



ADVISORY & FINANCE COMMITTEE

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

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

On: Wednesday, May 20, 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:

- Introduce New Member – Patty McPherson

- Reserve Fund Transfer Request David Gould, Marine & Environmental Affairs

- End of Year Appropriation Transfer Requests Chief Botieri, Police Department
Chief Bradley, Fire Department

- Town Meeting Wrap Up

- Election – 1st Vice Chair

- Standing Committee Appointments
 - PGDC
 - Rules Committee

Public Comment

Old/New/Other Business

- Committee Liaison Updates

Meeting Minutes

- March 18, 2015
- April 11, 2015

Next Meeting: Wednesday, June 17 at 7:00PM, Mayflower II Meeting Room – Town Hall



Town of Plymouth, Massachusetts
Department of Marine and Environmental Affairs

11 Lincoln Street, Plymouth, MA 02360 | 508-747-1620



MEMO

To: John Moody, Chairman, Finance Committee
Through: Melissa Arrighi, Town Manager
From: David Gould, Director of Marine and Environmental Affairs *DA*
Re: South Street Landfill Project Transfer Request
Date: May 4, 2015

Please accept this memorandum as a written request to transfer \$102,600 to cover the cost of paving the parking lot at the Plymouth Police Station as part of the South Street Landfill mitigation project (Spring 2014B1).

The reasons for this request are two-fold. The engineers' original cost estimates for the project were too low which resulted in re-bidding the project. The second reason was that the original paving job was poorly done. Once the project was underway and the existing lot was excavated it was evident that there was only 2" of asphalt installed during the original building project. Typical standards require 3"-4" of binder and 1.5" of top coat. In addition, an old building foundation was left in place and never removed from the parking lot. This structure needs to be demolished and disposed of in order to complete the project. Clearly, all of this was a contributing factor in the parking lots deterioration over the years. The lack of appropriate sub-base and asphalt also reduce the opportunity to stockpile and re-use existing materials for the base of the new parking lot. This results in more base material needing to be purchased.

The additional funds will allow us to complete the project and pave the parking lot properly.

C: Lynne Barrett, Finance Director

ADVISORY AND FINANCE COMMITTEE

Request for Transfer from the Reserve Fund

Chapter 40, Section 6 of M.G.L. "To provide for extraordinary or unforeseen expenditures, a town may, at an annual or special town meeting, appropriate or transfer a sum or sums...to be known as the Reserve Fund."

Date: 5/4/15 Amount Requested \$ 102,600
Line Description: Solid Waste Removal Budget Line Org/Object 20149B1-583000
Balance in Account \$ (4,519,735 J. Bates) PO# 15001534

Budget Information

(This Budget Item Only)

Current FY Budget: \$ Prior FY Budgeted: \$

Prior FY Actual: \$ Previous FY Transfer Approved: Yes No

If Yes, Amount of Transfer \$

****You must provide a copy of both your current and prior Year-to-date budget detail report with this request.****

Transfer Information

Please explain in detail the reason for this request. (Attach additional sheets if more room is needed.)

See attached memo

Will this transfer impact next Fiscal Year's budget: Yes No [checked] If Yes, please explain.

Sign-offs for Submission

Division Head: [signature] Title:

Department Head: [signature] Title: Director

Signature of BOTH Finance Director and Town Manager required before submission to Advisory and Finance Committee.

Finance Director: [signature] Date: 5/12/2015

Town Manager: [signature] Date: 5/5/2015

Action by Advisory and Finance Committee

Date: 5/20/15 Approved: Yes No Partial If partial, indicate amount: \$

If No or Partial, please explain:

Signature of Chairman: Date:

SUBMIT ORIGINAL FORM TO THE ADVISORY AND FINANCE COMMITTEE OFFICE
COMPLETE WITH ALL SIGNATURES, PRIOR & CURRENT YEAR-TO-DATE BUDGET REPORTS.
INCOMPLETE FORMS & INFORMATION WILL NOT BE ACCEPTED OR ACTED ON BY THE COMMITTEE.

