

TOWN OF PLYMOUTH



REPORT
& RECOMMENDATIONS
OF THE
ADVISORY & FINANCE
COMMITTEE



An American Story - A National Legacy

Presented at
**SPRING ANNUAL
TOWN MEETING
APRIL 4, 2020**

SPRING ANNUAL TOWN MEETING

April 4, 2020

Table of Contents

	PAGE(S)
<u>REPORT & RECOMMENDATIONS</u>	
Report & Recommendations of the Advisory & Finance Committee	1-13
<u>VOTING CHARTS</u>	
Advisory & Finance Committee Roll Call Voting Charts.....	15-18
<u>CAPITAL IMPROVEMENTS COMMITTEE</u>	
Capital Improvements Committee Project Rankings.....	19-23
<u>BURKE'S LAW</u>	
Report of Outstanding Articles	25-34
<u>SUPPORTING DOCUMENTATION</u>	
Article 2 Reports of Boards & Committees	37
Article 3 Revolving Fund Spending Limits	39-48
Article 4 Continuation of Committees	49-54
Article 5 Personnel Bylaw.....	55
Article 6 Salaries of Elected Town Officials	57-59
Article 7A-F Operating Budgets	61-62
Advisory & Finance Budget Sub-Committee Reports	63-124
Article 9 Capital Outlay.....	125-131
Article 12 Chapter 90 Roads.....	133-135
Article 13 Town Promotion Fund	137-140
Article 14 Accept & Allow as Public Way - various.....	141-146
Article 16A CPC – Reduce Borrowing – 1820 Court House	147-149
Article 16B CPC – Reduce Borrowing – National Pilgrim Meeting House	151-153
Article 16C CPC – Reduce Borrowing – Stephens Field	155-157
Article 16E CPC – ADA Playground Compliance - Siever Field, Manomet Recreation & Medieros Park	159-165
Article 16F CPC – Forges Field – Construct Pickle Ball Courts	167-175
Article 16G CPC – Burial Hill Restoration	177-179
Article 16H CPC – FY2021 Budget.....	181-185
Article 17 Foster Care Transportation Reimbursement	187-197
Article 19 Accept Floodplain Overlay District (FPOD)	199-202
Article 20 Accept Industrial Building Demolition Permit	203-207
Article 21 Bylaws – Add Chapter 164 – Stretch Energy Code	209
Article 24 Transfer Parcel Off Peter Road to Conservation Commission	211-221
Article 25 CPA Surcharge Reduction	223
Article 26 Petitioned: Town Charter – Amend Ch. 6 Sec. 1-2	225-229
Article 27 Petitioned: Town Charter – Amend Ch. 3 Sec. 2-2	231-233
Article 28 Petitioned: Town Charter – Amend Ch. 3 – Add Sec. 7-3	235-237
Article 29 Petitioned: Town Charter – Amend Ch. 3 – Add Sec. 10-3	239-241

REPORT & RECOMMENDATIONS

REPORT & RECOMMENDATIONS OF THE ADVISORY & FINANCE COMMITTEE

Spring Annual Town Meeting - Saturday, April 4, 2020

ARTICLE 1: Reserved

ARTICLE 2: 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

RECOMMENDATION: Approval (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 2. Approval of this article will allow boards and committees to place their reports on file with the Town Clerk. Most Board and Committee reports can be found the in the Annual Town Report.

ARTICLE 3: To see if the Town will vote pursuant to G.L. c. 44, §53E 1/2 to establish the fiscal year 2021 spending limits for each revolving fund established by Chapter 143 of the General By-laws, Departmental Revolving Funds, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval (11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 3. Approval of this article will set the FY2021 spending caps for each of the revolving funds listed herein pursuant to G.L. c. 44, §53E 1/2.

ARTICLE 4: 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

RECOMMENDATION: Approval (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 4. Approval of this article will authorize the 1749 Court House Committee, North Plymouth Steering Committee and the Plymouth Energy Committee to continue, with a review in three years at the 2023 Annual Town Meeting.

ARTICLE 5: To see if the Town will vote to amend the Classification and Compensation Plans and the Personnel By-Law and Collective Bargaining Agreements contained therein, or take any other action relative thereto.

BOARD OF SELECTMEN

NO MOTION NO ACTION

ARTICLE 6: 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

RECOMMENDATION: Approval (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 6. Approval of this article will set the annual stipends for the Board of Selectmen and Town Moderator. There are no changes to the stipend amounts this year. The Chairman of the Board of Selectmen will receive \$4,500, the four remaining Selectmen will receive \$4,000 each, and the Moderator will receive \$2,000. The funding for these stipends are included in Article 7A – The General Fund Budget.

ARTICLE 7A: To see what action the Town will take to provide a reserve fund and to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town, including debt and interest, for the ensuing twelve month period beginning July 1, 2020, or take any other action relative thereto.

BOARD OF SELECTMEN

Sub-Committee Report A

RECOMMENDATION: Approval \$13,608,124 (Unanimous, 11-0-0)

The Advisory & Finance Committee recommends a net decrease of \$56,750, Member Benefits line item, to the original Board of Selectmen's Budget as detailed in Sub-Committee Report A.

Sub-Committee Report B

RECOMMENDATION: Approval \$76,606,102 (Unanimous, 11-0-0)

The Advisory & Finance Committee recommends a net decrease of \$981,056, Member Insurance line item, to the original Board of Selectmen's Budget as detailed in Sub-Committee Report B.

Sub-Committee Report C

RECOMMENDATION: Approval \$27,573,861 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends a net decrease of \$14,000, Fire Department Equipment line item, to the Board of Selectmen's Budget as detailed in Sub-Committee Report C.

Sub-Committee Report D

RECOMMENDATION: Approval \$11,180,879 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report D.

Sub-Committee Report E

RECOMMENDATION: Approval \$4,931,783 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends a net increase of \$60,000, Veterans Benefits line item, to the Board of Selectmen's Budget as detailed in Sub-Committee Report E.

Sub-Committee Report F

RECOMMENDATION: Approval \$104,426,853 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report F.

ARTICLE 7B: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the water enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2020, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$4,915,782 (Unanimous, 10-0-0) The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report G – Water Enterprise.

ARTICLE 7C: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the sewer enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2020, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$8,859,415 (Unanimous, 10-0-0) The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report G – Sewer Enterprise.

ARTICLE 7D: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the solid waste enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2020, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$700,372 (Unanimous, 10-0-0) The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report G – Solid Waste Enterprise.

ARTICLE 7E: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the airport enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2020, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$2,672,264 (Unanimous, 10-0-0) The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report G – Airport Enterprise.

ARTICLE 7F: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the cable public access enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2020, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$1,685,000 (Unanimous, 10-0-0) The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report G – Cable Public Access Enterprise.

ARTICLE 8: Withdrawn.

ARTICLE 9: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for the construction and/or repair and/or purchase and/or lease and/or replacement of departmental buildings and/or equipment and/or capital facilities for various departments of the Town and/or for feasibility and other types of studies, and to authorize contracts or lease/purchase agreements for such purposes for terms of three or more years, as follows:

A1	Town Building Repair Program	Roof supplements – Manomet Fire Station and Police Station
A2	Town Building Repair Program	Roof supplements – Pinehills and Cedarville Fire Stations and Animal Shelter
A3	Town Building Repair Program	Fire Escape Replacement – Memorial Hall
A4	Town Building Repair Program	Building Code Survey/Feasibility Study – all DPW buildings
A5	Town Building Repair Program	Paving at Fire HQ, Manomet & West Fire Stations, and DPW Annex

A6	Town Building Repair Program	Replace steel entry doors - DPW Highway
A7	Town Building Repair Program	HVAC energy recovery unit – Animal Shelter
A8	Town Building Repair Program	Exterior trim painting – Memorial Hall
A9	School Building Repair Program	Engineering, Design & Constion Oversight for modular envelopes
A10	School Building Repair Program	Engineering, Design & Constion Oversight for roof replacements
A11	School Building Repair Program	Replace fire alarm systems
A12	School Building Repair Program	Bus road asphalt repairs
A13	School Building Repair Program	Field renovations & chain link fence installation
A14	School Building Repair Program	Window replacements – phase 3
A15	School Building Repair Program	Window replacements – phase 1
A16	School Building Repair Program	Resurface parking lots
A17	School Building Repair Program	Replace public address system
A18	School Building Repair Program	Sidewalk asphalt repairs
A19	School Building Repair Program	Replace carpet with vinyl tile
A20	School Building Repair Program	Replace carpet with vinyl tile
A21	School Department	Modular classroom renovations at Indian Brook Elementary School
A22	Town Vehicle & Equip Replacement	Harbormaster: Replace 2006 Truck ME3
A23	Town Vehicle & Equip Replacement	Highway: Replace 1988 Holder mower/sidewalk plow H332
A24	Town Vehicle & Equip Replacement	Highway: Replace 2002 dump truck H355
A25	Town Vehicle & Equip Replacement	Highway: Purchase new compact skid steer/loader
A26	Town Vehicle & Equip Replacement	Highway: Replace 2006 dump truck H346
A27	Town Vehicle & Equip Replacement	Fleet: Replace 1983 forklift
A28	Town Vehicle & Equip Replacement	Fleet: Replace jacks for vehicle lift
A29	Town Vehicle & Equip Replacement	Cemetery: New heavy duty utility vehicle
A30	Town Vehicle & Equip Replacement	Parks: Replace 3 zero-turn mowers
A31	Town Vehicle & Equip Replacement	Parks: Replace 1987 tractor
A32	Town Vehicle & Equip Replacement	Parks: Replace 2007 bucket truck P64
A33	Fire	Firefighting gear (new and replacement)
A34	Fire	Complete upgrades to public safety radio system
A35	Fire	Replace & Equip command vehicles C3 & C12
A36	IT	VM Ware Upgrade
A37	Police	Virtual LE training system
A38	Police	Replace portable radios
A39	Police	Shotgun replacement
A40	DPW Administration	Water Street seawall inspection/repairs
A41	DPW Administration	OSHA compliance
A42	DPW Cemetery	Expand Cedarville Cemetery
A43	DPW Cemetery	Cedarville Cemetery fence
A44	DPW Cemetery	Hearse House Renovations
A45	DPW Cemetery	Burial Hill walkways & railing repair
A46	DPW Crematory	Repairs to retort 3 floor & chamber
A47	Marine & Environmental	Sawmill Dam repairs
A48	DPW Sewer	Collection system rehabilitation & repair
A49	DPW Sewer	Camelot Drive sewer extension design

A50	DPW Water	New well source exploration
A51	DPW Water	Emergency power upgrades at Darby Pond & Cedarville wells
A52	DPW Water	Pump station upgrades
A53	DPW Water	Valve maintenance system trailer
A54	DPW Water	Water smart software
A55	DPW Water	Replace 2008 utility truck W46
A56	DPW Solid Waste	Replace 2002 excavator for transfer station
A57	DPW Solid Waste	Trommel screen for yard waste
B1	DPW Engineering	W. Plymouth, Plympton Rd. & West Elementary School sidewalks
B2	Marine & Environmental	Dredging around Town Wharf
B3	DPW Water	Manomet zone pipe upgrades

or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$19,456,753 (11-1-0) The Advisory & Finance Committee recommends Town Meeting approve Article 9. The Town Manager recommends funding \$19,456,753 worth of capital items out of the approximately \$45.3 million in total capital items requested for FY21. The Advisory & Finance Committee agrees with this recommendation. (See pages 19-23 for the CIC spreadsheet). The recommended capital items fall within the following two overarching categories:

- **General Fund items** totaling \$11,298,413 to be funded with \$6,028,780 from Free Cash, \$2,750,000 from borrowing, \$640,033 from CPA Application funds and \$1,879,600 from other available funds.
- **Enterprise Fund items** totaling \$8,158,340 to be funded with \$201,850, from Free Cash, \$858,600 from Sewer Enterprise Fund Retained Earnings, \$1,573,400 from Water Enterprise Fund Retained Earnings, \$5,100,000 from Water Enterprise Fund borrowing and \$424,490 from Solid Waste Enterprise Fund Retained Earnings.

ARTICLE 10: Withdrawn

ARTICLE 11: Withdrawn

ARTICLE 12: To see if the Town will vote to appropriate from available funds a sum of money as the State's share of the cost of work under the state's so-called Chapter 90 roads program, or take any other action relative thereto.

DEPARTMENT OF PUBLIC WORKS—ENGINEERING DIVISION

RECOMMENDATION: Approval (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 12. Approval of this article will enable the Town to accept State Highway (Chapter 90) Funds for repairs and reconstruction of public roads. While the actual amount of Chapter 90 funds for FY2021 was not known at the time this report was prepared, Plymouth did receive more than \$1.5 million for FY2019. The Town expects a similar amount in FY2021 unless there is change in policy and/or the state's financial health.

ARTICLE 13: 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 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

RECOMMENDATION: Approval \$721,975 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 13. Approval of this article will allow expenditures from the Town's Promotion Fund. The Promotion Fund, created by special legislation, is funded with 45% of the receipts from the Hotel/Motel Tax. The Visitor Services Board oversees expenditures from this fund. Expenditures include funding special events and celebrations. The Town Promotion Fund also is used to pay a marketing and promotions contract with Destination Plymouth, which provides the Town with television and print advertising around the country, maintains a waterfront information booth, and provides access to a Destination Plymouth website.

ARTICLE 14: 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 Town Clerk; to authorize the Board of Selectmen to acquire by gift, or eminent domain an easement or easements to use said way 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.

Ashberry Lane
Brook Road (Portion of)
Byron Court
Channing Court
Cox Lane
Fillmore Street
Florence Street
Gable Lane
Helen Street
Hood Drive
Hughes Street
Janet Street
Knoll Road
Santo Street

DEPARTMENT OF PUBLIC WORKS – ENGINEERING DIVISION**RECOMMENDATION: Approval (12-2-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 14. Town Meeting approval of this article will accept the 14 roads listed in the warrant language as public ways. These roads have been reviewed and approved by the Roads Advisory Committee for acceptance and layout establishment. Accepting paved roads increases the amount of Chapter 90 funds that Plymouth receives from the State.

ARTICLE 15: Withdrawn

ARTICLE 16A: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16A of the 2014 Spring Annual Town Meeting for the restoration of the 1820 Court House, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2021 Community Preservation Act estimated annual revenues, Community Preservation Reserves or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$500,000 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16A. The purpose of Article 16A is to pay off the remaining debt for the 1820 Court House and avoid the added cost of interest payments. The efforts of the Community Preservation Committee to accelerate the payments on this project have resulted in the debt being paid off a year early.

ARTICLE 16B: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 9D of the 2018 Fall Annual Town Meeting for the restoration of the historic 1898 National Memorial Meeting House in Town Square, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2021 Community Preservation Act estimated annual revenues, Community Preservation Reserves or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE**RECOMMENDATION: Approval \$990,000 (Unanimous, 10-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 16B. The purpose of this article is to pay off the remaining debt of \$990,000 for the Meeting House and avoid the added cost of interest payments.

ARTICLE 16C: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16B of the 2015 Spring Annual Town Meeting for the recreational restoration and rehabilitation of Stephens Field Plymouth MA, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2021 Community Preservation Act estimated annual revenues, Community Preservation Reserves or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE**RECOMMENDATION: Approval \$500,000 (Unanimous, 10-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 16C. The purpose of Article 16C is to utilize CPA funds to reduce the now \$1,800,000 borrowing authorization for Stephens Field Renovations by up to \$500,000 from Fiscal Year 2021 Community Preservation Act estimated annual revenues.

ARTICLE 16D: Withdrawn.

COMMUNITY PRESERVATION COMMITTEE

ARTICLE 16E: To see if the Town will vote to appropriate a sum of money for the creation and/or restoration and rehabilitation of land for open space and recreational use, including improvements to comply with, Americans with Disabilities Act and Massachusetts Architectural Access Board access standards at various public playgrounds, including Manomet Recreation Area, Siever Field North Plymouth and West Plymouth Recreational Area, pursuant to the Community Preservation Program, and specifically for the design, acquisition and installation of recreational play equipment for such land, including but not limited to site preparation and permitting costs; and to appropriate said sum from the Fiscal Year 2021 Community Preservation Act estimated annual revenues, Community Preservation Reserves, or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE**RECOMMENDATION: Approval \$545,033 (Unanimous, 10-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 16E. The purpose of Article 16E is to utilize \$520,033 in CPA Funds and \$25,000 from Free Cash to address violations at Manomet Recreation Area, Siever Field and West Plymouth Recreation Area. The Town and CPC consider these upgrades and mobility issue repairs a priority to ensure safe and accessible play areas for all individuals.

ARTICLE 16F: To see if the Town will vote to appropriate a sum of money for the purpose of construction of Pickle Ball Courts on the property known as Forges Field located off Long Pond Road Plymouth MA pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33, and to appropriate said sum from the Fiscal Year 2021 Community Preservation Act estimated annual revenues, Community Preservation Reserves, or other available funds for such purposes and further to authorize the Board of Selectmen to grant a recreational restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$170,000 (8-2-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16F. The purpose of Article 16F is to utilize \$120,000 in CPC funds and \$50,000 in Recreation funds for the creation of six (6) Pickle-Ball Courts at Forges Field. The Recreation Revolving Fund will commit to future maintenance costs of the Pickle-Ball Courts.

ARTICLE 16G: To see if the Town will vote to appropriate a sum of money to update the Gravestone/Monument Conditions Assessment Report, prepared by Fanin & Lehner Preservation Consultants dated July 5 December 2012; and provide funding for Phase III preservation, rehabilitation and restoration of head stones at the Burial Hill Cemetery and further, utilize said sum for restoration of the stone wall and columns at the Town Square main entrance to Burial Hill and to appropriate said sum from the Fiscal Year 2021 Community Preservation Act estimated annual revenues, Community Preservation Reserves, or other available funds for such purposes, and that the Board of Selectmen be authorized to grant to a non-profit or charitable corporation an historic preservation restriction meeting the requirements of G.L. c.184, §§31-33 on the Cemetery, shown as Assessors Map 19, Lot 22 or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$200,000 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16G. The purpose of Article 16G is to utilize \$200,000 CPA Historical Funds for the restoration, preservation and rehabilitation of head stones and monuments at the Burial Hill Cemetery and restoration for the stone wall and columns at the Town Square main entrance.

ARTICLE 16H: To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation Budget and to appropriate from the Community Preservation Fund Fiscal Year 2021 estimated annual revenues a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2021, and to set aside sums for future appropriation for the following purposes as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation, and preservation of land for open space, including restoration and rehabilitation of land for recreational use; a sum of money for acquisition, preservation, restoration and rehabilitation of historic resources; and a sum of money for the acquisition, creation, preservation and support of community housing, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16E. Town Meeting approval of this article will allow the Community Preservation Committee to allocate 10% of the estimated annual revenues of the Community Preservation Fund (CPA) for future spending in each of the following: a) open space, b) historic resources and c) community housing. Additionally, 4% of the estimated annual revenues of the CPA will be set aside for funding administrative and operational expenses and an amount will be set aside for interest expense on debt. The balance of the annual CPA revenue will be held as a reserve balance which can be used for any CPA purpose at future Town Meetings.

ARTICLE 17: To see if the Town of Plymouth will vote to authorize the Superintendent of the Plymouth Public Schools, with the approval of the Board of Selectmen to enter into Memoranda of Understanding (“MOUs”) with the Massachusetts Executive Office of Health and Human Services (“EOHHS”), Department of Elementary and Secondary Education (“DESE”), and/or the Department of Children and Families (“DCF”) in order for the Plymouth Public Schools to receive Federal reimbursements for transportation of students in foster care under the Federal Title IV-E Claiming of Transportation Expenditures for Children in Foster Care Program and to authorize that payments for foster care transportation under the MOUs will be made from the reimbursement(s) recovered as a result of the foster care transportation services being performed without appropriation of such reimbursements pursuant to M.G.L. c. 44, § 70; and to authorize the Superintendent to otherwise act in accordance with the MOUs and M.G.L. c. 44, § 70 relative to foster care transportation and reimbursement therefore.

SCHOOL COMMITTEE

RECOMMENDATION: Approval (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 17. Approval of Article 17 will enable the School District to request approval for Every Student Succeeds Act (ESSA) Article at Town Meeting so that the MOU (Memorandum of Understanding) can be signed and the school district will be able to receive reimbursement for transporting children in foster care. The projected reimbursement is 20%.

ARTICLE 18: Withdrawn

ARTICLE 19: To see if the Town will vote to amend its Zoning Bylaw, Section 206-2. **Floodplain Overlay District (FPOD)** by adopting revised Flood Insurance Rate Maps (FIRM) for the Town of Plymouth, and a revised Plymouth County Flood Insurance Study (FIS) report as well as associated tables, definitions, procedures and provisions for said District, or take any other action relative thereto.

PLANNING AND DEVELOPMENT

RECOMMENDATION: Approval (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 19. Approval of this article will ensure that Plymouth’s floodplain bylaw complies with federal requirements. This is necessary for property owners to continue to receive flood insurance through the National Flood Insurance Program.

ARTICLE 20: To see if the Town will vote to amend the Town of Plymouth General By-laws by creating a new section entitled **“Industrial Building Demolition Permit”** that establishes a process to review demolition activities related to large scale industrial buildings that is of such scale that special conditioning may be necessary in order to avoid possible objectionable negative effects (such as heavy equipment noise, vibration, - dust or vehicular traffic) to Town ways, abutting properties, the environment and the Town in general as on file with the Town Clerk, or take any other action relative thereto.

PLANNING AND DEVELOPMENT

RECOMMENDATION: Approval (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 20. The focus of this bylaw is to ensure conditions are in place to minimize the negative effects of the demolition of the closed Pilgrim Nuclear Power Station and all other large-scale industrial structures will be subject to this bylaw. Approval of the article will give the Town some oversight of the demolition process and allow some control for adding conditions such as specific traffic routes and limiting travel during sensitive times (but not limited to) to minimize the negative effects of heavy vehicle traffic, noise, vibration and dust to surrounding neighborhoods and the Town in general.

ARTICLE 21: To see if the Town will vote to amend the General Bylaws by inserting a new section, Chapter 164, entitled "Stretch Energy Code", for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including future editions, amendments or modifications thereto, a copy of which is on file with the Town Clerk as well as amend any other definitions, procedures, and provisions for, or take any other action relative thereto.

ENERGY COMMITTEE

RECOMMENDATION: Approval (12-0-1)

The Advisory & Finance Committee recommends Town Meeting approve Article 21. Adopting this new section, Chapter 164, entitled "Stretch Energy Code" will put the Town of Plymouth on the path to become a Green Community and work towards energy efficiency and energy savings.

ARTICLE 22: Withdrawn

ARTICLE 23: Withdrawn

ARTICLE 24: To see if the Town will vote to transfer the care, custody, management and control of the parcel listed below as on file with the Town Clerk, from the Town Treasurer for tax title purposes to the Conservation Commission for conservation purposes pursuant to G.L. c. 40, section 8C; and further to authorize the Conservation Commission to execute any and all instruments as may be necessary to effectuate the vote taken hereunder, or take any other action relative thereto.

Parcel ID	Location	Legal Reference	Recording Date
108-000-010-020	Off Peter Road	Cert: 55752, Bk: 278 Pg: 152	May 28, 2019

CONSERVATION COMMISSION

RECOMMENDATION: Approval (12-0-1)

The Advisory & Finance Committee recommends Town Meeting approve Article 24. The Open Space Committee considers this 8.45 acre of forested habitat highly valuable and worth protecting. The parcel off Peter Road abuts 22 acres of protected open space land and is in the vicinity of 2 other lots that are under the jurisdiction of the Conservation Commission that provide wildlife habitats and opportunities for human recreation.

ARTICLE 25: No Motion – No Action.

ARTICLE 26: To see if the Town will vote to amend Chapter 6 of the Town Charter by adding the following; **Chapter 6 Section 1-2 No member of a Board, Commission or Committee of the Town, whether elected or appointed may hold the position of Chairman of said Board, Commission or Committee for a period of time longer than Two (2) years in any Three (3) year period or Three (3) years in any Six (6) year period**, or to take any other action relative thereto.

BY PETITION: Steven Striar, et al

RECOMMENDATION: Not Approve (1-9-0)

The Advisory & Finance Committee is not recommending Town Meeting approve Article 26. The Committee recognized there are benefits to periodic turnover of Chairs, however these strict term limits were not viewed as an appropriate tool to achieve that. The Committee was concerned by the numerous negative externalities that could arise from this proposal. This would impact between 60-70 Boards, Commissions, or Committees in Plymouth. The Committee did not believe there was sufficient need to enact such far-reaching change across Town as proposed.

ARTICLE 27: To see if the Town will vote to amend Ch. 3 Sec. 2-2 of the Town Charter by adding the words **'and responsibility'** following the word **'power'** and adding the following to the end of the existing sentence; **....and to approve all proposed rules (excepting rules of procedure), regulations, fees and fines of all multiple-member boards, commissions and committees appointed under Chapter 3 Section 2-2 of this charter.** The section, as amended would read; **The Select Board shall have the power and responsibility to enact rules and regulations to implement its policies and to approve all proposed rules (excepting rules of procedure), regulations, fees and fines of all multiple-member boards, commissions and committees appointed under Chapter 3 Section 3-1 of this Charter**, or to take any other action relative thereto.

BY PETITION: Steven Striar, et al

RECOMMENDATION: Not Approve (1-9-0)

The Advisory & Finance Committee is not recommending Town Meeting approve Article 27. This proposal is intended to obligate the Board of Selectmen to approve all proposed rules (except procedural rules) and regulations of the outlined public bodies that they appoint members to. The Committee noted that such a requirement would be onerous for the Board of Selectmen and defeat the purpose of creating and authorizing these other public bodies to carry out their specific functions. The Committee also noted that the Board of Selectmen were not in favor of this proposal. Lastly, the Committee also discussed that the choice of language in the proposal may not actually be properly crafted to enact the intended change.

ARTICLE 28: To see if the Town will vote to amend Chapter 3 of the Town Charter by adding the following: **Chapter 3 Section 7-3 The Board of Health may promulgate rules and regulations, amend current rules and regulations and establish fees and fines pursuant to Chapter 3 Section 7-2 and Chapter 3 Section 2-2 of this Charter**, or take any other action relative thereto.

BY PETITION: Steven Striar, et al

RECOMMENDATION: Not Approve (Unanimous 0-10-0)

The Advisory & Finance Committee is not recommending Town Meeting approve Article 28. Articles 28 and 29 are both intrinsically connected to Article 27 because they are each intended as further amendments to the Charter to implement the changes proposed in Article 27. Approval of Articles 28 and 29 would not make sense, and would not function as the petitioner intended, if Article 27 were not also approved. The Committee did not recommend Town Meeting approve Article 27, and therefore the Committee is also not recommending Town Meeting approve this article.

ARTICLE 29: To see if the Town will vote to amend Chapter 3 of the Town Charter by adding the following: **Chapter 3 Section 10-3 The Conservation Commission may promulgate rules and regulations, amend current rules and regulations and establish fees and fines pursuant to Chapter 3 Section 10-2 and Chapter 3 Section 2-2 of this Charter**, or take any other action relative thereto.

