MEETING PROCEDURES

If you wish to speak:

The proper procedure is to stand at the microphone until the moderator has recognized you or someone else. Wait for the microphone and give your name and address before you proceed. You should not interrupt the speaker except in an extreme case to raise a point of order.

Any person must cease and yield the floor at the moderator's request. During debate, the speaker is required to address the moderator. Questions may be asked only through the moderator.

Asking Questions about Procedure:

The voter can always ask the moderator about questions of procedure. If the voter is not clear as to what he is voting on, or what the effect of the passage of the pending motion will be, he should ask the moderator for clarification.

Advice on Preparing Motions or Amendments:

The Town Counsel is available for consultation concerning wording and procedure for making motions or amendments from the floor.

Main Motions:

A main motion proposes action under the article of the warrant being considered. Main motions may be made only when no other business is pending. They are the basic motions, and others revolve around them.

Motions to Amend:

A proposal to change the main motion before the meeting is made by a motion to amend. It may itself be amended. The first amendment is called the primary amendment and an amendment to the primary amendment is called the secondary amendment. No further amendments are permitted to keep matters from getting too complicated. (In other words – only three motions are allowed on the floor).

Other Motions and Points of Order:

A motion to adjourn may be made at anytime. Adjournment must be to a scheduled time and place. When all articles in the warrant have been disposed of, a motion to dissolve is in order.

If you wish to terminate debate on a motion and call for an immediate vote, you can “move the previous question”. This motion is not debatable and requires a two-thirds vote.

A Point of Order is a question. On a point of order a voter may raise one or more of the following questions and no others:

1. Is the speaker entitled to the floor?
2. Is what the speaker is saying or proposing indecorous, frivolous, irrelevant, illegal or contrary to proper procedure?
3. Is pending action frivolous, irrelevant, illegal or contrary to proper procedure?

SUMMARY OF MOTIONS

Name of Motion

<u>Main Motions</u>	<u>Debatable</u>	<u>Votes Required</u>
1. Motion to take action under article	yes	Majority or 2/3rds as may be required
2. Motion to take up articles out of order	yes	4/5ths
3. Motion to reconsider an article acted upon and disposed of	yes	majority
4. Motion to Indefinitely Postpone	yes	majority

Subsidiary Motions

1. Previous question (which ends debate)	no	2/3rds
2. Motion to amend main motion	yes	majority

Privileged Motions

1. To adjourn to a fixed time or recess	no	majority
2. Question quorum count to *open meeting	no	no vote
3. Question quorum count to **continue meeting	no	no vote
4. Fix time to (or at) which to adjourn	yes	majority

Article II

SECTION 10.

The number of voters necessary to constitute a quorum for the purposes of calling the meeting to order shall be ***one hundred and fifty (150)**. Thereafter, the quorum requirement shall be ****one hundred (100)** for the further transaction of business, including adjourned sessions and such parts of the meeting that are devoted exclusively to the election of officers. (Art.14 STM 11/15/2012)

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF PEMBROKE
ANNUAL TOWN MEETING WARRANT
TUESDAY, MAY 10, 2022**

PLYMOUTH, ss.

To either of the Constables of the Town of Pembroke in the County aforesaid.

Greeting: In the name of the Commonwealth of Massachusetts, you are hereby required and directed to notify and warn the inhabitants of the Town of Pembroke who are qualified to vote on Town affairs and Elections therein to meet at the

**PEMBROKE HIGH SCHOOL
80 LEARNING LANE, PEMBROKE, MASSACHUSETTS
ON TUESDAY, THE TENTH DAY OF MAY, 2022
AT SEVEN O'CLOCK IN THE EVENING**

then and there to act on the following articles:

ARTICLES 1 - 15

ARTICLE 1 – WAGE & CLASSIFICATION PLAN

To see if the Town will vote to amend schedules A, B and C of the Classification and Compensation By-laws according to the schedules listed in **Appendix A** attached to this warrant and to raise and appropriate, transfer from available funds, or otherwise provide a sum of money to fund any changes thereto, or take any action relative thereto.

ADVISORY COMMITTEE RECOMMENDATION:

SELECT BOARD RECOMMENDATION:

EXPLANATION: *This article allows the Town to set the salaries and wages of Town employees that are not employed under the conditions of a collective bargaining agreement, employment contract or employed by the School Committee. It is generally the vehicle used to grant cost of living increases and may be amended from time to time either within this article or through a separate Town Meeting action.*

Submitted by the Town Manager

Favorable Action

Favorable Action

ARTICLE 2 – OPERATING BUDGET

To see what sums the Town will raise by taxation or otherwise to pay Town Debts and for the purpose of funding personal services and expenses for Town operations as may be necessary for the ensuing Fiscal Year commencing July 1, 2022 and to fix the salary and compensation of all elective officers and employees of the Town, as provided by Section 108 and 108A of Chapter 41, Mass. General Laws, and applicable amendments thereto, and appropriate the same, as shown in **Appendix B** attached to this warrant, or take any action relative thereto.

ADVISORY COMMITTEE RECOMMENDATION:

SELECT BOARD RECOMMENDATION:

EXPLANATION: *This article presents the Fiscal Year 2023 operating budget as prepared by the Town Manager. Included in the article are the department's requests and the Advisory Committee recommendations.*

Submitted by the Town Manager

Favorable Action

Favorable Action

ARTICLE 3 – WATER ENTERPRISE OPERATING BUDGET

To see if the town will vote to raise and appropriate and/or transfer from available funds a sum of money to operate the Water Enterprise Fund as shown in **Appendix C** attached to this warrant, or take any other action relative thereto.

