

ADVISORY & FINANCE COMMITTEE

The following meeting of the Advisory & Finance Committee has been posted and will be held

At: Plymouth Town Hall
11 Lincoln Street
Mayflower II Meeting Room
Plymouth, MA 02360

On: Wednesday, January 28, 2015 at 7:00PM

Items on the agenda will include but are not limited to the following. Other discussion may include items that were not reasonably anticipated by the Chairman 48-hours in advance of the meeting posting.

AGENDA ITEMS:

TOWN MEETING ARTICLE PRESENTATIONS

- ATM Article 29: Elmer Raymond Play Area Anthony Schena, Petitioner
- ATM Article 22: New Bylaw - Fingerprint Criminal History Check Chief Botieri, Police Dept
- ATM Article 12: Chapter 90 - State Funding Sid Kashi, Town Engineer
- ATM Article 15: Private Roads “
- ATM Article 27: Accept Public Way - Lunn’s Way “
- ATM Article 28: Accept Easement - Russell Street “

Public Comment

Old/New/Other Business

- Committee Liaison Updates
- Budget Sub-Committee Updates

Meeting Minutes

- January 14, 2015

Next Meeting: Wednesday, February 4, 2015 - Mayflower II Room - Town Hall

2015 ANNUAL TOWN MEETING

April 11, 2015

ARTICLE 29:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of \$60,000 (Sixty Thousand Dollars) for the construction and/or purchase, and the installation and maintenance of a play area structure(s) for Elmer Raymond Play Area, or take any other action relative thereto.

BY PETITION: Anthony R. Schena, et al

TOWN OF PLYMOUTH

ELMER RAYMOND PLAY AREA

NORTHEAST PLAYGROUND BUILDERS

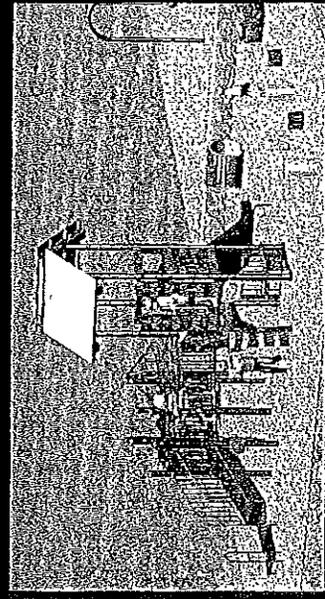


William J O'Neill
 Northeast Playground Builders
 89 Hancock Street, Suite #205
 Braintree, MA 02184

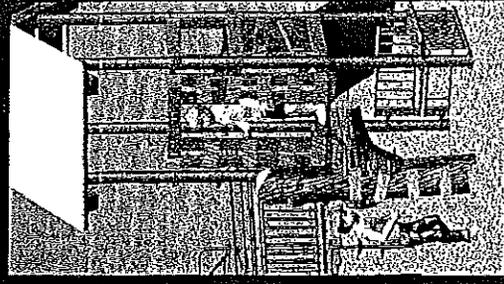
Drawn by: William J O'Neill, CPST
 W - www.northeastplaygroundbuilders.com
 E - bill@NEPLAYGROUND.com
 F - facebook@northeastplayground.com

Phone - 781.386.0924
 Fax - 480.247.4977
 MA, CSTL #95592

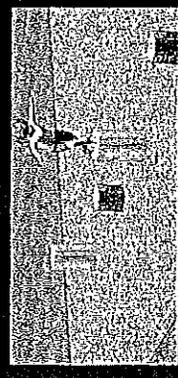
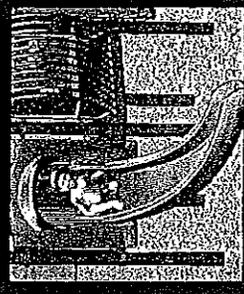
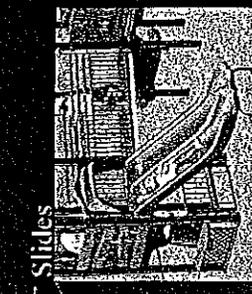
NORTHEAST
 PLAYGROUND BUILDERS
 www.northeastplaygroundbuilders.com



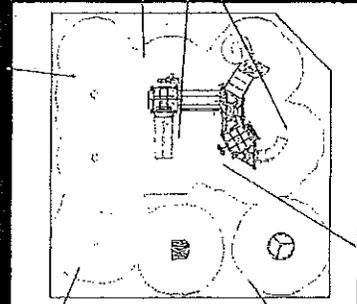
Tree Climb



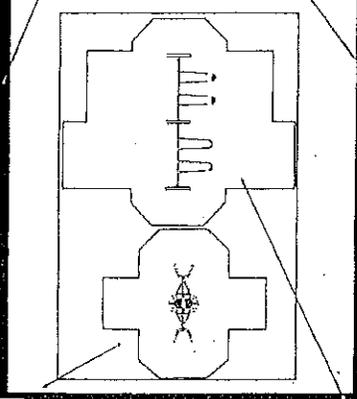
Slides



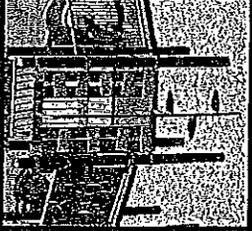
Tree Stumps



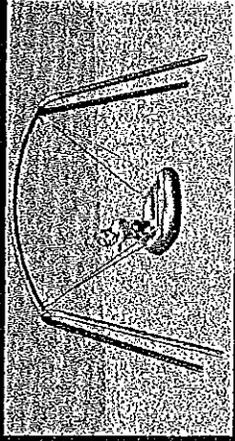
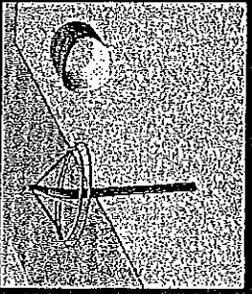
Fun Rock



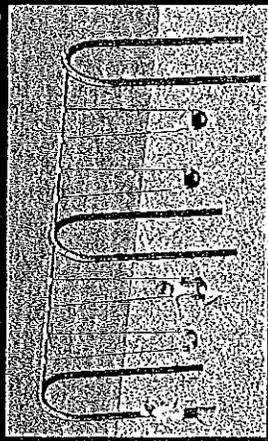
Pedal Pod



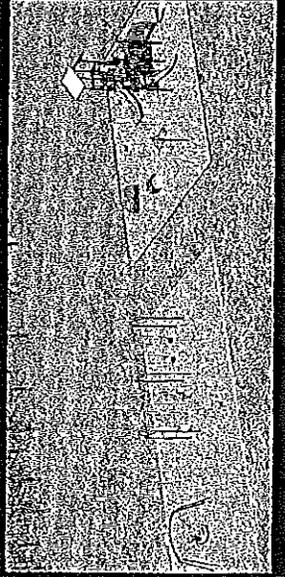
Maypole & Log Tunnel



Team Rait Swing



Two Bay Swings



**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
5 YEAR PLANNING - FY16 REQUEST FORM**

Department: PARK	10/7/14	Priority #:	2
Project Title and Description:	Replace Elmer Raymond Park Play Structure	Project Cost:	\$ 54,467

Department/Division Head: **Ted Bubbins**

Check if project is: New Resubmitted Cost estimate was developed: Internally Externally

For project re-submittals, list prior year(s): **2008,2009,2010,2011,2012, 2013,2014**

Basis of Estimated Costs (attach additional information if available) Northeast Playground Builders			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>			<i>FY16</i>		
<i>Labor and Materials</i>	\$ 54,460		<i>FY17</i>		
<i>Administration</i>			<i>FY18</i>		
<i>Land Aquisition</i>			<i>FY19</i>		
<i>Equipment</i>			<i>FY20</i>		
<i>Other</i>					
<i>Contingency</i>					
Total Capital	\$ 54,467				

Possible sources and amounts of funding, if known: _____

Project Justification and Objective: The existing play structure was wooden, twenty plus years old, breaking apart and not in compliance with safety standards. Wooden replacement parts can not be purchased. The structure has been removed

For Capital Project Requests:

Will this project be phased over more than one fiscal year? If yes, enter it on the 5 Year Plan Yes No
 Can this project be phased over more than one fiscal year? Yes No

For Capital Equipment Requests:

Check if equipment requested is replacement and enter the year, make & model, VIN and present condition of existing equipment

Check here if additional information or justification is attached.

ANNUAL TOWN MEETING

April 11, 2015

ARTICLE 22:

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 6, Section 172 B ½, to adopt a new General By-law enabling the Police Department to conduct State and Federal Fingerprint Based Criminal History checks for individuals applying for the following licenses: Hawking and Peddling or other Door-to-Door Salespeople, Manager of Alcoholic Beverage License, Owner or Operator of Public Conveyance, Dealer of Second-hand Articles, Pawn Dealers, Hackney Drivers and Ice Cream Truck Vendors and to adopt appropriate policies and procedures to effectuate the purposes of this bylaw, a copy of which is on file in the Town Clerk's office, or take any other action relative thereto.

BOARD OF SELECTMEN



TOWN OF PLYMOUTH

POLICE DEPARTMENT

20 Long Pond Road
Plymouth, Massachusetts 02360

(508) 830-4218

FAX: (508) 830-4227

To: Advisory & Finance Committee / Board of Selectmen

From: Chief Michael E. Botieri

Date: January 6, 2015

Rea: Article 22 Civil Fingerprinting By-Law

The Police Department currently is not authorized to perform a Board of Probation (BOP) check during a background investigation for Ice Cream Venders, Hawkers, and Door to Door Venders etc. This proposed by-law authorizes the Police Department to conduct state and federal finger-print based criminal history checks for individuals applying for licenses to engage in the following occupational activities: (1) managers of alcoholic beverage licenses; (2) hawkers and peddlers; (3) owners or operators of public conveyances; (4) dealers of second-hand articles; and (5) ice cream truck vendors.