BY PETITION: Steven Striar, et al

RECOMMENDATION: Not Approve (1-9-0)

The Advisory & Finance Committee is not recommending Town Meeting approve Article 29. Articles 28 and 29 are both intrinsically connected to Article 27 because they are each intended as further amendments to the Charter to implement the changes proposed in Article 27. Approval of Articles 28 and 29 would not make sense, and would not function as the petitioner intended, if Article 27 were not also approved. The Committee did not recommend Town Meeting approve Article 27, and therefore the Committee is also not recommending Town Meeting approve this article.

ROLL CALL VOTING CHARTS

ADVISORY & FINANCE COMMITTEE - ROLL CALL VOTING CHART - ANNUAL TM ARTICLES
Y - For

N - Against

A - Abstain

X - Absent

Ch - Chair did not vote

ARTICLES

			Gene Blanchard	Gail Butler	Kevin Carty	Brian Dunn	Susan Gillespie	Karen Hamilton	Harry Helm	Roz Jones	Richard Knox	Meaghan O'Connell	Craig Sander	Ashley Shaw	Marc Sirrico	Scott Stephenson	Evelyn Strawn	VOTE TOTAL FOR-AGAINST-ABSTAIN
2	Reports of Boards & Committees	Y	Y	Ch	Y	Y	X	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	12-0-0
3	Revolving Fund Spending Limits	Y	Y	Ch	X	Y	Y	Y	Y		X	Y	Y	Y	Y	Y	Y	11-0-0
4	Continuation of Committees	Y	Y	Ch	Y	Y	X	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	12-0-0
5	Personnel Bylaw			Ch														NO MOTION - NO ACTION
6	Salaries of Elected Town Officials	Y	Y	Ch	Y	Y	X	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	12-0-0
7A	General Fund Budget:																	
	By Subcommitte: A	Y	Y	Ch	X	Y	Y	Y	Y		X	Y	Y	Y	Y	Y	Y	11-0-0
	B	Y	Y	Ch	X	Y	Y	Y	Y		X	Y	Y	Y	Y	Y	Y	11-0-0
	C	Y	Y	Ch	X	Y	Y	Y	Y		X	Y	Y	X	Y	Y	Y	10-0-0
	D	Y	Y	Ch	X	Y	Y	Y	Y		X	Y	Y	X	Y	Y	Y	10-0-0
	E	Y	Y	Ch	X	Y	Y	Y	Y		X	Y	Y	X	Y	Y	Y	10-0-0
	F	Y	Y	Ch	X	Y	Y	Y	Y		X	Y	Y	X	Y	Y	Y	10-0-0
7B	Water Enterprise Budget	Y	Y	Ch	X	Y	Y	Y	Y		X	Y	Y	X	Y	Y	Y	10-0-0
7C	Sewer Enterprise Budget	Y	Y	Ch	X	Y	Y	Y	Y		X	Y	Y	X	Y	Y	Y	10-0-0
7D	Solid Waste Enterprise Budget	Y	Y	Ch	X	Y	Y	Y	Y		X	Y	Y	X	Y	Y	Y	10-0-0
7E	Airport Enterprise Budget	Y	Y	Ch	X	Y	Y	Y	Y		X	Y	Y	X	Y	Y	Y	10-0-0
7F	Cable Public Access Enterprise Fund	Y	Y	Ch	X	Y	Y	Y	Y		X	Y	Y	X	Y	Y	Y	10-0-0
9	Capital Improvements	Y	X	Ch	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	X		11-1-0
12	Chapter 90 Roads	Y	Y	Ch	Y	Y	X	Y	Y	Y	Y	Y	X	Y	Y	Y	Y	12-0-0
13	Town Promotion Fund	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	Y	X	Y	Y	X	Y	12-0-0
14	Accept Public Ways	Y	Y	Ch	Y	Y	Y	Y	Y	N	Y	Y	N	Y	Y	Y	Y	12-2-0
16A	CPC - Reduce Borrowing - 1820 Court House	Y	X	Ch	Y	X	Y	Y	X	Y	Y	Y	Y	Y	Y	X		10-0-0
16B	CPC - Reduce Borrowing - National Pilgrim Meeting House	Y	X	Ch	Y	X	Y	Y	X	Y	Y	Y	Y	Y	Y	X		10-0-0
16C	CPC - Reduce Borrowing Stephens Field	Y	X	Ch	Y	X	Y	Y	X	Y	Y	Y	Y	Y	Y	X		10-0-0

ADVISORY & FINANCE COMMITTEE - ROLL CALL VOTING CHART - ANNUAL TM ARTICLES
Y - For

N - Against

A - Abstain

X - Absent

Ch - Chair did not vote

ARTICLES

																		VOTE TOTAL			
																		FOR-AGAINST-ABSTAIN			
	Gene Blanchard	Gail Butler	Kevin Canty	Brian Dunn	Susan Gillespie	Karen Hamilton	Harry Helm	Roz Jones	Richard Knox	Meaghan O'Connell	Craig Sander	Ashley Shaw	Marc Sirrico	Scott Stephenson	Evelyn Strawn						
16E	CPC- ADA Compliance- Siever Field, Manomet Recreation & Maderios Park	Y	X	Ch	Y	X	Y	Y	X	Y	Y	Y	Y	Y	Y	X			10-0-0		
16F	CPC - Pickle Ball Courts, Forges Field	Y	X	Ch	Y	X	Y	N	X	Y	Y	N	Y	Y	Y	X			8-2-0		
16G	CPC - Burial Hill Restoration	Y	X	Ch	Y	X	Y	Y	X	Y	Y	Y	Y	Y	Y	X			10-0-0		
16H	CPC - FY 2021 Budget	Y	X	Ch	Y	X	Y	Y	X	Y	Y	Y	Y	Y	Y	X			10-0-0		
17	Transportation Reimbursement - Foster Care	Y	Y	Ch	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	Y	Y			13-0-0		
19	Floodplain Overlay District (FPOD)	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	X	Y	Y	X	Y			12-0-0		
20	Industrial Building Demolition Permit	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	X	Y	Y	X	Y			12-0-0		
21	Bylaws - Add Ch. 164 Stretch Energy	Y	Y	Ch	Y	Y	Y	Y	Y	A	Y	X	Y	Y	Y	Y			12-0-1		
24	Transfer Parcels to Conservation	Y	A	Ch	Y	Y	Y	Y	Y	Y	Y	X	Y	Y	Y	Y			12-0-1		
25	CPA Surcharge Reduction			Ch																NO MOTION - NO ACTION	
26	Petitioned: Charter - Amend CH.6 Sec. 1-2	N	X	Ch	N	X	N	N	N	Y	N	N	N	N	N	X	X			1-9-0	
27	Petitioned: Charter - Amend CH.3 Sec. 2-2	N	X	Ch	N	X	N	N	N	N	N	N	N	N	Y	N	X	X		1-9-0	
28	Petitioned: Charter Amend CH.3 Add Sec. 7-3	N	X	Ch	N	X	N	N	N	N	N	N	N	N	N	X	X			0-10-0	
29	Petitioned: Charter Amend CH.3 Add Sec. 10-3	N	X	Ch	N	X	N	N	N	N	N	N	Y	N	N	X	X			1-9-0	

CAPITAL
IMPROVEMENTS
COMMITTEE

TOWN OF PLYMOUTH - FY21 CAPITAL IMPROVEMENT PLAN REQUESTS PRIORITIZED BY THE CAPITAL IMPROVEMENTS COMMITTEE ON 1/22/20

DEPT ACCOUNT	DEPT PRIORITY	DIV. PRIORITY	DEPARTMENT OR SPONSOR	PROJECT DESCRIPTION	COMPONENT COST	PROJECT COST	R A N K	TOWN MANAGER RECOMMENDED						SOLID WASTE FUND	REVOLVING FUND	OTHER	DEBT	
								PROJECT FUNDING	TAX LEVY	FREE CASH	TRANSFER BALANCES	AIRPORT FUND	SEWER FUND	WATER FUND				
220	1		Fire Department	Firefighting Gear (New & Replacement)		\$155,261.00	1	\$155,261		155,261								
155	1		Information Technology	VM Ware Upgrade		\$160,000.00	2	\$160,000		160,000								
210	2		Police Department	Virtual LE Training System		\$114,341.00	3	\$114,341		114,341								
300	3.04		School Department	Federal Furnace Elementary School Roof Replacement		\$1,388,825.00	4	Wait until the Engineering & Design are complete (see below) and that they have submitted to MSBA for the funding										
421	1		DPW Admin	Water St Seawall Inspection/Repairs		\$490,000.00	5	\$490,000		490,000								
422			DPW Operations-Maintenance	Town Building Repair Program:		\$1,852,100.00	6	\$1,852,100		1,852,100								
	1			Roof Supplements - Manomet Fire Station & Police Station	\$668,000.00													
	2			Roof Supplements - Pinehills & C'velle Fire Stations & Animal S	\$402,000.00													
	3			Fire Escape Replacement at Memorial Hall	\$25,000.00													
	4			Building Code Survey/Feasibility at DPW and Cedarville Salt S	\$60,500.00													
	5			Paving at HQ, Manomet & West Fire Stations & DPW Annex	\$550,000.00													
	6			Replace Steel Entry Doors at DPW Highway	\$53,600.00													
	7			HVAC Energy Recovery Unit at Animal Shelter	\$40,000.00													
	8			Exterior Trim Painting at Memorial Hall	\$53,000.00													
411	4		DPW Operation-Engineering	Upgrade Traffic Signal at Court & Cherry Sts.		\$1,500,000.00	7											
210	2		Police Department	Replace Portable Radios		\$267,350.00	8	\$267,350		267,350								
220	3		Fire Department	Complete Upgrades to Public Safety Radio System		\$90,000.00	9	\$90,000		90,000								
300	1		School Department	School Building Repair Program		\$1,400,697.00	10	\$1,225,444		1,225,444								
1.01			IBES	Engr, Design & Const. Oversight for Modular Envelopes	\$61,500.00													
1.02			FFES, WES, IBES	Engr, Design & Const. Oversight for Roof Replacements	\$247,100.00													
1.03			PCIS	Replace Fire Alarm System	\$45,963.00													
1.04			PSMS	Bus Road Asphalt Repairs	\$149,490.00													
1.05			PCIS	Field Renovations & Chain Link Fence Installation	\$153,945.00													
1.06			West	Window Replacement-Ph. 3	\$145,044.00													
1.07			Federal Furnace	Window Replacement-Ph. 1	\$118,184.00													
1.08			Hedge	Resurface Parking Lots	\$101,575.00													
1.09			PCIS	Replace Public Address System	\$29,578.00													
1.10			PSMS	Sidewalk Asphalt Repairs	\$66,750.00													
1.11			PCIS	Replace Carpet with Vinyl Tile	\$64,815.00													
1.12			Harbor Academy	Replace Carpet with Vinyl Tile	\$41,500.00													
1.13			PCIS	Replace Gym Floor	\$150,000.00													
1.14			PCIS	Install Vertical Blinds	\$25,253.00													
300	3.03		School Department	Indian Brook Elementary School Roof Replacement	\$1,550,000.00			11	Wait for same reason as above.									
300	3.02		School Department	West Elementary School Roof Replacement	\$1,366,500.00			12	Wait for same reason as above.									
300	3.01		School Department	Modular Classroom Renovations at Indian Brook Elementary Sch	\$360,000.00			13	\$360,000		360,000							
422			DPW Operations-Maintenance	Town Vehicle & Equipment Replacement Program		\$1,745,879.00	14	993,761		954,161						39,600	Cemetery Perp	
3			295	HM Replace 2006 Truck ME3	\$47,000													
1			420	HY Replace 1988 Holder Mower/Sidewalk Plow H332	\$227,895													
2			420	HY Replace 2002 Dump Truck H355	\$85,341													
4			420	HY Purchase New Compact Skid steer/Loader	\$57,787													
5			420	HY Replace 2006 Dump Truck H346	\$103,418													
6			420	HY Replace 2006 Dump Truck H347	\$103,418													
7			420	HY Replace 2006 Dump Truck H348	\$103,418													
8			420	HY Replace 1988 Dresser 5-Ton Roller H312	\$72,490													
9			420	HY Replace 2008 Utility Truck H38	\$85,341													
10			420	HY Replace 2006 Truck H345	\$103,418													
11			420	HY Replace 2006 Truck H356	\$103,418													
1			425	FLT Replace 1983 Forklift	\$64,335													
2			425	FLT Replace Jacks for Vehicle Lift	\$19,575													
1			491	CEM New Heavy Duty Utility Vehicle	\$39,600													
1			492	PK Replace Three Zero-Turn Mowers	\$43,328													

TOWN OF PLYMOUTH - FY21 CAPITAL IMPROVEMENT PLAN REQUESTS PRIORITIZED BY THE CAPITAL IMPROVEMENTS COMMITTEE ON 1/22/20

DEPT ACCOUNT	DEPT PRIORITY	DIV. PRIORITY	DEPARTMENT OR SPONSOR	PROJECT DESCRIPTION	COMPONENT COST	PROJECT COST	R A N K	TOWN MANAGER RECOMMENDED						SOLID WASTE FUND	REVOLVING FUND	OTHER	DEBT	
								PROJECT FUNDING	TAX LEVY	FREE CASH	TRANSFER BALANCES	AIRPORT FUND	SEWER FUND	WATER FUND				
2	492		PK	Replace 1987 Tractor	\$66,085													
3	492		PK	Replace 2007 Bucket Truck P64	\$239,397													
5	492		PK	New Compact Loader w/Attachments	\$77,197													
6	492		PK	New Truck w/Plow	\$103,418													
411	2		DPW Operation-Engineering	Bartlett Rd. Bridge Design & Construction		\$1,500,000.00	15	TM will be recommending Brook Road Bridge at STM. Recommend Bartlett to defer until possibly some grant \$ to help offset.										
421	2		DPW Admin	OSHA Compliance		\$20,000.00	16	\$20,000		20,000								Rec Revolving \$50K & Remaining
630	1		Community Resources-Recreat Pickleball Court Construction at Forges Field - CPA Art 16			\$170,000.00	17	\$170,000									170,000 CPC Appl	
492	4		DPW-Parks & Forestry	Upgrade Three Playgrounds for ADA Compliance - CPC Art 16		\$545,033.00	18	\$545,033		25,000							520,033 CPC Application	
210	1		Police Department	Shotgun Replacement		\$35,395.00	19	\$35,395		35,395								
220	1		Fire Department	Replace & Equip Command Vehicles C3 & C12		\$119,000.00	20	\$119,000									119,000 Fire Safety Fun	
411	1		DPW Operation-Engineering	Town Wide Signal Inspection		\$250,000.00	21											
300	2		School Department	School Vehicle & Equipment Replacement Program		\$241,435.00	22											
2.01			DW Facilities	Replace 2002 Rack Truck 940	\$63,000.00													
2.02			DW Facilities	Replace 2002 Utility Truck 945	\$52,000.00													
2.03			CCTE Tech Ed	Replace 2005 Passenger Van	\$40,935.00													
2.04			CCTE Tech Ed	Replace 2008 SVU	\$36,000.00													
2.04			CCTE Tech Ed	Replace 2002 Utility Truck 949 (w/o Sander)	\$49,500.00													
411	5		DPW Operation-Engineering	Implementation of ADA Compliance-Ph 2		\$115,000.00	23											
491	3		DPW Grounds-Cemetery	Expand Cedarville Cemetery		\$20,250.00	24	\$20,250									20,250 Sale of Lots	
490	4		DPW Grounds-Crematory	Repairs to Retort 3 Floor & Chamber		\$24,728.00	25	\$24,728		24,728								
491	4		DPW Grounds-Cemetery	Hearse House Renovations		\$50,000.00	26	\$50,000		50,000								
411	6		DPW Operation-Engineering	Town Wide Sidewalk Replacement		\$500,000.00	27											
491	2		DPW Grounds-Cemetery	Burial Hill Walkways & Railings Repair		\$55,000.00	28	\$55,000		55,000								
427	1		Marine & Environmental	Sawmill Dam Repairs		\$490,000.00	29	\$490,000		150,000							340,000 Existing Fundin	
210	3		Police Department	Upgrade Town-Wide Camera System		\$180,000.00	30											
420	3		DPW Operations-Highway	Traffic Signal Cameras		\$29,205.00	31											
411	3		DPW Operation-Engineering	Wicking Well Manomet Ave.		\$180,000.00	32											
411	7		DPW Operation-Engineering	W. Plymouth, Plympton Rd. & West Elementary School Sidewalks		\$1,500,000.00	33	\$1,500,000									1,500,000	
411	8		DPW Operation-Engineering	Federal Furnace Elementary School Sidewalks (5 phases)		\$3,000,000.00	34											
491	5		DPW Grounds-Cemetery	Cedarville Cemetery Fence		\$60,750.00	35	\$60,750									60,750 Sale of Lots	

TOWN OF PLYMOUTH - FY21 CAPITAL IMPROVEMENT PLAN REQUESTS PRIORITIZED BY THE CAPITAL IMPROVEMENTS COMMITTEE ON 1/22/20

DEPT ACCOUNT	DEPT PRIORITY	DIV. PRIORITY	DEPARTMENT OR SPONSOR	PROJECT DESCRIPTION	COMPONENT COST	PROJECT COST	R A N K	TOWN MANAGER RECOMMENDED										SOLID WASTE FUND	REVOLVING FUND	OTHER	DEBT							
								PROJECT FUNDING	TAX LEVY	FREE CASH	TRANSFER BALANCES	AIRPORT FUND	SEWER FUND	WATER FUND														
411	10		DPW Operation-Engineering	Carver Rd. Complete Street Improvements (5 phases)		\$16,000,000.00	36																					
427	2		Marine & Environmental	Dredging Around Town Wharf		\$2,500,000.00	37	\$2,500,000												1,250,000	1,250,000							
630	2		Community Resources-Recreat	Memorial Hall Stage Light Truss		\$25,000.00	38													Other - State Sl								
						TOTAL GENERAL FUND PROJECTS	\$36,750,249.00													\$0.00	\$0.00	\$2,519,633.00	\$2,750,000.00					
60-440	1	DPW Utilities (Sewer)	Collection System Rehabilitation & Repair			\$500,000.00	1	\$500,000											500,000									
	2	DPW Utilities (Sewer)	Camelot Dr. Sewer Extension Design			\$358,600.00	2	\$358,600											358,600									
						TOTAL FOR SEWER	\$858,600.00											858,600										
61-450	1	DPW Utilities (Water)	New Well Source Exploration			\$200,000.00	1	\$200,000										200,000										
	2	DPW Utilities (Water)	Manomet Zone Pipe Upgrades			\$5,100,000.00	2	\$5,100,000														5,100,000						
	3	DPW Utilities (Water)	Emergency Power Upgrades at Darby Pond & Cedarville Wells			\$401,000.00	3	\$401,000										401,000										
	4	DPW Utilities (Water)	Pump Station Upgrades			\$750,000.00	4	\$750,000										750,000										
	5	DPW Utilities (Water)	Valve Maintenance System Trailer			\$72,000.00	5	\$72,000										72,000										
	6	DPW Utilities (Water)	Water Smart Software			\$65,000.00	6	\$65,000										65,000										
	7	DPW Utilities (Water)	Replace 2008 Utility Truck W46			\$85,400.00	7	\$85,400										85,400										
						TOTAL FOR WATER	\$6,673,400.00										\$6,673,400				\$5,100,000							
65-482	1	Airport	Wastewater Treatment Plant Upgrade			\$200,000.00	1	FATM																				
	2	Airport	Purchase NW-26 SRE building			\$200,000.00	2	FATM																				
						TOTAL FOR AIRPORT	\$400,000.00																					
66-433	1	DPW Utilities (Solid Waste)	Replace 2002 Excavator for Transfer Station			\$222,640.00	1	\$222,640										222,640										
	2	DPW Utilities (Solid Waste)	Trommel Screen for Yard Waste			\$403,700.00	2	\$403,700									201,850			201,850								
						TOTAL FOR SOLID WASTE	\$626,340.00										\$626,340			424,490								
						TOTAL FOR ENTERPRISE FUNDS	\$8,558,340.00										\$8,158,340	\$0	\$201,850	\$0	\$0	\$858,600	\$1,573,400	\$424,490	\$0	\$0	\$0	\$5,100,000
						TOTAL PROJECTS FOR FY20	\$45,308,589.00										\$19,456,753	\$0	\$6,230,630	\$0	\$0	\$858,600	\$1,573,400	\$424,490	\$0	\$0	\$2,519,633	\$7,850,000

BURKE'S LAW

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

NON-DPW ARTICLES

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expend	Current Year Encumb	Balance
<u>123 - TOWN MANAGER</u>									
2017A23	ATM APRIL 2017	Y	ART23 FY17ATM TITLE SEARCH	100,000.00	2,502.00	97,498.00	-	-	97,498.00
2018S8	STM APRIL 2018	Y	ART 8 FY18 STM/DEMOLISH BLDGS	115,000.00	76,740.10	38,259.90	3,450.00	-	34,809.90
<u>138 - PROCUREMENT</u>									
15501508	ATM APRIL 2012	Y	INFO TECH ART 8/DEPT EQUIP	72,499.75	70,497.82	2,001.93	-	2,001.93	-
42001508	ATM APRIL 2012	Y	HIGHWAY/ART 8/DEPTEQUIP	67,265.47	66,725.47	540.00	-	-	540.00
42201508	ATM APRIL 2012	Y	BLDG MAINT/ART 8 DEPT EQUIP	31,680.00	29,280.00	2,400.00	-	-	2,400.00
49201508	ATM APRIL 2012	Y	PARKS & FOREST/ART 8/DEPT EQUI	136,440.85	128,946.85	7,494.00	-	-	7,494.00
42201608	ATM APRIL 2013	Y	MAINT ART 8/DEPT EQUIPMENT	70,800.00	40,800.00	30,000.00	-	-	30,000.00
21001708	ATM APRIL 2014	Y	POLICE ART 8/DEPT EQUIPMENT	368,340.00	367,554.31	785.69	-	-	785.69
49101708	ATM APRIL 2014	Y	CEMETERY ART 8/DEPT EQUIPMENT	19,538.38	19,302.99	235.39	-	-	235.39
49201708	ATM APRIL 2014	Y	PARKS ART 8/DEPT EQUIPMENT	36,954.19	34,151.05	2,803.14	-	-	2,803.14
29501808	ATM APRIL 2015	Y	HARBOR MASTER ART8/DEPT EQUIPM	45,888.66	40,657.11	5,231.55	5,078.05	-	153.50
41101808	ATM APRIL 2015	Y	ENGINEERING ART8/DEPT EQUIPMEN	2,400.00	2,100.00	300.00	-	-	300.00
4330188	ATM APRIL 2015	Y	SOLID WASTE ART8/DEPT EQUIPMEN	15,000.00	-	15,000.00	-	-	15,000.00
49001808	ATM APRIL 2015	Y	CREMATORY ART8/DEPT EQUIPMENT	8,500.00	-	8,500.00	-	-	8,500.00
15502008	ATM APRIL 2017	Y	INFO TECH ART 8/DEPT EQUIP	30,000.00	-	30,000.00	-	-	30,000.00
21002008	ATM APRIL 2017	Y	POLICE ART 8/DEPT EQUIPMENT	211,045.00	202,393.75	8,651.25	-	-	8,651.25
<u>155 - INFORMATION TECHNOLOGY</u>									
20159A5	ATM APRIL 2015	Y	FIRE SERVER/PUBLIC SAFETY TECH	20,000.00	16,718.50	3,281.50	-	-	3,281.50
20189A14	ATM APRIL 2018	Y	STRATEGIC PLAN	60,000.00	53,675.00	6,325.00	2,825.00	-	3,500.00
20199A12	ATM APRIL 2019	Y	MUNIS CAPITAL ASSETS SOFTWARE	45,850.00	-	45,850.00	700.00	45,150.00	-
2016F4A	FATM 2016 OCTOBER	Y	RELOCATE FIBER/NEW TOWN HALL	90,000.00	87,745.00	2,255.00	-	-	2,255.00
<u>210 - POLICE</u>									
20129A2	ATM APRIL 2012	Y	2WAY RADIO REPL UPGRADE ART 9	287,590.00	283,854.54	3,735.46	1,248.60	2,486.86	-
20169A36	ATM APRIL 2016	Y	CAD RMS SYSTEM	320,537.00	186,807.70	133,729.30	82,850.65	7,201.44	43,677.21
20169A37	ATM APRIL 2016	Y	REPLACE LOCKERS	175,755.00	165,416.81	10,338.19	8,943.00	-	1,395.19
20189A20	ATM APRIL 2018	Y	ANALOG CCTV CAMERA UPGRADE	112,336.00	101,681.00	10,655.00	-	5,135.41	5,519.59
20199A13	ATM APRIL 2019	Y	PATROL RIFLE REPLACEMENT	70,543.00	-	70,543.00	-	63,417.36	7,125.64
<u>220 - FIRE</u>									
20159A4	ATM APRIL 2015	Y	PUBLIC SAFETY REMOTE RECEIVER	197,000.00	174,676.97	22,323.03	-	-	22,323.03
20169A35	ATM APRIL 2016	Y	FIRE STATION ALERTING SYSTEM	150,000.00	106,468.82	43,531.18	-	-	43,531.18
20179AY	ATM APRIL 2017	Y	STATION 7 NO PLYMOUTH ART9	300,000.00	292,400.00	7,600.00	-	7,600.00	-
20179AZ	ATM APRIL 2017	Y	PUBLIC SYSTM RADIO UPGRDE ART9	137,000.00	98,257.74	38,742.26	-	9,136.90	29,605.36
20199A15	ATM APRIL 2019	Y	FIREFIGHTING GEAR	108,000.00	-	108,000.00	65,227.00	10,080.00	32,693.00
20199A16	ATM APRIL 2019	Y	PUBLIC SAFETY RADIO SYSTEM UPG	87,000.00	-	87,000.00	-	-	87,000.00
2019F4E	FATM OCTOBER 2019	Y	ENGINE 3 REHAB	54,400.00	-	54,400.00	-	36,179.00	18,221.00
2019F4G	FATM OCTOBER 2019	Y	C9 TOW VEHICLE REPLACE	40,095.00	-	40,095.00	-	40,095.00	-
<u>295 - HARBOR MASTER</u>									

