

ADVISORY AND FINANCE COMMITTEE

MEETING MINUTES

September 15, 2016

A meeting of the Advisory & Finance Committee was held on Thursday, September 15, 2016. The meeting was called to order by Chairman John Moody at 7:00PM and was conducted in the Mayflower II Meeting Room at the Plymouth Town Hall, 11 Lincoln Street, Plymouth, Massachusetts.

PRESENT **13 members of the committee were present:**

Kevin Canty, Betty Cavacco, Robert Cote, Judith Fitzgerald, Harry Helm, Mike Lincoln, Peter Mador, John Moody, Patrick O'Brien, Harry Salerno, Sheila Sheridan, Marc Sirrico, Scott Stephenson

ABSENT **2 members of the committee were absent:**

Ethan Kusmin, Christopher Merrill

Announcements

- Additional Meeting: September 28 – We will be meeting on September 28th at 7PM.
- Articles 22 & 24: Resnik & Water – The road layout alterations for Resnik Road & Water Street were presented as part of Article 24. The alterations should have been presented along with the easements as part of Article 22.

Fall Town Meeting Articles

➤ Article 4A: Capital – Fiber Loop

Joe Young, IT Manager, presented Article 4A. \$100,000 is needed to run fiber to the new Plymouth South High School and to relocate the fiber from the current town hall to the new town hall. It will need to run simultaneously at both the new and old Town Hall to test everything before the move. The fiber has a 2 to 6 month back log which is why this request is being made now.

Questions:

- Would this be an acceptable use for the Cable Revolving Fund? (H Salerno) Those funds are primarily used to purchase equipment to make meeting rooms cable ready so meetings can be watched on tv.
- Why wasn't this included in the Town Hall project costs? (J Moody) Fiber has always been funded separately. Plymouth North High School, the Senior Center, and the Emergency Operation Center all had separate funding for fiber. We can talk to the Selectmen about incorporating fiber into the budget for future projects.

Harry Salerno made a motion to recommend Article 4A to Town Meeting. Patrick O'Brien, second. The motion carries unanimously (12-0-0).

➤ Article 4C: Capital – Parking Deck

Melissa Arrighi, Town Manager, presented Article 4C. She introduced Martha Werenfels of DBWV Architects, John Burke of the Plymouth Growth & Development Corporation (PGDC), Desmond Egan from Park Plymouth, and Chris Pratt PGDC Treasurer. All will be helping with the presentation and answering questions. The town has been discussing the need for additional parking downtown for over 40 years. The Burial Hill lot on South Russell Street, which runs adjacent to the new town hall, was identified as a potential location for a parking deck. A feasibility study was conducted and option A is the preferred option which adds another level of parking to the Burial Hill lot.

The new town hall has 4 parking lots and 116-117 total spaces, 62-63 of those spaces are in the Burial Hill lot. Leveling that parking lot on to a deck and adding a full lot under it would increase the total spaces of that lot to 152 spaces, bringing the total number in all the lots from 117 up to 206 spaces. For comparison purposes the current town hall has 49 parking spaces.

The next step is the schematic design and construction documents which take about 6-8 months to produce. It is hoped a change order can be added to the town hall construction to add the parking deck.

That way there is no procurement process and construction can begin more quickly. The anticipated duration of the parking deck project is 12-18 months.

Costs were kept down by keeping the structures simple. The top deck is open and has two small pavilions, one on either end. A similar parking deck was recently built in Providence at The Foundry, it was built into a hill. The parking deck will be operated by Park Plymouth. There will not be any staff at the location but they will provide regular monitoring. The top level will be for town hall employee parking during town hall hours. The bottom will have gated access and will be pay to park, monthly passes will be available as well. There will be quite a few spaces on the street available for short term parking.

The total cost is just under \$4 million. PGDC is proposing to fund the entire project. They are covering the soft costs and placing 10% down up front. Then the town will take out a \$3 million bond and PGDC will make the payments. The reason the town is taking the bond is because the town can realize a better rate on the bond. PGDC estimates the net operating cost to be \$146,000 annually. They anticipate debt service in excess of that by \$50,000 annually for the first few years, which they can cover with the net positive from the rest of their parking system.