ADVISORY COMMITTEE RECOMMENDATION:

SELECT BOARD RECOMMENDATION:

EXPLANATION: *This Article sets the Fiscal Year 2023 operating budget for the Water Division of the Department of Public Works.*

Submitted by the Town Manager

Favorable Action

Favorable Action

ARTICLE 4 – SOLID WASTE OPERATING BUDGET

To see if the town will vote to raise and appropriate and/or transfer from available funds a sum of money to operate the Solid Waste Enterprise Fund as shown in **Appendix D** attached to this warrant, or take any other action relative thereto.

ADVISORY COMMITTEE RECOMMENDATION:

SELECT BOARD RECOMMENDATION:

EXPLANATION: *This Article sets the Fiscal Year 2023 operating budget for the Town's Solid Waste related operations.*

Submitted by the Town Manager

Favorable Action

Favorable Action

ARTICLE 5 – CAPITAL BUDGET

To see if the Town will raise and appropriate, transfer from the Water Enterprise Fund, the Stabilization Fund, or other available funds, and/or authorize borrowing or leasing, a sum or sums of money for capital projects and/or equipment in accordance with the following capital budget schedule, which is incorporated by reference herein, and further to authorize the Select Board, acting as Water Commissioners, to impose betterments pursuant to M.G.L. Chapters 80 and 83 (see **Appendix E** attached to this warrant - Capital Projects Requests to follow); further, any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, or take any action in relation thereto.

ADVISORY COMMITTEE RECOMMENDATION:

SELECT BOARD RECOMMENDATION:

EXPLANATION: *This article presents the Fiscal Year 2023 **capital** budget as prepared by the Town Manager. Included in the article are the department's requests and the Advisory Committee recommendations.*

Submitted by the Town Manager

Favorable Action

Favorable Action

ARTICLE 6 – TRUST FUND TRANSFERS

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be deposited into the OPEB Trust Fund, Separation Pay Fund, Special Injury Leave Fund, Workers' Compensation Insurance Fund, Capital Stabilization Fund, Water Stabilization Fund and the Stabilization Fund, or take any other action relative thereto.

ADVISORY COMMITTEE RECOMMENDATION:

Submitted by the Town Manager

Favorable Action

SELECT BOARD RECOMMENDATION:**Favorable Action**

EXPLANATION: *This article proposes to appropriate funds available from free cash and places them into the following funds:*

OPEB Trust Fund:	Recommendation \$ 125,000 from Free Cash
* Separation Pay Benefits Fund:	Recommendation \$ 150,000 from Free Cash
Capital Stabilization Fund:	Recommendation \$ 50,000 from Free Cash
Stabilization Fund:	Recommendation \$ 50,000 from Free Cash
Special Injury Leave Fund:	Recommendation \$ 25,000 from Free Cash
Workers Compensation Insurance Fund:	Recommendation \$ 50,000 from Free Cash
* <i>Authorized under Article 16 of the November 4, 2003 Special Town Meeting</i>	

ARTICLE 7 – COMMUNITY PRESERVATION FUND ALLOCATIONS

To see if the Town will vote to appropriate and/or reserve from the Community Preservation annual revenues the following amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2023, with each item to be considered a separate appropriation:

Appropriations:

From FY23 estimated revenues for Historic Resources Reserve	\$ 45,000
From FY23 estimated revenues for Community Housing Reserve	\$ 45,000
From FY23 estimated revenues for Open Space Reserves	\$ 45,000
From FY23 estimated revenues for Committee Administrative Expenses	\$ 20,000

and further to appropriate any remaining balance of funds as of the termination of the 2022 Annual Town Meeting from Community Preservation Fund FY23 Annual Revenues to the Annual Budgeted Reserve, or take any other action relative thereto.

Submitted by the Community Preservation Committee

ADVISORY COMMITTEE RECOMMENDATION:**Favorable Action****SELECT BOARD RECOMMENDATION:****Favorable Action**

EXPLANATION: *This article satisfies a mandate by the State in the Community Preservation Act. It is stated in the act that each year the Town must reserve a minimum of 10% for each category from the projected combined income from our 1% surcharge and funding from the State.*

ARTICLE 8 – REVOLVING FUND LIMITS

To see if the Town will vote to set the FY2023 annual spending limits on the Revolving Funds set forth in Article X-A of the Town of Pembroke General Bylaws in accordance with Massachusetts General Laws Chapter 44, § 53E½ as follows, or take any other action relative thereto.

<u>Revolving Fund</u>	<u>Limit on Spending</u>
LIBRARY	\$25,000
TOWN LANDING	\$25,000
TREASURER/COLLECTOR	\$50,000
DPW CEMETERY	\$10,000
DPW TREE	\$20,000

CONSERVATION 3	\$20,000
COUNCIL ON AGING 1	\$110,000
BOARD OF HEALTH	\$5,000
HISTORIC DISTRICT COMM.	\$3,000
RECREATION COMMISSION	\$50,000
COUNCIL ON AGING 2	\$20,000
POLICE DEPARTMENT	\$20,000
TOWN CLERK	\$20,000

Submitted by the Town Clerk, Board of Health, Conservation Commission, Council on Aging, D.P.W., Historical District Commission, Library Trustees, Police Department, Recreation Commission and Town Landing Committee.

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD RECOMMENDATION:

Favorable Action

EXPLANATION: *This article, which was authorized by the Municipal Modernization Act of 2016, sets the limits on revolving funds. These funds allow the above listed departments to retain certain revenues and use these receipts in support of the programs for which the fee was charged.*

ARTICLE 9 – FUND COLLECTIVE BARGAINING AGREEMENTS

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum of money for the purpose of funding the cost of items of the first year of any new collective bargaining agreements between the Town and the Pembroke Permanent Firefighters Association, Council 93, Local 1700 (Water Enterprise) and Council 93, Local 1700 (Public Works), or take any other action relative thereto.