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

NON-DPW ARTICLES

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expend	Current Year Encumb	Balance
20179ALL	ATM APRIL 2017	Y	HARBOR MASTER WORK SKIFF ART9	30,000.00	-	30,000.00	-	-	30,000.00
2018F4D	FATM OCT 2018	Y	MOORING PLAN	69,747.00	8,863.76	60,883.24	1,838.11	59,045.13	-
2018F4E	FATM OCT 2018	Y	FLOAT SYSTEM	65,000.00	-	65,000.00	1,119.50	-	63,880.50
2019F4J	FATM OCTOBER 2019	Y	PATROL BOAT REPLACE	75,000.00	-	75,000.00	-	-	75,000.00
2019F4M	FATM OCTOBER 2019	Y	FLOATING DOCK & GANGWAY	140,000.00	-	140,000.00	850.75	893.30	138,255.95
<u>300 - SCHOOL</u>									
20169A14	ATM APRIL 2016	Y	GUTTERS/DWNSPOUTS/FASCIA-HEDGE	91,000.00	-	91,000.00	91,000.00	-	-
20169A15	ATM APRIL 2016	Y	GUTTER/DWNSPTS/FASCIA-MANOMET	80,950.00	78,600.00	2,350.00	-	-	2,350.00
20169A16	ATM APRIL 2016	Y	PAINT EXTERIOR TRIM-NATH MORTN	85,000.00	84,900.00	100.00	-	-	100.00
20169A17	ATM APRIL 2016	Y	DIGITIZE BLAKE PLANETARIUM	230,320.00	229,965.00	355.00	-	-	355.00
20169A31	ATM APRIL 2016	Y	REPLACE 2004 TRASH COMPACT TRK	125,133.00	123,936.00	1,197.00	-	-	1,197.00
20179AF	ATM APRIL 2017	Y	FLOOR TILES COLD SPRING ART9	141,625.00	126,788.95	14,836.05	-	-	14,836.05
20179AG	ATM APRIL 2017	Y	SO ELEM REPAVE ART9	95,122.00	93,958.00	1,164.00	-	-	1,164.00
20179AI	ATM APRIL 2017	Y	REPAVE MANOMET ELEM ART9	16,789.00	-	16,789.00	-	-	16,789.00
20179AJ	ATM APRIL 2017	Y	FIELD RENOVATION HEDGE ART9	63,074.00	62,342.55	731.45	-	-	731.45
20179AT	ATM APRIL 2017	Y	SUV ART9	36,000.00	35,548.00	452.00	-	-	452.00
20179AU	ATM APRIL 2017	Y	AERIAL LIFT TRUCK ART9	86,469.00	84,005.35	2,463.65	-	-	2,463.65
20189A17	ATM APRIL 2018	Y	REPLACE 2003 FOOD SERVICE TRUC	45,000.00	38,325.55	6,674.45	-	-	6,674.45
20189A4	ATM APRIL 2018	Y	WEST SCHL REPLACE WINDOWS	36,000.00	34,962.00	1,038.00	-	-	1,038.00
20189A5	ATM APRIL 2018	Y	NATHANIEL MORTON BRICK REMEDIA	126,500.00	5,316.60	121,183.40	100,458.40	3,925.00	16,800.00
20199A3	ATM APRIL 2019	Y	HEDGE ES EXT TRIM & CUPOLA	85,000.00	-	85,000.00	81,800.00	-	3,200.00
20199A4	ATM APRIL 2019	Y	WEST ES REPLACE WINDOWS	105,000.00	-	105,000.00	104,994.00	-	6.00
<u>427 - NATURAL RESOURCES</u>									
2017F4B	FATM OCT 2017	Y	ART 4B TOWN WHARF BULKHEAD	67,670.00	47,410.76	20,259.24	5,484.71	14,774.53	-
2017F4E	FATM OCT 2017	Y	ART 4E PIT TAG PROJECT @ TWN B	21,000.00	20,801.09	198.91	-	-	198.91
20189A12	ATM APRIL 2018	Y	REPLACE ANIMAL CONTROL VEHICLE	47,426.00	-	47,426.00	47,321.21	-	104.79
20189A16	ATM APRIL 2018	Y	TOWN FOREST RED PINE CUTTING	12,500.00	-	12,500.00	12,500.00	-	-
20189A22	ATM APRIL 2018	Y	FEASIBILITY/JENNEY POND BY-PAS	36,680.00	35,504.40	1,175.60	-	1,175.60	-
2018F4B	FATM OCT 2018	Y	RUSSELL POND DAM ENG & PERMIT	69,500.00	50,103.47	19,396.53	19,396.53	-	-
2018F4G	FATM OCT 2018	Y	WATER STREET PARKING LOT	254,655.00	14,766.85	239,888.15	239,888.15	-	-
2018F4L	FATM OCT 2018	Y	DREDGING PERMITTING/SAMPLLING	200,000.00	14,300.93	185,699.07	127,328.90	57,648.17	722.00
2019F4H	FATM OCTOBER 2019	Y	JENNEY POND DAM ENG/PERM	77,000.00	-	77,000.00	31,463.83	45,536.17	-
2019F4I	FATM OCTOBER 2019	Y	JENNEY POND DREDGE/ENG/PERM	101,000.00	-	101,000.00	-	100,220.00	780.00
2019F4K	FATM OCTOBER 2019	Y	HOLMES DAM SEDIMENT DISPOSAL	75,000.00	-	75,000.00	-	57,000.00	18,000.00
2019F4L	FATM OCTOBER 2019	Y	SAVERY POND WATERSHED STUDY	28,977.00	-	28,977.00	-	28,977.00	-
2019S4A1	STM APRIL 2019	Y	RUSSELL POND DAM	354,500.00	-	354,500.00	7,250.00	7,250.00	340,000.00
2019S4A2	STM APRIL 2019	Y	BEACH VEHICLE	20,000.00	-	20,000.00	20,000.00	-	-
<u>510 - PUBLIC HEALTH</u>									
2018F35	FATM OCT 2018	Y	WATERSHED ASSESSMENT	180,000.00	43,225.72	136,774.28	83,110.83	53,493.45	170.00

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES
NON-DPW ARTICLES

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expend	Current Year Encumb	Balance
699 - TOWN PROMOTION									
2016A11	ATM APRIL 2016	Y	FY16 TOWN PROMOTION	656,280.00	655,131.16	1,148.84	-	-	1,148.84
2018A11	ATM APRIL 2018	Y	TWN PROMO FUND ART 11 FY18ATM	654,652.00	633,501.75	21,150.25	16,500.00	3,480.20	1,170.05
2019A14	ATM APRIL 2019	Y	FY20 TOWN PROMOTION FUND	661,958.00	-	661,958.00	506,458.50	100,500.00	54,999.50
TOTAL NON-DPW ARTICLES				8,934,985.30	5,171,611.42	3,763,373.88	1,669,085.72	762,402.45	1,331,885.71

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

DPW ARTICLES

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expend	Current Year Encumb	Balance
411 - DPW ENGINEERING									
20139A11	ATM APRIL 2013	Y	RESTRIPED PART SAMOSET ST ART9	100,000.00	-	100,000.00	-	-	100,000.00
20139A12	ATM APRIL 2013	Y	NEWFIELD ST BRIDGE DESIGN ART9	300,000.00	275,384.29	24,615.71	506.90	23,820.45	288.36
20139A13	ATM APRIL 2013	Y	DRAIN REHAB 2020 TOWN ART9	250,000.00	212,349.84	37,650.16	3,800.00	-	33,850.16
20159A8	ATM APRIL 2015	Y	STORMWATR PHASE II	125,000.00	40,806.16	84,193.84	43,352.00	27,783.31	13,058.53
20179ABB	ATM APRIL 2017	Y	OBERY ST RDWY IMP ART9	250,000.00	52,777.72	197,222.28	78,546.50	106,049.50	12,626.28
20179ACC	ATM APRIL 2017	Y	BRIDGE & CULVERT INSPECT ART9	150,000.00	9,704.00	140,296.00	1,225.00	-	139,071.00
2017A14	ATM APRIL 2017	Y	ART 14 FY17ATM GRAVEL ROADS	1,000,000.00	915,271.55	84,728.45	84,642.60	-	85.85
20189A21	ATM APRIL 2018	Y	WICKING WELL MANOMET AVE	180,000.00	167,433.23	12,566.77	12,566.77	-	-
20199A8	ATM APRIL 2019	Y	EPA PERMIT - STORMWATER	500,000.00	-	500,000.00	-	131,316.69	368,683.31
20199A9	ATM APRIL 2019	Y	ADA COMPLIANCE - PHASE 1	35,000.00	-	35,000.00	26,062.50	8,687.50	250.00
2019A12	ATM APRIL 2019	Y	FY20 GRAVEL ROAD IMPROVEMENTS	1,000,000.00	-	1,000,000.00	79,166.59	-	920,833.41
420 - DPW HIGHWAY									
20139A20	ATM APRIL 2013	Y	CRUSHING OP/RECYCLE MAT ART9	23,595.00	15,800.00	7,795.00	-	7,795.00	-
20179AN	ATM APRIL 2017	Y	SNOWBLOWER/LOADER ART9	181,500.00	127,205.75	54,294.25	-	-	54,294.25
20189A10	ATM APRIL 2018	Y	REPLACE 1995 DUMP TRUCK H330	286,000.00	236,356.00	49,644.00	-	-	49,644.00
20199A5	ATM APRIL 2019	Y	HWY REPLACE 2000 6 WHEEL TRUCK	254,463.00	-	254,463.00	218,301.00	-	36,162.00
20199A6	ATM APRIL 2019	Y	HWY REPLACE 1999 6 WHEEL TRUCK	254,463.00	-	254,463.00	-	-	254,463.00
20199A7	ATM APRIL 2019	Y	HWY REPLACE 1997 LOADER	218,350.00	-	218,350.00	218,000.00	-	350.00
422 - BUILDING MAINTENANCE									
200828	STM JUNE 2008	Y	MEMORIAL HALL PAINTING	39,540.00	20,022.00	19,518.00	19,518.00	-	-
20119A10	ATM APRIL 2011	Y	FIRE STA 1 ROOF REPAIR-ART 9	30,000.00	10,715.25	19,284.75	-	-	19,284.75
20129A11	ATM APRIL 2012	Y	ROOF REPLACE 5 LOC ART 9	110,555.00	7,955.00	102,600.00	29,900.00	-	72,700.00
20129A12	ATM APRIL 2012	Y	ROOF/BLDG REPAIRS 6 LOC ART 9	96,325.00	63,315.99	33,009.01	-	-	33,009.01
20139A2	ATM APRIL 2013	Y	REPR7REUP CHAIRS MEM HALL ART9	183,900.00	171,667.41	12,232.59	-	-	12,232.59
20149A15	ATM APRIL 2014	Y	LUBE PIT DECOMMISSION & LIFT	104,000.00	66,212.14	37,787.86	-	-	37,787.86
20159A10	ATM APRIL 2015	Y	TOWN BUILDING REPAIR PROGRAM	87,331.00	28,867.50	58,463.50	28,730.18	3,415.00	26,318.32
20159A13	ATM APRIL 2015	Y	TOWN VEHICLE & EQUIPMENT REPLA	261,400.00	236,425.66	24,974.34	-	-	24,974.34
20169A18	ATM APRIL 2016	Y	FLR DRAINS/OIL/WTR SEP-CAMELO	264,550.00	-	264,550.00	-	-	264,550.00
20169A19	ATM APRIL 2016	Y	BRICK REPOINTING-MEMORIAL HALL	28,407.00	-	28,407.00	-	-	28,407.00
20169A20	ATM APRIL 2016	Y	REPAIR BRICK VENEER-MEMORIAL H	17,910.00	-	17,910.00	-	-	17,910.00
20169A21	ATM APRIL 2016	Y	MASONRY SEALING-MEMORIAL HALL	39,714.00	-	39,714.00	-	-	39,714.00
20169A23	ATM APRIL 2016	Y	REPLACE ADA RAMP-MYC	70,180.00	-	70,180.00	8,322.60	5,000.00	56,857.40
20169A24	ATM APRIL 2016	Y	1749 COURTHOUSE REPAIRS	118,000.00	11,546.00	106,454.00	76,305.09	14,994.74	15,154.17
20169A25	ATM APRIL 2016	Y	REPAIR ANIMAL SHELTER	21,000.00	-	21,000.00	-	-	21,000.00
20169A27	ATM APRIL 2016	Y	MORTON PARK BATH HOUSE REPAIRS	10,364.00	-	10,364.00	444.00	-	9,920.00
20169A28	ATM APRIL 2016	Y	PLYMOUTH BEACH RESTROOM REPAIR	17,589.00	4,323.17	13,265.83	4,000.00	-	9,265.83
20189A1	ATM APRIL 2018	Y	AC UNITS COMP & COMM ROOM POLI	38,500.00	35,538.00	2,962.00	-	-	2,962.00
20189A2	ATM APRIL 2018	Y	OVERHEAD DOOR @ DPW FACILITY	151,250.00	2,222.00	149,028.00	75,498.00	-	73,530.00

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

DPW ARTICLES

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expend	Current Year Encumb	Balance
20189A3	ATM APRIL 2018	Y	GENERATOR @ DPW FACILITY	82,500.00	-	82,500.00	-	-	82,500.00
2018F4F	FATM OCT 2018	Y	MEMORIAL HALL HVAC	363,000.00	11,250.00	351,750.00	336,434.37	1,500.00	13,815.63
2018F4J	FATM OCT 2018	Y	COUNCIL ON AGING HVAC	29,325.00	-	29,325.00	270.00	29,055.00	-
20199A1	ATM APRIL 2019	Y	FIRE STATN 1 ROOF & SUMP PUMP	483,914.00	-	483,914.00	327,063.75	38,863.25	117,987.00
20199A2	ATM APRIL 2019	Y	TOWN BLDG ROOF REPAIRS	244,102.00	-	244,102.00	7,680.00	60,120.00	176,302.00
<u>425 - FLEET MAINTENANCE</u>									
20179AL	ATM APRIL 2017	Y	FLEET REPLACEMENT ART9	110,109.00	100,573.16	9,535.84	-	-	9,535.84
20179AM	ATM APRIL 2017	Y	REPLACE SERVICE VEHICLE ART9	58,470.00	57,977.21	492.79	-	-	492.79
20189A8	ATM APRIL 2018	Y	FACILITY MAINT TRUCK ART 9	59,687.00	45,513.40	14,173.60	296.61	-	13,876.99
20189A9	ATM APRIL 2018	Y	FLEET FUEL EFFICIENCY ART9	87,724.00	25,890.60	61,833.40	60,765.00	-	1,068.40
<u>490 - CREMATORIAL</u>									
20179AEE	ATM APRIL 2017	Y	REBUILD UNIT 2 CHAMBER ART9	28,000.00	-	28,000.00	-	-	28,000.00
2019F4B	FATM OCTOBER 2019	Y	CREMATORIAL RETORT REPAIR	48,500.00	-	48,500.00	-	-	48,500.00
<u>491 - CEMETERY</u>									
20099A15	ATM APRIL 2009	Y	CEMETERY SOFTWARE	18,000.00	14,533.96	3,466.04	435.00	145.00	2,886.04
20109A13	ATM APRIL 2010	Y	BURIAL HL HEADSTONE PRES-ART 9	70,000.00	40,903.95	29,096.05	-	-	29,096.05
20119A19	ATM APRIL 2011	Y	PARTING WAYS CEMETERY-ART 9	75,000.00	54,750.00	20,250.00	-	2,750.00	17,500.00
20139A16	ATM APRIL 2013	Y	BURIAL HILL RENOVATION ART9	110,000.00	109,300.00	700.00	700.00	-	-
20139A22	ATM APRIL 2013	Y	VINE HILLS/RD WATER REPAI ART9	80,000.00	66,816.41	13,183.59	1,588.62	-	11,594.97
20179AGG	ATM APRIL 2017	Y	WATER LINE/PAVE VINE HILL ART9	26,250.00	1,694.97	24,555.03	-	-	24,555.03
20189A7	ATM APRIL 2018	Y	REPLACE DUMP TRUCK C72 W/SAND	108,957.00	89,987.45	18,969.55	18,969.55	-	-
20199A10	ATM APRIL 2019	Y	VINE HILLS WATER LINE & PAVING	75,000.00	-	75,000.00	-	-	75,000.00
<u>492 - PARKS AND FORESTRY</u>									
2004F4K	FATM OCTOBER 2004	Y	VETERANS FIELD MASTER PLAN	10,184.03	-	10,184.03	-	3,000.00	7,184.03
20149A28	ATM APRIL 2014	Y	RESURFACE NELSON PK & EROSION	29,500.00	28,279.74	1,220.26	-	-	1,220.26
20169A33	ATM APRIL 2016	Y	BREWSTER GARDEN STAIRS	69,900.00	13,833.22	56,066.78	-	1,166.78	54,900.00
20169A34	ATM APRIL 2016	Y	PURCHASE RESTROOM TRAILER	25,000.00	-	25,000.00	-	-	25,000.00
20179AHH	ATM APRIL 2017	Y	SPLASH PAD FLOOR ART9	136,000.00	123,259.12	12,740.88	-	-	12,740.88
20179AII	ATM APRIL 2017	Y	VETERANS PARK DESIGN ART9	45,000.00	15,855.66	29,144.34	-	19,144.34	10,000.00
20189A11	ATM APRIL 2018	Y	REPLACE 1999 TRUCK P25	108,957.00	89,987.45	18,969.55	-	-	18,969.55
20189A15	ATM APRIL 2018	Y	NELSON PLAY STRUCTURE REPAIRS	18,000.00	15,230.70	2,769.30	840.00	-	1,929.30
20189A19	ATM APRIL 2018	Y	JENNEY GRIST MILL IMPROVEMENTS	750,000.00	414,170.36	335,829.64	98,755.93	9,251.86	227,821.85
2018F10	FATM OCT 2018	Y	FORGES FIELD SURFACE RECONSTRU	200,000.00	196,480.85	3,519.15	-	-	3,519.15
20199A11	ATM APRIL 2019	Y	LONG BEACH WOOD RAMPS	28,050.00	-	28,050.00	-	-	28,050.00
2019F4C	FATM OCTOBER 2019	Y	MANOMET RECREATION IRRIGATION	66,838.00	-	66,838.00	-	54,200.00	12,638.00
2012F4G	FATM 2012 OCTOBER	Y	DRAINAGE/HEDGES PND REC ART4G	34,936.38	29,918.59	5,017.79	1,158.48	-	3,859.31
TOTAL DPW ARTICLES				10,479,789.41	4,258,105.46	6,221,683.95	1,863,845.04	548,058.42	3,809,780.49

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

ENTERPRISE FUND ARTICLES

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expend	Current Year Encumb	Balance
<u>138 - PROCUREMENT</u>									
43301508	ATM APRIL 2012	Y	SOLID WASTE/ART 8/EPT EQUIP	42,240.00	8,043.00	34,197.00	-	-	34,197.00
43301708	ATM APRIL 2014	Y	SOL WSTE ART 8/DEPT EQUIPMENT	8,000.00	3,500.00	4,500.00	-	-	4,500.00
<u>433 - TRANSFER STATION OPERATIONS</u>									
20109A15	ATM APRIL 2010	Y	SOUTH ST LNDFIL & TR STA-ART 9	90,000.00	71,864.83	18,135.17	-	-	18,135.17
20119A24	ATM APRIL 2011	Y	SOLID WASTE COMPACTOR/ART 9	28,952.00	-	28,952.00	-	-	28,952.00
20129A28	ATM APRIL 2012	Y	MANOMET TR STA REALIGN ART 9	200,000.00	198,811.04	1,188.96	-	-	1,188.96
20199A28	ATM APRIL 2019	Y	MANOMET TRANSFER STA MAINTENA	200,000.00	-	200,000.00	-	-	200,000.00
20199A29	ATM APRIL 2019	Y	REPLACE 2005 TRUCK 820	30,412.00	-	30,412.00	30,126.95	119.99	165.06
<u>440 - SEWER</u>									
20129A22	ATM APRIL 2012	Y	SEWER WASTEWATER MASPLN ART 9	250,000.00	212,772.22	37,227.78	-	6,607.65	30,620.13
20149A32	ATM APRIL 2014	Y	SEWER SYSTEM UPGRADE	250,000.00	210,818.29	39,181.71	26,402.71	12,779.00	-
20159C2	ATM APRIL 2015	Y	SEWER SYSTEM UPGRADE	500,000.00	497,652.00	2,348.00	2,348.00	-	-
20169A38	ATM APRIL 2016	Y	CAPACITY MANAGE OP& MAINT PLAN	500,000.00	497,328.20	2,671.80	2,671.80	-	-
20169A39	ATM APRIL 2016	Y	SEWER SYSTEM UPGRADES	250,000.00	51,137.87	198,862.13	59,326.45	-	139,535.68
20179AMM	ATM APRIL 2017	Y	MANAGE.OPER/MAIN PLAN ART9	300,000.00	296,825.00	3,175.00	3,175.00	-	-
20189A23	ATM APRIL 2018	Y	SCADA UPGRADES	55,000.00	-	55,000.00	54,305.57	-	694.43
20189A25	ATM APRIL 2018	Y	HEDGE RD PUMP STATION SCREEN	150,000.00	-	150,000.00	150,000.00	-	-
2018F4A	FATM OCT 2018	Y	HEDGE ROAD PUMP STATION	809,000.00	-	809,000.00	290,043.10	85,434.90	433,522.00
20199A19	ATM APRIL 2019	Y	REPLACE 2003 SERVICE TRUCK	68,777.00	-	68,777.00	831.24	64,633.66	3,312.10
20199A20	ATM APRIL 2019	Y	REPLACE 1997 DUMP TRUCK	254,463.00	-	254,463.00	-	-	254,463.00
20199A21	ATM APRIL 2019	Y	NEW PICKUP TRUCK S51	31,556.00	-	31,556.00	31,555.20	-	0.80
2019F4D	FATM OCTOBER 2019	Y	WWTP GROUNDWATER DISCHARGE	130,000.00	-	130,000.00	-	130,000.00	-
2019S15	STM APRIL 2019	Y	WASTEWATER OP CONTRACT DEV	185,000.00	84,164.52	100,835.48	60,706.50	40,128.98	-
2016F4B	FATM 2016 OCTOBER	Y	WASTEWATER TREATMENT AUDIT	200,000.00	162,204.45	37,795.55	-	-	37,795.55
<u>450 - WATER</u>									
20109A12	ATM APRIL 2010	Y	WATER SYSTEM DIST IMPRV-ART 9	350,000.00	334,640.46	15,359.54	-	2,856.01	12,503.53
20139A26	ATM APRIL 2013	Y	WATER INFRASTRUCTURE IMP ART9	150,000.00	149,845.42	154.58	-	-	154.58
20159C6	ATM APRIL 2015	Y	WATER INFRASTRUCTURE	500,000.00	488,706.59	11,293.41	-	9,253.41	2,040.00
20159C8	ATM APRIL 2015	Y	STEEL PLATES FOR ROAD CONSTRUC	15,000.00	-	15,000.00	10,931.25	-	4,068.75
20169A40	ATM APRIL 2016	Y	WATER INFRASTRUCTURE	500,000.00	397,306.21	102,693.79	79,726.51	22,967.28	-
20169A41	ATM APRIL 2016	Y	PURCHASE NEW MINI EXCAVATOR	100,000.00	80,606.80	19,393.20	-	-	19,393.20
20179APP	ATM APRIL 2017	Y	WATER INFRASTRUCTURE ART9	250,000.00	23,864.19	226,135.81	8,575.00	16,688.98	200,871.83
20189A26	ATM APRIL 2018	Y	WATER SYSTEM MASTER PLAN	305,800.00	68,837.00	236,963.00	183,393.00	25,370.00	28,200.00
20199A22	ATM APRIL 2019	Y	REPLACE 2001 6-WHL DUMP TRUCK	254,500.00	-	254,500.00	-	-	254,500.00
20199A23	ATM APRIL 2019	Y	WATER INFRASTRUCTURE	500,000.00	-	500,000.00	-	-	500,000.00
20199A24	ATM APRIL 2019	Y	WATER INSERTION VALVES DOWNTWN	750,000.00	-	750,000.00	508,882.76	22,850.00	218,267.24
20199A25	ATM APRIL 2019	Y	REPLACE 2005 W441 PICKUP TRUCK	31,556.00	-	31,556.00	31,555.20	-	0.80
20199A26	ATM APRIL 2019	Y	NEW PICKUP TRUCK	31,556.00	-	31,556.00	31,555.20	-	0.80

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

ENTERPRISE FUND ARTICLES

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expend	Current Year Encumb	Balance
20199A27	ATM APRIL 2019	Y	TRAILER MOUNT AIR COMPRESSOR	25,500.00	-	25,500.00	22,007.56	-	3,492.44
<u>482 - AIRPORT</u>									
20179ARR	ATM APRIL 2017	Y	TREATMNT PLNT ELEC PANEL ART9	9,000.00	4,555.00	4,445.00	4,445.00	-	-
20199A18	ATM APRIL 2019	Y	RELOCATE TAXIWAY SIERRA	60,000.00	-	60,000.00	-	-	60,000.00
2019F4A	FATM OCTOBER 2019	Y	SIERRA TAXIWAY - RELOCATE	22,252.00	-	22,252.00	-	-	22,252.00
TOTAL ENTERPRISE FUND ARTICLES				8,388,564.00	3,843,483.09	4,545,080.91	1,592,564.00	439,689.86	2,512,827.05
<hr/>									
NON-DPW ARTICLES				8,934,985	5,171,611	3,763,374	1,669,086	762,402	1,331,886
DPW ARTICLES				10,479,789	4,258,105	6,221,684	1,863,845	548,058	3,809,780
ENTERPRISE FUNDS ARTICLES				8,388,564	3,843,483	4,545,081	1,592,564	439,690	2,512,827
GRAND TOTAL				27,803,339	13,273,200	14,530,139	5,125,495	1,750,151	7,654,493

ARTICLE
SUPPORTING
DOCUMENTATION

ARTICLE 2:

ARTICLE 2: 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

RECOMMENDATION: Approval (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 2. Approval of this article will allow boards and committees to place their reports on file with the Town Clerk. Most Board and Committee reports can be found in the Annual Town Report.

ARTICLE 3:

ARTICLE 3: To see if the Town will vote pursuant to G.L. c. 44, §53E 1/2 to establish the fiscal year 2021 spending limits for each revolving fund established by Chapter 143 of the General By-laws, Departmental Revolving Funds, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval (11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 3. Approval of this article will set the FY2021 spending caps for each of the revolving funds listed herein pursuant to G.L. c. 44, §53E 1/2.

**Town of Plymouth
Finance Department**

TO: Board of Selectmen, Advisory & Finance Committee
FROM: Lynne A. Barrett, Director of Finance
RE: ATM Article 3 – FY2021 Revolving Fund Spending Caps
DATE: December 20, 2019

Last year, in accordance with the Massachusetts Municipal Modernization Act changes to MGL Chapter 44: Section 53E ½ Revolving Funds, Plymouth’s revolving funds were established by bylaw. The statute further states that the town “shall, on or before July 1 of each year, vote on the limit on the total amount that may be expended from each revolving fund established under this section.” We are proposing the following FY2021 Revolving Fund Spending Caps:

Revolving Fund	FY2021 Spending Cap
Manomet Village Parking	\$ 1
Cedarville Village Parking	\$ 1
West Plymouth Village Parking	\$ 1
No. Plymouth Village Parking	\$ 1
Plymouth Center Village Parking	\$ 1
Animal Shelter Adoption	\$ 5,000
State Boat Ramp	\$ 77,355
Recreation Fund	\$ 490,000
Vocational Technical Services Fund	\$ 350,000
Plymouth Beach Fund	\$ 367,940
Cemetery Repair & Beautification Fund	\$ 40,000
Council on Aging Programs Fund	\$ 65,000
Council on Aging Meals on Wheels	\$ 30,000
Fire Safety and Prevention	\$ 150,000
Fire Alarm Master Box Services	\$ 95,000
Local Hazardous Materials Program	\$ 60,000
Cedarville Community Center	\$ 12,000
Memorial Hall	\$ 155,000
Compost Bins	\$ 5,160
Hedges Pond	\$ 100,000
CPA Conservation Land	\$ 800
1820 Court House Maintenance	\$ 1
Shellfish Upweller	\$ 10,000
Plymouth County Outreach (PCO)	\$ 100,000

Thank you for your consideration of this article.