The ability to perform these fingerprint supported information checks are invaluable to the Police Department in order to confidently either issue or deny an individual for any of the above licenses. The Town must ensure that only suitable individuals are issued licenses to solicit in our community. (See attached proposed Fingerprinting By-Law).

NOTE: The FBI Access Integrity Unit (AIU) has been contacted and have authorized the Town of Plymouth to move forward with this By-Law.

A handwritten signature in blue ink, appearing to read "M. Botieri".

Michael E. Botieri

Chief of Police



Chapter 72 Civil Fingerprinting

72-1 Criminal History Check Authorization

- A. The Police Department shall, as authorized by Massachusetts General Laws Chapter 6, Section 172 B 1/2, conduct State and Federal Fingerprint Based Criminal History checks for individuals applying for the following licenses:
- Hawking and Peddling or other Door-to- Door Salespeople
 - Manager of Alcoholic Beverage License
 - Owner or Operator of Public Conveyance
 - Dealer of Second-hand Articles
 - Pawn Dealers,
 - Hackney Drivers, and,
 - Ice Cream Truck Vendors
- B. At the time of fingerprinting, the Police Department shall notify the individual fingerprinted that the fingerprints will be used to check the individual's criminal history records. The Police Chief shall periodically check with the Executive Office of Public Safety and Security ("EOPSS") which has issued an Informational Bulletin which explains the requirements for town by-laws and the procedures for obtaining criminal history information, to see if there have been any updates to be sure the Town remains in compliance.
- C. Upon receipt of the fingerprints and the appropriate fee, the Police Department shall transmit the fingerprints it has obtained pursuant to this by-law to the Identification Section of the Massachusetts State Police, the Massachusetts Department of Criminal Justice Information Services (DCJIS), and/or the Federal Bureau of Investigation (FBI) or the successors of such agencies as may be necessary for the purpose of conducting fingerprint-based state and national criminal records background checks of license applicants specified in this by-law.
- D. The Town authorizes the Massachusetts State Police, the Massachusetts Department of Criminal Justice Information Systems (DCJIS), and the Federal Bureau of Investigation (FBI), and their successors, as may be applicable, to conduct fingerprint-based state and national criminal record background checks, including FBI records, consistent with this by-law. The Town authorizes the Police Department to receive and utilize State and FBI records in connection with such background checks, consistent with this by-law. The State and FBI criminal history will not be disseminated to unauthorized entities.

- E. Upon receipt of a report from the FBI or other appropriate criminal justice agency, a record subject may request and receive a copy of his/her criminal history record from the Police Department. Should the record subject seek to amend or correct his/her record, he/she must take appropriate action to correct said record, which action currently includes contacting the Massachusetts Department of Criminal Justice Information Services (DCJIS) for a state record or the FBI for records from other jurisdictions maintained in its file. An applicant that wants to challenge the accuracy or completeness of the record shall be advised that the procedures to change, correct, or update the record are set forth in Title 28 CFR 16.34. The Police Department shall not utilize and/or transmit the results of the fingerprint-based criminal record background check to any licensing authority pursuant to this by-law until it has taken the steps detailed in this paragraph. Municipal officials should not deny an applicant the license based on information in the record until the applicant has been afforded a reasonable time to correct or complete the information, or has declined to do so.
- F. The Police Department shall communicate only the results of the National (FBI) fingerprint-based criminal record background checks to the appropriate governmental licensing authority within the Town as listed. The Police Department may not communicate any Massachusetts fingerprint-based criminal history record check results. The Police Department shall indicate whether the applicant has been convicted of, or is awaiting final adjudication for, a crime that bears upon his or her suitability or any felony or misdemeanor that involved force or threat of force, controlled substances or a sex-related offense. The Police Department must record this secondary dissemination in its CORI Dissemination Log.
- G. The Board of Selectmen is authorized to promulgate regulations for the implementation of the proposed by-law, but in doing so it is recommended that they consult with the Chief of Police, Town Counsel and the Massachusetts Executive Office of Public Safety and Security (or its successor agency) to ensure that such regulations are consistent with the statute, the FBI's requirements for access to the national database, and other applicable state laws.

72-2 Use of Criminal Record by Licensing Authorities

- A. Licensing authorities of the Town shall utilize the results of fingerprint-based criminal record background checks for the sole purpose of determining the suitability of the subjects of the checks in connection with the license applications specified in this by-law. A Town licensing authority may deny an application for a license on the basis of the results of a fingerprint-based criminal record background check if it determines that the results of the check render the subject unsuitable for the proposed occupational activity. The licensing authority shall consider all applicable laws, regulations and Town policies bearing on an applicant's suitability in making this determination.

- B. The Town or any of its officers, departments, boards, committees or other licensing authorities is hereby authorized to deny any application for, including renewals and transfers thereof, for any person who is determined unfit for the license, as determined by the licensing authority, due to information obtained pursuant to this by-law.

72-3 Fees

- A. The fee charged by the Police Department for the purpose of conducting fingerprint-based criminal record background checks shall be one hundred dollars (\$100). The Town Treasurer shall periodically consult with Town Counsel and the Department of Revenue, Division of Local Services regarding the proper municipal accounting of those fees.
- B. A portion of the fee (\$30) as specified in Mass. Gen. Laws Chapter 6, Section 172B1/2, must be paid separately to the Commonwealth by either money order or bank check, and shall be deposited into the Firearms Fingerprint Identity Verification Trust Fund. The remainder of the fee may be retained by the Town to be expended by the Police Department to help offset costs associated with the administration of the fingerprinting system, subject to Town Meeting appropriation or deposited in a revolving account if and when one is established for that purpose.

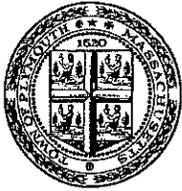
ANNUAL TOWN MEETING

April 11, 2015

ARTICLE 12:

To see if the Town will vote to appropriate a sum of money from available funds as the State's share of the cost of work under G.L. c.90, §34 (2)(a) of the Massachusetts General Laws, or take any other action relative thereto.

BOARD OF SELECTMEN



TOWN OF PLYMOUTH

Department of Public Works
11 Lincoln Street
Plymouth, Massachusetts 02360

TO: ADVISORY AND FINANCE COMMITTEE

FROM: SID KASHI, P. E. VSK
TOWN ENGINEER

Through: Jonathan Beder, Director of Public Works

CC: Melissa Arrighi, Town Manager

DATE: January 15, 2015

**Subject: 2015 SPRING ANNUAL TOWN MEETING – ARTICLE EXPLANATION
ARTICLE 12 – ACCEPTING CHAPTER 90 (STATE) FUNDS**

This Annual Article authorizes the Town to accept the funding provided by the State under G.L., Chapter 90 for the maintenance of public roads. In the last round of yearly appropriations, the Town received **\$1,499,142.00**. The estimated amount for Fiscal Year 2016 is unknown at this time.

The Town can expect a similar amount in Fiscal Year 2016, unless there is a change in policy and/or the State's financial health.

There is not any need for funding this Article.

The D.P.W. recommends that the Advisory and Finance Committee vote to approve and support Article 12 as presented.

ANNUAL TOWN MEETING

April 11, 2015

ARTICLE 15:

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise fund \$500,000 in improvements to Private Roads including all costs necessary and related thereto, consistent with the provisions of Chapter 112 of the Acts of 2012 as signed by the Governor on June 13, 2012, or take any other action relative thereto.

ROADS ADVISORY COMMITTEE



TOWN OF PLYMOUTH

Department of Public Works
Engineering Division
11 Lincoln Street
Plymouth, Massachusetts 02360

TO: FINANCE AND ADVISORY COMMITTEE

FROM: SID KASHI, P. E. ✓ B.K.
TOWN ENGINEER

Through: Jonathan Beder, Director of Public Works

CC: Melissa Arrighi, Town Manager
Road Advisory Committee

DATE: January 15, 2015

**SUBJECT: 2015 SPRING ANNUAL TOWN MEETING – ARTICLE EXPLANATION –
ARTICLE 15 - \$500,000. FUNDING FOR UNACCEPTED ROADS
IMPROVEMENT PROGRAM**

Over half of the roads in Plymouth are unaccepted AS PUBLIC WAY. There are approximately 150 miles of unaccepted roads, and 43% (65 miles) of these roads are unpaved. A large percentage of requests to the DPW for road repairs involve unaccepted roads, and many of them being used as Town-Wide connectors, which are located in areas with significant build-out potential.

Many residents living on unaccepted roads expect that the Town should be doing more to maintain or improve unaccepted roads in the Town.

There are not any funding sources available to support adequate levels of Town maintenance on unaccepted roads. The DPW and the Road Advisory Committee (RAC) have been exploring various options to create a program to help fund desired improvements to unaccepted roads. To accomplish this goal the Unaccepted and Gravel Roads Committee recommended to the Board of Selectmen (BOS) to place an article in the Town Meeting Warrant requesting that the Board of Selectmen petition the Legislature to file for a Special Act authorizing the Town of Plymouth to make improvements on unaccepted roads with public funds. An Article was placed on Town Meeting Warrant. The Special Act was passed by State Legislators and signed by the Governor on June 13, 2012 (see enclosure).

Several years ago at a Special Town Meeting on November 1, 1994, the Town Meeting members voted to "appropriate the sum of \$170,000.00 from free cash for the maintenance of private roads". The funding continued through the 1998 construction season.

Funding to repair/maintain unaccepted roads has been authorized in the past two (2) years by Town Meeting for \$500,000.00 each year.

The last two (2) years the Town Meeting appropriated \$1,000,000.00 for improving and maintaining of unaccepted paved and gravel roads.