ADVISORY COMMITTEE RECOMMENDATION:

Submitted by the Select Board

Favorable Action

SELECT BOARD RECOMMENDATION:

Favorable Action

EXPLANATION: *This article allows the Town to fund collective bargaining agreements negotiated between the Select Board and the listed Town Unions.*

ARTICLE 10 – ACCEPT LISA’S LANE AS A PUBLIC WAY

To see if the Town will accept as a Town way, the roadway know as Lisa’s Lane and shown on the street layout plan entitled Lisa’s Lane dated June 7, 2021, prepared by Grady Consulting, LLC, on file with the Town, as heretofore ;aid out by the Select Board, and to authorize the Select Board to acquire, by purchase, gift, and/or eminent domain, the fee to or an easement in said for all purposes for which public ways are used in the Town, and any access, drainage, utility and/or other easements related or incidental thereto; or take any other action relative thereto.

Submitted by the Select Board and the Planning Board

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD RECOMMENDATION:

Favorable Action

EXPLANATION: *The Planning Board has approved the road as it meets the Subdivision Control Law.*

ARTICLE 11 – AMEND ZONING BYLAWS – WASHINGTON STREET

To see if the Town will vote to amend the Town of Pembroke Zoning Map and Section III.4.G. of the Town of Pembroke Zoning Bylaws, “Business District B: Washington Street,” by changing the distance of the rear boundary line from 450 feet to 800 feet and by changing the beginning (northernmost extent) of the described area to a point 100 feet north of Pudding Brook instead of south of Pudding Brook.

Submitted by the Planning Board

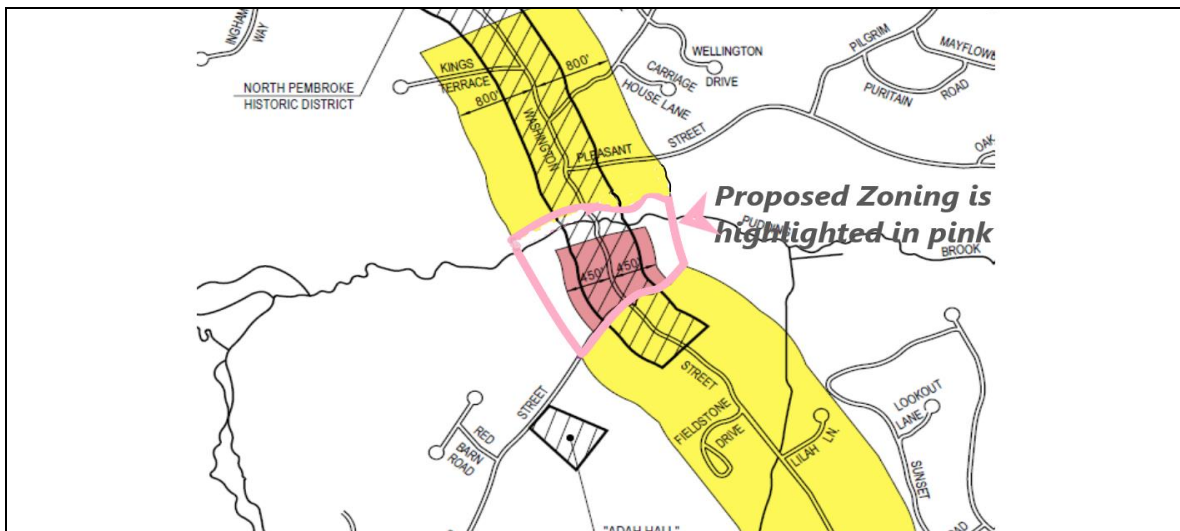
ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD RECOMMENDATION:

Town Meeting Floor

EXPLANATION: **Planning Board recommends Favorable Action.** *Passage of this article would correct an inconsistency in the Zoning Bylaws Business District B and create uniformity in the zoning of this business district.*



ARTICLE 12 – COMMUNITY PRESERVATION FUNDED PROJECT PROPOSALS

To see if the town will vote to adopt and approve the following recommendations of the Pembroke Community Preservation Committee for fiscal year 2023, and to see if the town will vote to implement such recommendations by appropriating a sum or sums of money from the community preservation fund. Each recommendation is to be voted on individually.

Submitted by the Pembroke Community Preservation Committee

Recommendation A: To appropriate the sum of \$50,000.00 from the undesignated reserve fund for recreational purposes, and that said funds be granted to the Pembroke Public Schools for Phase 3 of the athletic fields project, or take any other action relative thereto.

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD RECOMMENDATION:

Favorable Action

Recommendation B: To appropriate the sum of \$1,980.00 from the undesignated reserve fund and that said funds be granted to Pembroke Youth Baseball for drainage at Mattakeesett Street Field D, or take any other action relative thereto.

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD RECOMMENDATION:

Favorable Action

Recommendation C: To appropriate the sum of \$30,000.00 from the historic resources reserve fund and that said funds be granted to the Cobb Library Trustees for roof replacement at the Cobb Library for historic preservation purposes, or take any other action relative thereto.

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD RECOMMENDATION:

Favorable Action

Recommendation D: To appropriate the sum of \$32,000.00 from the undesignated reserve fund, and that said funds be granted to the Town Manager for supplemental funding for playground equipment at the Mattakeesett Street playground, for recreational purposes, or take any other action relative thereto.

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD RECOMMENDATION:

Favorable Action

Recommendation E: To appropriate the sum of \$50,000.00 from the undesignated reserve fund, and that said funds be granted to the Town Manager to complete Phase I of the playground restoration project at Birch Street, Community Center, Magoun, and Brick Kiln Lane playgrounds, for recreational and purposes, or take any other action relative thereto.

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD RECOMMENDATION:

Favorable Action

Recommendation F: To appropriate the sum of \$15,600.00 from the undesignated reserve fund, and that said funds be granted to the Town Manager for ADA accessibility improvements to the Herring Run Park, for open space purposes, or take any other action relative thereto.

