

**MINUTES OF THE SELECTMEN'S MEETING  
FEBRUARY 10, 2014**

**PRESENT:** Willard J. Boulter, Jr. (Chairman), Arthur P. Boyle, Jr. (Vice-Chairman), Lewis W. Stone (Clerk), Michelle Burt (Selectman), Daniel Trabucco (Selectman), Edwin J. Thorne (Town Administrator), Holly Walsh, Lauren Walsh, Lara Federspiel, Scott Glauben (Assist. DPW Director), Gail Sim, Sandra Damon, Andrew Wandell, Alan Peterson, James McCollum, Linda Osborne (Town Memorial Committee Chair), Don Kernan, Joe Chetwynd, Erin Obey (PPS Director of Admin & Finance), Sabrina Chilcott (Executive Assistant), and others.

Mr. Boulter called the meeting to order and Girl Scouts Lauren Walsh and Lara Federspiel led the meeting in reciting the Pledge of Allegiance.

**ANNOUNCEMENTS**

The Annual Town Meeting warrant is now open; please submit warrant articles for April 22, 2014 Annual Town Meeting before the close of the warrant on February 13, 2014 at 4:30 pm.

Town Clerk MaryAnn Smith announced that the census has been mailed, and requests that residents return their completed census promptly. Please contact the Town Clerk if you have not received your census at 781-293-7211. Nomination papers are now available for the April 26<sup>th</sup> Town Election; the last day to obtain them is March 6<sup>th</sup>. All papers must be returned to the Clerk's office by March 10<sup>th</sup>. The last day to register to vote at Town Meeting and the Town Election is April 2<sup>nd</sup>. Dog licenses are now available in the Town Clerk's office. Please call 781-293-7211 with any questions.

**7:00 GIRL SCOUT SILVER AWARD APPLICANTS LAUREN WALSH, LARA FEDERSPIEL:  
PROJECT PRESENTATION**

Misses Walsh and Federspiel of Girl Scout Cadet Troop #80342 were present before the Board to discuss their final take action project in their cadet journey on their route to working toward the Silver Award. Ms. Walsh explained that they have teamed with Mary Willis, Council on Aging Director, in executing their project plan to offer technology classes at the Council on Aging from February 18<sup>th</sup> through February 20<sup>th</sup>. Ms. Federspiel explained that topics covered will include device use such as smart phones and computers, internet safety and protecting privacy and identity. The Board thanked them for their initiative and wished them well.

**7:05 GAIL SIM, FIRST CHURCH: PERMIT APPLICATION, OLD HOME DAYS FAIR MAY 27  
THROUGH MAY 31**

Ms. Sim was present before the Board on the First Church's application; setup will occur on May 27<sup>th</sup> and the fair will run May 28<sup>th</sup> through May 31<sup>st</sup>. Ms. Sim confirmed this is the fifty-eighth year of the fair and there were no issues last year. Mr. Don Kernan, Commander of American Legion Post 143, request that the same conditions be set forth as last year with the walkthrough in advance and requested the equipment be setback from the monuments. Mr. Boyle confirmed that he and Mr. Trabucco attended the walkthrough with Scott Glauben last year and the results worked well. Mr. Boulter inquired about delaying walkthrough and subsequent setup by one day; Ms. Sim explained that the state requires inspections on all equipment at 8:00 am on Wednesday for the fair to open that evening; it takes a full day to set up so it cannot be delayed a day. Mr. Trabucco concurred with Mr. Boyle stating that last years fair was successful in both residents enjoyment in sharing the monuments and a successful fundraiser for the church. Mr. Glauben stated that he will flag the necessary areas on the walkthrough but this year he requests the trucks use track mats on the green. Mrs. Osborne stated the walkthrough went well and all were pleased with the outcome. Mr. Chetwynd inquired as to who will decide future improvements to the green; Mr. Trabucco pointed out that many young veterans have settled here to raise families and the townspeople will decide as the ages pass. Mr. Boyle moved to grant the request of the First Church in Pembroke to hold the annual Old Home Days Fair in the parking lot and on the grounds of the Town Memorial Green surrounding the church from Wednesday, May 27 through Saturday, May 31 and to close Curve Street starting on May 27 conditionally upon the inspection

and approval of the Board of Health, details by the Police Chief and Fire Chief with restrictions set forth by the Assistant DPW Director regarding walkthrough input and use of tracks mats; and to grant the use of the Community Center rear parking area during this time for ten (10) trailers for the storage of Fiesta Show's equipment. Mr. Trabucco seconded the motion; the vote was unanimously in favor.

Mrs. Osborne updated the Board and residents to the fact that last weeks storm saw an automobile accident in which Private First Class Matthew Bean's island marker was knocked over and damaged; the DPW is filing a claim for property damage to replace the plaque.

**CONSIDER VOTE TO ACCEPT STREETLIGHT INTO TOWN INVENTORY AT PLANNING BOARD'S REQUEST: MEADOWVIEW FARM**

Mr. Trabucco clarified that, in accordance with the Zoning Bylaws of the town, the builder is responsible for maintaining the light at the corner of a new subdivision for two years at which time the town must add the corner light to the town's inventory. The Planning Board has collected the two years of fees and deposited them with the Treasurer. Mr. Trabucco further clarified that this does not include streetlights contained within the development itself. Mr. Trabucco moved to accept the streetlight on West Elm Street at the corner of Summer Path Way into the inventory of the Town of Pembroke. Mr. Boyle seconded the motion. The vote was unanimously in favor.