The Plymouth Development Corporation (PDC) was created by state legislation in 2002 as an economic development quasi-public agency. That corporation had issues with the Town and in 2007 the whole board resigned. Leighton Price (President), Alan Zanotti (Secretary), and Chris Pratt (Treasurer) stepped in and have been employees ever since. The Corporation was renamed the Plymouth Growth and Development Corporation (PGDC). They work in close partnership with the Town of Plymouth. They are community contributors and they have a Community Reinvestment Policy which the Selectmen endorsed. They take pride in their transparency and their community involvement. They donate to the two annual parades each year. Any other donations they make are endorsed by the Selectmen. PGDC sponsors the graffiti program through the town's Community Development Office. Park Plymouth is the enforcement and operations part of PGDC. PGDC's annual operating cost is \$750,000. They reimburse the town for R&B services, the salary and benefit costs of one parking enforcement officer still employed by the town, and reimburse the town for a large number of tickets issue by the police for tickets issued outside the development zone. They pay monies toward the Commission on Disabilities twice a year. They are transparent and have the books done on monthly basis by an independent accountant, and annually by an independent auditor. They presently have \$2.5 million in the bank.

Plymouth's "Development Zone" is short 650 parking spaces. This parking deck is only phase I with more parking projects to follow. They hope to receive support from the Advisory & Finance Committee and from Town Meeting.

Questions:

- How will the 30 year bond with a 20 year contract work? (B Cavacco) If for some reason the town makes PGDC go away, the town would incur the balance.
- Who will own the parking garage? (H Salerno) The town would own it but have a long term lease with PGDC to manage.
- How confident are you in the accuracy of the estimates? (H Salerno) There was a very conservative approach to the estimates and we gathered a lot of historical utilization data for that particular parking lot and the area. We used average utilization of 30 to 40% which again is conservative and the number will surely increase with time.
- Employees will be able to park for free? (H Salerno) Yes during office hours.
- How will the gates lift? (K Canty) There will be ticket spitters which raise the gates. Parkers will pay at an automated kiosk.
- Will volunteers have to pay to attend evening meetings? (S Sheridan) No, those coming to conduct business at Town Hall will not have to pay.

- Were solar panels considered? (S Sheridan) No, out of respect for Burial Hill and the historical area, solar panels were not considered.
- Who will maintain the parking garage as far as snow removal? (B Cavacco) We have not worked out all that detail yet.
- Is there concern with monthly pass holders filling all the spaces? (H Salerno) That is a concern and that will be an evolving process to manage.

Patrick O'Brien made a motion to recommend Article 4C to Town Meeting. Harry Salerno, second.

Discussion: This project is crying out to be done. The town desperately needs more parking. This parking deck looks like it fits right in to the area. Management plans and issues will be resolved. I recommend support of this article. (H Salerno)

The motion carries unanimously (12-0-0).

➤ Article 4E: Capital - Plymouth Beach Revetment

David Gould, Director of Marine & Environmental Affairs, presented Article 4E. 4E and 4F are projects that are very close together and similar in scale. 4E is for repair to the Plymouth Beach revetment which is the town-owned revetment in front of Bert's and Pilgrim Sands. Several years ago the Town appropriated \$250,000 towards this work and each land owner contributed \$25,000. The project was designed and permitted and put out to bid. From that original appropriation and the private landowner funding, \$270,307 remains. The construction bids came in way over the anticipated budget and no work was ever done. Since the project was already designed and permitted we applied for construction funds via the MA Dam and Seawall Program in the amount of \$815,000. This is the amount being requested at Town Meeting. The funds would allow us to do the construction and then the Town would be reimbursed by the Commonwealth should we be successful in receiving the funding. If we do not receive the funding from the MA Dam and Seawall Program, no work or expenses would be undertaken.

Questions:

- How much did the private donors contribute? (H Helm) \$25,000 each, so \$50,000 total.
- How many times has this revetment been repaired? (B Cavacco) I can not accurately answer that. These do require maintenance. About 4 or 5 feet has eroded from the beach so that has exposed more of the revetment and the wall.
- If we did not repair this, what would happen? (B Cavacco) Repairing the revetment is relatively inexpensive. If we do not repair the revetment which protects the seawall then the seawall may receive damage. It is a lot more expensive to repair the seawall than the revetment.
- If this area was all wiped out by Mother Nature would we look to rebuild? (J Moody) Yes, we would. We would look for help from the federal and state governments as well if that happened.
- How much money and effort are we willing to invest at this location? (J Moody) I can't answer that. Streams naturally migrate up and down the coast, by locking them into one place with a bridge and surrounding infrastructure, we have a commitment to maintain that infrastructure.
- Would it be possible to retreat the road further inland? (S Sheridan) I do not know of any communities making those plans. The state would have to be involved because Route 3A is a state highway.
- We often go a little cheap on the infrastructure even though more expensive and thorough options are available. Is there an option to spend more here? (S Stephenson) Revetments should receive maintenance every couple of years so that is where the additional expense would come into play.
- Is there a maintenance budget for this recommended maintenance? (S Stephenson) No.
- What about the Environmental Affairs Fund which receives 50% of the solar PILOT revenue? (H Helm) This would be one of the uses of that fund but we are still awaiting approval from the Attorney General.