End-of-Year Appropriation Transfers

FUNDING USES

FUNDING SOURCES

FY-NO	DATE OF ACTION BOS	DATE OF ACTION FinCom	DEPARTMENT DIVISION	TO BE USED FOR	AMOUNT REQUESTED	FUNDING SOURCE	AMOUNT TRANSFERRED	ANNUAL BUDGET FUNDING SOURCES	Budget Remaining	3% OF FUNDING BUDGET FY15 Original Appropriation
FY15-01	5/19/2015	5/20/2015	Police Dept.	Supplies & Materials	\$ 8,600	Salaries & Wages	\$ 8,600	\$ 8,657,407	\$ 1,909,199	\$ 259,722
FY15-02	5/19/2015	5/20/2015		Vehicle Maintenance	\$ 2,800					
FY15-03	5/19/2015	5/20/2015	Fire Dept.	Vehicle Maintenance	\$ 15,000	Salaries & Wages	\$ 37,300	\$ 9,519,424	\$ 1,491,992	\$ 285,583
FY15-04	5/19/2015	5/20/2015		First Aid Supplies	\$ 3,500					
FY15-05	5/19/2015	5/20/2015		Furnishing	\$ 16,000					
TOTAL					\$ 45,900.00	TOTAL TRANSFERS	\$ 45,900.00			

Chapter 77, Section 1, Acts Of 2006: "A town may, by majority vote at any meeting duly held, transfer any amount previously appropriated to any other use authorized by law. Alternatively, the selectmen, with the concurrence of the finance committee or other entity establish under section 16 of chapter 39, may transfer within the last 2 months of any fiscal year, or during the first 15 days of the new fiscal year, any amount appropriated for the use of any department other than a municipal light, department or a school department to the appropriation for any other department or within a department, but the amount transferred from one department to another or within a department may not exceed, in the aggregate, 3 per cent of the annual budget of the department from or within which the transfer is made or \$5,000, whichever is greater."



TOWN OF PLYMOUTH

POLICE DEPARTMENT

20 Long Pond Road
Plymouth, Massachusetts 02360

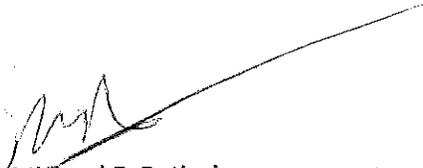
(508) 830-4218
FAX: (508) 830-4227

To: Board of Selectmen
Administration & Finance Committee

From: Chief Michael E. Botieri
Date: May 11, 2015
Rea: Request for Transfer of Funds

The Police Department began carrying Narcan in January of 2015 in response to the heroin epidemic. Most times Police Officers are first on the scene of an overdose. We could no longer wait for either the Fire Department or EMS to arrive. In order to deploy enough Narcan for all vehicles we originally purchased 100 doses. We have responded to over eighty (80) overdoses this year resulting in the administration of approximately 30 Narcan doses. We have since purchased another 50 doses. Since the need for Narcan was not anticipated, the funds expended on Narcan were not included in either the FY15 or FY16 budget.

Therefore, I request the transfer of \$8,600 from the Personnel Services portion of the Police Department budget to Other Expenses.



Michael E. Botieri
Chief of Police



REQUEST FOR END OF YEAR APPROPRIATION TRANSFER

Chapter 77, Section 1, Acts Of 2006: "A town may, by majority vote at any meeting duly held, transfer any amount previously appropriated to any other use authorized by law. Alternatively, the selectmen, with the concurrence of the finance committee or other entity established under section 16 of chapter 39, may transfer within the last 2 months of any fiscal year, or during the first 15 days of the new fiscal year to apply to the previous fiscal year, any amount appropriated for the use of any department other than a municipal light department or a school department to the appropriation for any other department or within a department, but the amount transferred from one department to another or within a department may not exceed, in the aggregate, 3 per cent of the annual budget of the department from or within which the transfer is made or \$5,000, whichever is greater."

Transfer Information

(Request for Funding)

Department/Division Requesting Funding: Police Department

Budget Line Org/Object # 00102106/558000 Line Description: Supplies & Materials

Amount Requested \$ 8,600.00 Balance in Account: \$ 514.23

If balance is NEGATIVE, a written explanation is requested.