The following is a list of projects which were either completed or on-going utilizing the last 2 (two) year's funds:

1. Crack Seal

- Burce Road (South Meadow Road to Montgomery Drive) - **Completed**
- Ashbury Street (Montgomery Drive to Pimental Drive) - **Completed**
- Cox Lane (Montgomery Drive to Knoll Road) - **Completed**
- Donna Drive (State Road to Andrews Way) - **Completed**

2. Overlay

- Bruce Road (South Meadow Road to Montgomery Drive) – 1800 feet - **Completed**

3. Full Depth Re-Construction

- Little Sandy Pond Road (portion of) – approximately 1,000 feet – **Completed**
- George St – Scheduled for Spring 2015 construction
- Queen Drive – Scheduled for Spring 2015 construction

4. Pavement Management Program – Assist with inventory and development of a long term maintenance program for unaccepted gravel and paved roads - **Completed**

5. Spreading and grading Recycled Asphalt (material) for improving gravel roads- **Completed**

6. Field Survey and Design – Conducted field survey and office work for George Street, Queen Drive and Birch Street watershed areas in order to design drainage system for improving the existing roadways.

Please see enclosure for a report prepared by “BETA” (a pavement management firm) on unaccepted roads.

This article asks that the Town Meeting to fund \$500,000.00 to improve unaccepted roads. The funding will allow the Public Works Department to improve the condition and safety of these unaccepted roads. Improvements needed to keep these roads maintained and safe.

The \$500,000.00 funding will be utilized in the following areas by generating a list of roads from pavement management program:

- Surface Treatment \$200,000.00
- Gravel Road Upgrade \$50,000.00
- Full Depth Reconstruction \$225,000.00 for Birch St
- Crack Seal \$25,000.00

Representatives of the Engineering Division and the Road Advisory Committee will be available on January 28th to present the materials and answer any questions that you may have.

The D.P.W. recommends that the Finance and Advisory Committee Members vote to approve and support Article 15 as presented.

Encl: Special Act passed by Legislators and signed by Governor
Report - Pavement management program on unaccepted roads

THE COMMONWEALTH OF MASSACHUSETTS

In the Year Two Thousand and Twelve

AN ACT AUTHORIZING THE TOWN OF PLYMOUTH TO MAKE IMPROVEMENTS ON UNACCEPTED ROADS.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding section 6N of chapter 40, any other general or special law or charter provision to the contrary, the town of Plymouth may transfer money from available funds or borrow money to implement a road improvement program to prepare road layout or make improvements to unaccepted roads and to conduct studies associated with such layouts or improvements.

SECTION 2. This act shall take effect upon its passage.

House of Representatives, June 5, 2012.

Passed to be enacted,

Pat J. Flaherty, Speaker.

In Senate, June 6, 2012.

Passed to be enacted,

Timothy J. Murray, President.

13 June, 2012.

Approved,

at 1 o'clock and 10 minutes, P. M.

[Signature]
GOVERNOR.



Town of Plymouth Department of Public Works

PAVEMENT MANAGEMENT PROGRAM UNACCEPTED ROADWAYS



JANUARY 2013 PAGES

Roadway Inventory and GIS

Plymouth Roadway Profile



Classification	Miles
Town - Accepted	218.9
Town - Unaccepted	152.5
Town - Private/Exclusion	125.7
Total	497.1



Roadway Inventory and GIS

Plymouth Unaccepted Roadway Profile



Road Type	Miles
Unaccepted – Asphalt	87.5
Unaccepted – Gravel	65.0
Total	152.5



Pavement Management



Maintenance

- Crack Seal
- Pothole/Utility Patching

Surface Treatment

- Microsurfacing
- Rubber Chip Seal
- Double Chip Seal

Structural Repair

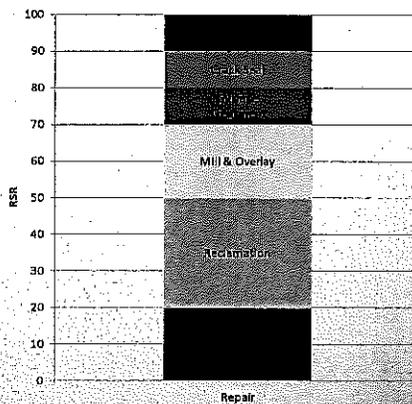
- Mill and Overlay
- Reclamation
- Reconstruction



Maintenance & Repair Methods

Paved Roadways

- Defer Maintenance - \$0.00 SY
- Crack Seal- \$1.00 SY
- Surface Treatment - \$14.00 SY
 - Micro Seal
 - Rubber Chip Seal
 - Double Chip Seal
- Mill & Overlay - \$20.00 SY
- Reclamation - \$90.00 SY
- Reconstruction - \$135.00 SY



Maintenance & Repair Methods

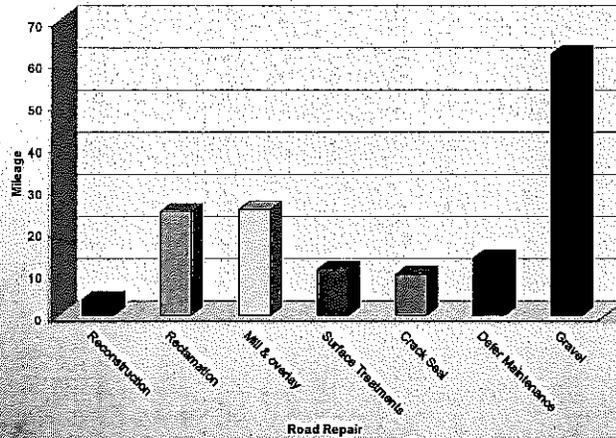
Gravel Roadways

- Gravel Road Annual Re-grading Maint.- \$2.00 SY
- Gravel Road Dense Grade - \$13.00 SY
- Gravel Paved Roadway - \$135.00 SY



Existing Conditions Summary

General Rating by Mile – Unaccepted Roads



Approx. 87.5
Road Miles
RSR = 63.61
Paved Roadways



Existing Conditions Summary

Breakdown by Repair Method*

Repair Method	Length (Miles)	Est. Cost	% By Repair
Reconstruction	3.7	\$5,156,726	4.9%
Reclamation	24.5	\$29,353,354	28.0%
Mill and Overlay	25.1	\$7,152,040	28.6%
Surface Treatment	10.9	\$1,960,430	12.5%
Crack Seal	9.7	\$114,501	11.1%
Defer Maintenance	13.6	\$0	15.5%
TOTAL:	87.5	\$43,737,048	100.0%

Backlog* = Approx. \$43.7 Million

*Excludes Gravel Roads



Construction History - Unaccepted



2013 Construction

- Bruce Road – Overlay/Crack Seal
- Ashbury Street - Overlay/Crack Seal
- Cox Lane – Overlay/Crack Seal
- Donna Drive – Crack Seal
- Little Sandy Pond Road – 1,000ft
 - Full Depth Reconstruction



Anticipated Construction

2015 Unaccepted Roads

- George Street
 - \$510K (Money Allocated)
- Queen Drive
 - \$165K (Money Allocated)
- Birch Street
 - \$225K (Money Not Allocated)



*Asking for \$500K at Town Meeting FY2016



ANNUAL TOWN MEETING

April 11, 2015

ARTICLE 27:

To see if the Town will vote to authorize the Board of Selectmen to accept and allow as a public way the following street or portions thereof as laid out by the Board of Selectmen and reported to the Town, and as shown on plans on file with the Town Clerk; to authorize the Board of Selectmen to acquire by gift, or eminent domain an easement or easements to use said ways for all purposes for which public ways are used in the Town of Plymouth, and all associated easements; and further, accept gifts for this purpose and any expenses related thereto; and authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out said acquisition(s), or take any other action relative thereto..

- Lunn's Way

DEPARTMENT OF PUBLIC WORKS



TOWN OF PLYMOUTH

Department of Public Works
Engineering Division
11 Lincoln Street
Plymouth, Massachusetts 02360

TO: FINANCE AND ADVISORY COMMITTEE

FROM: SID KASHI, P. E. *(Signature)*
TOWN ENGINEER

Through: Jonathan Beder, Director of Public Works

CC: Road Advisory Committee

DATE: January 15, 2015

**SUBJECT: STREET LAYOUT HEARING
2015 SPRING ANNUAL TOWN MEETING – ARTICLE 27**

This year there is one (1) street being proposed for acceptance, namely Lunn's Way in the Ponds of Plymouth subdivision located in South Plymouth.

Lunn's Way, which is presently unaccepted, has been approved by the Road Advisory Committee for acceptance.

This package contains a brief synopsis of the location being considered, the public notice and a locus map of the area.