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD RECOMMENDATION:

Favorable Action

Recommendation G: To appropriate the sum of \$35,000.00 from the undesignated reserve fund, and \$35,000 from the historic resources funds, and that said funds be granted to the Department of Public Works for Phases I & II of the Mount Pleasant Cemetery restoration project, including stone wall replacement, for historical preservation purposes, or take any other action relative thereto.

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD RECOMMENDATION:

Favorable Action

ARTICLE 13 – ACCEPT TOWN REPORTS

To hear and act on the Reports of the Town Officers and Committees, or take any action relative thereto.

Submitted by the Select Board

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD RECOMMENDATION:

Favorable Action

EXPLANATION: *This article allows any standing Board or Committee the opportunity to inform the Town of any important developments. All reports for the calendar year that were submitted by Department and Committee Heads are printed in the Annual Town Report.*

ARTICLE 14 – ANNUAL TOWN ELECTION

To bring to the Election Officers their vote, all on one ballot, for the following named Officers and Committees, to Wit:

One Moderator for three years; one Select Board member for three years; one Assessor for three years; one Board of Health member for three years; one Library Trustee to fill a one year vacancy; two Library Trustees for three years; two Planning Board member for five years; one Constable for three years; one School Committee member for three years; one DPW Commissioner for three years; or take any other action relative thereto.

Submitted by the Town Clerk

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD RECOMMENDATION:

Favorable Action

EXPLANATION: *Meeting for the Election of Officers to be held on Saturday, May 14, 2022 at: Pembroke Town Hall, Veteran's Hall (Precinct 1), Pembroke Community Middle School (Precinct 2 & 4), Bryantville Elementary School (Precinct 3) and North Pembroke Elementary School (Precinct 5).*

ARTICLE 15 – COMMUNITY CENTER BUILDING PROJECT

To see if the Town will appropriate the sum of \$2,600,000, and supplement the funding voted under Article 27 of the June 22, 2021 Town Meeting for the design and construction of a Community Center, including all costs incidental thereto, and to authorize the Treasurer, with the approval of the Select Board, to borrow said amount pursuant to M.G.L. c. 44 or any other enabling authority and to issue bonds or notes of the Town therefor, or take any other action relative thereto.

Submitted by the Select Board

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD RECOMMENDATION:

Favorable Action

EXPLANATION: *The purpose of this article is to bridge the funding gap resulting from significantly increased demolition and hazardous material mitigation costs and inflation impacts on materials and general construction operations and procurement.*

APPENDIX A

Wage Classification Plan, Article 1

COMPENSATION SCHEDULES

ANNUAL SALARY SCHEDULE A

FULL TIME OFFICERS AND EMPLOYEES

EFFECTIVE JULY 1, 2022 THROUGH JUNE 30, 2023

<u>Title</u>	<u>SA</u>	<u>Minimum</u>	<u>Proposed Minimum</u>	<u>2nd Year</u>	<u>Proposed 2nd Year</u>	<u>Maximum</u>	<u>Proposed Maximum</u>
Lieutenant (Fire) Captain (Fire)	SA-5	n.a.	n.a.	n.a.	n.a.	563	574
Call Firefighters	SA-6	n.a.	n.a.	n.a.	n.a.	428	436
Youth Services Librarian	SA-11	53,048	53,844	58,183	59,056	63,382	64,332
Assistant Librarian	SA-12	15,632	15,867	16,030	16,271	18,531	18,809
Associate Librarian II	SA-13	46,874	47,578	49,211	49,949	51,572	52,346
Associate Librarian I	SA-14	41,259	41,878	43,855	44,513	45,508	46,191
Coordinator/Dir. of Recreation	SA-15	58,325	59,200	61,620	62,545	64,698	65,668
Building Inspector/Zoning Agent	SA-16	69,716	70,762	72,697	73,788	74,513	75,631
Animal Control Officer	SA-17	44,988	45,662	49,537	50,280	52,556	53,344
Dir. of Planning & Comm. Dev.	SA-22	65,720	66,706	70,715	71,776	75,606	76,740
Library Director	SA-27	75,335	76,465	84,407	81,600	96,287	87,720
Health Agent	SA-28	66,137	67,129	68,177	69,199	71,772	72,849
Council on Aging Director	SA-29	56,357	57,203	59,176	60,063	62,135	63,067
Library Assistant Director	SA-31	52,759	53,551	56,979	57,834	62,179	63,750
Generalist Reference Librarian	SA-32	49,832	50,580	53,940	54,749	59,566	60,459

ANNUAL SALARY SCHEDULE B

APPOINTED PART TIME OFFICERS AND EMPLOYEES

EFFECTIVE JULY 1, 2022 THROUGH JUNE 30, 2023

<u>Title</u>	<u>Annual Salary</u>	<u>Proposed Annual Salary</u>
Conservation Agent Field Agent	35,957	36,497
Wiring Inspector	29,440	29,882
Veterans Agent	18,782	19,064
Plumbing Inspector	14,471	14,689
Gas Inspector	14,471	14,689
Animal Inspector	7,479	7,591
Summer Playground Director	7,317	7,427
Inspector of Weights & Measures	6,809	6,911
Assistant Wiring Inspector	5,550	5,634
Assist. Summer Playground Director	4,967	5,041
Herring Fisheries Superintendent	2,892	2,935
Civil Defense Director	2,892	2,935