Current Year Budget: \$ 9,981,634.60

Division Head:  Title: Michael Botieri, Chief of Police
(Signature)

Transfer Information

(Sources of Funding)

Department/Division Providing Funding: _____

Line Description: Salary and Wages Budget Line Org/Object # 00102105/511001

Amount of Transfer: \$ 8,600.00 Balance in Account: \$ 2,034,732.83

Line Description: _____ Budget Line Org/Object # _____

Amount of Transfer: \$ _____ Balance in Account: \$ _____

Division Head:  Title: Michael Botieri, Chief of Police
(Signature)

Transfer Information

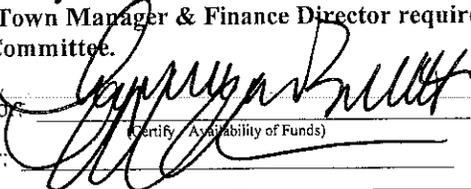
Please explain in detail the reason for this request. (Attach additional sheets if more room is needed.)

Please see attached

Sign-off for Submission

Department Head:  Title: Michael Botieri, Chief of Police

Signatures of Town Manager & Finance Director required before submission to the Board of Selectmen & Advisory and Finance Committee.

Finance Director:  Date: 5/12/15
(Certify Availability of Funds)

Town Manager: _____ Date: _____

Action by Board of Selectmen

Approved: Yes ___ No ___
Signature of Chairman: _____ Date: _____

Action by Advisory and Finance Committee

Approved: Yes ___ No ___
Signature of Chairman: _____ Date: _____

ORIGINALS (2) – Submit to Board of Selectmen & Advisory and Finance Committee complete with all signatures.
COPY – To be retained by department/division.

REQUEST FOR END OF YEAR APPROPRIATION TRANSFER

Chapter 77, Section 1, Acts Of 2006: "A town may, by majority vote at any meeting duly held, transfer any amount previously appropriated to any other use authorized by law. Alternatively, the selectmen, with the concurrence of the finance committee or other entity establish under section 16 of chapter 39, may transfer within the last 2 months of any fiscal year, or during the first 15 days of the new fiscal year to apply to the previous fiscal year, any amount appropriated for the use of any department other than a municipal light department or a school department to the appropriation for any other department or within a department, but the amount transferred from one department to another or within a department may not exceed, in the aggregate, 3 per cent of the annual budget of the department from or within which the transfer is made or \$5,000, whichever is greater."

Transfer Information

(Request for Funding)

Department/Division Requesting Funding: Fire Department

Budget Line Org/Object # 00102206 548001 000E1 Line Description: Vehicle Maintenance

Amount Requested \$ 2,800.00

Balance in Account: \$6,085.81

(If balance is NEGATIVE, a written explanation is requested.)

Current Year Budget: \$80,000.00

Division Head: _____ **Title:** _____
(Signature)

Transfer Information

(Sources of Funding)

Department/Division Providing Funding:

Line Description: SALARIES & WAGES Budget Line Org/Object # 00102205 511001

Amount of Transfer: \$ 2,800.0

Balance in Account: \$ 1,824,149.33

Line Description: _____ Budget Line Org/Object # _____

Amount of Transfer: \$ _____ Balance in Account: \$ _____

Division Head: _____ **Title:** _____
(Signature)

Transfer Information

Please explain in detail the reason for this request. (Attach additional sheets if more room is needed.)

The severe weather this winter and the resulting treatment of the roadways with ice control products have caused acute extensive corrosion to parts of pumping engine 1. The rear steps on the engine are badly corroded and need immediate replacement as they are dangerous for use by firefighters.

Sign-off for Submission

Department Head: *[Signature]* Title: Fire Chief

Signatures of Town Manager & Finance Director required before submission to the Board of Selectmen & Advisory and Finance Committee.

Finance Director: *[Signature]* Date: 5/12/15

Town Manager: *[Signature]* Date: _____
(Certify Availability of Funds)

Action by Board of Selectmen

Approved: Yes ___ No ___

Signature of Chairman: _____ Date: _____

Action by Advisory and Finance Committee

Approved: Yes ___ No ___

Signature of Chairman: _____ Date: _____

ORIGINALS (2) – Submit to Board of Selectmen & Advisory and Finance Committee complete with all signatures.
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Plymouth Fire Department

Request For End of Year Appropriation Transfer

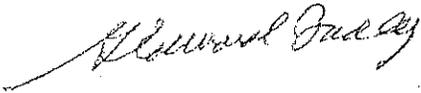
Engine 6 needs the rear suspension replaced (entire) due to the failure of the leaf springs. The extreme cold weather and weight of the apparatus are the cause of the failure.

Immediately after the two blizzards and cold weather we replaced rear spring in Engine 2, this prompted us to inspect the suspension systems all other apparatus. At that time we found a few worn however none that had failed until yesterday.