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2020 Spending Cap	FY2021 Requested Spending Cap	Notes
Manomet Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2021 and subsequent years	\$1	\$1	
Cedarville Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2021 and subsequent years	\$1	\$1	
West Plymouth Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2021 and subsequent years	\$1	\$1	
No. Plymouth Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2021 and subsequent years	\$1	\$1	
Plymouth Center Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year and subsequent years	\$1	\$1	
Animal Shelter Adoption <i>Director of Marine & Environmental Affairs</i>	Those identified as those arising from deposits/spaying & neutering.	In accordance with G.L c.140 §139A, all animals placed for adoption must be spayed or neutered. This fund provides for other expenditures as authorized by §139A as well as a refund of a \$30 deposit, when proof of spaying or neutering procedure is provided. To be used for the care, health & welfare of the animals, equipment, supplies & capital expenditures.	Fiscal Year 2021 and subsequent years	\$5,000	\$5,000	
State Boat Ramp <i>Harbor Master</i>	Those identified as relating to State Boat Ramp parking sticker receipts.	This fund shall be used salaries and benefits of full-time staff and part-time staff and other expenses for the purposes of managing, controlling and providing a higher level of public safety at the boat ramp.	Fiscal Year 2021 and subsequent years	\$68,346	\$77,355	Salaries

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2020 Spending Cap	FY2021 Requested Spending Cap	Notes																
Recreation Fund <i>Recreation Director</i>	Those identified as relating to recreational programs.	This fund shall be used for salaries and benefits of full-time staff, part-time and seasonal staff, as well as facility and capital expenses and other expenses related to recreation programs.	Fiscal Year 2021 and subsequent years	\$490,000	\$490,000	<i>Salaries</i>																
Vocational Technical Services Fund <i>School Department</i>	Those identified as arising from the Vocational/Educational Studies Programs enumerated above	<p>This fund shall be for the salaries, benefits & expenditures of the following programs:</p> <table> <tbody> <tr><td>a) Automotive</td><td>i) Design & Visual Communication</td></tr> <tr><td>b) CAD/CAM</td><td></td></tr> <tr><td>c) Carpentry</td><td>j) Electronics</td></tr> <tr><td>d) Child Care</td><td>k) Graphic Arts</td></tr> <tr><td>e) Computer Science</td><td>l) Metals/Welding</td></tr> <tr><td>f) Marine Technology</td><td>m) Plumbing</td></tr> <tr><td>g) Culinary Arts</td><td>n) Cosmetology</td></tr> <tr><td>h) Distributive Education</td><td>o) Electrical</td></tr> </tbody> </table>	a) Automotive	i) Design & Visual Communication	b) CAD/CAM		c) Carpentry	j) Electronics	d) Child Care	k) Graphic Arts	e) Computer Science	l) Metals/Welding	f) Marine Technology	m) Plumbing	g) Culinary Arts	n) Cosmetology	h) Distributive Education	o) Electrical	Fiscal Year 2021 and subsequent years	\$350,000	\$350,000	<i>Salaries</i>
a) Automotive	i) Design & Visual Communication																					
b) CAD/CAM																						
c) Carpentry	j) Electronics																					
d) Child Care	k) Graphic Arts																					
e) Computer Science	l) Metals/Welding																					
f) Marine Technology	m) Plumbing																					
g) Culinary Arts	n) Cosmetology																					
h) Distributive Education	o) Electrical																					
Plymouth Beach Fund <i>Director of Marine & Environmental Affairs</i>	Those identified as all non-resident parking receipts at Plymouth Beach, in addition to one-hundred percent (100%) of Plymouth Long Beach 4x4 sticker fees.	This fund shall be used for salaries and benefits of full time staff, part-time salaries of seasonal NRO's, police details, and for capital expenses and other expenses incurred for the purposes of providing maintenance and public safety of Plymouth Long Beach and repairs to the seawall.	Fiscal Year 2021 and subsequent years	\$344,871	\$367,940	<i>Salaries</i>																
Cemetery Repair & Beautification Fund <i>Cemetery Superintendent</i>	Those arising from foundation revenue.	This fund shall be used for capital expenses and other expenses incurred for beautifying, restoring, researching, and repairing town cemeteries.	Fiscal Year 2021 and subsequent years	\$20,000	\$40,000																	
Council on Aging Programs Fund <i>Director of Elder Affairs - COA</i>	Those identified as relating to Council on Aging programs.	This fund shall be for contractual services and other expenses related to programs for senior citizens.	Fiscal Year 2021 and subsequent years	\$45,000	\$65,000																	
Council on Aging Meals on Wheels <i>Director of Elder Affairs - COA</i>	Those identified as relating to donations for the Council on Aging Meals on Wheels program.	This fund shall be for payment to Old Colony Elder Services for meals.	Fiscal Year 2021 and subsequent years	\$30,000	\$30,000																	
Fire Safety and Prevention <i>Fire Chief</i>	Those identified as relating to permits issued and inspections performed by the Plymouth Fire Department, Fire Prevention Division.	This fund shall be for salaries and benefits and to support the operational cost of services provided within the Fire Prevention Division including capital expenses and other expenses.	Fiscal Year 2021 and subsequent years	\$150,000	\$150,000	<i>Salaries</i>																

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2020 Spending Cap	FY2021 Requested Spending Cap	Notes
Fire Alarm Master Box Services <i>Fire Chief</i>	Those identified as relating to fire alarm services performed by the Plymouth Fire Department, Fire Alarm Division.	This fund shall be for salaries, benefits, public safety equipment, materials, as well as capital expenses and other expenses used in accordance with Fire Alarm Services.	Fiscal Year 2021 and subsequent years	\$95,000	\$95,000	
Local Hazardous Materials Program <i>Fire Chief</i>	Those identified as relating to fees collected by the Fire Department as a result of responding and mitigating hazardous materials incidents either in Plymouth or by mutual aid responses.	This fund shall be to replace, repair and/or purchase equipment and supplies used during hazardous materials incidents and to support the operational cost of services provided within the Fire Department Local Hazardous Materials Program.	Fiscal Year 2021 and subsequent years	\$60,000	\$60,000	
Cedarville Community Center <i>Fire Chief</i>	Those identified as fees collected from the hourly rental fees for the use of the Cedarville Community Center.	The funds will be used to pay for regular cleaning of the facility as well as to replace, repair, or purchase supplies used for the cleaning and up-keep of the Community Room.	Fiscal Year 2021 and subsequent years	\$12,000	\$12,000	
Memorial Hall <i>Director of Community Resources</i>	Those identified as relating to rental fees associated with Memorial Hall	This fund shall be for salaries and benefits of full-time staff and part-time staff, maintenance and operation of Memorial Hall including capital expenses and other expenses.	Fiscal Year 2021 and subsequent years	\$140,000	\$155,000	<i>Salaries</i>
Compost Bins <i>Assistant DPW Director</i>	Those identified as relating to the sale of compost bins.	This fund shall be for purchasing compost bins.	Fiscal Year 2021 and subsequent years	\$5,160	\$5,160	
Hedges Pond <i>Recreation Director</i>	Those identified as program fees from Recreation Dept. Day Program, daily-parking fees, special event & rental fees.	The funds will be used to cover Recreation Dept. seasonal salaries and operational expenses for the facility as well as capital expenses.	Fiscal Year 2021 and subsequent years	\$50,000	\$100,000	<i>Salaries</i>
CPA Conservation Land <i>Director of Marine & Environmental Affairs</i>	Those identified as fees from the harvest and/or lease of the Center Hill Cranberry Bog.	The funds will be used to for the care, maintenance, and necessary signage and other improvement of the land acquired with CPA funds.	Fiscal Year 2021 and subsequent years	\$1,000	\$800	

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2020 Spending Cap	FY2021 Requested Spending Cap	Notes
1820 Court House Maintenance <i>Town Manager in consultation with the Community Preservation Committee</i>	Those received from fees and other revenues, including lease proceeds, collected with respect to use of the 1820 Court House and Court House Green	The fund shall be for the maintenance of the 1820 Court House, façade, roof, cupola, courtroom and Vermont Marble Staircase.	Fiscal Year 2021 and subsequent years	\$1	\$1	
Shellfish Upweller Harbor Master	Those identified as fees charged for upweller space	This fund shall be used to support the recreational shellfish program such as shellfish relays, future recreational oyster harvest, DMEA upweller to raise seed, or grant matching funds.	Fiscal Year 2021 and subsequent years	\$10,000	\$10,000	
Plymouth County Outreach (PCO) <i>Police Chief</i>	Annual dues collected from PCO member departments, grants, gifts and donations.	PCO Initiative to assist those struggling with substance abuse disorders, mental health disorders, and/or behavioral Health disorders.	Fiscal 2021 and subsequent years	\$100,000	\$100,000	

Revolving Fund Report

Revolving Fund	Beg Balance	Receipts	Salary & Benefits	Expenditures	Other	Ending Balance	FY2020 Request	FY2021 Request	Variance
Manomet Village Parking:									
FY2019: 7/1/18-6/30/19 \$	- \$	- \$	- \$	- \$	- \$	- \$			
FY2020 1st Half: 7/1/19-12/31/19 \$	- \$	- \$	- \$	- \$	- \$	- \$	1 \$	1 \$	-
Cedarville Village Parking:									
FY2019: 7/1/18-6/30/19		\$	\$	\$	\$	\$			
FY2020 1st Half: 7/1/19-12/31/19 \$	- \$	- \$	- \$	- \$	- \$	- \$	1 \$	1 \$	-
W. Plymouth Village Parking:									
FY2019: 7/1/18-6/30/19 \$	- \$	- \$	- \$	- \$	- \$	- \$			
FY2020 1st Half: 7/1/19-12/31/19 \$	- \$	- \$	- \$	- \$	- \$	- \$	1 \$	1 \$	-
N. Plymouth Village Parking:									
FY2019: 7/1/18-6/30/19 \$	2,960.00 \$	- \$	- \$	- \$	- \$	2,960.00			
FY2020 1st Half: 7/1/19-12/31/19 \$	2,960.00 \$	- \$	- \$	- \$	- \$	2,960.00 \$	1 \$	1 \$	-
Plymouth Center Village Parking:									
FY2019: 7/1/18-6/30/19 \$	100,827.75 \$	\$ 15,100.00		\$ 80,800.00	\$ 35,127.75				
FY2020 1st Half: 7/1/19-12/31/19 \$	35,127.75 \$	\$ 2,400.00		\$ 37,527.75	\$ 1 \$		\$1 \$		-
Animal Adoption:									
FY2019: 7/1/18-6/30/19 \$	629.21 \$	\$ 1,284.00		\$ 156.00	\$ 1,757.21				
FY2020 1st Half: 7/1/19-12/31/19 \$	1,757.21 \$	\$ 975.00		\$ 285.00	\$ 2,447.21 \$	5,000 \$	5,000 \$		-
State Boat Ramp:									
FY2019: 7/1/18-6/30/19 \$	17,406.51 \$	\$ 52,350.00	\$ 36,586.13	\$ 13,586.94	\$ 19,583.44				
FY2020 1st Half: 7/1/19-12/31/19 \$	19,583.44 \$	\$ 70,404.70	\$ 20,205.00	\$ 11,735.00	\$ 58,048.14 \$	68,346 \$	77,355 \$	(9,009)	
Shellfish Upweller									
FY2019: 7/1/18-6/30/19 \$	- \$	- \$	- \$	- \$	- \$	- \$			
FY2020 1st Half: 7/1/19-12/31/19 \$	- \$	- \$	- \$	- \$	- \$	10,000.00	\$10,000 \$		-
Recreation:									
FY2019: 7/1/18-6/30/19 \$	678,023.70 \$	\$ 483,624.25	\$ 215,687.02	\$ 256,193.28	\$ 689,767.65				
FY2020 1st Half: 7/1/19-12/31/19 \$	689,767.65 \$	\$ 195,111.00	\$ 92,532.78	\$ 150,278.16	\$ 642,067.71 \$	490,000 \$	490,000 \$		-

Revolving Fund Report

Revolving Fund	Beg Balance	Receipts	Salary & Benefits	Expenditures	Other	Ending Balance	FY2020 Request	FY2021 Request	Variance
Vocational/Technical Services:									
FY2019: 7/1/18-6/30/19 \$ 90,567.45 \$ 291,129.01 \$ 3,126.87 \$ 236,488.12 \$ 142,081.47									
FY2020 1st Half: 7/1/19-12/31/19 \$ 142,081.47 \$ 127,388.23 \$ 1,375.02 \$ 92,311.35 \$ 175,783.33 \$ 350,000 \$ 350,000 \$ -									
Plymouth Beach:									
FY2019: 7/1/18-6/30/19 \$ 304,576.23 \$ 265,234.75 \$ 211,048.37 \$ 76,476.22 \$ 282,286.39									
FY2020 1st Half: 7/1/19-12/31/19 \$ 282,286.39 \$ 154,004.08 \$ 129,012.07 \$ 4,884.88 \$ 302,393.52 \$ 344,871 \$ 367,940 \$ (23,069)									
Cemetery Repair & Beautification:									
FY2019: 7/1/18-6/30/19 \$ 163,336.06 \$ 18,550.00 \$ 18,444.82 \$ 163,441.24									
FY2020 1st Half: 7/1/19-12/31/19 \$ 163,441.24 \$ 10,250.00 \$ 8670 \$ 165,021.24 \$ 20,000 \$ 40,000 \$ (20,000)									
Council on Aging Programs:									
FY2019: 7/1/18-6/30/19 \$ 1,137.59 \$ 50,628.99 \$ 51,143.00 \$ 623.58									
FY2020 1st Half: 7/1/19-12/31/19 \$ 623.58 \$ 30,595.50 \$ 29,056.00 \$ 2,163.08 \$ 45,000 \$ 65,000 \$ (20,000)									
Council on Aging Meals on Wheels:									
FY2019: 7/1/18-6/30/19 \$ 1,729.33 \$ 6,324.90 \$ 6,473.65 \$ 1,580.58									
FY2020 1st Half: 7/1/19-12/31/19 \$ 1,580.58 \$ 3,566.60 \$ 3,120.85 \$ 2,026.33 \$ 30,000 \$ 30,000 \$ -									
Fire Safety & Prevention:									
FY2019: 7/1/18-6/30/19 \$ 266,054.79 \$ 247,459.07 \$ 29,911.07 \$ 184,353.27 \$ 299,249.52									
FY2020 1st Half: 7/1/19-12/31/19 \$ 299,249.52 \$ 96,139.59 \$ 17,399.25 \$ 112,361.30 \$ 265,628.56 \$ 150,000 \$ 150,000 \$ -									
Fire Alarm Services:									
FY2019: 7/1/18-6/30/19 \$ 75,721.21 \$ 63,500.00 \$ 34,753.18 \$ 39,799.13 \$ 64,668.90									
FY2020 1st Half: 7/1/19-12/31/19 \$ 64,668.90 \$ 11,350.00 \$ 16,081.30 \$ 16,201.86 \$ 43,735.74 \$ 95,000 \$ 95,000 \$ -									
Fire Local Hazardous Waste:									
FY2019: 7/1/18-6/30/19 \$ 175.67 \$ 175.67 \$ 175.67									
FY2020 1st Half: 7/1/19-12/31/19 \$ 175.67 \$ 175.67 \$ 60,000 \$ 60,000 \$ -									
Fire Cedarville Community Room:									
FY2019: 7/1/18-6/30/19 \$ 5,540.94 \$ 1,045.00 \$ 295.00 \$ 6,290.94									
FY2020 1st Half: 7/1/19-12/31/19 \$ 6,290.94 \$ 417.00 \$ 6,707.94 \$ 12,000 \$ 12,000 \$ -									
Memorial Hall:									

Revolving Fund Report

Revolving Fund	Beg Balance	Receipts	Salary & Benefits	Other		FY2020 Request	FY2021 Request	Variance
				Expenditures	Ending Balance			
FY2019: 7/1/18-6/30/19	\$ 482,409.43	\$ 200,201.21	\$ 134,107.37	\$ 143,309.21	\$ 405,194.06			
FY2020 1st Half: 7/1/19-12/31/19	\$ 405,194.06	\$ 93,869.88	\$ 67,660.18	\$ 14,158.04	\$ 417,245.72	\$ 140,000	\$ 155,000	\$ (15,000)
Compost Bins:								
FY2019: 7/1/18-6/30/19	\$ 12,558.85	\$ 1,357.60	\$ 2.00	\$ 13,914.45				
FY2020 1st Half: 7/1/19-12/31/19	\$ 13,914.45	\$ 257.50	\$ 14,171.95	\$ 5,160	\$ 5,160	\$	\$	-
Hedges Pond Recreation:								
FY2019: 7/1/18-6/30/19	\$ 136,534.00	\$ 58,070.00	\$ 25,685.68	\$ 3,809.95	\$ 165,108.37			
FY2020 1st Half: 7/1/19-12/31/19	\$ 165,108.37	\$ 8,245.00	\$ 23,458.63	\$ 1,061.42	\$ 148,833.32	\$ 50,000	\$ 100,000	\$ (50,000)
CPA Conservation Land Revolving								
FY2019: 7/1/18-6/30/19	\$ 37.01	\$ 4,000.00	\$	\$ 4,037.01				
FY2020 1st Half: 7/1/19-12/31/19	\$ 4,037.01		\$ 4,037.01	\$ 1,000	\$ 800	\$	\$	200
1820 Court House								
FY2019: 7/1/18-6/30/19	\$ -	\$ -	\$ -	\$ -	\$ -			
FY2020 1st Half: 7/1/19-12/31/19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ 1	\$ -
Plymouth County Outreach (PCO)								
FY2019: 7/1/18-6/30/19	\$ 7,000.00		\$ 7,000.00	\$ 7,000.00	\$ 100,000	\$ 100,000	\$	-
FY2020 1st Half: 7/1/19-12/31/19	\$ 7,000.00	\$ 8,007.37	\$ 1,873.60	\$ 13,133.77	\$ 1,976,383.00	\$ 2,113,261.00	\$	(136,878.00)
Authorizations Requested								

ARTICLE 4:

ARTICLE 4: 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

RECOMMENDATION: Approval (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 4. Approval of this article will authorize the 1749 Court House Committee, North Plymouth Steering Committee and the Plymouth Energy Committee to continue, with a review in three years at the 2023 Annual Town Meeting.

TOWN OF PLYMOUTH FINANCE DEPARTMENT

TO: Select Board
Advisory and Finance Committee

FROM: Jeanette White
Budget Analyst

RE: Article 4 – Town Meeting Committees

DATE: December 17, 2019

Attached please find data sheets corresponding to the Town Meeting Committees scheduled for review at the 2020 Annual Town Meeting - Article 4.

1749 Court House Committee

Continue for review in three years at the 2023 Annual Town Meeting with no changes.
A report will be placed on file with the Town Clerk to be included in the Annual Town Report.
Please see the attached data sheet.

North Plymouth Steering Committee

Continue for review in three years at the 2023 Annual Town Meeting with no changes.
A report will be placed on file with the Town Clerk to be included in the Annual Town Report.
Please see the attached data sheet.

Plymouth Energy Committee

Continue for review in three years at the 2023 Annual Town Meeting with no changes.
A report will be placed on file with the Town Clerk to be included in the Annual Town Report.
Please see the attached data sheet.

TOWN MEETING COMMITTEES

<u>Committee:</u>	1749 Court House Committee	
<u>Article/Year:</u>	Art. 27 - 1966 Annual Art. 102 - 1967 Annual Art. 64 - 1972 Annual	
<u>Term:</u>	Indefinite	
<u>Members:</u>	5	
<u>Appointing Authority:</u>	Board of Selectmen	
<u>Purpose:</u>	“...To explore the possibility of raising funds for the restoration of the interior of the building, by gifts from private and public sources, and if such financing is found, then the Committee, with the approval of the Board of Selectmen may accept such financing and proceed with the plans for restoration, in accordance with the terms of such gift or financing...(102,67)" and further "...the maintenance and continued restoration of said building, and furnishings therein...(64,72)".	
<u>Temporary/Permanent:</u>	Permanent	
<u>Review Dates:</u>	1987 ATM 1990 ATM 1993 ATM 1996 ATM 1999 ATM 2002 ATM	2005 ATM 2008 ATM 2011 ATM 2014 ATM 2017 ATM 2020 ATM
<u>Next Review Date:</u>	2023 ATM	
<u>Term:</u>	Annual Appointment	
<u>Report Required:</u>	Oral report at Town Meeting or written report placed on file with Town Clerk for inclusion in Annual Report of the town.	
<u>2020 Recommendation:</u>	Continue for review at the 2023 Annual Town Meeting.	

TOWN MEETING COMMITTEES

<u>Committee:</u>	North Plymouth Steering Committee		
<u>Article/Year:</u>	Art. 7 - 12/7/92 STM		
<u>Members:</u>	7		
<u>Appointing Authority:</u>	6 - Planning Board 1 - Selectmen		
	Any Town Meeting members who live within the defined North Plymouth Village Service Area who are not appointed to the committee shall be non-voting "ex-officio" members.		
<u>Purpose:</u>	"...implementing the recommendations outlined in the North Plymouth Village Master Plan. The Committee to be advisory in nature and its primary function to assist in the implementation of the North Plymouth Village Master Plan, and to advocate for the needs of the area."		
<u>Temporary/Permanent:</u>	Permanent		
<u>Review Dates:</u>	1996 ATM	2008 ATM	2020 ATM
	1999 ATM	2011 ATM	
	2002 ATM	2014 ATM	
	2005 ATM	2017 ATM	
<u>Next Review Date:</u>	2023 ATM		
<u>Term:</u>	3-year overlapping terms		
<u>Report Required:</u>	Oral report at Town Meeting or written report placed on file with Town Clerk for inclusion in Annual Report of the town.		

2020 Recommendation: Continue for review at the 2023 Annual Town Meeting.

TOWN MEETING COMMITTEE

Committee: **Plymouth Energy Committee**

Article/Year: Article 27 - 2004 FATM

Article 19 - 2005 FATM

Members: 9

9

Appointing Authority: Board of Selectmen

Purpose: “to investigate the municipalization and/or aggregation of electric power and/or distribution and to review energy usage and sources for recommendation”

Temporary/Permanent: Temporary

Review Dates: 2008 2020 ATM
2011 ATM
2014 ATM
2017 ATM

Next Review Date: 2023 ATM

Term: 3- year overlapping terms

Report Required: Oral report at Town Meeting or a written report placed on file with Town Clerk for inclusion in Annual Report of the town

2020 Recommendation: Continue for review at the 2023 Annual Town Meeting.

ARTICLE 5:

ARTICLE 5: To see if the Town will vote to amend the Classification and Compensation Plans and the Personnel By-Law and Collective Bargaining Agreements contained therein, or take any other action relative thereto.

BOARD OF SELECTMEN

NO MOTION NO ACTION

ARTICLE 6:

ARTICLE 6: 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

RECOMMENDATION: Approval (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 6. Approval of this article will set the annual stipends for the Board of Selectmen and Town Moderator. There are no changes to the stipend amounts this year. The Chairman of the Board of Selectmen will receive \$4,500, the four remaining Selectmen will receive \$4,000 each, and the Moderator will receive \$2,000. The funding for these stipends are included in Article 7A – The General Fund Budget.

TOWN OF PLYMOUTH
11 Lincoln Street
Plymouth, MA 02360
(508) 747-1620

OFFICE OF TOWN MANAGER MEMORANDUM

To: Board of Selectmen
Advisory and Finance Committee Members

From: Marlene McCollem, Assistant Town Manager *M.M.*

Date: December 23, 2019

Re: Annual Town Meeting, Article ___ – Fixing the Salaries of Elected Officials

ARTICLE ___: 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

In order to comply with MGL Chapter 41, Section 108, the Town of Plymouth must annually vote at town meeting the salary and compensation of all elected officers.

There are no changes to the salaries of elected officials for FY21, therefore I am recommending the following:

\$4,500 – Chairman of the Board of Selectmen
\$4,000 – Selectmen
\$2,000 - Moderator

Thank you for your consideration.

ARTICLE 7A:

ARTICLE 7A: To see what action the Town will take to provide a reserve fund and to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town, including debt and interest, for the ensuing twelve month period beginning July 1, 2020, or take any other action relative thereto.

BOARD OF SELECTMEN

Sub-Committee Report A

RECOMMENDATION: Approval \$13,608,124 (Unanimous, 11-0-0)

The Advisory & Finance Committee recommends a net decrease of \$56,750, Member Benefits line item, to the original Board of Selectmen's Budget as detailed in Sub-Committee Report A.

Sub-Committee Report B

RECOMMENDATION: Approval \$76,606,102 (Unanimous, 11-0-0)

The Advisory & Finance Committee recommends a net decrease of \$981,056, Member Insurance line item, to the original Board of Selectmen's Budget as detailed in Sub-Committee Report B.

Sub-Committee Report C

RECOMMENDATION: Approval \$27,573,861 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends a net decrease of \$14,000, Fire Department Equipment line item, to the Board of Selectmen's Budget as detailed in Sub-Committee Report C.

Sub-Committee Report D

RECOMMENDATION: Approval \$11,180,879 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report D.

Sub-Committee Report E

RECOMMENDATION: Approval \$4,931,783 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends a net increase of \$60,000, Veterans Benefits line item, to the Board of Selectmen's Budget as detailed in Sub-Committee Report E.

Sub-Committee Report F

RECOMMENDATION: Approval \$104,426,853 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report F.

ARTICLE 7B: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the water enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2020, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$4,915,782 (Unanimous, 10-0-0) The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report G – Water Enterprise.

ARTICLE 7C: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the sewer enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2020, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$8,859,415 (Unanimous, 10-0-0) The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report G – Sewer Enterprise.

ARTICLE 7D: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the solid waste enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2020, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$700,372 (Unanimous, 10-0-0) The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report G – Solid Waste Enterprise.

ARTICLE 7E: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the airport enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2020, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$2,672,264 (Unanimous, 10-0-0) The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report G – Airport Enterprise.

ARTICLE 7F: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the cable public access enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2020, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$1,685,000 (Unanimous, 10-0-0) The Advisory & Finance Committee recommends approval of the Board of Selectmen's Budget as detailed in Sub-Committee Report G – Cable Public Access Enterprise.