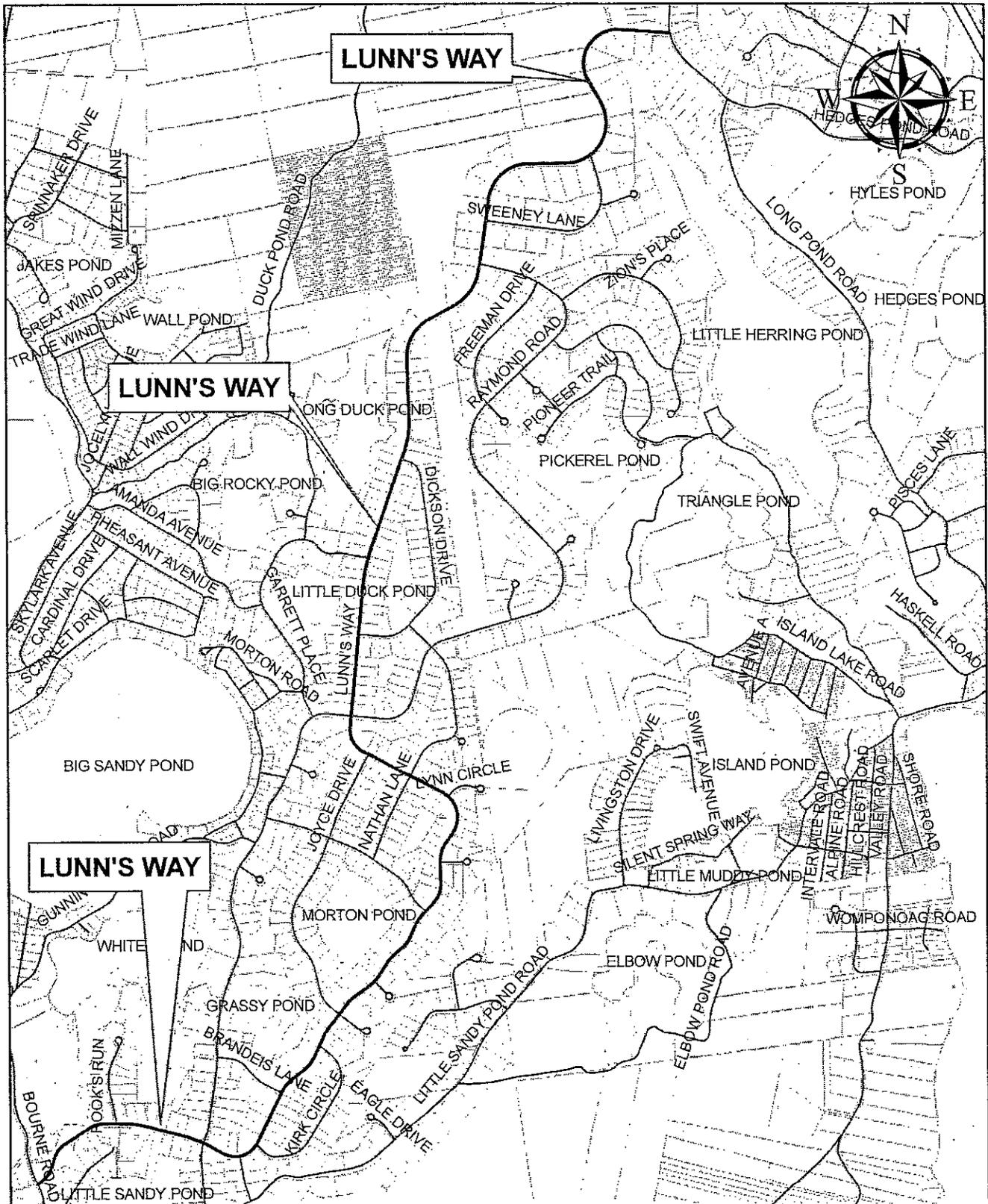
Representatives of the Engineering Division and the Road Advisory Committee will be available on January 28th to present the materials and answer any questions that you may have.

The D.P.W. recommends that Finance and Advisory Committee vote to support Article 27 as presented.

2015 ANNUAL TOWN MEETING LOCUS MAP

ARTICLE 27:
DPW ENGINEERING - LUNN'S WAY

PLAT 113, 122, 123 & 124



PREPARED BY THE PLYMOUTH ENGINEERING DIVISION

1,600 0 1,600 3,200

SCALE IN FEET

**STREET LAYOUT HEARING
JANUARY 27, 2015, 7:30 P.M.
ATM Article**

ARTICLE: 27

LUNN'S WAY - is located in the South Plymouth section of Town and comprises a portion of the "Ponds of Plymouth, *fka Heritage Hills*" subdivision. Built in phases between 1973 thru 2007, Lunn's Way runs from south to north, connecting Bourne Road and Long Pond Road. The laying out of Lunn's Way is made possible by requiring all abutters to the way submit a "Waiver of Appraisal and Damages", which will be prepared and distributed by the Town. Lunn's Way is the beginning of the layout process for this development.



The following notice was published in the Old Colony Memorial on Saturday, January 17th, and Wednesday, January 21st, 2015, and has been posted in each precinct for the last two weeks and has been sent to all abutters by mail. **The public-notice reads as follows:**

Dear Property Owner:

You are hereby notified of the intention of the Selectmen of Plymouth, to layout as a Town Way, **LUNN'S WAY**

Notice is hereby given to all persons interested that the Selectmen will meet in the Mayflower Meeting Room – 1st Floor at the Plymouth Town Hall, 11 Lincoln Street on Tuesday, January 27, 2015 at 7:30 P.M. at which time and place the said Selectmen will proceed to view the above route, to see all persons and corporations interested therein who may then and there desire to be heard thereon, and then to layout, locate and establish said way over the route above-described, and to assess all such damages as any person or corporation may sustain by the location and construction of the way aforesaid, and to do whatever else may legally be done on the premises.

BY ORDER OF THE BOARD OF SELECTMEN

DEPARTMENT OF PUBLIC WORKS
Town Engineer
Sid S. Kashi, P.E.

ANNUAL TOWN MEETING

April 11, 2015

ARTICLE 28:

To see if the Town will vote to authorize the Board of Selectmen to accept perpetual easement for public way purposes over the property located on Russell Street, Plymouth, MA and shown as Plymouth Assessor's Parcels No. 017-000-065-000 on file with the Town Clerk; to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain an easement to use said way for all purposes for which public ways are used in the Town of Plymouth; and further, to raise and appropriate, transfer from available funds, accept gifts or borrow a sum of money for this purpose and any expenses related thereto; and to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out this acquisition, or take any other action relative thereto.

DEPARTMENT OF PUBLIC WORKS



TOWN OF PLYMOUTH

Department of Public Works
Engineering Division
11 Lincoln Street
Plymouth, Massachusetts 02360

TO: FINANCE AND ADVISORY COMMITTEE

FROM: SID KASHI, P. E. / S.K.
TOWN ENGINEER

Through: Jonathan Beder, Director of Public Works

CC: Melissa Arrighi, Town Manager

DATE: January 20, 2015

SUBJECT: EASEMENT PLAN
2015 SPRING ANNUAL TOWN MEETING – ARTICLE 28

The property owner of the former Registry of Deeds building went before the Zoning Board of Appeals (ZBA) to convert the existing site into a 3-story condominium complex which is located at 7 Russell St.

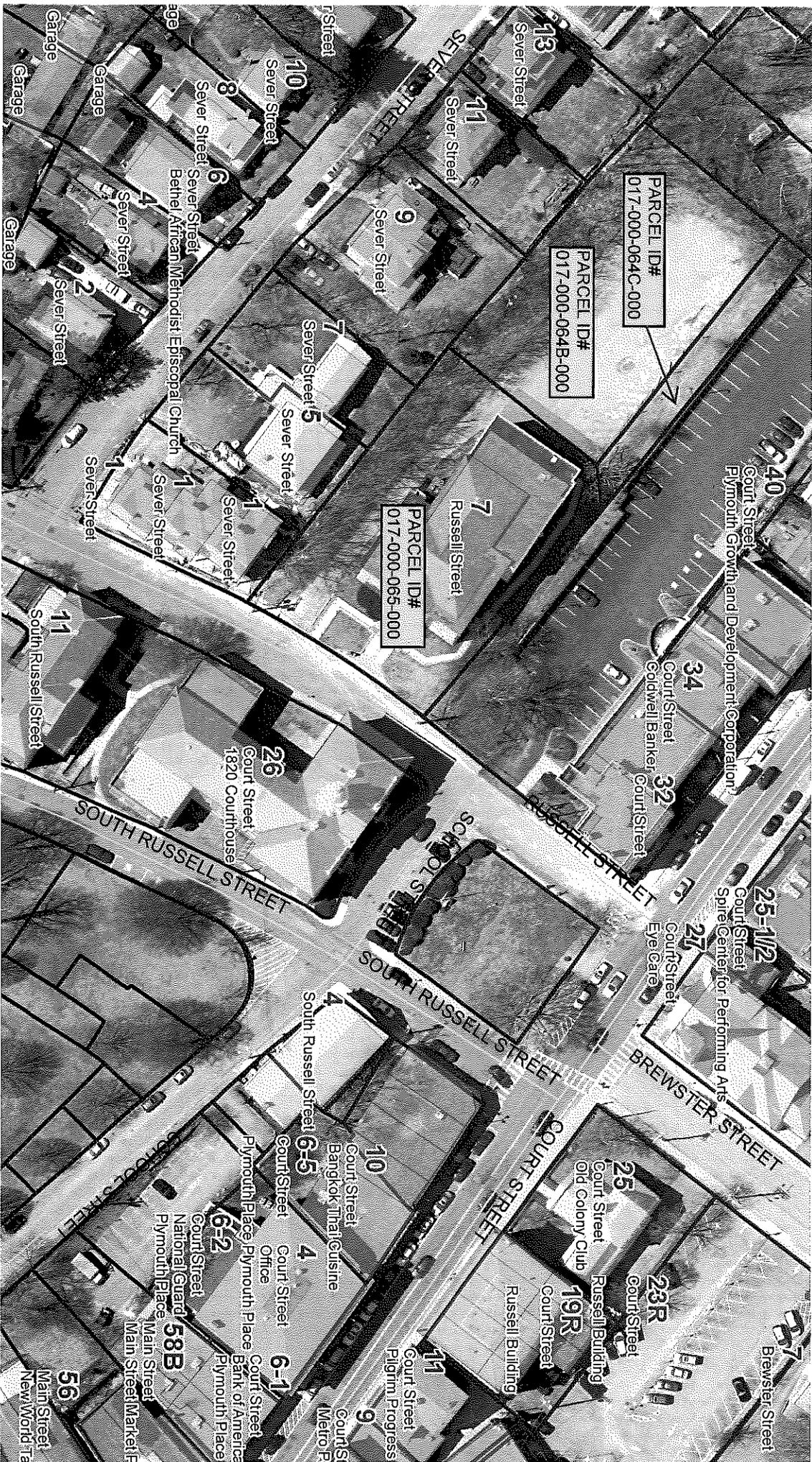
There is an existing portion of concrete sidewalk in front of the building that forms a crescent shape, which is currently outside of the roadway layout for Russell Street. The Town has requested an access and maintenance easement for this area of sidewalk. The ZBA's condition (see enclosure – ZBA decision page 6, 4N and 8C) is requiring the applicant to grant an easement for access and maintenance. The applicant is responsible for conveying and recording the proposed easement, which will be granted to the Town.