APPENDIX A

Wage Classification Plan, Article 1

COMPENSATION SCHEDULES

HOURLY WAGE SCHEDULE C

FULL TIME/PART TIME EMPLOYEES

EFFECTIVE JULY 1, 2022 THROUGH JUNE 30, 2023

<u>Department</u>	<u>SC</u>	<u>Minimum</u>	<u>Proposed Minimum</u>	<u>2nd Year</u>	<u>Proposed 2nd Year</u>	<u>Maximum</u>	<u>Proposed Maximum</u>
Matron	SC-1	25.83	26.21	28.50	28.92	32.26	32.74
Patrolman-Permanent Intermittent	SC-1	25.83	26.21	28.50	28.92	32.26	32.74
Patrolman-Special	SC-2	25.83	26.21	28.50	28.92	32.26	32.74
Summer Playground Counselor (Rec)	SC-3	n.a.	n.a.	n.a.	n.a.	14.25	15.00
After School Counselor (Rec)	SC-3	n.a.	n.a.	n.a.	n.a.	14.25	15.00
Basic Recycling Attendant	SC-3	n.a.	n.a.	n.a.	n.a.	14.25	15.00
Part Time Laborer	SC-4	19.65	19.94	20.89	21.21	22.23	22.56
Call Firefighter	SC-5	22.19	22.53	22.19	22.53	22.19	22.53
Diver	SC-6	n.a.	n.a.	n.a.	n.a.	30.03	30.48
Building Committee Assistant (PT)	SC-8	n.a.	n.a.	n.a.	n.a.	22.87	23.21
Custodians	SC-9	19.60	19.90	21.79	22.12	23.61	23.97
Election& Census Workers, Registrars	SC-10	n.a.	n.a.	n.a.	n.a.	14.44	15.00
Senior Clerk	SC-11	18.66	18.94	19.87	20.17	21.11	21.43
Junior Clerk	SC-12	14.87	15.09	16.14	16.39	17.40	17.66
Typist-Part Time	SC-13	14.28	15.00	15.15	15.50	15.60	16.00
Maintenance Person (PT)	SC-13	14.28	15.00	15.15	15.50	15.60	16.00
Council on Aging Van Drivers	SC-13	16.36	16.60	16.98	17.23	17.68	17.94
Library Aide	SC-14	17.55	17.81	18.77	19.05	20.08	20.38
Lifeguard	SC-15	n.a.	n.a.	n.a.	n.a.	14.25	15.00
Water Safety/Lifeguard Train. Inst.	SC-16	n.a.	n.a.	n.a.	n.a.	15.25	16.00
Head Lifeguard/Water Safety Inst.	SC-18	n.a.	n.a.	n.a.	n.a.	15.90	16.13
Summer Head Counselor 1 (Rec)	SC-19	n.a.	n.a.	n.a.	n.a.	14.63	15.50
After School Head Counselor 1 (Rec)	SC-19	n.a.	n.a.	n.a.	n.a.	14.63	15.50
Summer Head Counselor 1 (Rec)	SC-20	n.a.	n.a.	n.a.	n.a.	16.99	17.24
After School Head Counselor 2 (Rec)	SC-20	n.a.	n.a.	n.a.	n.a.	16.99	17.24
Water Safety Instructor Aide	SC-21	n.a.	n.a.	n.a.	n.a.	14.25	15.00
Alternate Inspector, Building Dept.	SC-22	n.a.	n.a.	n.a.	n.a.	27.33	27.74
Dir., Water Safety/Program Instructor	SC-23	n.a.	n.a.	n.a.	n.a.	19.88	20.18
Library Page	SC-24	n.a.	n.a.	n.a.	n.a.	14.25	15.00
Recycling Attendant	SC-25	14.25	15.00	14.35	15.25	14.91	15.50
Recycling Supervisor	SC-28	15.48	16.00	16.43	16.67	17.03	17.29
Principal Clerk	SC-29	18.79	19.07	19.89	20.19	21.05	21.36
Senior Aide - Council on Aging	SC-29	18.79	19.07	19.89	20.19	21.05	21.36
Conservation Comm. Admin. Agent	SC-30	22.73	23.07	23.89	24.25	25.02	25.40

APPENDIX A
Wage Classification Plan, Article 1

COMPENSATION SCHEDULES
ANNUAL SALARY SCHEDULE D
ELECTED FULL TIME/PART TIME OFFICIALS
EFFECTIVE JULY 1, 2022 THROUGH JUNE 30, 2023

<u>Department</u>	<u>Annual Salary</u>	<u>Proposed Annual Salary</u>
Moderator	100	100
Selectman	1,800	1,800
Assessor	1,800	1,800
Town Clerk	90,740	92,555

APPENDIX B

Town of Pembroke Fiscal Year 2023 Reccommended Budget

	FY2020 Budget	FY2021 Budget	FY2022 Budget	FY2023 Request
MODERATOR-114				
Personal Services - Elected	\$ 100	\$ 100	\$ 100	\$ 100
SELECT BOARD-122				
Personal Services - Elected	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
Personal Services	\$ 166,513	\$ 147,787	\$ 178,227	\$ 191,108
General Expenses	\$ 10,000	\$ 10,400	\$ 10,400	\$ 12,600
Audit Services	\$ 41,500	\$ 41,500	\$ 41,500	\$ 42,000
Town Manager Search Committee	\$ 15,000	\$ -	\$ -	\$ -
Pond Treatment	\$ 67,965	\$ 58,600	\$ 52,500	\$ 60,000
OPEB Study	\$ -	\$ -	\$ 8,000	\$ 9,000
South Shore Community Action Counsel			\$	\$ 5,000
TOWN MANAGER-129				
Personal Services	\$ 147,483	\$ 154,900	\$ 154,900	\$ 159,475
General Expenses	\$ 2,800	\$ 3,150	\$ 3,350	\$ 3,350
ADVISORY COMMITTEE-131				
Personal Services	\$ 7,112	\$ 5,000	\$ 6,000	\$ 6,000
General Expenses	\$ 545	\$ 545	\$ 500	\$ 550
RESERVE FUND-133				
Transfers	\$ 50,000	\$ 25,000	\$ 66,350	\$ 70,000
TOWN ACCOUNTANT-135				
Personal Services	\$ 139,947	\$ 141,522	\$ 157,951	\$ 172,714
General Expenses	\$ 51,800	\$ 39,800	\$ 50,000	\$ 49,315
BOARD OF ASSESSORS-141				
Personal Services - Elected	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400
Personal Services	\$ 258,834	\$ 258,833	\$ 265,687	\$ 285,120
General Expenses	\$ 37,500	\$ 37,500	\$ 43,600	\$ 53,100
TREASURER/COLLECTOR-145				
Personal Services	\$ 361,795	\$ 367,224	\$ 388,036	\$ 402,005
General Expenses	\$ 79,185	\$ 72,800	\$ 79,700	\$ 79,750
LEGAL-151				
Purchase of Services	\$ 115,000	\$ 110,000	\$ 115,000	\$ 115,000
INFORMATION TECHNOLOGY-155				
Personal Services	\$ -	\$ -	\$ -	\$ -
General Expenses	\$ 58,075	\$ 69,000	\$ 97,900	\$ 104,900
TOWN CLERK-161				
Personal Services - Elected	\$ 88,080	\$ 88,961	\$ 88,961	\$ 92,555
Personal Services	\$ 53,288	\$ 51,882	\$ 51,882	\$ 52,660
General Expenses	\$ 12,320	\$ 11,440	\$ 10,600	\$ 11,900