FY2021 BUDGET SUB-COMMITTEE LISTING

A: ADMINISTRATION	INSPECTATIONAL SVS	FIXED COSTS
Scott Stephenson (Chair), Roz Jones, Gene Blanchard, Craig Sander		
123 Town Manager	241 Building/Zoning	910 Member Benefits
138 Procurement	510 Board of Health	945 All Town Insurance
152 Human Resources	161 Town Clerk	
B: FINANCE DEPT	FIXED COSTS	DEBT
Marc Sirrico (Chair), Scott Stephenson, Karen Hamilton, Gene Blanchard		
114 Moderator	129 Salary Reserve Fund	710 Long Term Debt
133 Finance & Accounting	132 Reserve Fund	750 Long Term Interest
141 Assessing	158 Tax Title Foreclosures	752 Short Term Interest
146 Treasury & Collections	911 Pension Contributions	753 Misc. Interest
155 Information Technology	913 Unemployment Trust	755 Bond Issuance
	914 Member Insurance	
	915 OPEB Trust	
	916 Compensated Absences	
C: PUBLIC SAFETY	MARINE & ENVIRON	
Kevin Canty (Chair), Meaghan O'Connell, Ashley Shaw, Brian Dunn		
210 Police	292 Animal Control	
220 Fire	295 Harbor Master	
291 Emergency Management	427 Natural Resources	
D: PUBLIC WORKS		
Ashley Shaw (Chair), Richard Knox, Susan Gillespie, Meaghan O'Connell, Evelyn Strawn		
411 Engineering	425 Fleet Maintenance	
420 Highway	433 Solid Waste General Fund	
421 Administration	490 Crematory	
422 Building Maintenance	491 Cemetery	
423 Snow & Ice	492 Parks & Forestry	
E: PLANNING & DEVELOPMENT	COMMUNITY RESOURCES	
Roz Jones (Chair), Marc Sirrico, Evelyn Strawn, Gail Butler		
175 Community Planning	541 Council on Aging	
189 Redevelopment Authority	543 Veterans Services	
	549 Disabilities	
	610 Library	
	695 1749 Court House	
	630 Recreation	
F: SCHOOLS	FIXED COSTS	
Harry Helm (Chair), Brian Dunn, Karen Hamilton, Craig Sander, Gail Butler		
300 Plymouth Schools	390 Medicaid Reimbursements	
	391 Out of District Transport	
G: ENTERPRISE FUNDS		
Kevin Canty (Acting Chair) Richard Knox (Resigned Chair), Susan Gillespie		
433 Solid Waste Enterprise	450 Water Enterprise	123 Cable Public Access
440 Sewer Enterprise	482 Airport Enterprise	

To: Advisory & Finance Committee
From: Budget Sub-Committee A – Administration/Inspectional Services/Fixed Costs
Scott Stephenson, Chair
Committee Members: Roz Jones, Gene Blanchard and Craig Sander
Date: February 14, 2020
Subject: Sub-Committee A - FY2021 Budget Review & Recommendations

Budget Summary: Town Manager

Proposed FY2021 Budget	Total:	\$1,428,583	Personnel:	\$678,423	Other:	\$750,160
FY2020 Budget	Total:	\$1,362,282	Personnel:	\$627,122	Other:	\$735,160
FY2019 Actual	Total:	\$1,368,239	Personnel:	\$580,583	Other:	\$787,656

Department Synopsis

The Town Manager provides for the professional day-to-day management of town government as well as carrying out the policies and directives set by the Board of Selectmen. The Town Manager's office includes six full time personnel. Assistant Town Manager Marlene McCollem met with the Sub-Committee. The Town Manager is Melissa Arrighi.

Budget Observations

The requested town manager's budget shows an overall increase of 4.9% or \$66,301. The personnel services increase is \$51,301 and was primarily due to contract benefits which included salaries, longevity pay, sick leave buybacks, steps, educational incentives, etc. Other Expenses in the town manager's budget increased 2.0% or by \$15,000. Legal services increased by \$10,000 to \$660,000. Despite expenses associated with sewer litigation being likely to decrease, overall legal expenses are expected to increase in the upcoming years to conduct normal Town business like contract negotiations, citizen disputes, etc. An additional \$5,000 is being used to restore and display historical items in the Town Hall.

Recommendations

The Sub-Committee recommends the approval of the Town Manager's budget of \$1,428,583.

Comments

The Sub-Committee believes with the ever-increasing costs associated with using outside legal services, it may make sense for the Town to conduct a cost/benefit analysis regarding hiring its own in-house legal counsel.

Budget Summary: Procurement

Proposed FY2021 Budget	Total:	\$503,157	Personnel:	\$186,535	Other:	\$316,622
FY2020 Budget	Total:	\$494,470	Personnel:	\$178,698	Other:	\$315,772
FY2019 Actual	Total:	\$449,812	Personnel:	\$173,829	Other:	\$275,982

Department Synopsis

The Procurement Department is responsible for organizational purchasing services for the Town. Organizational purchasing is substantially different from consumer purchasing. Within the constraints of legal and statutory regulations organizational purchasing has the objective of ensuring effective operations, strategic planning, and competitiveness. The core principles of centralized purchasing are economies of scale, standardization of products, consolidations of supplies, purchasing policies, financial controls, and common information. Pam Hagler is the Procurement Officer and the department includes a procurement assistant and an administrative assistant.

Budget Observations

Total budget reflects an increase of 1.8% or \$8,687. The largest increase was for \$8,000 in advertising. With a competitive job market more advertising is needed to reach candidates. Job postings appear in the Old Colony Memorial newspaper. The \$7,150 decrease in printing costs was realized after the initial start-up costs associated with the move to the new Town Hall. The \$6,000 increase for overtime is not a new cost it is just being recorded in a different, more appropriate line item. It used to be under their capital budget.

Recommendations

The Sub-Committee recommends approval of the budget at \$503,157.

Budget Summary: Human Resources

Proposed FY2021 Budget	Total:	\$497,353	Personnel:	\$270,803	Other:	\$226,550
FY2020 Budget	Total:	\$400,844	Personnel:	\$259,294	Other:	\$141,550
FY2019 Actual	Total:	\$347,824	Personnel:	\$239,117	Other:	\$108,707

Department Synopsis

The Human Resources department oversees all Human Resources of the Town. This includes hiring, benefits, in-service medical evaluations and managing healthcare and benefit consultants. The department consists of three full time personnel. Marie Brinkman is the Human Resources Director.

Budget Observations

The requested budget shows a 24.1% or \$96,509 increase from FY20. Personnel Services increased by 4.4% or \$11,509. This was the result of contractual obligations. Other Expenses increased by \$85,000 of which \$80,000 is for the costs associated with medical testing. This includes the costs for testing employees and retirees for potential hazards, like asbestos (\$250 per test). It also includes pre-employment physicals, and drug test, etc. Technical services costs increased by \$15,000, which is for the administration of 110B and 111F claims. The Staff Development line item increased by \$10,000. This is for town-wide training opportunities as well as tuition reimbursements, which was part of collective bargaining agreements.

As you can see from the chart below, as Plymouth has grown, so has the number of employees and the associated responsibilities by the HR department.

Statistical Information on Town Employees

	2017	2018	2019
Active Employees*	523	527	563
Seasonal & Temporary	150	179	174
New Hires*	42	59	78
Retired/Terminated/Resigne	45	50	73
Promoted	32	38	40

*Full time and Part time

Recommendations

The Sub-Committee recommends approval of the budget at \$497,353.

Budget Summary: Town Clerk

Proposed FY2021 Budget	Total:	\$635,928	Personnel:	\$429,632	Other:	\$205,596
FY2020 Budget	Total:	\$573,484	Personnel:	\$372,884	Other:	\$200,600
FY2019 Actual	Total:	\$598,482	Personnel:	\$389,177	Other:	\$209,305

Department Synopsis

The Town Clerk's office has six full time personnel who perform services related to the administration and maintenance of all public records. These records include town meeting warrants and minutes, vital records, meeting postings and minutes, vote certification, town census, as well as dog registration and enforcement. Laurence Pizer is the Town Clerk.

Budget Observations

The budget requested by the Town Clerk's office is \$635,928, which is 10.9% or \$62,444 higher than last year's budget. Most of this increase is election related. With 3 elections and early voting, the number of temporary poll workers and overtime being used will increase costs by \$41,017 and \$7,533, respectively. Technical Services increase of \$4,596 is also election related. Under Personnel Services there is a one-year pilot program where clerical staff (4 eligible employees) can earn up to a \$2,000 merit bonus.

Recommendations

The Sub-Committee recommends a budget amount of \$635,928.

Comments

With the increase in population growth in Plymouth, there may be a need to expand the Town Clerk's staffing as the number of requests, licenses issued, etc., has increased accordingly.

Budget Summary: Building and Zoning

Proposed FY2021 Budget	Total:	\$786,636	Personnel:	\$775,471	Other:	\$11,165
FY2020 Budget	Total:	\$786,839	Personnel:	\$775,674	Other:	\$11,165
FY2019 Actual	Total:	\$715,279	Personnel:	\$706,565	Other:	\$8,715

Department Synopsis

The Building Department is responsible for ensuring that buildings are constructed and repaired safely. The Department issues zoning, building, electrical, gas and plumbing permits that allow the construction, reconstruction, repair, alteration and demolition of buildings and structures as well as the installation of equipment. The Department annually inspects restaurants, lodgings and other places of assembly. The Department includes 12 employees and is headed by Paul McAuliffe, Director of Inspectional Services.

Budget Observations

The department is requesting a budget of \$786,636, which is flat from FY20. The increase in Seasonal/Temporary costs of \$21,900, is offset by a decrease of \$22,464 from New Initiative. Alternate wiring and plumbing inspectors are now listed under Temporary/Seasonal. Other Expenses remained flat at \$11,165. The department continues to be very busy keeping up with the growth in town. Currently there are 1000 active inspections. A total of 19,008 inspections were performed and 8,331 permits were issued in 2019. This department continues to be one of the top revenue producers in town, collecting \$1,967,569.

Initiatives & Opportunities

Last year the Sub-Committee commented that with the introduction of iPads to the inspectors would allow a more efficient process. They would be able to schedule appointments, pull up plans, affidavits, updates and codes at the job site. Unfortunately, these efficiencies have not been realized as software compatibility has made the iPads unusable. We recommend a solution be found as the potential efficiencies the iPad could offer the inspectors and their clients to be significant.

Recommendations

The Sub-Committee recommends approval of the Building and Zoning budget at \$786,636.

Budget Summary: Board of Health

Proposed FY2021 Budget	Total:	\$334,785	Personnel:	\$268,785	Other:	\$66,000
FY2020 Budget	Total:	\$333,061	Personnel:	\$249,761	Other:	\$83,300
FY2019 Actual	Total:	\$287,883	Personnel:	\$205,613	Other:	\$82,270

Department Synopsis

The Board of Health provides medical and inspection services. Inspection services include Title V inspections, PERC tests and food safety inspections. Medical services focus on communicable disease follow-ups, a change from prior years when the Board of Health provided flu vaccinations, blood pressure clinics and other health awareness programs. The Department employs 5 people, including the department head, and one part-time Animal Inspector. The Board of Health is managed by Karen Keane, under Inspectional Services Director Paul McAuliffe

Budget Observations

The budget recommendation decreased by 0.5% or \$1,724. Under Personnel Services, you see a \$70,000 increase in Salaries, which is offset by a New Initiative decrease of \$52,818 and an \$18,000 decrease under Title V Inspectors. A Health Technician vacancy, when filled, will conduct Title V inspections, as well as other inspections. With the increased growth in Plymouth, the Board of Health has been very busy. They completed about 849 food establishment inspections, which includes routine inspections, re-inspections when issues are found and investigated. They also completed 3017 septic/property information requests; logged 4,573 pumping records and 764 burial permits were released and maintained. The revenue generated from licensing, permitting, fees and fines was \$552,597.

Recommendations

The Sub-Committee recommends the adjusted budget of \$334,785.

Budget Summary: Member Benefits

Proposed FY2021 Budget	Total:	\$7,974,803	Personnel:	0	Other:	\$7,974,803
FY2020 Budget	Total:	\$7,652,418	Personnel:	0	Other:	\$7,652,418
FY2019 Actual	Total:	\$6,880,689	Personnel:	0	Other:	\$6,880,689

Department Synopsis

The Member Benefits budget funds programs that provide benefits and coverage for town employees. Programs include employment coverage for Workers Compensation, disability insurance, life insurance and healthcare coverage for retirees. Other programs include a deferred compensation match, a wellness program and benefits for in-service injury and illness. Lynne Barrett is the Director of Finance.

Budget Observations

The overall budget for FY21 shows an increase of 4.2% or \$322,385. This is less than last two years' increases of 7.7% and 9.0%, respectively, but still reflects a significant increase in cost. The largest increase of 7.6% or \$193,458 is due to retirees increasingly choosing Managed Blue versus Medex. (See chart below). Employer Medicare increased 5.0% or \$88,074 as salaries increased due to cost of living adjustments (COLA's), steps, overtime, etc.

Initiatives & Opportunities

A total of 158 employees were injured while performing their duties in service to the Town in 2019; 122 School employees and 36 Town employees. In addition, 27 Firefighters and 42 Police Officers were injured on duty during 2019. There are 63 Police and Firefighter retirees who were covered for medical expenses due to injuries incurred while they were active employees. In 2019, a total of 38 claims were filed for unemployment benefits of which 25 were former School employees.

	2017	2018	2019
Blue Choice Enrollments	1618	1602	1613
Blue Care Elect Enrollments	126	112	118
Medex III w/OBRA Enrollments	940	934	918
Managed Blue	454	524	595
MetLife Dental Enrollment	2613	2607	2640
LTD Insurance Enrollments	470	486	539
Life Insurance Enrollments	2024	2050	2117

Recommendations

The Sub-Committee recommends the member benefits be approved as submitted at \$7,974,803. The Town will continue to face significant challenges in the years ahead as costs of health care, health care reform mandates, changes in minimum wage and retirements, to name a few, will increase the cost to the Plymouth taxpayer.

Budget Summary: Town Insurance

Proposed FY 2021 Budget	Total:	\$1,446,879	Personnel:	0	Other:	\$1,446,879
FY2020 Budget	Total:	\$1,317,311	Personnel:	0	Other:	\$1,317,311
FY2019 Actual	Total:	1,178,459	Personnel:	0	Other:	\$1,178,459

Department Synopsis

This budget covers the Town's property and liability insurance costs.

Budget Observations

Total budget requested shows a 9.8% or \$129,568, increase which is lower than the last two years of increases that were 15.8% and 11.7%, respectively. The value of Town owned property has increased, plus the increase costs in employee liability, vehicles and equipment.

Initiatives & Opportunities

The town takes advantage of a 3% discount by paying the insurance premium in early July. The town also takes advantage of the power of the Massachusetts Interlocal Insurance Association (MIIA), which many municipalities in Massachusetts utilize, to negotiate for best pricing. Plymouth also receives other discounts via training sessions they participate in periodically.

Recommendations

The Sub-Committee recommends the town insurance budget be approved for \$1,446,879.

Comments / Other

The formulation of the town insurance budget is done in conjunction with the town manager's office. The town insures at replacement cost. Money may be returned to the town at the end of the year in the form of dividends based on claim activity.

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Marc Sirrico (Chair), Gene Blanchard, Karen Hamilton, and Scott Stephenson
Date: February 27, 2020
Subject: Sub-Committee B FY2021 Budget Review & Recommendations: Moderator.

Budget Summary: Moderator

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 4,000	\$ 15,100	\$ 0	\$ 19,100
FY2020 Revised Budget	\$ 4,000	\$ 15,100	\$ 0	\$ 19,100
FY2019 Actual	\$ 6,014	\$ 13,995	\$ 0	\$ 20,009

Department Synopsis

This department primarily covers an annual stipend paid to the town moderator, aided support for the town moderator and town meeting, and the costs associated with operating the town's electronic voting system.

Budget Observations

This budget is level funded for FY2021.

This budget includes a \$2,000 stipend for the moderator, a \$2,000 stipend for assisted support for the moderator and town meeting, and \$15,000 for electronic voting.

Recommendations

The sub-committee recommends approval of the Board of Selectmen's budget of \$19,100

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Marc Sirrico (Chair), Gene Blanchard, Karen Hamilton, and Scott Stephenson
Date: February 27, 2020
Subject: Sub-Committee B FY2021 Budget Review & Recommendations: Finance and Accounting.

Budget Summary: Finance and Accounting

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 560,171	\$ 124,595	\$ 0	\$ 684,766
FY2020 Revised Budget	\$ 542,923	\$ 140,653	\$ 0	\$ 674,058
FY2019 Actual	\$ 518,339	\$ 125,634	\$ 0	\$ 643,973

Department Synopsis

Finance and Accounting has a staff of 7, including the director. The department is responsible for maintaining the town's financial records and budget analysis. The town's internal auditor reports to this division administratively.

Budget Observations

The increase in personnel expenses for FY2021 is \$17,248, a 3.2% increase from FY2020. This is due to contractual increases in wages and salary. The decrease in other expenses for FY2021 is \$16,058, an 11.4% decrease from FY2020. This is primarily due to a decrease in professional services of \$8,050, in accounting and auditing of \$9,500, and in payroll services for the town and school of \$2,200 combined. The increase in the overall budget for FY2021 is \$1,190, a 0.2% increase from FY2020.

Recommendations

The sub-committee recommends approval of the Board of Selectmen's budget of \$684,766.

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Marc Sirrico (Chair), Gene Blanchard, Karen Hamilton, and Scott Stephenson
Date: February 27, 2020
Subject: Sub-Committee B FY2021 Budget Review & Recommendations: Assessing.

Budget Summary: Assessing

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 492,450	\$ 78,907	\$ 0	\$ 571,357
FY2020 Revised Budget	\$ 489,903	\$ 78,772	\$ 0	\$ 568,675
FY2019 Actual	\$ 413,936	\$ 19,789	\$ 0	\$ 433,725

Department Synopsis

The Assessing Department has a staff of 9. This department works with the 5-member appointed Board of Assessors and is responsible for valuing all real and personal property. It is also responsible for annually submitting a tax rate recapitulation summary (recap sheet) for approval by the Massachusetts Department of Revenue, and recertifying the value of the town by doing field and data review of the community every five years in an attempt to maintain equitable values. Additionally, the department is responsible for motor vehicle excise bills.

Budget Observations

The increase in personnel expenses for FY2021 is \$2,547, a 0.5% increase from FY2020. This is due to contractual increases in wages and salary. This does not include increases that will occur due to the OPEI contract agreed upon in January 2020, which is accounted for in the salary reserve section of the budget. The increase in other expenses for FY2021 is \$135, a 0.2% increase from FY2020. The increase in the overall budget for FY2021 is \$2,682, a 0.5% increase from FY2020.

Recommendations

The sub-committee recommends approval of the Board of Selectmen's budget of \$571,357.

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Marc Sirrico (Chair), Gene Blanchard, Karen Hamilton, and Scott Stephenson
Date: February 27, 2020
Subject: Sub-Committee B FY2021 Budget Review & Recommendations: Treasurer and Collector.

Budget Summary: Treasurer and Collector

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 618,590	\$ 57,900	\$ 0	\$ 676,490
FY2020 Revised Budget	\$ 599,710	\$ 33,645	\$ 0	\$ 633,355
FY2019 Actual	\$ 540,194	\$ 8,771	\$ 0	\$ 548,965

Department Synopsis

The department has a staff of 10.5 permanent and three seasonal workers. The department is responsible for collecting property taxes, vehicle excise, beach and dump sticker fees, and most other taxes and fees the town collects. In addition, the department is responsible for the treasury functions of the town, including cash management, debt issuance, and investing town funds.

Budget Observations

The increase in personnel expenses for FY2021 is \$18,880, a 3.2% increase from FY2020. This is due to contractual increases in wages and salary of permanent workers and an increase in the minimum wage of part-time/seasonal workers. The increase in other expenses for FY2021 is \$24,255, a 72.1% increase from FY2020. This increase is due to a change in vendor for financial and banking services. The increase in the overall budget for FY2021 is \$43,135, a 6.8% increase from FY2020.

Recommendations

The sub-committee recommends approval of the Board of Selectmen's budget of \$676,490.

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Marc Sirrico (Chair), Gene Blanchard, Karen Hamilton, and Scott Stephenson
Date: February 27, 2020
Subject: Sub-Committee B FY2021 Budget Review & Recommendations: Information Technology

Budget Summary: Information Technology

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 641,597	\$ 1,160,980	\$ 30,750	\$ 1,833,327
FY2020 Revised Budget	\$ 507,335	\$ 1,013,483	\$ 22,236	\$ 1,543,054
FY2019 Actual	\$ 491,641	\$ 812,785	\$ 34,213	\$ 1,338,639

Department Synopsis

The Information Technologies (IT) Department has a staff of 6. This includes one employee primarily responsible for supporting the Police Department and another employee responsible for the Fire Department. The goals of the IT Department are: to maintain a municipal area network connecting all town buildings; train town personnel on the use of new computer technologies; support and maintain the town's municipal area network; provide a stable infrastructure on which to build; and implement technologies allowing other departments to more efficiently accomplish their goals.

Budget Observations

The increase in personnel expenses for FY2021 is \$134,262, a 26.5% increase from FY2020. This is primarily due to the new initiative listed below. The increase in other expenses for FY2021 is \$147,497, a 14.6% increase from FY2020. This is primarily due to an increase in repair and maintenance of computer equipment of \$98,480, an 18.2% increase, an increase in management and consulting of \$24,150, a 10.2% increase, and an increase in meetings, education, and training of \$23,500, a 140.1% increase. The increase in departmental equipment is \$8,514, a 38.3% increase from FY2020. The increase in the overall budget for FY2021 is \$290,273, an 18.8% increase from FY2020.

Most of the above changes are based on the recommendations of the strategic plan from Green Pages Technology Solutions. This plan includes infrastructure, business applications, IT organization, and security and governance upgrades. In FY2020 the organizational changes allow for the creation of a separate IT department under the town manager. They include the promotion of the Police IT Administrator to Assistant IT Director at a cost of \$3,461, the reclassification of the IT Manager to IT Director at a cost of \$5,162, and the reclassification the existing positions at a cost of \$1,598, for a total of \$10,221. The comprehensive plan will allow for greater security and efficiency in the IT Department.

Initiatives & Opportunities

Includes the addition of an IT Technician with a salary of \$71,350, and a Help Desk Specialist with a salary of \$61,171.

Recommendations

The sub-committee recommends approval of the Board of Selectmen's budget of \$1,833,327.

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Marc Sirrico (Chair), Gene Blanchard, Karen Hamilton, and Scott Stephenson
Date: February 27, 2020
Subject: Sub-Committee B FY2021 Budget Review & Recommendations: FinComm Reserve Fund

Budget Summary: FinComm Reserve Fund

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2020 Budget	\$ 0	\$ 150,000	\$ 0	\$ 150,000
FY2019 Revised Budget	\$ 0	\$ 150,000	\$ 0	\$ 150,000
FY2019 Actual	\$ 0	\$ 0	\$ 0	\$ 0

Department Synopsis

The FinComm (Advisory & Finance Committee) Reserve Fund is used to fund unexpected emergency town expenses due to unforeseen circumstances. Examples include special elections, fuel and utilities, etc. Requests for funds are made to the Advisory & Finance Committee, and if they are approved, the funds are transferred from this fund to the appropriate account.

Budget Observations

This budget is level funded for FY2021.

Recommendations

The sub-committee recommends approval of the Board of Selectmen's budget of \$150,000.

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Marc Sirrico (Chair), Gene Blanchard, Karen Hamilton, and Scott Stephenson
Date: February 27, 2020
Subject: Sub-Committee B FY2021 Budget Review & Recommendations: Salary Reserve Fund.

Budget Summary: Salary Reserve Fund

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 57,000	\$ 1,702,200	\$ 0	\$ 1,759,200
FY2020 Revised Budget	\$ (812,461)	\$ 1,723,000	\$ 0	\$ 910,539
FY2019 Actual	\$ 0	\$ 26,284	\$ 0	\$ 26,284

Department Synopsis

The Salary Reserve Fund is used for potential contract settlements, reclassifications, or other contractual issues that may come up in any particular year.

Budget Observations

The increase in the FY2021 budget is \$848,661, a 93.2% increase from FY2020. The FY2021 budget represents potential increases in personnel and other expenses, such as those included in the recently settled OPEI contract, since contracts are still in negotiations.

Recommendations

The sub-committee recommends approval of the Board of Selectmen's budget of \$1,759,200.

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Marc Sirrico (Chair), Gene Blanchard, Karen Hamilton, and Scott Stephenson
Date: February 27, 2020
Subject: Sub-Committee B FY2021 Budget Review & Recommendations: Compensated Absences

Budget Summary: Compensated Absences

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2020 Budget	\$ 0	\$ 125,000	\$ 0	\$ 125,000
FY2019 Revised Budget	\$ 0	\$ 125,000	\$ 0	\$ 125,000
FY2018 Actual	\$ 0	\$ 125,000	\$ 0	\$ 125,000

Department Synopsis

This fund serves to pay out unused vacation and, if applicable, sick time to employees who exit their jobs.

Budget Observations

This budget is level funded for FY2021.

Recommendations

The sub-committee recommends approval of the Board of Selectmen's budget of \$125,000.

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Marc Sirrico (Chair), Gene Blanchard, Karen Hamilton, and Scott Stephenson
Date: February 27, 2020
Subject: Sub-Committee B FY2021 Budget Review & Recommendations: Tax Title and Foreclosure.

Budget Summary: Tax Title and Foreclosure

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 0	\$ 296,000	\$ 0	\$ 296,000
FY2020 Revised Budget	\$ 0	\$ 300,000	\$ 0	\$ 300,000
FY2019 Actual	\$ 0	\$ 132,279	\$ 0	\$ 132,000

Department Synopsis

This budget covers the costs of land court recordings and legal services. These costs, primarily associated with real estate tax liens and foreclosures, are usually recovered by the town when the taxes are ultimately paid.

Budget Observations

The decrease in the FY2021 budget is \$4,000, a 1.3% decrease from FY2020. This is due to advertising being moved to the procurement budget.

Recommendations

The sub-committee recommends approval of the Board of Selectmen's budget of \$296,000.

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Marc Sirrico (Chair), Gene Blanchard, Karen Hamilton, and Scott Stephenson
Date: February 27, 2020
Subject: Sub-Committee B FY2021 Budget Review & Recommendations: Pension Contributions.

Budget Summary: Pension Contributions

	Town	School	Total
Proposed FY2021 Budget	\$ 11,290,180	\$ 4,163,498	\$ 15,453,678
FY2020 Revised Budget	\$ 10,439,555	\$ 3,849,179	\$ 14,288,734
FY2019 Actual	\$ 9,420,815	\$ 3,819,710	\$ 13,240,525

Department Synopsis

This budget (comprised of both the town and non-educational-based School Department pension contributions) represents the town's normal pension funding based on current employees and retirees using actuarial calculations, plus an amount needed to amortize the unfunded prior liability.

Budget Observations

The increase in the FY2021 budget is \$1,164,944, an 8.2% increase from FY2020.

This budget is produced using the state schedule with a long-term goal of being fully funded by 2035. The chart above reflects the town employees and non-education-based school employees. The Trust is managed and invested by the Plymouth Retirement Board, a 5-member board that meets on a regular basis. The current plan is to increase funding by approximately 8% a year until 2035, when the unfunded liability will be paid off. After that it will just be the normal cost.

Recommendations

The sub-committee recommends approval of the Board of Selectmen's budget of \$15,453,678.

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Marc Sirrico (Chair), Gene Blanchard, Karen Hamilton, and Scott Stephenson
Date: February 27, 2020
Subject: Sub-Committee B FY2021 Budget Review & Recommendations: Member Insurance.