The granting of this easement requires town meeting action for authorizing the Board of Selectmen to accept the easement.

Representative of the Engineering Division will be available on January 28th to present the materials and answer any questions that you may have.

The D.P.W. recommends that Finance and Advisory Committee vote to support Article 28 as presented.

- Enclosures:**
1. Location of Property with Assessors Map ID Number
 2. Site Plan showing Proposed Access and Utility Easement
 3. Easement Plan
 4. ZBA Decision Case No 3741 relative to the subject property



PARCEL ID#
017-000-064C-000

PARCEL ID#
017-000-064B-000

PARCEL ID#
017-000-065-000

Court Street
Plymouth Growth and Development Corporation

Court Street
Goldwell Banker

Court Street
Spire Center for Performing Arts

Court Street
Eye Care

Court Street
Old Colony Club

Russell Building
Court Street

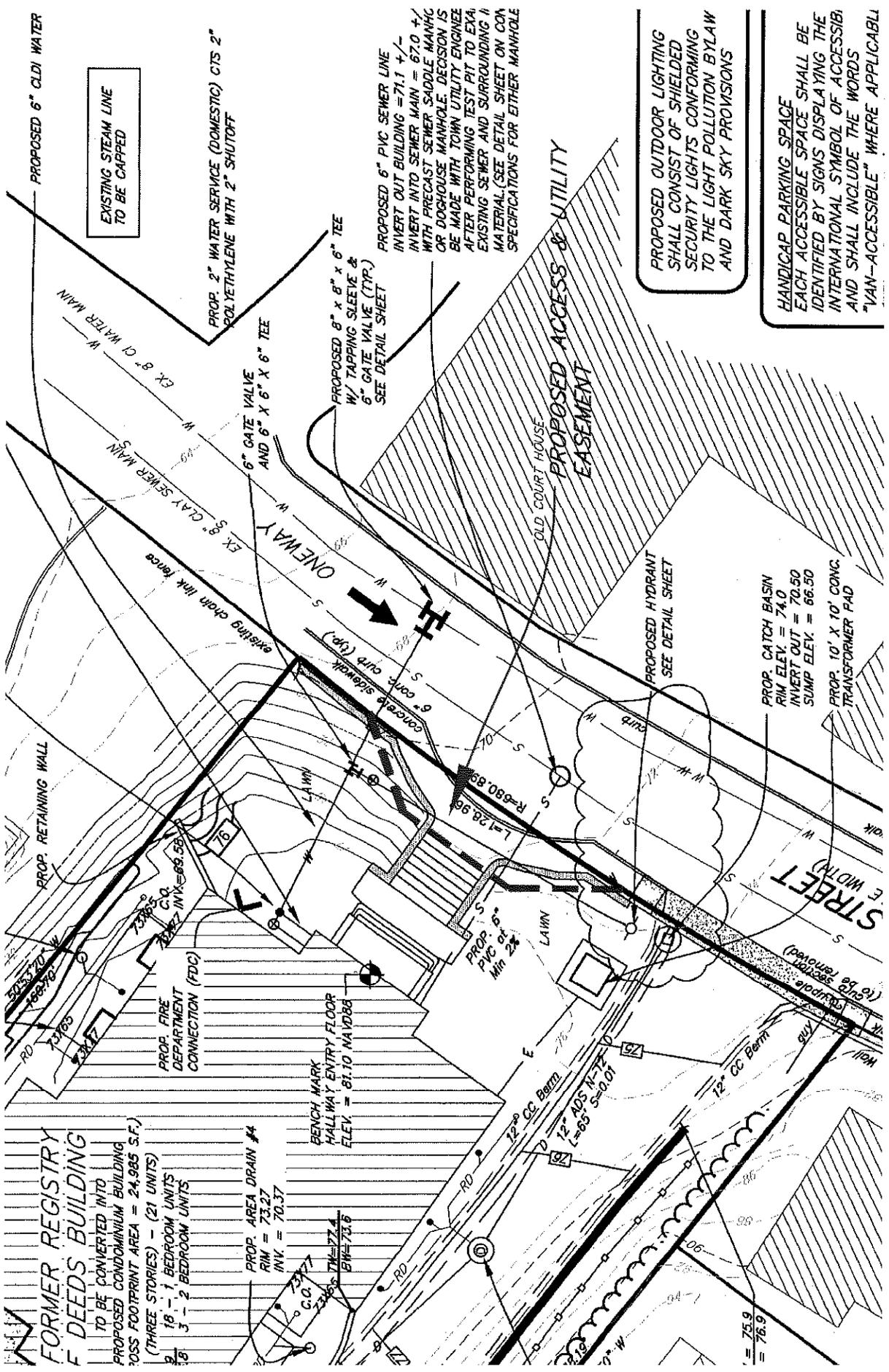
Court Street
Pilgrim Progress

Court Street
1820 Courthouse

Court Street
National Guard

Main Street
Main Street Market

Main Street
New World Ta



FORMER REGISTRY DEEDS BUILDING
 TO BE CONVERTED INTO
 PROPOSED CONDOMINIUM BUILDING
 GROSS FOOTPRINT AREA = 24,985 S.F.
 (THREE STORIES) - (21 UNITS)
 16 - 1 BEDROOM UNITS
 5 - 2 BEDROOM UNITS

PROP. AREA DRAIN #4
 RIM = 73.27
 INV. = 70.37

BENCH MARK
 HALLWAY ENTRY FLOOR
 ELEV. = 81.10 NAVD88

EXISTING STEAM LINE
 TO BE CAPPED

PROP. 2" WATER SERVICE (DOMESTIC) CTS 2"
 POLYETHYLENE WITH 2" SHUTOFF

PROPOSED 6" PVC SEWER LINE
 INVERT OUT BUILDING = 71.1 +/-
 INVERT INTO SEWER MAIN = 67.0 +/-
 WITH PRECAST SEWER SADDLE MANHOLE
 OR DOORHOUSE MANHOLE. DECISION IS
 TO BE MADE WITH TOWN UTILITY ENGINEER
 AFTER PERFORMING TEST PIT TO EXISTING
 SEWER AND SURROUNDING II
 MATERIAL. (SEE DETAIL SHEET ON CON
 SPECIFICATIONS FOR EITHER MANHOLE

PROPOSED 8" x 8" x 6" TEE
 W/ TAPPING SLEEVE &
 6" GATE VALVE (TYP.)
 SEE DETAIL SHEET

6" GATE VALVE
 AND 6" x 6" x 6" TEE

PROPOSED OUTDOOR LIGHTING
 SHALL CONSIST OF SHIELDED
 SECURITY LIGHTS CONFORMING
 TO THE LIGHT POLLUTION BYLAW
 AND DARK SKY PROVISIONS

HANDICAP PARKING SPACE
 EACH ACCESSIBLE SPACE SHALL BE
 IDENTIFIED BY SIGNS DISPLAYING THE
 INTERNATIONAL SYMBOL OF ACCESSIBL
 AND SHALL INCLUDE THE WORDS
 "VAN-ACCESSIBLE" WHERE APPLICABL

PROPOSED ACCESS & UTILITY
 EASEMENT

PROPOSED HYDRANT
 SEE DETAIL SHEET

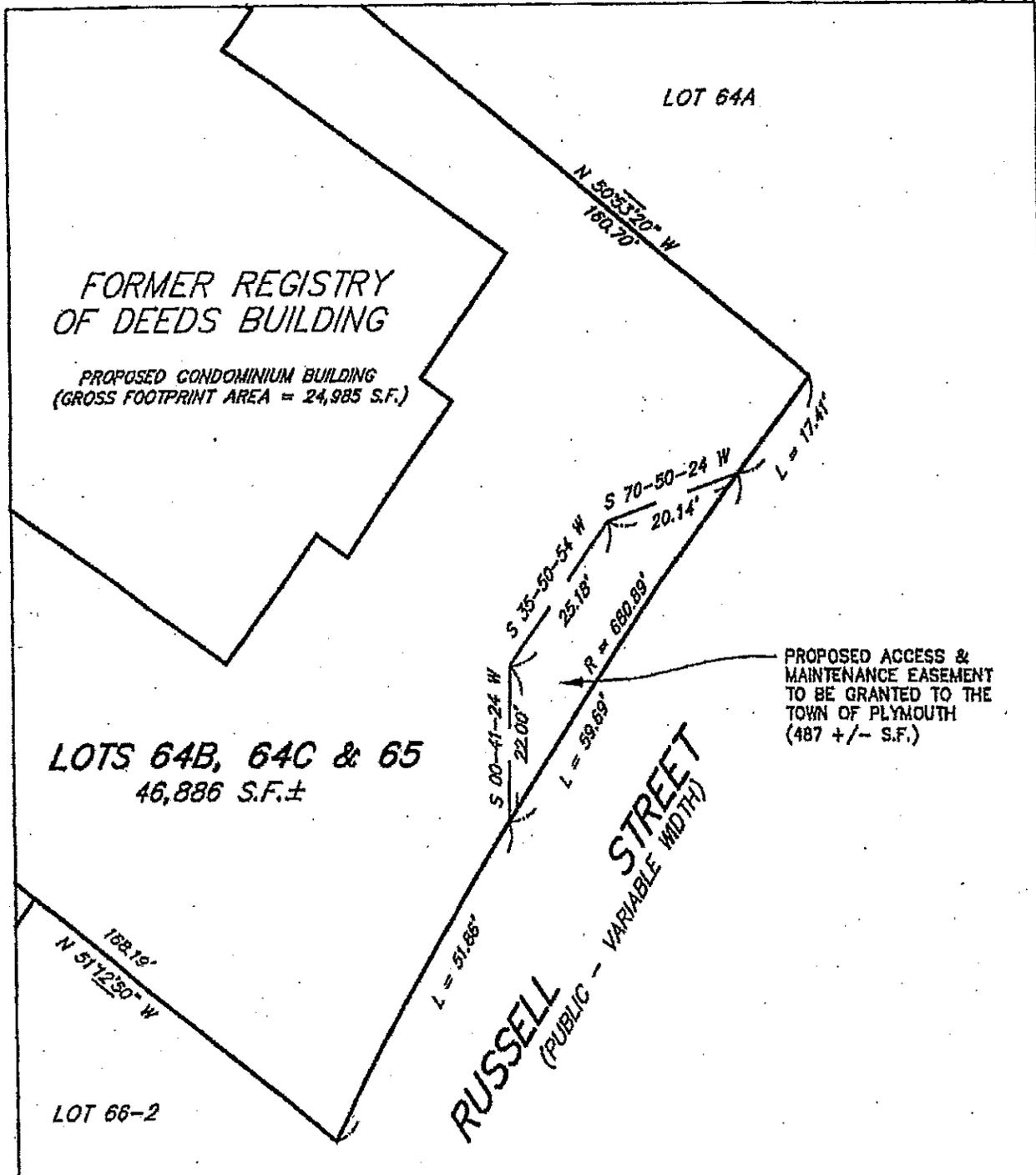
PROP. CATCH BASIN
 RIM ELEV. = 74.0
 INVERT OUT = 70.50
 SUMP ELEV. = 66.50