When the suspension failed, and the rear of the apparatus body dropped, we also sustained damage to the rear tires which are being replaced today also. The broken springs also damaged components to the rear brake system.

We immediately inspected the "sister" apparatus, (both Engine 6 and Engine 3 were purchased together in February 2007) and we found the same type of wear to the rear suspension system and tires. We are performing the same immediate repairs to Engine 3 to keep it in-service and safe for operation.

We also have regular maintenance that must be performed on the remaining fleet requiring a fund balance to ensure the apparatus is safe and kept in-service.



REQUEST FOR END OF YEAR APPROPRIATION TRANSFER

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Transfer Information

(Request for Funding)

Department/Division Requesting Funding: Fire Department

Budget Line Org/Object # 00102206 548001 Line Description: Vehicle Maintenance

Amount Requested \$ 15,000.00 Balance in Account: \$723.21
(If balance is NEGATIVE, a written explanation is requested.)

Current Year Budget: \$80,000.00

Division Head: _____ Title: _____
(Signature)

Transfer Information

(Sources of Funding)

Department/Division Providing Funding:
 Line Description: SALARIES & WAGES

Budget Line Org/Object # 00102205 511001

Amount of Transfer: \$ 15,000.00 Balance in Account: \$ 1,386,043.82

Line Description: _____ Budget Line Org/Object # _____

Amount of Transfer: \$ _____ Balance in Account: \$ _____

Division Head: _____ Title: _____
(Signature)

Transfer Information

Please explain in detail the reason for this request. (Attach additional sheets if more room is needed.)

See Attached

Sign-off for Submission

Department Head: *David Farley* Title: Fire Chief

Signatures of Town Manager & Finance Director required before submission to the Board of Selectmen & Advisory and Finance Committee.

Finance Director: *Ryan Bullitt* Date: 5/15/15

Town Manager: _____ Date: _____
(Check Availability of Funds)

Action by Board of Selectmen

Approved: Yes ___ No ___
 Signature of Chairman: _____ Date: _____

Action by Advisory and Finance Committee

Approved: Yes ___ No ___
 Signature of Chairman: _____ Date: _____

ORIGINALS (2) – Submit to Board of Selectmen & Advisory and Finance Committee complete with all signatures.
 COPY – To be retained by department/division.

REQUEST FOR END OF YEAR APPROPRIATION TRANSFER

Chapter 77, Section 1, Acts Of 2006: "A town may, by majority vote at any meeting duly held, transfer any amount previously appropriated to any other use authorized by law. Alternatively, the selectmen, with the concurrence of the finance committee or other entity establish under section 16 of chapter 39, may transfer within the last 2 months of any fiscal year, or during the first 15 days of the new fiscal year to apply to the previous fiscal year, any amount appropriated for the use of any department other than a municipal light department or a school department to the appropriation for any other department or within a department, but the amount transferred from one department to another or within a department may not exceed, in the aggregate, 3 per cent of the annual budget of the department from or within which the transfer is made or \$5,000, whichever is greater."

Transfer Information

(Request for Funding)

Department/Division Requesting Funding: Fire Department

Budget Line Org/Object # 00102206 550000 Line Description: FIRST AID SUPPLIES

Amount Requested \$3,500.00

Balance in Account: \$ -3,272.72

(If balance is NEGATIVE, a written explanation is requested.)

Current Year Budget: \$2,084.00

Division Head: _____ Title: _____
(Signature)

Transfer Information

(Sources of Funding)

Department/Division Providing Funding: Fire Department

Line Description: SALARIES & WAGES

Budget Line Org/Object #00102205 511001

Amount of Transfer: \$3,500.00

Balance in Account: \$1,824,149.33

Line Description: _____

Budget Line Org/Object # _____

Amount of Transfer: \$ _____

Balance in Account: \$ _____

Division Head: _____ Title: _____
(Signature)

Transfer Information

Please explain in detail the reason for this request. (Attach additional sheets if more room is needed.)

The funding for the purchase of this drug and the related equipment is not included in the FY 15 budget.

Naloxone (Narcan) - This drug is used for the complete or partial reversal of opioid depression, including respiratory depression, induced by natural and synthetic opioids. Naloxone is an antidote to opioid drugs. Opioids can slow or stop a person's breathing, which causes death. Naloxone helps the person wake up and keeps them breathing.