Budget Summary: Member Insurance

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 37,113,552	\$ 0	\$ 0	\$ 37,113,552
FY2020 Revised Budget	\$ 35,459,140	\$ 0	\$ 0	\$ 35,459,140
FY2019 Actual	\$ 33,753,403	\$ 0	\$ 0	\$ 33,753,403

Department Synopsis

This budget represents the taxpayer-funded employer contributions to the Healthcare Trust Funds (one for Medical and one for Dental).

Budget Observations

The increase in the FY2021 budget is \$1,654,412, a 4.67% increase from FY2020.

This increase appears appropriate given Plymouth's claims trend and the balance projections for the Health Insurance Trust Fund.

The proposed budget increase reflects a conservative approach to funding the Health Insurance Trust Fund by minimizing premium increases for employees and ensuring adequate funding of the Trust to pay estimated claims.

Recommendations

The sub-committee recommends a decrease of \$56,750 to the Board of Selectmen's original budget of \$38,094,608.

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Marc Sirrico (Chair), Gene Blanchard, Karen Hamilton, and Scott Stephenson
Date: February 27, 2020
Subject: Sub-Committee B FY2021 Budget Review & Recommendations: OPEB Trust Funding.

Budget Summary: OPEB Trust Funding

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 0	\$ 1,047,066	\$ 0	\$ 1,047,066
FY2020 Revised Budget	\$ 0	\$ 1,016,568	\$ 0	\$ 1,016,568
FY2019 Actual	\$ 0	\$ 950,119	\$ 0	\$ 950,119

Department Synopsis

This budget puts aside funds for the Other Post-Employment Benefits obligations of the town to its employees. The primary component of that liability is retiree health insurance benefits.

Budget Observations

The increase in the FY2021 budget is \$30,498, a 3.0% increase from FY2020.

The FY2021 funding is based on 1% of estimated payroll. Because Plymouth currently funds the OPEB liability on a Pay-As-You-Go basis, a portion of the annual contribution is included in the amount Plymouth funds for member insurance for current retirees.

Recommendations

The sub-committee recommends approval of the Board of Selectmen's budget of \$1,047,066.

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Marc Sirrico (Chair), Gene Blanchard, Karen Hamilton, and Scott Stephenson
Date: February 27, 2020
Subject: Sub-Committee B FY2021 Budget Review & Recommendations: Unemployment Compensation.

Budget Summary: Unemployment Compensation

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2020 Budget	\$ 0	\$ 125,000	\$ 0	\$ 125,000
FY2019 Revised Budget	\$ 0	\$ 125,000	\$ 0	\$ 125,000
FY2018 Actual	\$ 0	\$ 125,000	\$ 0	\$ 125,000

Department Synopsis

This budget represents a transfer to the Unemployment Compensation Trust. The trust is used to cover unemployment compensation claims.

Budget Observations

This budget is level funded for FY2021.

Recommendations

The sub-committee recommends approval of the Board of Selectmen's budget of \$125,000.

Department of Finance - Debt and Interest

	FY19 Actual	FY20 Revised	FY21 Proposed
710 Long Term Debt	\$ 9,792,765	\$ 10,712,408	\$ 9,534,394
750 Long Term Interest	\$ 6,647,899	\$ 6,989,163	\$ 6,556,419
752 Short Term Interest	\$ 374,078	\$ 365,644	\$ 630,753
753 Misc Interest	\$ 4,350	\$ 5,000	\$ 5,000
755 Bond Issuance Costs	\$ 14,788	\$ 25,000	\$ 25,000
Total	\$ 16,833,880	\$ 18,097,215	\$ 16,751,566

Budget Observations

The decrease in the Long-Term Debt budget for FY2021 is \$1,178,014, an 11.0% decrease from FY2020. This budget reflects principal payments due on existing debt.

The decrease in the Long-Term Interest budget for FY 2021 is \$432,744, a 6.2% decrease from FY 2020. This budget reflects the interest on existing long-term debt.

The increase in the Short-Term Interest budget for FY 2021 is \$265,109, a 72.5% increase from FY 2020. This budget reflects the interest on new approved projects in their early stages before a long-term bond is issued. Bonds are generally sold every two years, FY2021 being a bond issuance year.

The Miscellaneous Interest budget is level funded for FY2021. This budget is primarily interest paid on tax abatements.

The Bond issuance Costs budget is level funded for FY2021. This budget reflects the costs of issuing bonds and Bond Anticipation Notes paid up front, such as legal, printing, etc., that are not covered by bond premiums.

Recommendations

The sub-committee recommends approval of the Board of Selectmen budget amounts for each of the debt and interest budgets listed above.

To: Advisory & Finance Committee
From: Budget Sub-Committee C: Kevin Carty, Chair ; Brian Dunn;
Meaghan O'Connell; Ashley Shaw
Date: February 26, 2019
Subject: Sub-Committee C FY2021 Budget Review & Recommendations: Police Department

Budget Summary: Police Department

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 11,659,191	\$ 545,780	\$ 389,108	\$ 12,594,079
FY2020 Revised Budget	\$ 11,839,702	\$ 522,294	\$ 338,465	\$ 12,700,461
FY2019Actual	\$ 10,397,342	\$ 587,478	\$ 291,659	\$ 11,276,479

Department Synopsis

Chief Michael Botieri leads the Plymouth Police Department, which is charged with delivering police protection and carrying out various law enforcement responsibilities within the Town of Plymouth.

Budget Observations

The Budget approved by the Board of Selectmen recommends a \$212,453 (2.0%) decrease to salaries and wages. This decrease, despite the Police Department now being fully staffed, is due to newer officers being hired at starting salary level to fill positions vacated by longer tenured officers who had been at higher step salary levels. However, it should be noted that this number does not reflect any COLA increases for bargaining units that have not settled with the Town regarding their most recent contracts (Superior Officers, Patrolmen, Dispatchers, and OPIEU employees). Increases to other expenses from their budget total \$23,486(4.5%), coming largely from the increased costs of new software licenses, contractual services, subscriptions/memberships, and communication services. Supplies and Materials also sees a decrease of \$40,056 (24.1%) over the prior fiscal year because that prior year's number included equipping the 9 new officers all at once, but now that those officers have been hired and are on the job that line item can be lowered.

The Department's overtime budget is also worth mentioning. Chief Botieri expects that in future years his overtime budget can be reduced now that the Department is fully staffed, however he is not seeking a reduction this year based on the need for police coverage related to the 2020 celebration. This year's budget actually sees a \$23,025 increase to overtime based on there being 4 elections this year over last year's 2 elections. The increase here is purely for the election coverage. Had the number of elections remained at 2, Chief Botieri would have sought level-funding for his overtime budget this year based on the 2020 celebrations.

The Sub-Committee is in agreement with the budget approved by the Board of Selectmen.

Initiatives & Opportunities

The Police Department is not seeking to undertake any new initiatives in FY2021. However, FY2021 is the first full fiscal year where the fruits of the multi-year initiative to fully staff the Department will be in effect. The Sub-Committee believes the Town will reap the benefits of a fully-staffed Police Department for years to come, such as better police services, improved public safety, and a future ability to reduce the overtime budget further once the 2020 celebrations have concluded.

Recommendations

The Sub-Committee recommends a budget for this Department consistent with that approved by the Board of Selectmen.

Comments / Other

The Sub-Committee believes the Police Department is well run, and is pleased to see the results of a multi-year initiative to see the Department become fully staffed. Policing a town the size of Plymouth 24 hours a day, every day, is no easy task and the Sub-Committee believes the Department handles the responsibility admirably.

To: Advisory & Finance Committee
From: Budget Sub-Committee C: Kevin Carty, Chair ; Brian Dunn;
Meaghan O'Connell; Ashley Shaw
Date: February 26, 2019
Subject: Sub-Committee C FY2021 Budget Review &
Recommendations: Fire Department

Budget Summary: Fire Department

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 13,151,449	\$ 392,676	\$ 137,962	\$ 13,682,087
FY2020 Revised Budget	\$ 12,924,777	\$ 372,506	\$ 152,200	\$ 13,449,483
FY2019 Actual	\$ 11,606,680	\$ 370,222	\$ 137,270	\$ 12,114,172

Department Synopsis

Chief Edward Bradley leads the Plymouth Fire Department, which is charged with providing fire protection and a variety of emergency medical services within the Town of Plymouth.

Budget Observations

The Budget approved by the Board of Selectmen includes a \$19,775 (0.2%) decrease to Salaries and Wages and a \$140,370 (69.7%) increase to SAFER Salaries and Wages. The first line item covers regular Fire Department employees (and sees a small reduction due to new employees who make less money replacing former employees who made more) while the SAFER line item covers the Town's portion of the salaries of the firefighters hired via the SAFER grant (and the increase in this line item is due to an increase in the Town's share of their salaries versus the share covered by the grant, consistent with the original terms of the grant).

The increase to R&M Communication Lines (\$5,500) is for microwave dispatch support, and is being split with the Police Department. The \$4,800 increase to Technical Services is largely due to the increase cost of contracted services. There are also increases to vehicle maintenance supplies (\$5,590) and turnout gear (\$1,852) that reflect increases in the costs to those materials from what they cost previously. Repair and maintenance vehicles also sees a \$1,485 increase due to rising vendor costs and increases to contracted services there.

The Sub-Committee is recommending a \$14,000 decrease to a line item in the Departmental Equipment section of this budget. The details of this recommendation are outlined below in the "Recommendations" section.

Initiatives & Opportunities

The Fire Department is not seeking to undertake any new initiatives in FY21. However, the 12 SAFER firefighters (where a grant pays for a portion of their salaries) is a notable past initiative still producing results. These firefighters added to the roles of the Department have helped the Town improve call response time. In 2019 the Town was able to respond to the scene of a call within 6 minutes 75.8% of the time. NFPA standards call for the Town to meet this benchmark 90% of the time. That goal is challenging given the Town's unique geographic and neighborhood demographic characteristics, but increased staffing has been a great help. This has the obvious benefit of helping to preserve life and property in Town. It also has helped the Town improve its ISO rating which has lowered home insurance premiums for residents.

Recommendations

The Sub-Committee recommends a \$14,000 decrease to the budget approved by the Board of Selectmen within the

Departmental Equipment section for the STATION MAINT 6 STATIONS/FACILITIES UP KEEP line item. This money is used pay for smaller repair and maintenance items (like new carpets, new mattresses, new lighting) in stations throughout Town. The Sub-Committee's proposed reduction will level-fund this line item compared to last year. The Sub-Committee does not doubt that funding for these smaller repair and maintenance items is needed, but felt more comfortable keeping this line item level-funded at this time in light of the other larger building maintenance and repair items and capital items related to the Fire Department that will be coming before Town Meeting outside the budget. If adopted by the rest of the Committee, these recommendations would change the Proposed Budget line to the following:

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 13,151,449	\$ 392,676	\$ 123,962	\$ 13,668,087

Comments / Other

The Sub-Committee believes this Department is well run, and does the best it can with current staffing and rising demands. Areas for improvement exist, but increases in staffing are necessary to achieve better results. The Sub-Committee is confident that the Department's current leadership is capable of getting the Department where it wants to be once staffing is increased. The Sub-Committee is also eager to see the plans to address the larger issues with Fire Department buildings that have come to light in the recent past, but notes that such plans will be presented outside the budget process.

To: Advisory & Finance Committee
From: Budget Sub-Committee C: Kevin Carty, Chair ; Brian Dunn;
Meaghan O'Connell; Ashley Shaw
Date: February 26, 2019
Subject: Sub-Committee C FY2021 Budget Review & Recommendations: Emergency Management

Budget Summary: Emergency Management

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 0	\$ 69,900	\$ --	\$ 69,900
FY2020 Revised Budget	\$ 0	\$ 69,900	\$ --	\$ 69,900
FY2019 Actual	\$ 0	\$ 49,202	\$ --	\$ 49,202

Department Synopsis

The Office of Emergency Management is a division of the Plymouth Fire Department. Henry Lipe serves as the Emergency Management Director. An administrative assistant also works in this division. The responsibilities of this division include the activation of the Emergency Operations Center, acting as liaison with local, state, and federal public safety and law enforcement and emergency management officials. The division also performs post-incident debris management work.

Budget Observations

The budget approved by the Board of Selectmen is both level-serviced and level-funded from the taxpayer's perspective. A grant from the operator of the former Pilgrim Nuclear Power Station currently pays for the staff salaries and benefits, and has for years. Negotiations are underway with Holtec about extending the grant in some form. The decommissioning of the plant will continue for approximately 6-7 years, and the Sub-Committee and the Town hope Holtec will continue to contribute to this division's operations for at least that long.

The Sub-Committee is in agreement with the budget approved by the Board of Selectmen.

Initiatives & Opportunities

There are no new initiatives or opportunities to report.

Recommendations

The Sub-Committee recommends a budget for this Department consistent with that approved by the Board of Selectmen.

Comments / Other

The Sub-Committee believes this division is well run and serves the Town effectively. The Sub-Committee hopes that the Town can continue to receive funding from Holtec and/or any successor entity engaged in the decommissioning of the nuclear plant. The Sub-Committee also believes the Town should receive some compensation from the state and/or federal governments for the continuing burden of storing the nuclear waste in Plymouth post-decommissioning.

To: Advisory & Finance Committee
From: Budget Sub-Committee C: Kevin Carty, Chair ; Brian Dunn;
Meaghan O'Connell; Ashley Shaw
Date: February 26, 2019
Subject: Sub-Committee C FY2021 Budget Review & Recommendations: Animal Control

Budget Summary: Animal Control

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 155,066	\$ 6,800	\$ --	\$ 161,866
FY2020 Revised Budget	\$ 153,921	\$ 6,800	\$ --	\$ 160,721
FY2019 Actual	\$ 151,229	\$ 6,885	\$ --	\$ 158,114

Department Synopsis

This is one of three divisions within Marine and Environmental Affairs. David Gould is the Director of Marine and Environmental Affairs. This division employs 3 animal control officers. This division runs the Town's animal shelter, enforces the Town's animal by-laws and provides support for resident encounters with wildlife.

Budget Observations

The budget approved by the Board of Selectmen contains a \$1,145 (0.7%) increase to personnel services, with all but \$100 of that coming from the salaries and wages line item. This increase is due to step increases for the positions therein.

The Sub-Committee is in agreement with the budget approved by the Board of Selectmen.

Initiatives & Opportunities

There are no new initiatives or opportunities to report.

Recommendations

The Sub-Committee recommends a budget for this division of Marine & Environmental Affairs that is consistent with that approved by the Board of Selectmen.

Comments / Other

The Sub-Committee believes this division is well run and serves the Town effectively.

To: Advisory & Finance Committee
 From: Budget Sub-Committee C: Kevin Carty, Chair ; Brian Dunn;
 Meaghan O'Connell; Ashley Shaw
 Date: February 26, 2019
 Subject: Sub-Committee C FY2021 Budget Review & Recommendations: Harbormaster

Budget Summary: Harbormaster

	Personnel Expenses	Other Expenses	Fuel & Utilities	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 385,869	\$ 41,500	\$ 19,000	\$ 52,000	\$ 498,369
FY2020 Revised Budget	\$ 429,713	\$ 41,500	\$ ---	\$ 12,000	\$ 483,213
FY2019 Actual	\$ 363,647	\$ 33,348	\$ ---	\$ 2,950	\$ 399,945

Department Synopsis

This is one of three divisions within Marine and Environmental Affairs. David Gould is the Director of Marine and Environmental Affairs, and Chad Hunter serves as the Director. The Harbormaster works to protect life, property, and natural resources upon and within Plymouth's waterways. The Department is responsible for search and rescue operations, responding to boating emergencies, enforcement of boating laws and by-laws, and manages moorings, docks, and the town piers.

Budget Observations

This budget, as approved by the Board of Selectmen, contains a \$15,155 (3.1%) total increase over last year. "Personnel Services" sees a total decrease increase of \$43,844 (10.2%). This decrease is largely because last year this division anticipated it may need to provide launch services in the harbor when a prior private launch suddenly ceased operation, but a new private launch has started up so this division no longer needs to budget to run a public launch. The retirement of a long-serving employee who will now be replaced by someone starting at a lower step explains the rest of this significant decrease. Fuel & Utilities has also been added to this budget to account for the division's Marine Fuel. Marine Fuel was previously listed under the DPW budget, and Procurement before that, but has always been a necessary part of this division's operations for obvious reasons. The division expects to use more fuel this year than in prior years due to the 400th and this budget reflects their anticipated usage for this fiscal year. Lastly, Departmental Equipment sees an increase of \$40,000 (333%) to re-power two outboard motors on one boat. The division will seek grant funding from Port Security to cover and/or offset the costs for this, as they have routinely done for boat purchases and boat re-powers over the last decade, but must request the full amount at this time.

The Sub-Committee is in agreement with the budget approved by the Board of Selectmen.

Initiatives & Opportunities

The Sub-Committee did discuss the new initiative sought by some interested parties, such as watershed and pond associations, for this division to employ a harbormaster that would specialize in patrolling and monitoring Plymouth's numerous ponds. If such a position were added, it is believed that employee could patrol the ponds used for recreational purposes for public safety and help monitor the water quality and other conditions of the ponds throughout Town. However, while the Sub-Committee did see some merit in this position a majority of the Sub-Committee did not believe it was the right time to add such a position to the budget considering the anticipated budgetary challenges in the Town's near future. Additionally, it was difficult to picture how much of an impact one employee could have in patrolling and monitoring the hundreds of ponds in Plymouth.

On a brighter note, the Sub-Committee is interested to see what benefits the Town is sure to reap once the Maritime Facility becomes operational. That Facility should help bring in additional fees to this division, as well as additional

revenue to local businesses by increasing the appeal and demand for the Town's transient moorings. The Town now has 12 transient moorings, up from a prior total of nine.

Recommendations

The Sub-Committee recommends a budget for this division of Marine & Environmental Affairs that is consistent with that approved by the Board of Selectmen.

Comments / Other

The Sub-Committee believes this division is well run and serves the Town effectively.

To: Advisory & Finance Committee
From: Budget Sub-Committee C: Kevin Carty, Chair ; Brian Dunn;
Meaghan O'Connell; Ashley Shaw
Date: February 26, 2019
Subject: Sub-Committee C FY2021 Budget Review &
Recommendations: Natural Resources

Budget Summary: Natural Resources

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 497,140	\$ 84,420	\$ --	\$ 581,560
FY2020 Revised Budget	\$ 484,760	\$ 83,000	\$ --	\$ 567,760
FY2019 Actual	\$ 456,282	\$ 63,626	\$ --	\$ 519,908

Department Synopsis

This is one of three divisions within Marine and Environmental Affairs. David Gould is the Director of Marine and Environmental Affairs. This division is tasked with protecting Plymouth's natural resources. Responsibilities include monitoring of Long Beach, inland fisheries, and Plymouth's numerous lakes and ponds. The division conducts biological and nutrient monitoring programs, water sampling, and other water testing. The division also coordinates Hazardous Waste collection days each Fall and Spring.

Budget Observations

This budget, as approved by the Board of Selectmen, contains a \$13,800 (2.4%) total increase over last year. Notable "Personnel services" increases include an increase to salaries and wages of \$18,036 (3.9%) due to step increases (and rolling in a new initiative from last year for a \$2,500 stipend for wardens undertaking farm inspections into the regular salaries line item). "Other Expenses" sees an increase of \$1,420 under MEETINGS, EDUC & TRAINING to cover tuition reimbursement for two employees.

The Sub-Committee is in agreement with the budget approved by the Board of Selectmen.

Initiatives & Opportunities

This division is not seeking to undertake any new initiatives for FY21. However, David Gould reports that last year's initiative for the natural resource wardens to undertake farm inspections has been going well and the Sub-Committee is pleased to hear that.

Recommendations

The Sub-Committee recommends a budget for this division of Marine & Environmental Affairs that is consistent with that approved by the Board of Selectmen.

Comments / Other

The Sub-Committee believes this division is well run and serves the Town effectively.

To: Advisory & Finance Committee
From: Budget Sub-Committee D -- Public Works
Date: Ashley Shaw (Chair), Evelyn Strawn, Meaghan O'Connell, Richard Knox, Susan Gillespie
Subject: February 13, 2020
Sub-Committee D -- FY2021 Budget Review and Recommendations: Public Works

DEPARTMENT OF PUBLIC WORKS (Total Department, not including enterprise fund or snow and ice)

FY2021 Proposed	Total:	\$10,551,629	Personnel:	\$6,235,056	Other:	\$4,316,573
FY2020 Budget	Total:	\$8,339,325	Personnel:	\$6,040,699	Other:	\$2,298,626
FY2019 Actual	Total:	\$6,921,701	Personnel:	\$5,088,959	Other:	\$1,832,742

Department Synopsis

The Department of Public Works (DPW) maintains the Town's physical and environmental infrastructure for residents, businesses and visitors of the town, helping to make it a desirable place to live, work and visit. Plymouth has the fourth largest road network in the State with over 295 miles of road. The department's services include the maintenance of streets, urban forests, sidewalks, pathways, waterways, oceanfront, water mains, sanitary sewers, storm drains, municipal buildings, municipal vehicles, streetlights, and traffic signals. In addition, the department manages community programs, beautification and clean-up projects, solid waste and recycling, and graffiti abatement.

DPW is overseen by the Director of Public Works, Mr. Jonathan Beder. It consists of 11 Divisions, including three enterprise funds, as follows: Engineering, Highway, Administration, Building Maintenance, Fleet Maintenance, Crematory, Cemetery, Parks/Forestry, (and 3 enterprise funds: Solid Waste, Sewer and Water). The three enterprise funds will be reviewed by Sub-Committee G. Snow & Ice is reviewed here but covered under the Fixed Costs part of the budget.

Budget Observations

The variance between the revised FY20 and proposed FY21 budgets is an increase of 26.5%. This variance is largely due to the Fuel & Utilities being removed from the Fixed Cost section of the budget and added to the Building Maintenance and Fleet Maintenance sections of the budget. In addition, the Select Board has recommended the addition of a new initiative in the DPW Administration department for an OSHA Safety Officer position.

Initiatives and Opportunities

Outlined in each division report below.

Recommendations

The Sub-Committee recommends approval of the Select Board recommended budget for the FY21 Public Works budget of \$10,551,629.

The following is a summary of the FY21 Department of Public Works budget by division:

Public Works Department: Engineering Division (411)

FY2021 Proposed	Total:	\$610,318	Personnel:	\$526,455	Other:	\$83,863
FY2020 Budget	Total:	\$609,613	Personnel:	\$525,750	Other:	\$83,863
FY2019 Actual	Total:	\$597,187	Personnel:	\$515,124	Other:	\$82,063

Division Synopsis

The Engineering Division is headed by Mr. Sid Kashi, Town Engineer. The Division is responsible for providing design/engineering, field surveying services, project reviews and technical support related to all town-owned land, rights of way and infrastructure.

Budget Observations

The Engineering Division Budget for FY21 has a proposed an increase of \$705 (0.1%) from FY20. The budget reflects only incremental salary and benefits adjustments. No new initiatives are proposed.

Recommendations

The Sub-Committee recommends approval of the Select Board recommended budget for the FY21 Engineering budget of \$610,318.

Public Works Department: Highway Division (420)

FY2021 Proposed	Total:	\$2,204,834	Personnel:	\$1,918,833	Other & Dept Equipment:	\$286,001
FY2020 Budget	Total:	\$2,196,518	Personnel:	\$1,918,471	Other & Dept Equipment:	\$278,047
FY2019 Actual	Total:	\$1,920,133	Personnel:	\$1,652,363	Other & Dept Equipment:	\$267,770

Division Synopsis

The Highway Division provides repairs, maintenance, and construction services for approximately 430 miles of public and private roadways in Plymouth.

Budget Observations

As proposed, the Highway Division FY21 budget would increase by \$8,316 (0.4%) from the FY20 budget. The budget reflects incremental salary and benefits adjustments. No new initiatives are proposed. The repair and maintenance of street lights has been moved to the Highway Department from Fixed Cost-Fuel & Utilities.

Recommendations

The Sub-Committee recommends approval of the Select Board recommended budget for the FY21 Highway Division budget of \$2,204,834.

Public Works Department: DPW Administration (421)

FY2021 Proposed	Total:	\$637,429	Personnel:	\$621,298	Other & Dept Equipment:	\$16,131
FY2020 Budget	Total:	\$523,532	Personnel:	\$507,656	Other & Dept Equipment:	\$15,876
FY2019 Actual	Total:	\$515,220	Personnel:	\$499,652	Other & Dept Equipment:	\$15,568

Division Synopsis

The Administration Division is managed by Mr. Jonathan Beder, Director of Public Works, an Assistant Director (Mr. Dennis Wood) and an Office Manager (Ms. Jodie Volta). The Administration Division provides leadership and management for this full service department.

Budget Observations

The Administration Division's FY21 Budget of \$637,429 represents an increase of 21.8% from FY20. This is largely due to incremental salary and benefit adjustments and a new initiative proposed by the Select Board for an OSHA Safety Officer position.

Initiatives and Opportunities

The Select Board has proposed a new initiative for an OSHA Safety Officer position (\$89,000). This non-union position's responsibilities include the implementation of regulations and policies to ensure compliance and improve employee safety, developing means and methods for DPW-work zone safety-traffic control, routinely inspecting buildings for OSHA compliance, and providing a work place free from serious recognized hazards.

Recommendations

The Sub-Committee recommends approval of the Select Board recommended budget for the FY21 Administration Division's proposed budget of \$637,429.

Public Works Department: Building Maintenance (422)

FY2021 Proposed	Total:	\$3,416,119	Personnel:	\$1,098,647	Other & Dept Equipment:	\$2,317,472
FY2020 Budget	Total:	\$1,994,268	Personnel:	\$1,079,730	Other & Dept Equipment:	\$914,538
FY2019 Actual	Total:	\$1,218,950	Personnel:	\$668,862	Other & Dept Equipment:	\$550,088

Division Synopsis

The Building Maintenance Division head position is currently vacant but is predicted to be filled soon; the department is responsible for the maintenance of town-owned buildings. Many of the specialized services provided by the Building Maintenance Division, including fire extinguishers, sprinkler systems, fire alarms, HVAC, plumbing, electrical, elevators, and back-up generators are outsourced to private contractors. This budget does not include buildings owned and managed by the School Department.

Budget Observations

The Building Maintenance Division Budget for FY21 is proposed to increase by \$1,421,851 or 71.3% above the FY20 budget. Beyond incremental salary and benefit increases, the main increase to the budget is from moving \$1,370,200 to the Building Maintenance budget from the Fixed Cost-Fuel & Utilities budget. No new initiatives are proposed.

Recommendations

The Sub-Committee recommends approval of the Select Board recommended budget for FY21 Building Maintenance proposed budget of \$3,416,119.

Public Works Department: Fleet Maintenance (425)

FY2021 Proposed	Total:	\$1,457,820	Personnel:	\$411,807	Other & Dept Equipment:	\$1,046,013
FY2020 Budget	Total:	\$875,534	Personnel:	\$405,363	Other & Dept Equipment:	\$470,171
FY2019 Actual	Total:	\$817,766	Personnel:	\$366,428	Other & Dept Equipment:	\$451,338

Division Synopsis

The Fleet Maintenance Division is responsible for maintaining all town-owned vehicles, including Public Works and Police Departments (approximately 220 vehicles), and those shared vehicles used for inspectional services, but are not responsible for maintaining vehicles belonging to the Fire and School Departments.