PROP. 10' x 10' CONC.
 TRANSFORMER PAD

STREET
 (E. W. 10TH)

1" = 75.9
 = 76.9

EXHIBIT A



FLAHERTY & STEFANI, INC.

67 SAMOSET STREET
PLYMOUTH, MA. 02360
(508)747-2425

DATE: MAY 7, 2014

SCALE: 1" = 20'

JOB NO.: 2700

DWG NAME: 2700SP2.dwg

NOTES:

- 1.) ZONE: D/H DOWNTOWN/HARBOR
- 2.) DEED REFERENCE: BOOK 36647 PAGE 315
- 3.) APPLICANT: MEGRYCO, INC.
4 COLLINS AVENUE
PLYMOUTH, MA 02360
- 4.) LOCUS: MAP 17 LOT 64 B, 64 C, & 65

EASEMENT PLAN

IN
PLYMOUTH, MASS.

PREPARED FOR
MEGRYCO, INC.

17 RUSSELL STREET

PARCEL ID# 017-000-065-000

13. A1 – Main Floor/Roof Plan dated March 3, 2014 prepared by Jeffrey M. Metcalfe (Revised on March 12, 2014)
14. A2 – West Elevation dated March 3, 2014 prepared by Jeffrey M. Metcalfe (Revised on March 12, 2014)
15. A2a – West Elevation dated March 3, 2014 prepared by Jeffrey M. Metcalfe
16. Planting Plan – Sheet 1 – dated March 13, 2014
17. Planting Notes List & Details – Sheet 2 – dated March 13, 2014
18. March 20, 2014 Fire Dept. Comments
19. March 21, 2014 ENG Dept. Comments
20. March 19, 2014 MOU between Plymouth Office of Community Development and MEGRYCO, Inc.
21. ZBA Required Signage
22. Site Photos (Figure 1, Figure 2, Figure 3, and Figure 4)
23. March 25, 2014 Planning Board comments
24. April 2, 2014 Application for Certificate issued by Historic District Commission
25. Exhibit A – Covenant and Restriction
26. Proposed Condition
27. Picture of stone wall from the Armory
28. Fire Truck turning radius

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THE PLYMOUTH ZONING BOARD OF APPEALS (THE "BOARD") FINDS THE FOLLOWING FACTS:

1. The Petitioner proposes the conversion of the existing vacant former Plymouth County Registry of Deeds building at 7 Russell Street into twenty one (21) residential units.
2. The property in question is located on the north side of Russell Street (west of, and uphill from, Court Street) facing the vacant 1820 Courthouse and Green in the Plymouth Center Village Service area. The building was originally built in 1904 according to Town records, using brick with the intention to be "fire-proofed." The records kept in the building while it was in use dated back to 1620, and the building represents a significant historic structure, highly visible from Court Street.
3. Plymouth County constructed and opened a new Registry of Deeds facility on Obery Street in Plymouth in September of 2005. The Russell Street building has remained vacant since that time.
4. The property in question is located in the Downtown/Harbor ("DH") District and within the Plymouth Historic District. A special permit is required for the creation of more than eight (8) residential units. The intent of the DH District is:
 - (a) To encourage a mix of commercial and residential uses on individual lots and throughout the district that complements the Town's rich historical background.
 - (b) To create a pedestrian-oriented environment by creating links between existing and proposed areas of activity to better serve residents and tourists.
 - (c) To preserve and protect the distinctive characteristics of buildings and places significant in the history of Plymouth or their architecture, through the maintenance and improvement of settings for such buildings and places and the encouragement of designs compatible therewith.
5. The Petitioner proposes creating twenty one (21) residential units: eighteen (18) one-bedroom, and three (3) two-bedroom¹. Multi-family uses of greater than eight (8) units on the same lot are allowed by Special Permit in the DH District, subject to the unit size provisions of §205-54 B (1) that each unit

¹ Although twenty-one (21) units are proposed, the Petitioner requested flexibility in reconfiguration and final design of the interior layout of the building and the units. The Board agreed with this request, provided that the total number of bedrooms in the project does not exceed twenty-four (24) and the total number of units does not exceed twenty-one (21), as set forth in Condition 12 below.

by 50%. There are slope constraints along the southwesterly boundary line, and the drive is not overly long, running approximately 170 feet from Russell Street to the rear corner of the building. The Fire Department has no problem with the drive being eighteen (18') feet in width and fire suppression sprinklers will be installed in the building.

13. Section 205-54 and Table 5 of the Bylaw require a five (5') foot side setback and the proposed balconies and carport on the northeasterly side of the property will be approximately four (4') feet from that sideline, and consequently a special permit to modify the side setback is required to accommodate those features. The Board finds that this reduction is appropriate and consequently grants the reduction in setback. As noted, this is a well-developed downtown area and a reduction of approximately one (1') foot in side setback is reasonable, particularly given the design of the features and the proposed landscaping.
14. The filing is also subject to Section 205-71 Inclusionary Housing. There is a net increase of twenty one (21) residential units, requiring that ten percent (10%), or two (2) of the proposed units be affordable units under the Bylaw, one (1) of which will be a two-bedroom unit and one (1) of which is a one-bedroom unit.
15. The Petitioner and the Office of Community Development have prepared a Memorandum of Understanding ("MOU") to address the required affordable units.
16. With respect to utilities, the requirements of the Department of Public Works Engineering Division for water and sewer connections must be satisfied, including detail on the construction-level plans. An additional hydrant may be required by the Fire Department.
17. A Hydrant Flow Test was performed at 7 Russell Street by Amory Engineering, at Court Street at Brewster, Russell and S. Russell Streets in Plymouth Center, on May 10, 2013. The field test indicates there is sufficient available flow.
18. Stormwater runoff from the site is collected and routed through a drainage system. The site drainage system was designed in consideration of the standards and techniques of the Best Management Practices outlined in the Mass DEP Stormwater Management Guidelines. The proposed groundwater recharge quantities meet or exceed the required minimum recharges. The site activity will result in an 88% (80% min required) of the Total Suspended Solids (TSS) in the flow discharge and thus reducing potential for sedimentation effects downstream.
19. The Department of Public Works Engineering Division has requested an access and maintenance agreement for the existing public sidewalk on Russell Street on the Petitioner's land.

THE GRANTING OF THIS SPECIAL PERMIT IS BASED ON THE FOLLOWING REASONS:

1. The proposed use is appropriate in the zone and this specific site. Multifamily housing over eight (8) units is allowed by Special Permit and is consistent with the intent of the DH District, which is "to encourage a mix of commercial and residential uses on individual lots and throughout the district that creates a pedestrian-oriented environment that creates links between existing and proposed areas of activity." The proposed project will also contribute towards the creation of affordable housing in Plymouth. The building has been vacant for many years, the proposed use will allow for the reuse of the building while creating higher densities of year-round residents in the village center. This block, to the north and west, consists primarily of residential uses.
2. Adequate and appropriate facilities are, or will be, in place for proper operation of the proposed use as conditioned herein. The building is served by Town sewer and water.

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ENCL 11/17/11
- (f) The plans shall demonstrate adequate clearance for an emergency vehicle throughout the main access drives (fourteen (14') feet of tree clearance, adequate room for equipment overhang), using the Town's emergency vehicle overlay templates as the standard;
 - (g) A Street Opening Permit from DPW is required for all projects involving a street opening, whether or not Town utilities are involved in the reason for the street opening;
 - (h) Adequate static pressure and fire flow testing results for the project (as performed through the DPW Water Division or its designee), or a written confirmation that the test is not needed from the Water Division, shall be submitted to the Building Commissioner;
 - (i) The location of a fire hydrant, if required, and other requirements of the Fire Chief must be satisfied;
 - (j) The location and height of light poles, if any, shall be indicated on the final plans;
 - (k) The plans will show that the trash receptacle shall be appropriately screened from public ways;
 - (l) The plans will show wheel stops, bollards, or other measure of preventing vehicles from driving into the storage units of the carport structure.
 - (m) The Petitioner shall submit documentation demonstrating conformance with Section 205-65 of the Bylaw, Prevention of Light Pollution, shall be submitted to the satisfaction of the Building Inspector;
 - (n) Evidence of recording an easement for access and maintenance, or an agreement for the same in a format acceptable to the Department of Public Works, for the existing public sidewalk on Russell Street on the Petitioner's land shall be presented to the satisfaction of the Building Commissioner.
5. Minor modifications to the design and location of buildings, parking, landscaping, and other site elements may be allowed by the Building Commissioner (aka Director of Inspectional Services) to accommodate reasonable and/or necessary field conditions which modifications do not amount to a substantial modification of the plans. For example, such changes as substituting a particular plant material or number of shrubs or trees where it is impractical to do something, or moving a feature or structure in a manner which does not materially change the project, or slightly reconfigure a drainage area or parking space may be allowed.
6. Prior to issuance of a Final Occupancy Permit:
- (a) A Registered Landscape Architect or other qualified licensed professional must certify to the Building Commissioner that the required landscaping has been installed substantially in accordance with the approved site plan and Zoning Bylaw;
 - (b) A report must be submitted to the Building Commissioner by a Registered Professional Engineer, certifying that the drainage system, drive ways, curbing, and parking areas according to accepted practices and in compliance with the Zoning Bylaw and approved site plan;
 - (c) Satisfactory completion of any curb cut improvements constructed by the Petitioner, including repair of any damaged monuments or benchmarks as noted on the plans if located in the vicinity of the proposed work, shall be performed by the Petitioner.
 - (d) Off-site drainage or roadway improvements, if any, as shown on the approved plans, shall be installed to the satisfaction of the Department of Public Works and the Building Commissioner;
 - (e) All requirements of the Town Water Department with respect to water connections shall be satisfied; and
 - (f) All requirements of the Town Sewer Department with respect to sewer connections shall be satisfied.