Sign-off for Submission

Department Head: *Harold Gaddy* Title: *Fire Chief*

Signatures of Town Manager & Finance Director required before submission to the Board of Selectmen & Advisory and Finance Committee

Finance Director: *Angela Barlett* Date: *5/12/15*
(Certify availability of Funds)

Town Manager: _____ Date: _____

Action by Board of Selectmen

Approved: Yes ___ No ___

Signature of Chairman: _____ Date: _____

Action by Advisory and Finance Committee

Approved: Yes ___ No ___

Signature of Chairman: _____ Date: _____

ORIGINALS (2) – Submit to Board of Selectmen & Advisory and Finance Committee complete with all signatures.
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REQUEST FOR END OF YEAR APPROPRIATION TRANSFER

Chapter 77, Section 1, Acts Of 2006: "A town may, by majority vote at any meeting duly held, transfer any amount previously appropriated to any other use authorized by law. Alternatively, the selectmen, with the concurrence of the finance committee or other entity establish under section 16 of chapter 39, may transfer within the last 2 months of any fiscal year, or during the first 15 days of the new fiscal year to apply to the previous fiscal year, any amount appropriated for the use of any department other than a municipal light department or a school department to the appropriation for any other department or within a department, but the amount transferred from one department to another or within a department may not exceed, in the aggregate, 3 per cent of the annual budget of the department from or within which the transfer is made or \$5,000, whichever is greater."

Transfer Information
(Request for Funding)

Department/Division Requesting Funding: Fire Department

Budget Line Org/Object # 00102206 580002 Line Description: Furnishing

Amount Requested \$16,000.00

Balance in Account: \$ 3,525.05

(If balance is NEGATIVE, a written explanation is requested.)

Current Year Budget: \$4,250.00

Division Head: _____ Title: _____
(Signature)

Transfer Information
(Sources of Funding)

Department/Division Providing Funding: Fire Department

Line Description: SALARIES & WAGES Budget Line Org/Object #00102205 511001

Amount of Transfer: \$16,000.00

Balance in Account: \$1,824,149.33

Line Description: _____ Budget Line Org/Object # _____

Amount of Transfer: \$ _____ Balance in Account: \$ _____

Division Head: _____ Title: _____
(Signature)

Transfer Information

Please explain in detail the reason for this request. (Attach additional sheets if more room is needed.)

\$16,000.00 for UST removal Bids for the removal to the steel underground fuel storage tank at Station 5, Manomet Fire Station, have come in higher than earlier projections. As a result we need an additional \$16K to complete the project. As the economy recovers and contractors begin to get busy, prices increase. We are trying to complete this project prior to a project large increase in demand for this type of work due to a law that requires all steel UST to be removed.

Sign-off for Submission

Department Head: *[Signature]* Title: Fire Chief

Signatures of Town Manager & Finance Director required before submission to the Board of Selectmen & Advisory and Finance Committee

Finance Director: *[Signature]* Date: 5/12/15
(Certify - Availability of Funds)

Town Manager: *[Signature]* Date: _____

Action by Board of Selectmen

Approved: Yes ___ No ___
Signature of Chairman: _____ Date: _____

Action by Advisory and Finance Committee

Approved: Yes ___ No ___
Signature of Chairman: _____ Date: _____

ORIGINALS (2) – Submit to Board of Selectmen & Advisory and Finance Committee complete with all signatures.
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STANDING COMMITTEES & SPECIAL APPOINTMENTS

Affordable Housing	Vacant
Audit Committee	Christopher Merrill Marc Sirrico Harry Salerno
Capital Improvement Committee	Ethan Kusmin
Energy	Vacant
Insurance Committee	Vacant Vacant
PGDC	Vacant
Public Lands Acquisition	Vacant
Revenue Idea Task Force	John Moody
Tax Increment Financing Agreements	Christopher Merrill
Committee of Precinct Chairs Liaison	John Moody
Rules Committee (5 members)	John Moody, Chair Chris Merrill Harry Salerno Marc Sirrico Vacant

**ADVISORY AND FINANCE COMMITTEE
MEETING MINUTES
March 18, 2015**

A meeting of the Advisory & Finance Committee was held on Wednesday, March 18, 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 **Eleven members of the committee were present:**
Cornelius Bakker, Kevin Canty, Michael Hanlon, Harry Helm, Shelagh Joyce, Ethan Kusmin,
Kevin Lynch, John Moody, Harry Salerno, Marc Sirrico, Charles Stevens