Patrick O'Brien made a motion to recommend Article 4E to Town Meeting. Scott Stephenson, second.

Discussion:

- This is a great deal for the owners of Bert's and Pilgrim Sands. (H Helm)
- This wall is important as it runs to and protects our beach. (S Sheridan)
- This is unfortunate but necessary expense for a coastal town. We need to repair it or lose it. (K Canty)
- We do not have a choice but to maintain it because we have infrastructure there. I hope the Environmental Affairs Fund is approved so it can help with these types of expenses. (B Cavacco)

The motion carries unanimously (12-0-0).

➤ Article 4F: Capital – Plymouth Beach Sea Wall

David Gould, Director of Marine & Environmental Affairs, presented Article 4F. This project is to engineer and then undertake construction to replace several hundred feet of seawall and revetment. Costs are \$124,750 for engineering and permitting and \$972,000 for construction for a total of \$1,096,750 or \$1,100,000. We applied for grant funds via the MA Dam and Seawall Program for the engineering and permitting but are ineligible for construction funds as the project needs to be designed and permitted prior to requesting those funds. If we received the grant funds the Town would receive \$93,563 in reimbursement for the design and permitting and the town appropriated construction funds would allow the Town to complete the work. It is important to note that this seawall has failed and may not last the upcoming winter.

There was discussion about the budget. A page of the budget information was missing from the packet. Some members of the committee thought that this article was only for the engineering and permitting portion and not the construction. They felt that they could not an informed decision when there was important information missing.

Kevin Canty made a motion to postpone Article 4F until the September 28th meeting. Mike Lincoln, second.

Discussion:

- Why delay when we now have all of the information we need to make a decision? (R Cote)
- Why can't the two projects (4E & 4F) be combined to save money? What is the cost to maintain? The projects can not be combined because one is permitted and one is not.

The motion to postpone carries (9-3-0). Patrick O'Brien, Robert Cote, and Scott Stephenson, opposed.

➤ Article 4D: Capital – Pumping Engine

Ed Bradley, Fire Chief, presented Article 4D. The Fire Department needs \$598,600 to purchase a new pumper engine. In 2006 the Fire Department had to purchase two pumper trucks. Because of the need for two, they had to purchase less expensive commercial trucks rather than the preferred heavy duty trucks. Engine 6 is one of these trucks. Last year it was out of service 33 times and this year it has been taken out of service 19 times already. The apparatus needs to move from "front line" to ready reserve. The new pumper truck is needed now. If it is ordered by the end of October, we will save just under \$20,000 by placing the order before their prices increase on November 1st.

Questions:

- Where is the funding coming from? (J Fitzgerald) Free cash.

Scott Stephenson made a motion to recommend Article 4D to Town Meeting. Harry Salerno, second. The motion carries unanimously (12-0-0).

➤ Article 5: 15 Hedge Road

Melissa Arrighi, Town Manager, presented Article 5. A year ago Town Meeting supported \$25,000 for the town to put a down payment on a suitable property to relocate the North Plymouth Fire Station. At that time, we learned about how inadequate the current station is and we have been searching all year for a suitable property. We found one, 15 Hedge Road. The property is well located and large enough to provide for a suitably sized future fire station. The lot is 2.249 acres which is larger than the parcels of many of our other fire stations. There is a ranch home on the lot that we would look to maybe auction off to be moved, or possibly move it to a tax title property. We had it appraised and the value came back at \$335,000. The sellers also provided an appraisal at \$365,000. So we negotiated a price in the middle at \$350,000. Because we have the \$25,000 set aside already. We are asking Town Meeting to approve this article at \$325,000. We will be back in the future for money for design and build of the fire station, but we are not looking to do that now.

Questions:

- What would the time frame be for the new fire station? (S Stephenson) Maybe five years down the road although the Fire Chief would like to see it done sooner rather than later. We are not going to find a suitable lot with more land in North Plymouth so it is important to move forward with that purchase now to secure it while we can.
- Will the road need modifying for turn radiuses and such and will traffic lights be added? (H Salerno) No, it is much better than the turn radius at the location we are at now that we have been using for 106 years. There is no light where we are now and we would not need one at this property.
- What would be the estimated cost for a new fire station? (H Salerno) Maybe 6 to 10 million. We may look into modular options to see if we can save money.
- Have you considered renting out the home to bring in revenue until we are ready to move forward with the fire station? (B Cavacco) No, but that is not a bad idea, we will look into it.