If substantial use or construction permitted by this Special Permit has not commenced within two years from the date on which a copy of this decision is filed with the Town Clerk, excluding the amount of time required for an appeal period to expire and the amount of time required to pursue and await the determination of any such appeal, then this Special Permit shall expire, insofar as the foregoing statement is modified by Chapter 195 of the Acts of 1984.

Any relief not expressly granted hereunder is hereby denied.

We hereby certify that copies of this decision were filed with the Town Clerk, Building Inspector, and the Planning Board on: APRIL 30, 2014

ZONING BOARD OF APPEALS

NOT SEATED ON THIS CASE

Peter Conner, Chairman

Michael Main

Michael Main, Member

David Peck
David Peck, Vice-Chairman

Edward Conroy, Member

William Keohan
William Keohan, Clerk

NOT SEATED ON THIS CASE

James Simpson, Alternate

Michael Leary
Michael Leary, Alternate

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PLYMOUTH, MA

This decision shall not take effect until (a) a copy of this decision certified by the Town Clerk to the effect that twenty (20) days have elapsed since the decision was filed in the Office of the Town Clerk without any appeal having been filed or that any appeal filed has been dismissed or denied has been recorded in the Plymouth County Registry of Deeds or with the Assistant Register of the Land Court for Plymouth County, and (b) a certified copy indicating such Registry recording has been filed with the Board.

Any person aggrieved by a decision of the Board of Appeals has the right to appeal such decision to the Superior Court, the Land Court, or the District Court of the Commonwealth of Massachusetts pursuant to Massachusetts General Laws, Chapter 40A, Section 17, by filing such appeal within twenty (20) days after the date on which the decision was filed with the Town Clerk.

Copy to Applicant via Certified Mail on: APRIL 30, 2014
Notice of Decision to interested parties on: APRIL 30, 2014

**ADVISORY AND FINANCE COMMITTEE
MEETING MINUTES
January 14, 2015**

A meeting of the Advisory & Finance Committee was held on Wednesday, January 14, 2015. 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 **Fourteen members of the committee were present:**
Cornelius Bakker, Kevin Canty, Richard Gladdys, Michael Hanlon, Kevin Hennessey, Michael Hourahan, Shelagh Joyce, Ethan Kusmin, Kevin Lynch, Christopher Merrill, John Moody, Harry Salerno, Marc Sirrico, Charles Stevens

ABSENT **One member of the committee was absent:**
Harry Helm

AGENDA ITEMS

RESERVE FUND TRANSFER REQUEST

Chad Hunter, Harbor Master, requested a Reserve Fund Transfer of \$3,632 to pay for the repair of a raw water pump on the Harbormaster MU-1 (Protector). Water was leaking through the mechanical seal. They tried several times to reseal it but it continued to leak and caused the metal to deteriorate. Brewer Marine is able to do the work for \$3,632. The current balance of the Repair and Maintenance line item is \$1,930.01 which will not cover the cost of the repair. This vessel is the only TOP vessel that is in the water year round ready to respond to emergencies, patrol and maintain the harbor during the coldest months so it is imperative that it be repaired.

Questions:

- What caused it to break? (K Lynch) Over time the seal breaks down and the metal deteriorates when it comes in contact with the salt water.
- Is it under warranty? (K Lynch) It is 10 years old and is not under warranty.
- Did you receive any other estimates other than Brewer Marine? (R Gladdys) There are only 2 Yan Mar dealers in the area, Brewer Marine in Plymouth and Long Point Marine in Duxbury, both are similar in price and Long Point is considerably farther away. Brewer did discount he price of the pump from \$2,900 to \$1,985 for the pump alone. So we decided to go with Brewer.

Michael Hanlon made a motion to approve the Reserve Fund Transfer Request of \$3,632 to the Harbor Master to pay for the repair. Christopher Merrill, second. The motion carries unanimously (13-0-0).

ANNUAL TOWN MEETING ARTICLE PRESENTATIONS

Article 11: Town Promotion Fund

To see if the Town will vote to appropriate from the Town Promotion Fund created pursuant to Chapter 4 of the Acts of 1993, a sum or sums of money for programs and projects that enhance the beautification, recreational resources, public safety, promotional and marketing activities, events, services and public improvements, or take any other action relative thereto.

BOARD OF SELECTMEN

Lee Hartmann, Director of Planning & Development, presented Article 11. Paul Cripps, Executive Director of Destination Plymouth, was also in attendance to answer questions. Tourism is a large revenue generator for Plymouth, generating \$350 million per year. \$20 million of that is from hotel/motel room sales. In 1993 Plymouth successfully petitioned the state for special legislation to allow 45% of the hotel/motel room tax to be used to promote Plymouth, the other 55% going to the General Fund. For every dollar generated from this tax, \$4-5 is matched from the members of Destination Plymouth. Very few towns make this type of investment in tourism.

In 2015, the receipts collected through the 6% Hotel/Motel Tax totaled \$1,190,753.88, 45% of which goes into the Promotion Fund. Therefore the total FY16 funding to be approved for the Town Promotions budget is \$535,839. The Visitor Services Board oversees expenditures from the Promotion Fund. Estimated costs include:

- Promotions contract with Destination Plymouth: \$222,000
- Operations contract for Water Street Visitors Information Center: \$ 42,000
- Public improvements (including \$10,000 towards new Town Hall): \$ 53,584
- Salaries: \$ 600
- Event funding and additional marketing: \$172,655
- Distinguished visitors: \$ 5,000
- 2020 celebrations: \$ 40,000
- Total: \$535,839

Questions:

- Where is the Water Street Visitors Center? (K Hennessey) By the Memorial Hall parking lot, next to Al's, not to be confused with the small booth by Isaac's. The Water Street Visitors Center is fairly large and has male and female restrooms.
- Are there plans for the Visitors Center on Route 25 to reopen? (C Stevens) Cape Cod Chamber handles that building and reopening may depend on state funding.
- Who decides on which events receive funding and how much? (S Joyce) The Visitors Service Board decides and they try to spread the funding around. Organizations that receive funding must be non-profit whose purpose is creating events in Plymouth and they must guarantee a 4 to 1 match (for every dollar they receive from the Promotion Fund, they receive a minimum of \$4 from elsewhere).
- Is the contract with Destination Plymouth a multi-year contract? (C Merrill) Yes it is a three year contract and goes out to bid every three years.

Michael Hanlon made a motion to recommend Article 11 appropriating \$535,839 for the Town Promotion Fund. Kevin Hennessey, second. The motion carries unanimously (13-0-0).

Article 17: Transfer Parcel to Affordable Housing – Cutter Drive

To see if the Town will vote to transfer the following parcels from the Town Treasurer to the Affordable Housing Trust for the purpose of affordable housing:

<u>Parcel ID</u>	<u>Road</u>	<u>Legal Reference</u>	<u>Tax Title</u>
050-001-329-000	17 Cutter Drive	Land Court #103055	#12069

Or take any other action relative thereto.

AFFORDABLE HOUSING

Lee Hartmann, Director of Planning & Development, presented Article 17 and started with a quick overview of Affordable Housing in Plymouth. State law requires that 10% of housing must be affordable and if a town does not meet that minimum it is susceptible to 40B housing developments. We are not at 10% but are working towards that goal to minimize our exposure to that law. The median income in Plymouth for a family of 4 is \$94,100. 48% of Plymouth families are considered low to moderate income. The median house price in Plymouth is \$308,000, families must make a minimum of \$83,236 to afford a house at that price. If they make 80% of that, or \$67,750, the maximum house price they can afford is \$248,000. Keep in mind these are working families.

Article 17 asks that a lot the Town owns be transferred to the care and custody of the Affordable Housing Trust. The current house, at 17 Cutter Drive in Ocean Air, has been destroyed twice by fire and is boarded up. They will demolish the current house, secure the site, build a new house, put a deed restriction on it as affordable housing, and then sell it. There will not be a request for any funding. This is a great way to take care of a neighborhood problem at no cost to the town.