ABSENT **Three members of the committee were absent:**
Richard Gladdys, Kevin Hennessey, Christopher Merrill

AGENDA ITEMS

➤ **Majority Rule for Reconsideration - Rules Committee**

The Advisory & Finance Rules Committee met on Tuesday, March 10. They drafted the following standing rule regarding a super-majority requirement for reconsideration of Town Meeting article recommendations as Town Meeting approaches. The proposed rule (and changes to the existing rule), are denoted by underlined italics:

8.5 Reconsideration

In general practice, a motion for reconsideration can be made on any previous action taken by the Committee by any member voting on the prevailing side in the original vote. An affirmative vote of a majority of the members present and voting shall be required for passage of a motion to reconsider.

In the event reconsideration of a Town Meeting recommendation is proposed after the first Precinct Caucus or Presentation Forum for that Town Meeting has commenced, the motion to reconsider may only be taken up if a minimum quorum of two-thirds (2/3) of members are present. An affirmative vote of two-thirds (2/3) of the members present and voting shall be required for passage of the motion to reconsider. As with all motions to reconsider, the motion must be made by a member voting on the prevailing side in the original vote.

Cornelius Bakker made a motion to approve the Majority Rule for Reconsideration. Michael Hanlon, second. The motion passes unanimously (10-0-0).

SPECIAL TOWN MEETING ARTICLE UPDATES

➤ **STM Article 3: Unpaid Bills**

At the March 4, 2015 meeting the vote for the school transportation bill portion of STM Article 3 was postponed until tonight's meeting. Since then the school had discussions with the Massachusetts Department of Education and received suggestions from them regarding pursuing other avenues to resolve this outstanding invoice. As a result, the school transportation portion of this article has been withdrawn.

➤ **STM Article 5: Sewer Special Purpose Debt Payment Fund**

Lynne Barrett, Finance Director, thanked the Advisory & Finance Committee for voting to recommend STM Article 5 to Town Meetings. She said that after reviewing the Fund with Legal Counsel, she has decided to withdraw this article. Setting the fund up this way will not be as seamless as hoped because both depositing and withdrawing will require a 2/3 vote of Town Meeting so the timing would be problematic. The Town is going to seek special legislation for a special act to set up the fund and parameters the way it is needed.

Kevin Canty made a motion to rescind our prior vote on STM Article 5, taking back the committee's recommendation, and instead request No Motion No Action. Harry Salerno, second. The motion passes unanimously (10-0-0).

ANNUAL TOWN MEETING ARTICLE UPDATES

➤ **ATM Article 22: Fingerprint Based Criminal History Checks**

This article was already recommended by the Advisory & Finance Committee. Since then a significant re-write of the bylaws took place at the recommendation of Town Counsel. The content is basically the same but shifted a bit and they added a new section on purpose and scope.

Shelagh Joyce made a motion to ratify our vote, confirming our prior vote. Kevin Canty, second. The motion passes unanimously (10-0-0).

➤ **ATM Article 30: Solar PILOT - Herring Pond Road**

This article was already recommended by the Advisory & Finance Committee. Since then a PILOT Agreement has been reached. A motion will be made on Town Meeting floor to vote to approve the Agreement. The terms of the agreement are:

Developer: Renewable Energy Development Partners LLC
Site: Assessors Map Lot 56, Lot 47B 136R Herring Pond Road, Cedarville
Size: .5 MWAC
Terms: \$13,000 per MWAC, 2.5% annual escalator, 20 years

Question: Is this rate comparable to the other PILOT Agreements with the Town? (S Joyce) Yes, all the developers provide the same information and the rates are calculated with the same formula. All PILOTS with the Town are currently in the \$12,000 to \$14,000 MWAC range.

Cornelius Bakker made a motion to recommend approval of ATM Article 30 and its PILOT Agreement. Kevin Canty, second. The motion passes unanimously (9-0-1). Michael Hanlon, abstained.

Public Comment

None

Old/New/Other Business

- The Precinct Caucus schedule will be available in the next day or two. Harry Salerno will be contacting Advisory & Finance members to schedule them for the caucuses.
- Town Meeting books will be ready and going in the mail this Friday, March 20, 2015.
- The Advisory & Finance Committee will be meeting on Saturday, April 11 at 7:30AM right before the 8AM Town Meeting.