APPENDIX B

ELECTIONS-162

Personal Services	\$	33,493	\$	48,000	\$	18,000	\$	34,000
General Expenses	\$	21,465	\$	13,000	\$	15,000	\$	19,600

REGISTRATIONS-163

Personal Services	\$	7,600	\$	7,600	\$	7,600	\$	8,000
General Expenses	\$	8,700	\$	8,700	\$	5,200	\$	5,000

CONSERVATION COMMISSION-171

General Expenses	\$	910	\$	900	\$	900	\$	900
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PLANNING BOARD-175

Personal Services (Moved to DMI)	\$	50,320	\$	-	\$	-	\$	-
General Expenses	\$	1,840	\$	2,750	\$	2,750	\$	2,750

ZONING BOARD OF APPEALS-176

General Expenses	\$	2,300	\$	2,300	\$	2,500	\$	2,500
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TOWN BUILDING MAINTENANCE-192

Personal Services	\$	193,726	\$	146,628	\$	192,959	\$	201,850
General Expenses	\$	91,342	\$	95,392	\$	95,505	\$	102,315

POLICE DEPARTMENT-210

Personal Services	\$	3,645,343	\$	3,769,394	\$	3,754,369	\$	4,066,641
General Expenses	\$	263,607	\$	288,610	\$	303,610	\$	320,080

FIRE DEPARTMENT-220

Personal Services	\$	3,327,457	\$	3,262,095	\$	3,686,439	\$	3,718,620
General Expenses	\$	143,000	\$	143,000	\$	152,000	\$	157,615

INSPECTIONAL SERVICES-241

Personal Services	\$	415,985	\$	438,987	\$	454,547	\$	480,580
General Expenses	\$	14,371	\$	12,200	\$	17,450	\$	17,450

EMERGENCY MANAGEMENT-291

Personal Services	\$	2,808	\$	4,212	\$	4,250	\$	4,250
General Expenses	\$	9,511	\$	8,023	\$	10,001	\$	10,250

ANIMAL CONTROL OFFICER-292

Personal Services	\$	49,969	\$	48,084	\$	52,036	\$	78,150
General Expenses	\$	9,101	\$	9,550	\$	10,000	\$	11,100

PUBLIC WORKS-422

Personal Services	\$	919,872	\$	943,192	\$	959,712	\$	1,043,846
General Expenses	\$	402,910	\$	248,432	\$	290,525	\$	326,275

SNOW & ICE-423

Snow & Sanding	\$	248,534	\$	150,000	\$	175,000	\$	185,000
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TOWN WIDE UTILITIES - 424

General Expenses		194,077		194,077		197,950		205,350
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APPENDIX B

BOARD OF HEALTH-510

General Expenses	\$	23,950	\$	23,800	\$	25,000	\$	26,350
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COUNCIL ON AGING-541

Personal Services	\$	183,802	\$	164,109	\$	225,751	\$	244,490
General Expenses	\$	49,733	\$	43,342	\$	40,675	\$	41,675
Senior Tax Program	\$	5,000	\$	3,000	\$	5,000	\$	5,000

VETERANS' SERVICES-543

Personal Services	\$	74,346	\$	74,002	\$	74,002	\$	75,297
General Expenses	\$	1,900	\$	1,900	\$	1,950	\$	1,950
General Relief	\$	74,656	\$	115,000	\$	115,000	\$	115,000

COMMISSION ON DISABILITIES-599

General Expenses	\$	620	\$	500	\$	500	\$	500
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LIBRARY-610

Personal Services	\$	582,680	\$	579,330	\$	591,053	\$	603,975
General Expenses	\$	64,788	\$	59,800	\$	65,900	\$	81,520
Books	\$	90,000	\$	90,000	\$	90,000	\$	90,000

LYDIA DRAKE LIBRARY

General Expenses	\$	5,000	\$	4,500	\$	5,000	\$	5,000
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RECREATION COMMISSION-630

Personal Services	\$	115,031	\$	111,325	\$	112,689	\$	112,634
General Expenses	\$	12,080	\$	9,720	\$	9,220	\$	10,940

COMMUNITY CENTER-631

General Expenses	\$	43,136	\$	42,636	\$	42,550	\$	4,400
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HERRING FISHERIES-632

General Expenses	\$	1,800	\$	1,600	\$	1,800	\$	1,800
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TOWN LANDING-634

Personal Services	\$	42,000	\$	32,000	\$	40,000	\$	44,000
General Expenses	\$	1,600	\$	1,510	\$	1,500	\$	1,500

TOWN CLOCK WINDER-638

Personal Services	\$	1,517	\$	1,517	\$	1,525	\$	1,548
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TOWN MEMORIAL COMMITTEE-670

General Expenses	\$	5,000	\$	4,000	\$	4,000	\$	4,000
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PLYMOUTH COUNTY COOPERATIVE