Public Comment:

Patricia McCarthy, Precinct 5 Town Meeting Member, said the property is assessed at \$263,000 and asked how they got to the \$350,000 purchase price. Town Manager Arrighi said she would be happy to provide her with a copy of the appraisal to see the specifics.

Betty Cavacco made a motion to recommend Article 5 to Town Meeting. Patrick O’Brien, second. The motion carries unanimously (12-0-0).

➤ Article 13: PILOT Agreements

Lynne Barrett, Director of Finance, presented Article 13. This article asks Town Meeting to approve 7 solar PILOT agreements:

	LLC (or its affiliates, successors, or assignees)	Type & Size (more or less)	Location	Fee
A	Renewable Energy Development Partners	Ground 1.0	Map 97 Lot 10-2 Adjacent to airport	\$13,500 per MWAC
B	Renewable Energy Development Partners	Ground 0.5	Map 99 Lot 1-C Off Federal Furnace Road	\$13,500 per MWAC
C	<i>Withdrawn</i>			
D	46 Shops Plymouth Solar	Roof 1.11	Map 83 Lot 3C-3 46 Shops at 5 Way	\$12,500 per MWDC
E	978 Solar Development	Ground 1.338	Map 114 Lot 5 9 River Run Way	\$12,500 per MWDC
F	978 Solar Development	Ground 1.338	Map 114 Lots 7-2 & 7-8 5 River Run Way	\$12,500 per MWDC
G	978 Solar Development	Ground 2.77	Map 115 Lot A-1 3 River Run Way	\$12,500 per MWDC
H	978 Solar Development	Ground 1.32	Map 90 Lot 17-5 57 Black Cat Road	\$12,500 per MWDC

We did have some discussion at our last meeting regarding PILOTS and additional information has been provided.

Questions:

- Why are the terms for 20 years? (S Sheridan) Developers look for 20 to 25 year terms because their solar fields do not last longer than that. There is no regulation requiring that term.

Betty Cavacco made a motion to recommend Article 13 to Town Meeting. Kevin Canty, second.

Discussion: I am concerned with 20 year agreements because projects may be retrofitted with new technology, increase their output, and be paid in full in 2 to 5 years but the town only receives the original negotiate rate. Lynne Barrett responded that the town reviews the financials every 5 years and will know if the MW changes. Also there is language incorporated into the PILOT agreements that retrofitting will require immediate re-negotiation. If the value increases or decreases, we re-evaluate immediately.

The motion carries unanimously (11-0-0).

Patrick O'Brien left the room

➤ Article 10: Mount Pleasant School

Melissa Arrighi, Town Manager, presented Article 10. This article will transfer the care, custody, management and control of Mount Pleasant Street School and property from the School Committee to the Board of Selectmen. We are not sure what we are going to do with property and we are trying to keep all of our options open which is why the article says sell, lease or transfer. The decision will involve a public process. The first step regardless, is to transfer custody, care and management to the Board of Selectmen.

Betty Cavacco made a motion to recommend Article 10 to Town Meeting. Scott Stephenson, second. The motion carries unanimously (10-0-0).

Patrick O'Brien & Marc Serrico left the room

➤ Article 8: Long Ridge Road

Melissa Arrighi, Town Manager, requested no motion no action on the article tonight. She asked to add it to agenda for the newly added September 28 meeting in case there is more to report at that time.

Old/New/Other Business

- Harry Salerno mentioned that the budget sub-committee should remember the Environmental Fund at budget time and that would be a great source for ongoing sea wall maintenance. If money is invested in maintenance it will save the town money over the long run.
- Caucus Scheduling – Not all of the caucuses have been scheduled yet. Once we receive the full schedule we will begin to assign Advisory & Finance Members to cover each caucus. Experienced members are paired up with less experienced members. Our role at caucuses is to share the recommendation of the committee and not our own personal opinion. We also help answer questions that may come up.
- Patrick O'Brien pointed out that the Article 4F budget page was in the packet in the 4E section.

ADJOURNMENT

Robert Cote made a motion to adjourn. Judith Fitzgerald, second.

The motion for adjournment carries unanimously (12-0-0).

The meeting adjourned at 9:10PM.

Respectfully submitted,
Kere Gillette