Meeting Minutes

- February 25, 2015: **Michael Hanlon made a motion to approve the February 25, 2015 meeting minutes. Kevin Canty, second. The motion carries unanimously (8-0-2). Ethan Kusmin and Harry Helm, abstained.**
- March 4, 2015: **Kevin Canty moved to approve the March 4, 2015 meeting minutes. Harry Helm, second. The motion carries unanimously (9-0-1). Cornelius Bakker, abstained.**

The Chair recognized that Tom Melehan arrived and was here to answer any questions about Article 30 but the meeting went so quickly the Article and PILOT Agreement had already been voted on and recommended. There were no questions for Mr. Melehan.

ADJOURNMENT

Michael Hanlon moved for adjournment. Cornelius Bakker, second. The motion for adjournment carries unanimously (10-0-0). The meeting adjourned at 7:30PM.

Respectfully submitted,
Kere Gillette

**ADVISORY AND FINANCE COMMITTEE
MEETING MINUTES
April 11, 2015**

A meeting of the Advisory & Finance Committee was held on Saturday, April 11, 2015. The meeting was called to order by Chairman John Moody at 7:30AM and was conducted in Room 146A - Band Room at the Plymouth North High School, 41 Obery Street, Plymouth, Massachusetts.

PRESENT **Thirteen members of the committee were present:**
Cornelius Bakker, Kevin Canty, Richard Gladdys, Michael Hanlon, Harry Helm, Kevin Hennessey, Shelagh Joyce, Ethan Kusmin, Kevin Lynch, Christopher Merrill, John Moody, Harry Salerno, Marc Sirrico

ABSENT **One member of the committee was absent:**
Charles Stevens

AGENDA ITEMS

➤ **ATM ARTICLE 8: DEPARTMENTAL EQUIPMENT**

The Advisory & Finance Committee received an update on Article 8. There were six items listed on the warrant that were not being funded:

C	Information Tech.	Clerk - MUNIS Animal Licensing Program
H	Information Tech.	Police - Officer Scheduling System
GG	DPW-Operations	Maint - Animal Shelter Building Repairs
HH	DPW-Operations	Maint - Crematory Building Repairs
II	DPW-Operations	Maint - Nelson Park Restroom Repairs
JJ	DPW-Operations	Maint - Stephens Field Concession Repairs

There were an additional 5 items that were recommended by the Town Manager but left off the warrant so are not able to be funded:

DPW-Operations	Maint - Portable Cutting Torch	\$850
DPW-Operations	Fleet - Pressure Washer	\$5,277
DPW-Operations	Fleet - Tire Changer	\$13,826
DPW-Operations	Fleet - Tire Balancer	\$10,905
DPW-Operations	Fleet - Stick Welder	\$6,000

The revised sub-total for Article 8 is: \$641,835

- -100% Perpetual Care \$14,950
- -100% Sewer Enterprise Fund \$14,592
- -100% Waterways Uses Acct \$43,750
- -100% White Shark Conservancy \$4,000
- Total from General Fund Free Cash \$564,543

Kevin Canty made a motion to reconsider ATM Article 8. Richard Gladdys, second. Motion to reconsider carries unanimously (11-0-0).

Kevin Canty made a motion to recommend ATM Article 8, as changed and reviewed this morning, to Town Meeting. Harry Helm, second. The motion carries unanimously (11-0-0).

➤ **ATM ARTICLE 16E: CPC - BUDGET**

Since the Report & Recommendations of the Advisory & Finance Committee – Annual Town Meeting book went to print, the Town received notification from the Massachusetts Department of Revenue that the first round CPC match is estimated at 18% and not the 30% that had been estimated (match was 31% last fall). New CPC budget numbers are:

Estimated 2016 Tax Revenue:	\$141,105,149	
CPA Surcharge Rate:	1.50%	
2016 Estimated Surcharge less Abatements & Exemptions:	\$2,091,577	
Investment Earnings:	\$5,000	
State Trust Fund Distribution estimated at 18%	\$2,005,303.65	\$359,155
	<u>(\$10,000)</u>	\$2,455,732
	\$1,995,303.65	

USES: To meet required percentages from 2016 Estimated CPA Revenues:

Open Space	10%	\$245,573
Historic Resources	10%	\$245,573
Community Housing	10%	<u>\$245,573</u>
Total to be spent or set aside:		\$736,720

Amount available for CPA Administrative Costs:

CPA Operating Budget	4%	\$98,229
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Amount estimated to be set aside in Budgeted Reserve for future FY2016 Town Meetings:

Available for all 4 CPA Purposes	\$1,620,783
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(if not used in FY16 it will close out to Unreserved Fund Balance June 30, 2016)

Kevin Canty made a motion to reconsider ATM Article 16E. Shelagh Joyce, second. The motion carries unanimously (11-0-0).