General Expenses	\$	107	\$	107	\$	107	\$	107
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HISTORICAL COMMISSION-691

General Expenses	\$	2,000	\$	1,000	\$	1,000	\$	1,000
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APPENDIX B

MATURING DEBT PRINCIPAL-710

General Expenses	\$	932,019	\$	868,079	\$	835,980	\$	992,460
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MATURING DEBT EXCLUDED - 712

General Expenses	\$	1,489,331	\$	1,485,000	\$	1,470,000	\$	2,172,000
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MATURING DEBT INTEREST-720

General Expenses	\$	287,088	\$	225,432	\$	197,676	\$	246,464
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MATURING DEBT INTEREST-722

General Expenses	\$	493,506	\$	424,751	\$	539,470	\$	857,201
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SHORT TERM INTEREST-730

General Expenses	\$	11,966	\$	27,000	\$	28,838	\$	50,000
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RETIREMENT-911

General Expenses	\$	3,370,446	\$	3,699,885	\$	3,990,309	\$	4,298,632
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UNEMPLOYMENT COMPENSATION - 913

General Expenses	\$	150,000	\$	150,000	\$	120,000	\$	100,000
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HEALTH INSURANCE-914

General Expenses	\$	8,439,639	\$	8,691,840	\$	8,806,968	\$	9,116,017
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LIFE INSURANCE-915

General Expenses	\$	20,000	\$	20,000	\$	20,000	\$	20,000
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MEDICARE TAX-916

General Expenses		551,250		551,250		545,000		563,325
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PROPERTY & LIABILITY INSURANCE - 945

General Expenses	\$	610,000	\$	660,000	\$	690,380	\$	702,644
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School General Fund Totals

	\$	36,113,258	\$	34,300,000	\$	35,500,000	\$	36,615,000
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Total

\$	65,686,730	\$	64,023,405	\$	66,492,690	\$	70,201,153
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APPENDIX C

Water Budget

WATER	FY 2019 BUDGET	FY 2020 BUDGET	FY 2021 BUDGET	FY 2022 BUDGET	FY 2023 REQUEST
Salaries	622,536	650,739	724,335	735,736	811,541
Expenses	626,179	632,259	612,031	605,928	638,437
Debt Service	571,002	618,289	670,591	719,153	730,969
Capital	210,000	195,000	245,000	265,000	340,000
Rserve Fund	0	0	0	100,000	100,000
Total	2,029,717	2,096,287	2,251,957	2,425,817	2,620,947

APPENDIX D

Solid Waste Budget

SOLID WASTE	FY 2019 BUDGET	FY 2020 BUDGET	FY 2021 BUDGET	FY 2022 BUDGET	FY 2023 REQUEST
Salaries	83,782	83,510	79,554	81,792	83,019
Expenses	1,581,456	1,584,853	1,812,221	1,879,331	1,965,099
Debt Service	260,395	254,005	233,798	239,637	175,099
Total	1,925,633	1,922,368	2,125,573	2,200,760	2,223,217

APPENDIX E

Capital Budget, Article 5

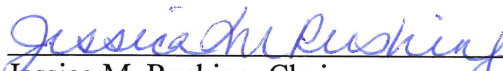
TOWN OF PEMBROKE
FISCAL YEAR 2023 CAPITAL PLAN BUDGET

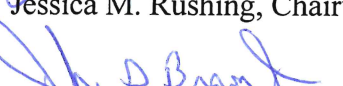
<u>Department</u>	<u>Requested Items for FY2022</u>	<u>Funding Request</u>	<u>Free Cash</u>	<u>General Fund Borrowing</u>	<u>Ambulance Revolving</u>	<u>Solid Waste Ent. Retained Earn.</u>	<u>Wate Ent. Retained Earn.</u>
Pembroke Public Schools	Chromebook Lease *\$210,000 - 3 Year @ \$70,000	\$ 70,000	\$ 70,000				
Pembroke Public Schools	VMWare Server Replacement	\$ 75,000	\$ 75,000				
Pembroke Public Schools	Hot Water Boiler at PCMS	\$ 72,000	\$ 72,000				
Pembroke Public Schools	Fire Alarm Panel at Hobomock	\$ 81,000		\$ 81,000			
Pembroke Public Schools	Security Cameras	\$ 60,000	\$ 60,000				
Pembroke Public Schools	Manufacturing Equipment for Pathway at PHS	\$ 50,000	\$ 50,000				
Pembroke Public Schools	Drainage Solution for the Playground at North	\$ 25,000	\$ 25,000				
Pembroke Public Schools	Roof for Gymnasium at Bryantville	\$ 65,000	\$ 65,000				
Pembroke Public Schools	Replace Gas lines for Science labs at PHS	\$ 25,000	\$ 25,000				
Public Safety	Communications Upgrade	\$ 70,000			\$ 70,000		
Police Department	Police Cruiser Replacement (2)	\$ 115,000		115,000			
Fire Department	Self Contained Breathing Apparatus	\$ 265,000		265,000			
Fire Department	Dive Team Equipment	\$ 18,000	\$ 18,000				
Fire Department	Roof Repair	\$ 65,000	\$ 65,000				
Town Manager	Computer Replacements	\$ 33,000	\$ 33,000				
Town Manager	Mattakeesett Field Lights	\$ 300,000		300,000			
DPW	MS4 Support	\$ 84,200	\$ 84,200				
DPW - Water	F250 Pick Up	\$ 60,000					\$ 60,000
DPW - Cemetery	F350 Pick Up Plow & Dump Set Up	\$ 75,000		\$ 75,000			
Library	Outside Book Returns	\$ 11,000	\$ 11,000				
Library	Faucet Replacement	\$ 3,700	\$ 3,700				
Library	Children's Room Carpeting	\$ 18,000	\$ 18,000				
Recreation	F250 w/ Plow Set Up	\$ 60,000		\$ 60,000			
Recreation	Commercial Mower w/ Bag Set Up	\$ 9,360	\$ 9,360				
Recycle Center	Replacement of Decks	\$ 50,000				\$ 50,000	
Town Clerk	Polls Pads (4)	\$ 10,500	\$ 10,500				
		\$ 1,770,760	\$ 694,760	\$ 896,000	\$ 70,000	\$ 50,000	\$ 60,000

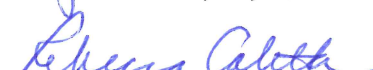
Hereof, fail not, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meetings as aforesaid.