Questions:

- Where does the funding come from? (M Hourahan) It comes from the Affordable Housing Trust and from community development grants from the federal government.
- Where does Plymouth stand with the state law requiring 10%? (C Merrill) We are at 3 ½% which is below the middle rank wise compared to other towns.
- What is the state time line? (C Merrill) Everything we do helps, we just need to illustrate that we are working towards that goal.
- What is the lot worth? (H Salerno) The land is valued at \$100,000.
- We are at 3 ½% and the goal is 10%, who is responsible for reaching that and is there a plan to progress aggressively? The Planning Board and Planning Department are responsible and are looking at every possibility, including partnering with Habitat for Humanity. To reach the 10% it will require thousands more units.
- How do other towns reach 10%? (K Lynch) Not sure any suburbs that have reached it. It is much easier in urban areas with higher density.
- Is it true modular houses are not included in the state's count? (M Hanlon) Yes, the state does not count mobile homes on wheels towards the 10%, and there are a lot of mobile homes in Plymouth.
- To request the state to count those would we need to contact our legislators and have them make the request? (K Lynch) Yes
- Regarding the deed restriction, if a family's income increases past the maximum allowed level can they stay in the house? (K Canty) Yes, as long as they were eligible when they purchased the home they can stay in the home.
- Doesn't a bank have a lien on the property? (J Moody) Either there was no lien to begin with or a bank chose not to enforce the lien.
- Is there an opportunity to do this with other vacant houses? (K Lynch) If a house is vacant a bank usually owns it and pays taxes on it, if taxes are not paid then the town can take the property.

Michael Hourahan made a motion to recommend Article 17. Michael Hanlon, second. The motion carries unanimously (13-0-0).

Article 1: Elections & Annual Business Meeting

To choose all necessary Town Officers, the following to be voted for all on one ballot, viz.:

One Selectman for three years; One Selectman for one year; Three members of the Plymouth School Committee for three years; One member of the Planning Board for five years and One Member of the Planning Board for three years; One member of the Redevelopment Authority for five years; One member of the Housing Authority and also a total of Forty-eight (48) Town Meeting Members, Three members from each precinct for three years, One member from Precinct 7, One member from Precinct 11, and One member from Precinct 13 for one year;

Further, and in the name of the Commonwealth, you are directed to notify and warn the Inhabitants of Plymouth qualified to consider and vote on articles at the Annual Business Meeting of the Town of Plymouth to meet at Plymouth North High School, on Saturday, the Eleventh Day of April, 2015, at 8:00AM to act on the following articles to wit:

John Moody reported that there is no vote needed with Article 1. We just wanted to review it and note that it sets the stage for Town Meeting.

Article 2: Reports of Boards/Officers/Committees

To hear the reports of the several Boards and Officers and Committees of the Town thereon, or take any other action relative thereto.

BOARD OF SELECTMEN

John Moody reported that Article 2 is an annual housekeeping type article. Approval of this article is required for the Town to accept reports from boards and committees.

Christopher Merrill made a motion to recommend Article 2. Michael Hanlon, second. The motion carries unanimously (12-0-1). Kevin Lynch, abstained.

Article 4: Continuation of Committees

To see what action the Town will take pursuant to Chapter 173 of the General By-Laws regarding the formation, reformation, organization, continuation or discharge of existing Committees created by vote of Town Meeting, or take any other action relative thereto.

BOARD OF SELECTMEN

John Moody reported that Article 4 is also an annual housekeeping type article. Committees are reviewed periodically and come up for renewal every three years. There are three committees up for renewal this year: the West Plymouth Steering Committee, the Manomet Steering Committee, and the Plymouth Harbor Committee.

Michael Hanlon made a motion to recommend Article 4. Cornelius Bakker, second. The motion carries unanimously (13-0-0).

Article 6: Salaries of Elected Town Officials

To see what action the Town will take pursuant to G.L. c.41, §108 with regard to fixing the salaries of elected Town Officials, or take any other action relative thereto.

BOARD OF SELECTMEN

John Moody reported that this is another article that appears annually. In the meeting packet there is a memo from Assistant Town Manager, Michael Galla, requesting the same salaries in FY16 as FY15 for elected Town Officials.

Questions:

- Why did their salaries increase so much several years ago? (K Lynch) John Moody said that at that time a survey had been done to see what area towns were paying their elected officials. Marc Sirrico pointed out that the salaries also changed in response to the elected officials losing their health care benefits.

Michael Hanlon made a motion to recommend Article 6. Harry Salerno, second. The motion carries unanimously (13-0-0).

PUBLIC COMMENT

None

OLD / NEW / OTHER BUSINESS

Annual Town Report

Chairman John Moody reported that all departments and committees prepare a report and provide it to the Town Clerk to be published in the Annual Town Report. Chairman Moody shared a draft of his report and asked for feedback before it goes to print. He also said that Town Clerk, Laurence Pizer, has asked that committees vote to approve their reports.

Discussion/Questions:

- Can we have 7 days to review? (K Lynch) No, report is past due.
- Regarding "lackluster commercial growth", it is important to note that the last 2 Town Meetings had articles proposing raising height restrictions and both articles were voted down. (C Stevens). Taxes will be raised annually if we do not pass raising the height restrictions. (C Merrill). That point really must be driven home. (C Stevens). John Moody will add it to his report and noted that there is a group that is passionate about Plymouth maintaining its small town feel and are concerned about the impact that taller buildings will have on that feel.
- Is it appropriate to put the impact of dollar amounts, tax rate impact, of projects coming online in next few years? (S Joyce)
- Or maybe a possibility of a different commercial tax rate? (S Joyce) John Moody said that split tax rates are complex. Since 78% of tax base is residential, shifting the burden to the 22% commercial/industrial base would be significant, would have to double the commercial/industrial rate just to drop the residential rate by 10 cents.
- Interesting to learn at Selectmen meeting that the state is no longer going to fund charter schools. (S Joyce)
- Likes the use of words "lackluster commercial growth", as a commercial real estate broker knows businesses avoid coming to Plymouth because of all of the hoops they have to jump through to get permits to open a business in this town so they are crossing border where it is easier and cheaper to open a business. (R Gladdys)
- Of the 22% commercial/industrial, is the power plant in that? (E Kusmin) Lynne Barrett, Director of Finance, said that yes Entergy is 7% of that 22%.

- There was discussion about emailing suggestions for report, possibility of emailing approval, the lack of transparency that might cause, sharing vote at next meeting, and it was finally decided that the best way to proceed would be for the committee to vote to authorize Chairman Moody to finalize and submit the report to the Town Clerk.

Harry Salerno made a motion to authorize Chairman Moody to finalize the report based on feedback received and submit the final report to the Town Clerk. Michael Hanlon, second. The motion carries unanimously (13-0-0).

Committee Liaison Updates

Capital Improvement Committee: Ethan Kusmin reported that he attended that Capital Improvement Committee meeting. It was an all day meeting where they reviewed all of the capital requests from each department (items over \$15,000 with a minimum 5 year life span). The committee hears all the requests and then ranks them. He said it was a great education but difficult to take the money out of consideration and rank based on the merit/value of the item and how it compares to the other items. Lynne Barrett added that the committee has a set of criteria to help them such as safety, age, deterioration, etc. They look at how important a project is and how it fits within the community. The Town Manager looks very closely at the CIC rankings when coming up with her recommendations.

Charter Review Committee: Kevin Lynch attended the Charter Review Committee meeting as an observer. He said there was a lot of interesting discussion. He hopes to attend more of their meetings.

Plymouth Growth & Development Corporation: Michael Hanlon reported that he has not been able to attend a meeting since November because they meet at the same time as Advisory & Finance usually. The group did not receive the TIGER Grant that they were hoping to receive for the parking garage project behind Memorial Hall. They are going to apply again and are still moving forward with the design. They are also looking ahead to where a second parking garage might make sense.

Revenue Ideas Taskforce: John Moody said that the Revenue Ideas Taskforce is working on their next 5 recommendations. They are looking into SILOTS and GILOTS as a possible way to receive something on a voluntary basis from organizations that don't pay property taxes. SILOT is Service In Lieu of Taxes and GILOT is Gift in Lieu of Taxes. They are a 9 member committee, with only 6 active members.

Budget Review Process and Suggested Schedule

John Moody reported that the Board of Selectmen approved their FY 2016 budget last night. He handed out a budget review process and suggested schedule. Final subcommittee reports are due by February 19th. Subcommittee Chairs will be making presentations at our public hearing on February 25th. John Moody will email the subcommittee report template to the Chairs. Michael Hanlon will email the preferred format for revolving accounts.

Chairman Moody thanked the Advisory and Finance Committee members for attending last night's budget presentation at the Board of Selectmen's meeting. He asked members if they had any thoughts or comments about the meeting or budget presentation.

- Kevin Hennessey is going to be diving in to the health insurance premiums to see what he can discover there. Lynne Barrett said that the premiums are increasing 12% which correlates with a 7 ½% increase in the member insurance budget overall.
- Charles Stevens says that the state must be told to stop unfunded mandates, voters are leaving the state because taxes keep going up with no end in sight.
- Shelagh Joyce said that lots of people were in attendance at the Selectmen's meeting but it was disheartening when half the room cleared out after the brewery hearing
- Ethan Kusmin noted that the Selectmen added \$70,000 to the budget for 2020. He said there was a presentation made 4 years ago at a Selectmen's meeting about Jamestown's 400th celebration and he would like to hear that presentation again about what the upsides, expectations and longer term effects were. Charles Stevens agreed that it would be great if that speaker would come back and make a presentation.
- Shelagh Joyce said that originally the meals tax was going to be divided 50/50 between the Burial Hill project and 2020 celebration then it was changed to 100% for the new Town Hall.
- Charles Stevens asked when the borrowing for Town Hall would show up in the budget. Lynne Barrett said that during the start-up phase the town borrows temporarily so you will see Town Hall notes in the FY2016 Short Term Interest budget.

MEETING MINUTES

- December 17, 2014: **Cornelius Bakker made a motion to approve the meeting minutes of December 17, 2014, Harry Salerno, second. The motion carries unanimously (10-0-3). Shelagh Joyce, Charles Stevens, and Michael Hourahan, abstained.**

ADJOURNMENT

Michael Hanlon moved for adjournment. Kevin Hennessey, second. The motion for adjournment carries unanimously (13-0-0). The meeting adjourned at 8:50PM.

Respectfully submitted,

Kere Gillette