Ethan Kusmin commented that the CPA state match is plummeting and it is hard to say what will happen with the CPA in the future. Town Meeting Member Pat McCarty added that the match was 100% 12 years ago versus the 18% match today. Town Meeting Member Kevin Joyce asked what the match rates have been each year since 2002. Finance Director Lynne Barrett said that she did not have those figures at this moment but would be happy to provide them at a later date. She also added that 18% is an estimate we are required to use from the Department of Revenue, the actual numbers may come in higher in the fall. John Moody said that we might like to add this subject to our agenda over the summer.

Cornelius Bakker arrived to meeting.

Kevin Canty made a motion to recommend ATM Article 16E, as changed and reviewed this morning, to Town Meeting. Ethan Kusmin, second. The motion carries unanimously (11-0-1). Cornelius Bakker, abstained.

➤ **ATM ARTICLE 31: LAND SWAP – HERRING POND ROAD / LONG POND ROAD**

Since the Report & Recommendations of the Advisory & Finance Committee – Annual Town Meeting book went to print, the Board of Selectmen requested that the tree buffer along Janebar Circle increase to 300 feet, reducing the acreage from approximately 6.0 to 5.6 that the Town will transfer in the land swap. A new map/configuration was provided in the Supplement.

Cornelius Bakker made a motion to reconsider ATM Article 31. Harry Helm, second. Motion to reconsider carries unanimously (12-0-0).

Harry Helm made a motion to recommend ATM Article 31, as changed and reviewed this morning, to Town Meeting. Cornelius Bakker, second. The motion carries unanimously (11-0-1). Michael Hanlon, abstained.

Public Comment

Pat McCarthy, Town Meeting Member, said that she is making a Motion to Amend Annual Town Meeting Article 7 at Town Meeting by adding the \$30,000 back to the school budget that the Advisory & Finance Committee recommended be cut. Music is part of the core curriculum at the high school so it is a graded course. The band parents group is a 501(c)3 but can not raise money for items owned by the school. She reported that the Selectmen voted unanimously to approve her motion to amend.

Old/New/Other Business

Kevin Canty made a motion to reconsider ATM Article 7. Michael Hanlon, second.

Comments and discussion:

- It would be prudent to reconsider this budget item. (K Canty)
- I do not agree, it is a reasonable cut and the school can find the money within its budget to make these purchases. (S Joyce)
- It is difficult to defend not paying for the band instruments and uniforms even though the schools can afford the cut. It clearly looks like it will be adjusted on Town Meeting floor. (H Salerno)
- Discussion regarding this topic was heated at the caucuses. (R Gladdys)
- It makes sense to cut the school budget, but maybe the committee should not be so specific next year regarding which line(s) are being cut. (E Kusmin)
- Agree that the specific items that are cut should not be articulated. (C Bakker)

The motion fails (7-5-0). Richard Gladdys, Cornelius Bakker, Kevin Canty, Harry Helm, Ethan Kusmin, Harry Salerno, and Marc Sirrico, in favor. Kevin Hennessey, Shelagh Joyce, Kevin Lynch, Christopher Merrill and Michael Hanlon, opposed.

Michael Hanlon announced that this will most likely be his last meeting as a member of the Advisory & Finance Committee as he is running unopposed for Town Meeting representative.

Shelagh Joyce suggested that this committee look at improving communication during the caucus phase.

Richard Gladdys then made a motion to recess to attend Town Meeting and reconvene at the end of Town Meeting. Ethan Kusmin, second. The motion passed unanimously (12-0-0).

The Advisory & Finance Committee then attended Town Meeting and when Town Meeting adjourned, reconvened as a committee.

ADJOURNMENT

Christopher Merrill moved for adjournment. Kevin Hennessey, second. The motion for adjournment carries unanimously (11-0-0).

Kevin Lynch was not present.

The meeting adjourned at 2:30PM.

Respectfully submitted,

Kere Gillette