

**MINUTES OF THE SELECT BOARD MEETING  
March 6, 2024**

**PRESENT:** Daniel Trabucco (Chair), Steve Ciciotti (Vice Chair), Tracy Marino (Clerk), John G. Brown, Jr., (Selectman), Richard Flynn (Selectman), William Chenard (Town Manager), and others.

At 7:15 pm Mr. Trabucco returned to open session by reading the Chairman’s statement.

**VOTE RECOMMENDATION OF RECREATION COMMISSION FOR VACANCY APPOINTMENTS: KATHLEEN KELBLE AND NICHOLAS RIORDAN**

Ms. Marino made a motion to approve the request for appointment of Kathleen Kelble and Nicholas Riordan to the Recreation Commission, terms to expire June 30, 2024, seconded by Mr. Ciciotti, the motion passed unanimously.

**TOWN MANAGER’S EXPENSE BUDGET PRESENTATIONS: RESERVE FUND, LEGAL, IT, CONSERVATION COMMISSION, PLANNING BOARD, ZONING BOARD, TOWN BUILDING MAINTENANCE, DEBT, RETIREMENT, UNEMPLOYMENT, INSURANCES, MEDICARE**

Mr. Chenard reviewed the following departmental/committee budgets: Conservation Commission, Historical Commission, Information Technology, Legal, Moderator, Planning Board, Plymouth County Cooperative, Town Building Maintenance, Town Clock Winder, Town Landing, Town Memorial Committee, and the Zoning Board of Appeals. He also reviewed Health Insurance, Life Insurance, Maturing Debt, Medicare Tax, Property & Liability, Reserve Fund, Retirement, Short Term Interest, and Unemployment Compensation. He noted that due to budget limitations for the upcoming fiscal year, some boards and committees were to have modest cuts. He noted that boards and committees that took larger cuts, if that were to prove challenging once the year began, he would review and plan for the fall town meeting to help in the areas that may show a shortfall. Mr. Chenard detailed his thought process for the budget cuts that he recommended, which included following trend lines and analyzing where different projects were as it related to respective boards and committees. Mr. Chenard spent time reviewing the facility maintenance budget; he noted that the town had had some senior custodians move on to other employment, so he was able to cut the salary line. He reviewed the retirement assessment for the board. Mr. Chenard reviewed insurances. He noted that the following morning there would be a health insurance meeting to vote the final increase which he anticipated to be 4%, which was the number voted by the steering committee, as opposed to the projected 7.5%. He reviewed the upcoming budget schedule, noting that the next meeting would have a lot of information from multiple departments. He noted that enterprise funds would be discussed on April 10. Mr. Ciciotti inquired about using Camp Pembroke funds for help with committee cuts, to which Mr. Chenard stated that it would be appropriate to use it during the fiscal year as it is a gift fund.

**TOWN MANAGER’S REPORT**

Mr. Chenard stated that work at the Herring Run was complete other than landscape work and it would come at no further expense to the town. Mr. Chenard stated that the plans for the Public Safety Building would go to cost estimators the following day and he expected the information to come back to the committee in April. He stated that the size of the building remains where it was when the committee went to Town Meeting.

**DISCUSSION, POSSIBEL VOTE: SOUTH SHORE RACE MANAGEMENT 5K MARDI GRAS MADNESS SATURDAY, JULY 20**

Mr. Ciciotti made a motion to approve the Use of the Town’s Roads by South Shore Race Management on Saturday, July 20, 2024, starting at 6:00am on Hobomock, Standish, Lake, Plain, Valley and Forest Streets, subject to the approval and conditions of the Pembroke Police Department, seconded by Ms. Marino, the motion passed unanimously.

**VOTE TO APPROVE THE MINUTES OF FEBRUARY 21 AND FEBRUARY 22, 2024**

Ms. Marino made a motion to approve the minutes of February 21, 2024, seconded by Mr. Brown, the motion passed 4-0, with Mr. Flynn abstaining. Ms. Marino made a motion to approve the minutes of February 22, 2024, seconded by Mr. Ciciotti, the motion passed unanimously.

## MINUTES OF THE SELECT BOARD MEETING

### **LIAISON UPDATE**

Mr. Ciciotti stated that the Master Plan public forum was held the week prior. He stated any input was due by the end of the week and that those comments could be submitted through the Master Plan website. Ms. Marino stated that the following day, there would be a presentation to the Town employees for the Master Plan.

### **OLD BUSINESS**

Mr. Trabucco stated that he was in the process of working on a letter to send to the State government and he would send it via email to board members. Ms. Marino stated that she spoke to Rep. LaNatra, and Aid Susan Moran who stated that they would be available to Pembroke to help with state assistance.

### **ANNOUNCEMENTS**

Ms. Marino announced that Community Clean Up day would be held on April 20, 2024. She also announced the fish fry would take place on May 5, and that they were looking for volunteers. She announced upcoming Library events. Mr. Brown announced that the American Legion would have a Tuskegee Airman to speak at their next meeting in the Veterans Hall on March 28.

Mr. Trabucco read the upcoming issues. At 7:55pm, Mr. Ciciotti moved to adjourn, Mr. Flynn seconded, the motion passed unanimously.

### **MATERIALS & EXHIBITS**

FY25 Budget Presentation (TM Office)  
Volunteer Applications (TM Office)  
5K Road Race Request (TM Office)  
Minutes (TM Office)