Budget Observations

The Division budget for FY21 has increased \$582,286 (66.5%) over FY20. The increase is largely due to \$560,700 being moved to the Fleet Maintenance budget from the Fixed Cost-Fuel & Utilities budget for Vehicle Fuel. No new initiatives are proposed.

Recommendations

The Sub-Committee recommends approval of the Select Board recommended budget for FY21 Fleet Maintenance Division proposed budget of \$1,457,820.

Public Works Department: Transfer Station Operations (433)

FY2021 Proposed	Total:	\$238,106	Personnel:	\$66,691	Other & Dept Equipment:	\$171,415
FY2020 Budget	Total:	\$235,876	Personnel:	\$66,231	Other & Dept Equipment:	\$169,645
FY2019 Actual	Total:	\$182,908	Personnel:	\$48,284	Other & Dept Equipment:	\$134,624

Budget Observations

The Transfer Station Operations FY21 proposal maintains a level service budgeting approach with a modest increase of \$2,230 (0.9%) over FY20. This is made up of incremental salary and benefits increases, as well as increased tipping and disposal fees for the town and school, which are in line with prior year expenditures (FY19).

Recommendations

The Sub-Committee recommends approval of the Select Board recommended budget for FY21 Transfer Station Operations proposed budget of \$238,106.

Public Works Department: Crematory (490)

FY2021 Proposed	Total:	\$179,812	Personnel:	\$135,212	Other & Dept Equipment:	\$44,600
FY2020 Budget	Total:	\$180,166	Personnel:	\$145,566	Other & Dept Equipment:	\$34,600
FY2019 Actual	Total:	\$147,397	Personnel:	\$119,845	Other & Dept Equipment:	\$27,552

Budget Observations

The Crematory Division Budget proposed for FY21 reflects a reduction of \$354 (-0.2%) from FY20 due largely to personnel services adjustments.

Recommendations

The Sub-Committee recommends approval of the Select Board recommended budget for FY21 Crematory Division proposed budget of \$179,812.

Public Works Department: Cemetery (491)

FY2021 Proposed	Total:	\$525,673	Personnel:	\$432,625	Other & Dept Equipment:	\$93,048
FY2020 Budget	Total:	\$458,649	Personnel:	\$375,657	Other & Dept Equipment:	\$82,992
FY2019 Actual	Total:	\$326,009	Personnel:	\$302,429	Other & Dept Equipment:	\$23,580

Budget Observations

The Cemetery Division proposed FY21 budget reflects an increase of \$67,024 or 14.6% over the FY20 budget. This amount includes an increase in personnel costs due to the reclassification of the Cemetery Foreman (Cobra OM5 to OM6). No new initiatives are proposed.

Recommendations

The Sub-Committee recommends approving the Select Board recommended budget for the FY21 Cemetery Division proposed budget of \$525,673.

Public Works Department: Parks & Forestry (492)

FY2021 Proposed	Total:	\$1,281,518	Personnel:	\$1,023,488	Other & Dept Equipment:	\$258,030
FY2020 Budget	Total:	\$1,265,169	Personnel:	\$1,016,275	Other & Dept Equipment:	\$248,894
FY2019 Actual	Total:	\$1,196,131	Personnel:	\$915,972	Other & Dept Equipment:	\$280,159

Budget Observations

The Parks and Forestry proposed Budget for FY21 reflects an increase of \$16,349 or 1.3% over the FY20 budget. This increase is due to contractual salary and wage increases, an increase in overtime for the 400th celebration, and an increase under R&M Grounds due to the need to resubmit the Forges Field contract.

Recommendations

The Sub-Committee recommends approval of the Select Board recommended budget for the FY21 Parks and Forestry Division proposed budget of \$1,281,518.

Public Works Department: Snow & Ice (423)

FY2021 Proposed	Total:	\$629,250	Personnel:	\$109,250	Other & Dept Equipment:	\$520,000
FY2020 Budget	Total:	\$604,250	Personnel:	\$109,250	Other & Dept Equipment:	\$495,000
FY2019 Actual	Total:	\$1,017,623	Personnel:	\$167,282	Other & Dept Equipment:	\$850,341

Budget Observations

Consistent with the practice of the past several years, this budget is increased by \$25,000, as there were significant shortfalls in the years before this provisioning was being made in the budget. The Snow Removal contracts line item would increase from \$137,500 to \$162,500.

Recommendations

The Sub-Committee recommends approval of the Select Board recommended budget for FY21 Snow and Ice proposed budget of \$629,250.

To: Advisory & Finance Committee
 From: Budget Sub-Committee E
 Roz Jones (Chair), Marc Sirrico, Evelyn Strawn, Gail Butler
 Date: February 13, 2020
 Subject: Sub-Committee E FY2021 Budget Review & Recommendations: Planning & Development

Budget Summary: Planning & Development

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 652,806	\$ 359,754	\$ 0	\$ 1,012,560
FY2020 Revised Budget	\$ 626,509	\$ 354,989	\$ 0	\$ 981,498
FY2019 Actual	\$ 520,706	\$ 279,870	\$ 0	\$ 800,575

Department Synopsis

The mission of the Department of Planning and Development is to coordinate the planning, community and economic development activities of all Town government agencies. This department provides a comprehensive vision of the Town's long-range goals and endeavors to administer local development controls in fair and equitable manner. The Department is led by Director of Planning & Development, Lee Hartman. The department has 8 additional staff.

Community Development provides and implements programs and activities that benefit low- and moderate-income persons, including housing and economic development services. The function of the Community Development Office is to provide education, leadership, policies and programs to expand and preserve safe and affordable housing opportunities, and to promote a strong community for all residents. There are currently 2 full-time and 1 part-time positions that are funded by HUD grant

Budget Observations

Personnel Services have increased \$26,297 or 4.2%. This is related to contractual salary increases. Other Expenses are up \$4,765 or 1.1%. Included in this is an overall decrease in technical service of (\$9,900). However, much of this is due to reducing the Entergy Decommissioning costs \$30,000 to \$10,000. The Director indicated that prior allocations for this have not been expended. There is also an increase of \$10,000 within Technical services related to energy-efficiency projects for town-owned properties. Under Administrative Services, the Select Board recommended adding \$11,455 for Trolley Service for the Plymouth 400 (Destination Plymouth).

Initiatives & Opportunities

The Director of Planning & Development indicated he will attempt again to update the overall Town Master Plan in 2021. Although sections of the Master Plan have been updated in recent years (e.g., West Plymouth Master Plan 2016, Plymouth Ctr/Waterfront Master Plan in 2019), the overall Master Plan has not been updated since 2006.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$1,012,560

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Roz Jones (Chair), Marc Sirrico, Evelyn Strawn, Gail
Butler
Date: February 13, 2020
Subject: Sub-Committee E FY2021 Budget Review & Recommendations: Redevelopment Authority

Budget Summary: Redevelopment Authority

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 0	\$ 22,430	\$ 0	\$ 22,430
FY2020 Revised Budget	\$ 0	\$ 21,977	\$ 0	\$ 21,977
FY2019 Actual	\$ 0	\$ 21,977	\$ 0	\$ 21,977

Department Synopsis

The Plymouth Redevelopment Authority (PRA) is independent of the town and the budget provides partial funding for the PRA's staff and activities. In addition, the town supports the operation of the PRA through a provision of office space and use of Town equipment such as computers, printers, fax and copiers. The budget is managed by the Director of Community Development. Services provided by the PRA include counseling programs for residents on subjects such as HUD, reverse mortgages, first-time homebuyer, and foreclosure. The Authority also participates in active programs such as the Massachusetts Housing Rehabilitation Agency's Get the Lead Out program and the Plymouth Community Housing Inc.'s affordable housing projects. In addition to the Town's budget appropriations, the Plymouth Redevelopment Authority receives funds from a variety of State and Federal programs, including a HUD grant, and from consulting fees. These outside sources provide 80% of department's budget

Budget Observations

The budget chiefly consists of technical services of \$10,930, which provides partial compensation for the executive director, who performs grant and program management services, administrative services of \$11,390, which provide funds to compensate a part-time administrative assistant, and surety bonds of \$110.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Boards recommended budget of \$22,430.

To: Advisory & Finance Committee
 From: Budget Sub-Committee E
 Roz Jones (Chair), Marc Sirrico, Evelyn Strawn, Gail
 Butler
 Date: February 13, 2020
 Subject: Sub-Committee E FY2021 Budget Review & Recommendations: Center for Active Living

Budget Summary: Center for Active Living

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 404,823	\$ 125,340	\$ 5,780	\$ 535,943
FY2020 Revised Budget	\$ 409,145	\$ 125,075	\$ 0	\$ 534,220
FY2019 Actual	\$ 381,949	\$ 101,413	\$ 7,850	\$ 491,212

Department Synopsis

The Center for Active Living-CAL provides a variety of services to Plymouth's older residents to "provide our community with a safe, trusted, physical and virtual environment where information and access to programs and services foster a healthy and vital lifestyle throughout the aging process." The department has 11 employees, 9 fulltime (1.5 are grant funded) and 2 half-time (both grant funded), including Michelle Bratti, Director of Elder Affairs.

The CAL offers over 270 programs and recorded 78,000 encounters by its 10,000 registered patrons in 2019. The Meals on Wheels program delivered over 7,000 meals to over 500 individuals. Additionally, the CAL processed over 900 tax returns for individuals in 2019. The CAL benefits from the efforts of over 300 volunteers who provide hours of time to facilitate delivery of the numerous program activities offered.

Budget Observations

The overall budget rose just .3% for FY 2021. Personnel expenses decreased slightly due to staffing changes. Several key staff (Director, Social Outreach and Administrative Assistant) were hired at a lower step rate to replace departing staff who left at higher pay rates. Also, in this year's budget are two equipment items totaling \$5,780: 1) a Prezi Monitor System which will display upcoming activities in the CAL and 2) a Smartboard technology enhancement for use in a 2nd classroom.

Initiatives & Opportunities

The CAL would like to eventually transition Repair and Maintenance (R&M) responsibilities to the town. Currently, R&M costs the CAL approximately \$72K per year. The CAL expends \$7,800 on postage but the Director hopes to migrate more of the registered patrons onto its email notification system (Constant Contact).

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Boards recommended budget of \$535,943

To: Advisory & Finance Committee
 From: Budget Sub-Committee E
 Roz Jones (Chair), Marc Sirrico, Evelyn Strawn, Gail
 Butler
 Date: February 13, 2020
 Subject: Sub-Committee E FY2021 Budget Review & Recommendations: Veteran's Services

Budget Summary: Veteran's Services

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 125,446	\$ 602,530	\$ 0	\$ 727,976
FY2020 Revised Budget	\$ 123,750	\$ 601,780	\$ 0	\$ 725,530
FY2019 Actual	\$ 120,971	\$ 639,709	\$ 0	\$ 760,680

Department Synopsis

Veterans Services are provided in Massachusetts communities in accordance with MGL Chapter 115, which specifies a program of services to its resident, eligible, veteran population. Massachusetts is the only state in the country that provides additional Veteran support services in this manner. Large communities, such as Plymouth, have a Veterans Agent that coordinates and operates the programming. Roxanne Whitbeck, the Director of Veterans' Services in Plymouth, is also Plymouth's Veterans' Agent. Her primary responsibilities and duties are to advise and assist resident veterans and their dependents about Federal and/or State benefits they are eligible for and in disbursing and administrating the State benefits they are eligible for (including financial and medical benefits). The Department has two employees, Ms. Whitbeck and an administrative assistant.

Budget Observations

In FY 2020, the Veterans Services benefits budget was reduced to \$590,000 from the prior year allocation of \$630,177. Due to demands for services such as dentures, hearing aids, and funeral expense assistance, the allocated \$590,000 was insufficient. Consequently, the Director of Veteran's services will seek additional funds at Special Town Meeting to meet the FY 2020 shortfall.

Upon review with the Director of FY18, FY 19 and FY 20 expenditures for the Veteran's Services line item, the average for those three years is \$612,000. Furthermore, the trend for those three years demonstrates an increase year over year. Therefore, the Director will request an additional \$60,000 funding for FY2021 over the current recommended \$590,000. It is key to note that 75% of this line item is eligible for reimbursement by the state. The Subcommittee agrees that the data supports the requested increase.

Recommendations

The Sub-Committee recommends revising the budget from \$727,976 to \$787,976 in order to increase the Veteran's Services line item.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Roz Jones (Chair), Marc Sirrico, Evelyn Strawn, Gail
Butler
Date: February 13, 2020
Subject: Sub-Committee E FY2021 Budget Review & Recommendations: Disabilities

Budget Summary: Disabilities

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 0	\$ 325	\$ 0	\$ 325
FY2020 Revised Budget	\$ 0	\$ 550	\$ 0	\$ 550
FY2019 Actual	\$ 0	\$ 85	\$ 0	\$ 85

Department Synopsis

The Department serves as a resource to the Plymouth community to address accessibility, equal rights, and other issues of concern to people with disabilities. Keven Joyce is the Chair of the Commission, though there are no paid employees.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Boards recommended budget of \$325

Comments / Other

50% of the handicap parking violation fines collected by PGDC are forward to a fund that it set up for projects by the Disabilities department and can be used for beach wheelchairs, beach mats, etc.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Roz Jones (Chair), Marc Sirrico, Evelyn Strawn, Gail Butler
Date: February 13, 2020
Subject: Sub-Committee E FY2021 Budget Review & Recommendations: Recreation

Budget Summary: Recreation

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 528,978	\$ 21,262	\$ 27,500	\$ 577,740
FY2020 Revised Budget	\$ 503,772	\$ 20,200	\$ 14,155	\$ 538,127
FY2019 Actual	\$ 434,009	\$ 18,256	\$ 13,317	\$ 465,582

Department Synopsis

The Recreation Division Provides recreational opportunities for the residents of Plymouth, as well as scheduling 28 recreational fields, supervising staff at five town beaches, managing Memorial Hall, and overseeing the operation of the Manomet Youth Center and the Hedges Pond Recreation area. The department typically has 5 full time employees and 130+ seasonal employees. The Department's director is Anne Slusser-Huff.

The Recreation division has 3 revolving funds: The Recreation Revolving Fund, the Memorial Hall Revolving Fund and the Hedges Pond Revolving fund.

Budget Observations

Mandatory minimum wage increases started in 2019 and will continue annually through 2023. This will result in increases in personnel expenses, given that the majority of the 130 seasonal employees earn minimum wage. The request for department equipment is almost double the past few years. The requests include \$10,000 for two 40' flag poles to display swimming advisory flags on White Horse and Plymouth Beach.

Initiatives & Opportunities

The Recreation Director noted that the cost of running the beaches (and ponds) is expensive relative to the fees collected. There is opportunity to raise prices of the seasonal sticker to better balance the expenses related to personnel against the revenue raised in stickers.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Boards recommended budget of \$577,740

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Roz Jones (Chair), Marc Sirrico, Evelyn Strawn, Gail
Butler
Date: February 13, 2020
Subject: Sub-Committee E FY2021 Budget Review & Recommendations: 1749 Court House

Budget Summary: 1749 Court House

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 15,469	\$ 6,000	\$ 0	\$ 21,469
FY2020 Revised Budget	\$ 13,500	\$ 6,000	\$ 0	\$ 19,500
FY2019 Actual	\$ 9,092	\$ 556	\$ 0	\$ 9,649

Department Synopsis

The 1749 Court House, a free museum in town center, provides residents and tourists a unique opportunity to learn the entirety of Plymouth's history through interesting displays of historic artifacts. It also is the oldest free-standing wooden building and the longest-used municipal building in America. The museum is open from June to October and has 2 part-time employees. It also opens for special occasions such as Thanksgiving celebration and the tree lighting. In 2019 the 1749 Court House was enjoyed by over 20,000 visitors.

Budget Observations

Personnel expenses rose due to increases in minimum wage. Additionally, there will be extended hours during the season of the 400th anniversary.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Boards recommended budget of \$21,469.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Roz Jones (Chair), Marc Sirrico, Evelyn Strawn, Gail
Butler
Date: February 13, 2020
Subject: Sub-Committee E FY2021 Budget Review & Recommendations: Library

Budget Summary: Library

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2021 Budget	\$ 1,432,563	\$ 523,887	\$ 16,890	\$ 1,973,340
FY2020 Revised Budget	\$ 1,375,970	\$ 511,954	\$ 10,500	\$ 1,898,424
FY2019 Actual	\$ 1,328,735	\$ 498,376	\$ 14,939	\$ 1,842,040

Department Synopsis

The Library Division is responsible for the operation and maintenance of the Main Library and the Manomet Branch. The division has 24 full-time and part-time employees. Jennifer Harris serves as Library Director.

Budget Observations

The proposed budget is rising 3.9% or \$74,916 over the prior year. The majority of this is related to personnel expenses increasing due to contractual increases. The overtime line item is \$17,999 higher than last year. The Library Director anticipates staff will be performing extra duties related to the 400th festivities.

The library's biggest non-personnel expenditure is "Books and Periodicals" which is requested at \$323,157 for FY 2021. Approximately 59% of that amount is for printed materials and the other 41% is for e-books, audio and video content.

Initiatives & Opportunities

The Library is looking to partner with Eversource to place solar canopies in the parking lot in two years. At this time, it is too premature to know what, if any capital requests will be involved or specifics on the projected ROI to Plymouth.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Boards recommended budget of \$1,973,340.

To: Advisory & Finance Committee
From: Budget Sub-Committee F
Harry Helm; Chair, Brian Dunn, Karen Hamilton, Gail Butler, Craig Sander
Date: 2/18/20
Subject: Sub-Committee F; FY2021 Budget Review & Recommendations: Plymouth Public Schools

Budget Summary:

	Personnel Expenses	Other Expenses	Total
Proposed FY2021 Budget	\$ 81,456,963	\$ 22,625,700	\$ 104,082,663
FY2020 Revised Budget	\$ 78,625,331	\$ 21,594,854	\$ 100,220,185
FY2019 Actual	\$ 74,613,039	\$ 22,364,236	\$ 96,977,275

Department Synopsis

The Plymouth Public School Budget is developed to meet student learning needs and goals using information about staff, students and facilities.

The current FY20 total staffing level is 1,217 FTE (Full Time Equivalents). The FY21 staffing projection is for 1,219 FTEs. Certificated staff makes up the majority and is projected at 760. An increase of 2 FTEs over FY20. Additionally 1 Clerical and 1 Para Educator FTE have been added. This is offset by a decrease of 2 FTEs in Adjunct/Unaffiliated Contracts.

Enrollment in PSS continues to decline from 7,529 in FY19 to 7,452 for FY20. There has been a 9.8% decrease in the number of students during the past 10 years. This decline is not localized but is occurring across the district.

The latest available calculation of Per Pupil Expenditure is from 2018. At that time, the average Per Pupil Expenditure for Plymouth was \$17,548 per year. This was \$1,042 (6%) above the state average of \$16,506. Please note that Per Pupil Expenditure for Plymouth in 2017 was \$630 (4%) above the state average.

Budget Observations

The proposed FY21 budget is a "Same level of service budget." The intent was to build a budget that has no additions to staff or faculty and no materials/supplies costs that exceed the per pupil allocations set forth by the school district in creating the FY20 budget.

The FY21 budget as recommended by the School Committee and Board of Selectmen, represents a \$3,862,477 (3.85%) increase over FY20. In comparison, the FY209 year to year increase from FY19 was \$3,185,610 (3.28%). The 3.85% increase for FY21 is made up of a 3.60% increase in Salaries and a 4.77% increase in Non-Salary expenses.

For FY21 Salaries account for 78% of budget total and Non-Salary accounts for 22%. This is the same ratio as FY 20 and FY 19 before that.

Salaries (Certificated, Clerical and Other)

The FY21 Salary Total of \$81,456,963 includes an increase of \$2,831,632 (3.6%) over FY 2020. (The FY20 Salaries increase over FY19 was 3.3%.) The increase is comprised of the following elements:

- *Certificated Salaries to increase by \$2,209,111 (\$1,984,227 increase in FY20)*
- *Clerical Salaries to increase by \$101,631 (\$32,789 increase in FY20)*
- *Other Salaries increased by \$520,890 (\$470,952 increase in FY20)*

Non-Salary Expenses increase \$1,030,845 (4.77%) to \$22,625,700 from FY20. (There was a 3.34% increase FY19 to FY20) The increase over FY20 was led largely by increases in the Contracted Services lines across numerous Cost Centers. The largest contributor to this increase in Contracted Services was SPED Tuitions, Regular Transportation and Homeless & Foster Care Transportation. Significant changes from FY20 include:

- Special Education Tuitions will increase \$491,008 over FY20.
- Homeless & Foster Care Transportation will increase by \$76,000 over FY20.
- Regular Transportation will increase by \$260,445 over FY20.

Chapter 70 Aid increased by only \$241,350 for FY20. Aid is derived after calculating a school district's baseline spending and setting a "foundation budget." For FY21 Plymouth will receive approximately \$26.25M. Approximately \$6M of which goes directly to help pay Charter School expenses.

Unfortunately, there exist gaps between what the foundation budget says are district needs in cost categories and what the reality is. Adjustments for inflation have not been fully implemented and mandates have continued to be added causing the foundation budget to lag behind true costs. The basic formula for setting the foundation budget has been in place for nearly 25 years with minor changes and is only now being adjusted.

Last year the State Legislature enacted changes to the Chapter 70 program. Unfortunately, the State House is unable to produce a report that evaluates per District impacts.

Unfunded/Underfunded Mandates continue to create difficulties upon the taxpayers due to the increasing number of these mandates and an insufficient formula for funding them. The gravity of this and the impact on the taxpayers can not be underestimated by anyone concerned

Special Education Services represent 10.2% of the total FY20 budget and is, once again, one of the largest Cost Centers, second only to Plymouth North High School. 19% of students in Plymouth are enrolled in a Special Education Program compared to 18% statewide. The yearly cost per special needs students is \$18,000 when kept with-in the Plymouth School District. Costs for out-of-district placement average \$75,000 per year. For a variety of educational quality and cost control reasons Plymouth Public Schools has focused on building programs that enable special needs students to remain with-in the district. These efforts have greatly reduced potential costs and thereby saved taxpayers' monies.

Transportation Spending, across all Cost Centers and including from the Revolving Account, is budgeted to be \$8,566,278 for FY21 up from 8,305,722 for FY20.. Plymouth receives no Chapter 70 funding to help in covering these costs. Chapter 70 does, however, subsidize Transportation in Regional School Districts. Many of these districts are smaller in area than Plymouth's 100+ square miles. An attempt was made last year to include Plymouth alongside Regional Districts in the Chapter 70 revisions enacted by the State Legislature. This failed and there appear to be no future plans to push for this once again.

Initiatives & Opportunities

From our budget discussion with Dr. Maestas and Dr. Costin, the Subcommittee identified the following challenges for the Plymouth Public Schools.

- Growing Special Education, Behavioral and Mental Health needs.
- The Increasing Transportation costs.
- The increasing burden of unfunded mandates.

These all present significant , near-term and long-term budgetary challenges which can not be handled with-in the "same level of service" budget model. The Sub-Committee understands these needs as well as the on-going efforts of the district administration and staff in controlling costs and maintaining excellent educational outcomes in the face of increasing mandates and salary obligations.

In light of this, the Sub-Committee would like to see the following:

- SPED costs are on the rise, and are expected to continue to increase over the next several years. The expected numbers of students in need, along with transportation and technology costs have the potential to overwhelm the budget. Creative ways to mitigate the cost of this expected "wave" should be developed and put in place as quickly as possible so that this does not increase taxpayer burden.
- Transportation costs are a major concern for our school district, due mainly to the unique size and geography of our town. We are more than twice the land size of some "regional" school districts, but do not qualify for Chapter 70 state aid for transportation. Generally, continued changes to the state scoring system for state aid must be advocated by all taxpayers (and their elected representatives) in order to mitigate both Transportation costs and Unfunded Mandates. Also, creative ways to reduce transportation costs, would greatly benefit the school department's budget. This should include a discussion with Charter schools on aligning all schedules.
- As we do not yet know if there will be any positive funding impact for Plymouth in the recent Legislative enactments, the Plymouth Community must expect that we will need to continue to place pressure on the State Government to better fund their mandates.

The Subcommittee wishes to call attention to the School Department's progress on the replacement of aging computers and technology. This has been a concern in the past 2 budget cycles. A creative 1 student/1 computer program is going forward which will address this concern without overly burdening the tax-payers.

Recommendations

The Sub-Committee recommends:

Approval of the Town Manager/Board of Selectperson recommended FY2020 budget of \$104,082,663.

To: Advisory & Finance Committee
From: Budget Sub-Committee F
Harry Helm; Chair, Brian Dunn, Karen Hamilton, Gail
Butler, Craig Sander
Date: 2/18/20
Subject: Sub-Committee F; FY2020 Budget Review & Recommendations: Medicaid Program

Budget Summary: Medicaid Program (#390)

	Personnel Expenses	Other Expenses	Total
Proposed FY2021 Budget	\$ 257,170	\$ 53,900	\$ 311,070
FY2020 Revised Budget	\$ 215,979	\$ 95,875	\$ 311,854
FY2019 Actual	\$ 208,120	\$ 49,995	\$ 258,115

Department Synopsis

The Medicaid Program cost center budget reflects the costs associated with the Medicaid Reimbursement program operated by the Plymouth Public Schools. Some medical services provided to students by the school district are reimbursable by Medicaid. The costs of pursuing reimbursement are captured in this cost center.

Budget Observations

Historically, this program generates between \$2.50 and 3.50 in Medicaid reimbursement for every \$1 appropriated in the budget. A contracted billing service (UMASS) receives 4% of the reimbursed funds as its fee for service.

Initiatives & Opportunities

None

Recommendations

The Sub-Committee recommends:

Approval of the Town Manager/Board of Selectperson recommended FY2020 budget of \$311,070.

To: Advisory & Finance Committee
From: Budget Sub-Committee F
Harry Helm; Chair, Brian Dunn, Karen Hamilton, Gail
Butler, Craig Sander
Date: 2/18/120
Subject: Sub-Committee F; FY2020 Budget Review & Recommendations: Out of District Transportation

Budget Summary: Out of District Transportation (#391)

	Personnel Expenses	Other Expenses	Total
Proposed FY2021 Budget	\$ 0	\$ 33,120	\$ 33,120
FY2020 Revised Budget	\$ 0	\$ 32,400	\$ 32,400
FY2019 Actual	\$ 0	\$ 24,999	\$ 24,999

Department Synopsis

The Out of District Transportation cost center reflects the costs associated with transporting students to other schools that offer an agricultural curriculum. By State mandate, Plymouth is required to pay transportation costs for students who select vocational curriculum not offered by Plymouth Public Schools.

Budget Observations

As with the overall Plymouth Public School budget, this is a level-funded budget. Costs for Out of District Transportation can fluctuate from year to year and depend on the number of students taking part. There are currently 4 students anticipated for FY21.

Initiatives & Opportunities

None

Recommendations

The Sub-Committee recommends:

Approval of the Town Manager/Board of Selectperson recommended FY2020 budget of \$33,120.