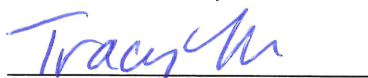
Given under our hands this 20th day in April in the year of our Lord Two Thousand and Twenty-Two,

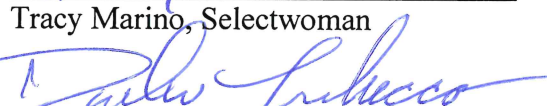
TOWN OF PEMBROKE
SELECT BOARD


Jessica M. Rushing, Chairwoman


John G. Brown, Jr., Vice-Chairman


Rebecca Coletta, Clerk


Tracy Marino, Selectwoman


Daniel W. Trabucco, Selectman

A true copy, ATTEST: 
Margaret Struzik, Town Clerk 

PURSUANT TO THE WARRANT, for the Annual Town Meeting to be held on Tuesday, May 10, 2022, I have notified and warned the inhabitants of the Town of Pembroke by posting up attested copies of the same at the Town Office Building, Pembroke Center Library, Pembroke Center Post Office, North Pembroke Post Office, Bryantville Post Office, and the Country Corner Store.

POSTED: Date: _____ By: _____

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF PEMBROKE
SPECIAL TOWN MEETING WARRANT
WITHIN THE ANNUAL TOWN MEETING
TUESDAY, MAY 10, 2022**

PLYMOUTH, ss.

To either of the Constables of the Town of Pembroke in the county aforesaid.

GREETING: In the name of the Commonwealth of Massachusetts, you are hereby required and directed to notify and warn the inhabitants of the Town of Pembroke who are qualified to vote on Town Affairs and Elections therein to meet at the PEMBROKE HIGH SCHOOL, Learning Lane, on TUESDAY, the TENTH DAY OF MAY, 2022 at SEVEN THIRTY O'CLOCK in the evening, then and there to act on the following:

ARTICLES 1 THROUGH 2

ARTICLE 1 – DEPARTMENTAL TRANSFERS

To see if the Town will vote to authorize the below listed transfers to supplement Fiscal Year 2022 appropriations, and to authorize the below listed reductions in Fiscal Year 2022 appropriations, or take any other action relative thereto:

<u>To</u>		<u>From</u>
Police - Motor Fuels	\$12,000	Free Cash
Fire - Motor Fuels	\$ 4,500	Free Cash
DMI – Payroll	\$ 8,200	Free Cash
DMI - Software Maintenance	\$ 3,750	Free Cash
DMI – Mileage	\$ 2,000	Free Cash
Animal Control - Motor Fuels	\$ 2,000	Free Cash
Library - Building Maintenance	\$15,000	Free Cash
Community Center – Heating	\$15,000	Free Cash
Recycling Center – Road	\$13,927	Solid Waste Enterprise Retained Surplus

Submitted by the Town Accountant & Department Heads

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD'S RECOMMENDATION:

Favorable Action

EXPLANATION: *These transfers are requested to meet shortfalls in the current budget.*

ARTICLE 2 – FUND COLLECTIVE BARGAINING AGREEMENTS

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum of money for the purpose of funding the cost of items of the first year of any new collective bargaining agreements between the Town and Council 93, Local 1700 (Public Works), or take any other action relative thereto.

Submitted by the Select Board

ADVISORY COMMITTEE RECOMMENDATION:

Favorable Action

SELECT BOARD'S RECOMMENDATION:

Favorable Action

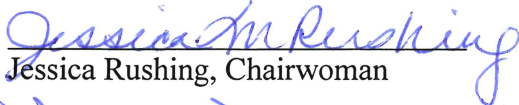
EXPLANATION: *This article allows the Town to fund collective bargaining agreements negotiated between the Select Board and the listed Town Unions.*

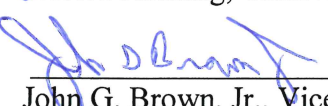
And you are directed to serve this Warrant by posting attested copies thereof at the Town Office Building, Pembroke Center Post Office, North Pembroke Post Office, Bryantville Post Office, Pembroke Center Library and the Country Corner Store.


Hereof, fail not, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meetings as aforesaid.

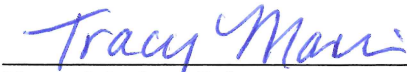
Given under our hands and seals this 26th day of April, 2022.

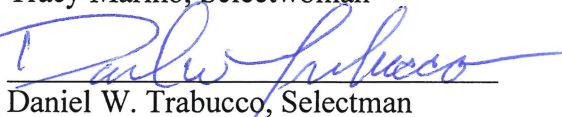
PEMBROKE SELECT BOARD


Jessica Rushing, Chairwoman



John G. Brown, Jr., Vice-Chairman


Rebecca Coletta, Clerk


Tracy Marino, Selectwoman


Daniel W. Trabucco, Selectman

A TRUE COPY ATTEST:


Margaret Struzik, Town Clerk

Pursuant to the Warrant for the Special Town Meeting to be held on May 10, 2022, I have notified and warned the inhabitants of the Town of Pembroke by posting up attested copies of the same at the Town Office Building, Pembroke Center Library, Pembroke Center Post Office, North Pembroke Post Office, Bryantville Post Office, and the Country Corner Store.

POSTED:

Date

Constable