**CONSIDER SCHOOL SUPERINTENDENT'S REQUEST: MSBA STATEMENT OF INTEREST, BRYANTVILLE ELEMENTARY SCHOOL ROOF PROJECT**

Ms. Erin Obey was present before the Board with the request from the PPS to submit a Statement of Interest in being considered in this grant cycle for MSBA approval for repairs to the Bryantville Elementary School roof. Mr. Stone read the following motion:

Resolved: Having convened in an open meeting on February 10, 2014, the Board of Selectmen of Pembroke, MA in accordance with its charter, by-laws and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 7, 2014 for the Bryantville Elementary School located at 29 Gurney Drive Pembroke, MA which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future for roof replacement and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of the application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

Mr. Trabucco seconded the motion. Mr. Stone inquired into the background on this roof; Ms. Obey stated that this was a Firestone rubber roof that was evaluated by Firestone while under warranty and the installation was determined to be at fault, not product defect. The contractor was unsuccessfully pursued to resolve by the School Department as they went out of business. Ms. Obey stated that the historic reimbursement rate from the MSBA to Pembroke has been between 50-56% and a very rough, ballpark estimate of this project is \$2million, leaving the town's commitment \$1million if approved.

**DOR REVIEW - INSURANCE**

Mr. Boyle stated that the Department of Revenue's Financial Management Review of Pembroke produced item #22 on page 15 entitled "Reconsider Policy on Health Insurance for Part-Time Boards". They recommend that the town discontinue its policy of funding healthcare benefits for part-time members of elected boards and committees who receive a stipend. This includes the Board of Selectmen, Board of Assessors and Town Moderator and no one currently is enrolled in the healthcare benefits program. Mr. Boyle stated this is fiscally prudent in these economic times and should be effective today and going forward that no one can be elected to a part-time board that receives a stipend and receive health insurance through the town. Mr. Boyle moved that the town discontinue its policy of funding healthcare benefits for part-time members of elected boards and committees who receive a stipend effective February 10, 2014 and will include any new elected official. Mr. Trabucco seconded the motion. The vote was unanimously in favor.

### **DISCUSSION OF MONDAY EVENING TOWN HALL HOURS**

Mr. Thorne has requested that the Board consider a discussion of the hours that the Town Hall is open to the public on Mondays. Currently the Town Hall is open from 8:30 am to 4:30 pm. The offices re-open from 7:00 pm to 9:00 pm. Commuting residents and those that work out of town have voice dissatisfaction on the building being closed during their travel time. General discussion ensued on the merits of 8:30 am to 6:30 pm hours of availability on Mondays. Mr. Stone stated that this board has a history of opening Town Hall to serve the public to meet their needs. Mr. Boyle recommended a six month trial period starting March 3<sup>rd</sup> and running through Labor Day, September 1<sup>st</sup>. Then comments and feedback can be evaluated to determine the level of success achieved in the change. Mr. Boyle stated that this is a trial period only, not precedent setting or past practice. Mr. Boulter was concerned that the union could be upset with a change. Mr. Boyle moved the Town Administrator's recommendation for the change in Monday hours to 8:30 am to 6:30 pm for Town Hall on a six month trial basis beginning March 3 through Labor Day conditional upon a side letter of agreement from the union. Ms. Burt seconded the motion; the vote was unanimously in favor.

### **CONSIDER THE MINUTES OF JANUARY 27, 2014**

Mr. Stone moved the minutes of January 27, 2014 as written. Mr. Boyle seconded the motion. The vote was unanimously in favor.

### **OLD BUSINESS**

Mr. Trabucco requested that the Board consider voting executive session minutes on an upcoming agenda and review what has closed out and what has not.

Mr. Trabucco moved to set a deadline for the submission of applications for the Town Government Study Committee of Friday, February 28<sup>th</sup> at 4:30pm. Mr. Stone seconded the motion. The vote was unanimously in favor.

### **TOWN ADMINISTRATOR'S REPORT**

Mr. Thorne advised that he is presenting his FY15 budget to the Advisory Committee this evening.

### **ASK THE SELECTMEN**

Mr. Stone provided an update on a letter from a resident inquiring about the disposal of used motor oil. The Town holds two Household Hazardous Waste Days annually in the spring and fall. Motor oil is accepted. Mr. Trabucco stated all sellers of motor oil are required to take back the used oil in the original container with a receipt.

Mr. Boulter stated that the Board cannot respond to anonymous correspondence. Mr. Boyle suggested residents provide their name and address for a response but request that their name be withheld if they do not want it provided. Mr. Stone agreed stating that Ask the Selectmen was designed to provide feedback to residents concerns and names are never provided.

Ms. Burt thanked the DPW for their assistance in removing the Bee from the COA roof and advised that it is being repaired and will return in the spring.

### **UPCOMING ISSUES**

Mr. Boulter advised that the Plymouth County Commissioners representatives will appear on February 24<sup>th</sup> at 7:00 to discuss ongoing initiatives. There is a 7:30 joint pole hearing scheduled on February 24<sup>th</sup> along with the DEP report review.

At 8:05 pm, Mr. Boyle moved to adjourn. Mr. Trabucco seconded the motion. The vote was unanimously in favor.