To: Advisory & Finance Committee
 From: Budget Sub-Committee G:
 Kevin Carty (Acting Chair), Susan Gillespie, Richard Knox (Original Chair, resigned)
 Date: February 26, 2020
 Subject: Sub-Committee G FY2021 Budget Review & Recommendations: Water Enterprise

Budget Summary: Water Enterprise

	Personnel Expenses	Other Expenses	Dept Eqpt	Long-term Principal	Long-term Interest	Short-Term Interest	Bond Issuance Costs	OPEB	Total for Enter. Fund	Indirect Costs	Budget Appropriation
Proposed FY2021 Budget	\$ 1,383,824	\$ 2,634,009	\$ 0	\$ 1,434,728	\$ 707,436	\$ 82,500	\$ 10,000	\$ 16,171	\$ 6,268,668	\$ 1,352,886	\$ 4,915,782
FY2020 Revised Budget	\$ 1,298,660	\$ 2,564,149	\$ 0	\$ 1,472,903	\$ 771,720	\$ 0	\$ 5,000	\$ 15,700	\$ 6,128,132	\$ 1,283,026	\$ 4,845,106
FY2019 Actual	\$ 1,141,157	\$ 2,240,137	\$ 0	\$ 1,016,170	\$ 455,329	\$ 94,686	\$ 0	\$ 11,788	\$ 4,959,266	\$ 1,279,338	\$ 3,679,928

Department Synopsis

The Water Division is responsible for the operation and maintenance of Plymouth's water treatment, transmission, and distribution systems including 12 wells, 10 pump houses and 4 booster stations.

The Plymouth Water System includes approximately 14,000 connections servicing an estimated 38,000 people in town.

Budget Observations

The primary source of revenue for this Enterprise Fund is from the rate payers that get their water from the Town. This revenue stream appears healthy and continues to grow.

Retained Earnings

Retained Earnings represents the carried "profit" of the enterprise fund and is an available source of revenue for future capital projects and emergency expenses. Retained Earnings, like free cash in the General Fund, is certified by the Massachusetts Department of Revenue annually in March. The recent history of available Water Retained Earnings is:

FY2015	FY2016	FY2017	FY2018	FY2019
\$984,514	\$1,830,871	\$2,479,779	\$2,742,808	\$2,870,192

Initiatives & Opportunities

The Department continues to work on development of Plymouth's water supply and water delivery network. As the Town grows, so does the demand for water. As demand grows, new supplies must be secured. The intelligent and sustainable maintenance and growth of this system (from both economic and environmental perspectives) is a constant driving force for the DPW. A pump station operator position is also being sought this year due to the increased hours necessary to provide 24/7/365 service to the Town. This position was sought last year and was denied, but has been approved by the Board of Selectmen this year.

Recommendations

The Sub-Committee recommends:

- Approval of the Select Board recommended budget for the Water Enterprise Fund.

Comments / Other

By way of explanation for the public, actual expenses of the Enterprise funds are higher than the annual budget appropriation. Actual expenses include Indirect costs that are budgeted in the General Fund and then charged back to each Enterprise Fund and, therefore, are not included in the Enterprise Fund budget appropriations. Indirect costs represent various costs and benefits associated with the employees of each enterprise.

The sub-committee's budget report includes the indirect costs and the Total Fund Expenses in the table at the beginning of each Fund report.

To: Advisory & Finance Committee
 From: Budget Sub-Committee G:
 Kevin Carty (Acting Chair), Susan Gillespie, Richard Knox (Original Chair, resigned)
 Date: February 26, 2020
 Subject: Sub-Committee G FY2021 Budget Review & Recommendations: Sewer Enterprise

Budget Summary: Sewer Enterprise

	Personnel Expenses	Other Expenses	Dept Eqpt	Long-term Principal	Long-term Interest	Short-Term Interest	Bond Issuance Costs	OPEB	Total for Enter. Fund	Indirect Costs	Budget Appropriation
Proposed FY2021 Budget	\$ 412,793	\$ 5,049,441	\$ 11,124	\$ 2,737,220	\$ 1,017,986	\$ 77,520	\$ 15,000	\$ 2,565	\$ 9,323,649	\$ 464,234	\$ 8,859,415
FY2020 Revised Budget	\$ 452,378	\$ 2,684,936	\$ 13,800	\$ 3,160,206	\$ 1,211,865	\$ 0	\$ 5,000	\$ 2,490	\$ 7,530,675	\$ 402,599	\$ 7,128,076
FY2019 Actual	\$ 359,681	\$ 2,538,525	\$ 35,481	\$ 1,992,554	\$ 490,032	\$ 0	\$ 19,200	\$ 2,077	\$ 5,572,175	\$ 398,248	\$ 5,173,927

Department Synopsis

The Sewer Division is responsible for the operation and maintenance of the wastewater collection and treatment systems, and has four (4) full-time employees and two (2) employees that split time with other divisions, specifically, the Water/Sewer Engineer is shared with the Water Division and the Billing Coordinator is split between Sewer, Water and Solid Waste.

Budget Observations

The primary source of revenue for this Enterprise Fund is the rates paid by sewer system users. Fees paid by seepage haulers are another significant source of revenue. Revenue for this Enterprise Fund appears healthy and seems to be growing.

Retained Earnings

Retained Earnings represents the carried "profit" of the enterprise fund and is an available source of revenue for future capital projects and emergency expenses. Retained Earnings, like free cash in the General Fund, is certified by the Massachusetts Department of Revenue annually in March. The recent history of available Sewer Retained Earnings is:

FY2015	FY2016	FY2017	FY2018	FY2019
\$769,624	\$342,541	\$679,870	\$1,286,622	\$1,855,842

Initiatives & Opportunities

The Town has identified a new operator for the Waste Water Treatment Plant to take over from Veolia. The new operator is Woodard & Curran. The Town hopes to be able to have that operator take over the plant from Veolia earlier than the June 2021 expiration date of the current contract with Veolia. The Town's agreement with Woodard & Curran is designed to provide the Town with greater transparency for the actual operating costs of the facility to assist the Town in making the longer-term decision of whether to continue contracting out operation of the plant or having municipal employees take over after the contract with Woodard & Curran ends. This decision will be made over the next few years.

Recommendations

The Sub-Committee recommends:

- Approval of the Select Board recommended budget for the Sewer Enterprise Fund.

Comments / Other

By way of explanation for the public, actual expenses of the Enterprise funds are higher than the annual budget appropriation. Actual expenses include Indirect costs that are budgeted in the General Fund and then charged back to each Enterprise Fund and, therefore, are not included in the Enterprise Fund budget appropriations. Indirect costs represent various costs and benefits associated with the employees of each enterprise.

The sub-committee's budget report includes the indirect costs and the Total Fund Expenses in the table at the beginning of each Fund report.

To: Advisory & Finance Committee
 From: Budget Sub-Committee G:
 Kevin Carty (Acting Chair), Susan Gillespie, Richard Knox (Original
 Chair, resigned)
 Date: February 26, 2020
 Subject: Sub-Committee G FY2021 Budget Review & Recommendations: Solid Waste Enterprise

Budget Summary: Solid Waste Enterprise

	Personnel Expenses	Other Expenses	OPEB	Total Fund Expense	Indirect Costs	Budget Appropriation
Proposed FY2021 Budget	\$ 246,705	\$ 715,761	\$3,037	\$ 965,503	\$ 265,131	\$ 700,372
FY2020 Revised Budget	\$ 242,034	\$ 670,550	\$ 2,948	\$ 915,532	\$ 243,697	\$ 671,835
FY2019 Actual	\$ 193,145	\$ 584,203	\$ 1,685	\$ 879,538	\$ 204,099	\$ 675,439

Department Synopsis

The Solid Waste Division is responsible for the management, operation and maintenance of the Manomet Transfer Station with recycling, materials transport, administration of sticker sales, and violation processing.

Budget Observations

Use of the Transfer station remains fairly consistent. However, challenges in the greater waste disposal and recycling industries continue to present themselves. The Sub-Committee believes this Enterprise Fund is well run and does its best to adapt to a global market that has experienced repeated significant changes in recent years.

Retained Earnings

Retained Earnings represents the carried “profit” of the enterprise fund and is an available source of revenue for future capital projects and emergency expenses. Retained Earnings, like free cash in the General Fund, is certified by the Massachusetts Department of Revenue annually in March. The recent history of available Solid Waste Retained Earnings is:

FY2015	FY2016	FY2017	FY2018	FY2019
\$454,126	\$800,160	\$1,127,555	\$1,202,498	\$ 1,184,771

Initiatives & Opportunities

A new initiative to allow Carver residents to use our transfer station (for a fee) may bring in additional revenue. The increasing cost of off-loading recyclables, as more and more final destinations for them stop accepting them, continues to be a challenge and will need to be closely monitored in the years to come.

Recommendations

The Sub-Committee recommends:

- Approval of the Board of Selectmen recommended budget for the Solid Waste Enterprise Fund.

Comments / Other

By way of explanation for the public, actual expenses of the Enterprise funds are higher than the annual budget appropriation. Actual expenses include Indirect costs that are budgeted in the General Fund and then charged back to each Enterprise Fund and, therefore, are not included in the Enterprise Fund budget appropriations. Indirect costs represent various costs and benefits associated with the employees of each enterprise.

The sub-committee's budget report includes the indirect costs and the Total Fund Expenses in the table at the beginning of each Fund report.

To: Advisory & Finance Committee
 From: Budget Sub-Committee G:
 Kevin Carty (Acting Chair), Susan Gillespie, Richard Knox (Original Chair, resigned)
 Date: February 26, 2020
 Subject: Sub-Committee G FY2021 Budget Review & Recommendations: Airport Enterprise

Budget Summary: Airport Enterprise

	Personnel Expenses	Other Expenses	Dept Eqpt	Long-term Principal	Long-term Interest	OPEB	Total for Enter. Fund	Indirect Costs	Budget Appropriation
Proposed FY2021 Budget	\$ 580,304	\$ 2,269,787	\$ 0	\$ 25,000	\$ 17,150	\$ 3,735	\$ 2,895,976	\$ 223,712	\$ 2,672,264
FY2020 Revised Budget	\$ 573,578	\$ 2,255,171	\$ 0	\$ 25,000	\$ 18,400	\$ 3,627	\$ 2,875,776	\$ 217,196	\$ 2,658,580
FY2019 Actual	\$ 530,996	\$ 1,740,625	\$ 0	\$ 20,000	\$ 19,400	\$ 5,056	\$ 2,316,077	\$ 206,853	\$ 2,109,224

Department Synopsis

The Plymouth Municipal Airport, home to more than 30 businesses that collectively employ more than 230 people, has been in operation since 1934. Many of these businesses operate from privately constructed buildings located on airport property which adds considerably to the Plymouth tax base. The types of businesses range from flight schools and maintenance facilities to law enforcement and medical air ambulance.

The Airport Enterprise fund provides for development, operation and maintenance of the Plymouth Municipal Airport in a safe, efficient and fiscally responsible manner that promotes general aviation; the airport helps stimulate the economy and supports the local community. Airport management is responsible for adhering to all federal, state and local regulations.

Revenue for Airport operations is generated through the sale of aviation fuel, landing/tie down fees and land leases, which fund the budget in its entirety.

Budget Observations

The Airport's primary sources of revenue are sales of aviation fuel to airport patrons and rent received for land leases for businesses on Airport land. It is worth noting that the Airport fuel operation rarely spends the full amount appropriated for aviation fuel since it manages its purchases against consumption due to limited storage capacity for the fuels.

Retained Earnings

Retained Earnings represents the carried "profit" of the enterprise fund and is an available source of revenue for future capital projects and emergency expenses. Retained Earnings, like free cash in the General Fund, is certified by the Massachusetts Department of Revenue annually in March. The recent history of available Airport Retained Earnings is:

FY2015	FY2016	FY2017	FY2018	FY2019
\$117,480	\$124,948	\$42,787	\$179,317	\$22,252

Initiatives & Opportunities

The Airport is always on the lookout for new tenants to lease space on the property to gain additional revenue. The Airport is primarily used by businesses, so the sale of fuel - and indirectly, the demand for leaseholds on the property - can be influenced by the growth or decline of businesses in and near Town. The Airport is well run and serves as an asset to existing businesses in Town and can help our community to entice prospective businesses as well.

Recommendations

The Sub-Committee recommends:

- Approval of the Select Board recommended budget for the Airport Enterprise Fund

Comments / Other

By way of explanation for the public, actual expenses of the Enterprise funds are higher than the annual budget appropriation. Actual expenses include indirect costs that are budgeted in the General Fund and then charged back to each Enterprise Fund and, therefore, are not included in the Enterprise Fund budget appropriations. Indirect costs represent various costs and benefits associated with the employees of each enterprise.

The sub-committee's budget report includes the indirect costs and the Total Fund Expenses in the table at the beginning of each Fund report.

To: Advisory & Finance Committee
 From: Budget Sub-Committee G:
 Kevin Carty (Acting Chair), Susan Gillespie, Richard Knox (Original
 Chair, resigned)
 Date: February 26, 2020
 Subject: Sub-Committee G FY2021 Budget Review & Recommendations: Cable Public Access Enterprise

Budget Summary: Cable Public Access Enterprise

	Personnel Expenses	Other Expenses	Dept Eqpt	Total Fund Expense	Indirect Costs	Budget Appropriation
Proposed FY2021 Budget	\$ 0	\$ 1,635,000	\$ 50,000	\$ 1,685,000	\$ 0	\$ 1,685,000
FY2020 Revised Budget	\$ 0	\$ 1,635,000	\$ 50,000	\$ 1,685,000	\$ 0	\$ 1,685,000
FY2019 Actual	\$ 0	\$ 1,447,931	\$ 260	\$ 1,448,191	\$ 0	\$ 1,448,191

Department Synopsis

The Cable Public Access Enterprise Fund is a new enterprise fund currently in its second year of operation. Previously operated as a Revolving Fund, this fund acts principally as a financial pass through fund for receipts received from Verizon and Comcast for public access television. Those receipts are disbursed to PACTV and the Plymouth Public Schools for costs associated with governmental and educational programming produced by those organizations. The fund also receives approximately \$10,000 annually in franchise fees that are retained by the Town.

Budget Observations

The FY2021 budget is level-funded to FY2020 at \$1,685,000. The vast majority of the budget constitutes payments to PACTV and the Plymouth Public Schools for public access television production.

Retained Earnings

Retained Earnings represents the carried “profit” of the enterprise fund and is an available source of revenue for future capital projects and emergency expenses. Retained Earnings, like free cash in the General Fund, is certified by the Massachusetts Department of Revenue annually in March.

FY2019
\$ 52,847

Initiatives & Opportunities

None

Recommendations

The Sub-Committee recommends:

- Approval of the Select Board recommended budget for the Cable Public Access Enterprise Fund.

Comments / Other

None

ARTICLE 9: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for the construction and/or repair and/or purchase and/or lease and/or replacement of departmental buildings and/or equipment and/or capital facilities for various departments of the Town and/or for feasibility and other types of studies, and to authorize contracts or lease/purchase agreements for such purposes for terms of three or more years, as follows:

A1	Town Building Repair Program	Roof supplements – Manomet Fire Station and Police Station
A2	Town Building Repair Program	Roof supplements – Pinehills and Cedarville Fire Stations and Animal Shelter
A3	Town Building Repair Program	Fire Escape Replacement – Memorial Hall
A4	Town Building Repair Program	Building Code Survey/Feasibility Study – all DPW buildings
A5	Town Building Repair Program	Paving at Fire HQ, Manomet & West Fire Stations, and DPW Annex
A6	Town Building Repair Program	Replace steel entry doors - DPW Highway
A7	Town Building Repair Program	HVAC energy recovery unit – Animal Shelter
A8	Town Building Repair Program	Exterior trim painting – Memorial Hall
A9	School Building Repair Program	Engineering, Design & Constion Oversight for modular envelopes
A10	School Building Repair Program	Engineering, Design & Constion Oversight for roof replacements
A11	School Building Repair Program	Replace fire alarm systems
A12	School Building Repair Program	Bus road asphalt repairs
A13	School Building Repair Program	Field renovations & chain link fence installation
A14	School Building Repair Program	Window replacements – phase 3
A15	School Building Repair Program	Window replacements – phase 1
A16	School Building Repair Program	Resurface parking lots
A17	School Building Repair Program	Replace public address system
A18	School Building Repair Program	Sidewalk asphalt repairs
A19	School Building Repair Program	Replace carpet with vinyl tile
A20	School Building Repair Program	Replace carpet with vinyl tile
A21	School Department	Modular classroom renovations at Indian Brook Elementary School
A22	Town Vehicle & Equip Replacement	Harbormaster: Replace 2006 Truck ME3
A23	Town Vehicle & Equip Replacement	Highway: Replace 1988 Holder mower/sidewalk plow H332
A24	Town Vehicle & Equip Replacement	Highway: Replace 2002 dump truck H355
A25	Town Vehicle & Equip Replacement	Highway: Purchase new compact skid steer/loader
A26	Town Vehicle & Equip Replacement	Highway: Replace 2006 dump truck H346
A27	Town Vehicle & Equip Replacement	Fleet: Replace 1983 forklift
A28	Town Vehicle & Equip Replacement	Fleet: Replace jacks for vehicle lift
A29	Town Vehicle & Equip Replacement	Cemetery: New heavy duty utility vehicle
A30	Town Vehicle & Equip Replacement	Parks: Replace 3 zero-turn mowers
A31	Town Vehicle & Equip Replacement	Parks: Replace 1987 tractor
A32	Town Vehicle & Equip Replacement	Parks: Replace 2007 bucket truck P64

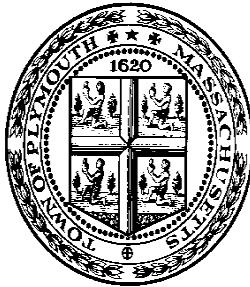
A33	Fire	Firefighting gear (new and replacement)
A34	Fire	Complete upgrades to public safety radio system
A35	Fire	Replace & Equip command vehicles C3 & C12
A36	IT	VM Ware Upgrade
A37	Police	Virtual LE training system
A38	Police	Replace portable radios
A39	Police	Shotgun replacement
A40	DPW Administration	Water Street seawall inspection/repairs
A41	DPW Administration	OSHA compliance
A42	DPW Cemetery	Expand Cedarville Cemetery
A43	DPW Cemetery	Cedarville Cemetery fence
A44	DPW Cemetery	Hearse House Renovations
A45	DPW Cemetery	Burial Hill walkways & railing repair
A46	DPW Crematory	Reparis to retort 3 floor & chamber
A47	Marine & Environmental	Sawmill Dam repairs
A48	DPW Sewer	Collection system rehabilitation & repair
A49	DPW Sewer	Camelot Drive sewer extension design
A50	DPW Water	New well source exploration
A51	DPW Water	Emergency power upgrades at Darby Pond & Cedarville wells
A52	DPW Water	Pump station upgrades
A53	DPW Water	Valve maintenance system trailer
A54	DPW Water	Water smart software
A55	DPW Water	Replace 2008 utility truck W46
A56	DPW Solid Waste	Replace 2002 excavator for transfer station
A57	DPW Solid Waste	Trommel screen for yard waste
B1	DPW Engineering	W. Plymouth, Plympton Rd. & West Elementary School sidewalks
B2	Marine & Environmental	Dredging around Town Wharf
B3	DPW Water	Manomet zone pipe upgrades

or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$19,456,753 (11-1-0) The Advisory & Finance Committee recommends Town Meeting approve Article 9. The Town Manager recommends funding \$19,456,753 worth of capital items out of the approximately \$45.3 million in total capital items requested for FY21. The Advisory & Finance Committee agrees with this recommendation. (See pages 19-23 for the CIC spreadsheet). The recommended capital items fall within the following two overarching categories:

- **General Fund items** totaling \$11,298,413 to be funded with \$6,028,780 from Free Cash, \$2,750,000 from borrowing, \$640,033 from CPA Application funds and \$1,879,600 from other available funds.
- **Enterprise Fund items** totaling \$8,158,340 to be funded with \$201,850, from Free Cash, \$858,600 from Sewer Enterprise Fund Retained Earnings, \$1,573,400 from Water Enterprise Fund Retained Earnings, \$5,100,000 from Water Enterprise Fund borrowing and \$424,490 from Solid Waste Enterprise Fund Retained Earnings.



TOWN OF PLYMOUTH
ACCOUNTING & FINANCE DEPARTMENT
11 LINCOLN STREET, PLYMOUTH, MA 02360
PHONE (508) 747-1620 EXTENSION 177
FAX (508) 830-4133

To: **BOARD OF SELECTMEN
ADVISORY & FINANCE COMMITTEE**

FROM: **LYNNE A. BARRETT
DEPARTMENT OF FINANCE**

SUBJECT: **ATM ARTICLE 9 – CAPITAL REQUESTS & RECOMMENDED PROJECTS**

DATE: **FEBRUARY 5, 2020**

Capital requests totaled \$45.3 million for FY2021. The Capital Improvements Committee reviewed and ranked the projects at their meeting of January 22, 2020. The Town Manager is recommending \$19.5 million of these projects. The attached spreadsheet includes the CIC ranking and the Town Managers recommendations with the appropriate funding sources.

Recommended funding is as follows:

Free Cash	\$ 6,230,630
Other Available Funds & Grants	\$ 1,879,600
CPA Application (Article 16 ATM)	\$ 640,033
Borrowing:	
General Fund	\$ 2,750,000
Water	\$ 5,100,000
Sewer Retained Earnings	\$ 858,600
Water Retained Earnings	\$ 1,573,400
Solid Waste Retained Earnings	<u>\$ 424,490</u>
	\$19,456,753

Thank you for your support of Article 9 capital projects.

**TOWN OF PLYMOUTH
26 Court Street
Plymouth, MA 02360
(508) 747-1620**

**OFFICE OF TOWN MANAGER
MEMORANDUM**

TO: Board of Selectmen
Advisory and Finance Committee

FR: Melissa Arrighi, Town Manager

DT: January 28, 2020

RE: Capital Requests and Recommended Projects

This year we had \$10.2 million in Dept. of Revenue certified free cash to continue to fund the Nuclear Plant Mitigation Fund, OPEB Trust Fund, departmental equipment or capital projects that the Town elects to purchase for our operations this year (FY20) and next year (FY21). Also it is best practice to set aside a portion for any surprises or issues that arise throughout the year. In addition, Town Meeting voted to use a portion of the certified free cash at the 2019 Fall Town Meeting for the operations in FY20.

We are pleased to tell you, and the public at large, that Plymouth's certified free cash falls within the range recommended by the Department of Revenue. The seated Selectmen have again supported an overall philosophy and practice of recognizing that having free cash at year end is wise public financing and then using those already raised and appropriated funds for non-recurring items is a smart spending strategy.

I would like to personally acknowledge and thank the Capital Improvement Committee (CIC) for their dedication, hard work, and thoughtful deliberation on the \$45 Million Dollars in Capital items requests submitted by the Departments. This can be a daunting task and this year was no different. For your information, the Capital Improvement Committee is made up of a sitting Selectman, a sitting Finance Committee member, a sitting School Committee member, 2 citizens appointed by the Moderator, and two citizens appointed by the Board of Selectmen. It is a nice cross section of individuals from the community and from our governance and they spend a considerable amount of time reviewing the backup information and listening to the individual presentations on each submittal. After they hear the presentations and rank the list, they submit their advice to the Town Manager. The Finance Director and I use that as a guide in our deliberations as to what items may be supported financially. We take their work very seriously, and often do not deviate broadly from their ranking (attached).

As you will note by the list attached, we have attempted to support the CIC's top 20 ranked projects, at a cost of approximately \$20 million dollars. There were some exceptions and deviations to their ranked projects and I have provided an explanation below for that decision:

Ranked #4 – Federal Furnace Elementary School Roof Replacement \$1.38 Million Dollars
Ranked #11 – Indian Brook Elementary School Roof Replacement for \$1.5 Million Dollars
Ranked #12 – West Elementary School Roof Replacement for \$1.3 Million Dollars

The Town Manager's recommended Capital projects for Town Meeting does not include construction funds for these roof projects yet. The reason for that is that we thought it may be prudent to fund the design and engineering for these roof projects now, and construction in future stages based on the availability of engineering information and the potential to have state funds available to assist pay for the work. We certainly understand the importance of replacing roofs on existing buildings, however, we have found that it is helpful to have the engineering work done first and a professional project manager to assist with more accurate cost estimates. My Capital recommendation is to include the funding for the engineering design and construction oversight costs of these 3 roof projects at this time, and come back in the near future for the construction funding itself. Having better cost estimates and engineering information may also be provided as backup support documentation for any potential MSBA funding towards these roof replacements. The window of opportunity for MSBA funding may be successful with the State since we have completed all previous project requests for funding and do not have any in the pipeline with them. I would recommend that the schools submit a statement of interest with MSBA for these projects to see if they have merit.

Ranked #7 – Traffic Signal at Court and Cherry Street.

This was a \$1.5 Million dollar project, and although warranted, I thought the funding may be better used to build the sidewalks in West Plymouth, long requested by the residents and parents in that area. Although both projects have a safety implication, it is the sidewalk issue with the children walking to school and the field in West Plymouth that placed that project as a higher priority, for me. Thus I substituted the funding that would have gone towards the CIC ranked #7 project for the project they ranked #33 (the sidewalks in West Plymouth).

Ranked #15 – Bartlett Road Bridge Design and Construction

I did not recommend funding this project at this time as I know that Engineering has a separate Bridge project on the upcoming Special Town Meeting warrant (Brook Road Bridge) and we are recommending moving forward with the Brook Road project first because the Dept. of Public Works has received state funds for that bridge and those funds must be used in this fiscal year. We are still in the process of submitting the Bartlett Road Bridge project for grant funding and I would like to see if that is successful so that we may show Town Meeting a funding "match" or contribution.

In addition, due to a variety of reasons, I felt it prudent to recommend the following projects that ranked lower on the CIC list:

Expanding the Cedarville Cemetery and building the cemetery fence

My decision on this was based solely on investing in the Cedarville area in terms of this important cemetery and because funding is available in a reserve account for sale of lots that can only be used for cemetery purposes.

Repairs to the Retort at the Crematory

This decision was based solely on keeping up on a newer building and the prime piece of equipment that is used there.

Burial Hill – Hearse House Renovations, repairs to walkways and railings

My decision on this stems from strong support from the community to invest in this historic location.

Sawmill Dam Repairs

The original impetus for moving forward with the engineering and permitting of this project was a Notice of Non-Compliance (NON) from the MA Office of Dam Safety. Once completed, the actual structural improvements to the dam must be made. If the Town does not appropriate the necessary funds to complete this work, it risks falling back into non-compliance and the strong likelihood of associated fines and penalties until the work is completed. It makes financial sense to appropriate the necessary funding to complete the project and to avoid unnecessary fines, particularly as the Town already supported the project and appropriated funding towards it.

Sidewalks for West Plymouth, Plympton Road & West Elementary School – (See above)

Further Dredging in the Harbor

I am recommending funding this project both because of its likelihood to obtain state funding towards it and because dredging is so critical and I believe after this project is complete, we will not see future dredging for decades. The proposed location for this dredging work is in and around Town Wharf. This area supports the party boat charters, Capt. John boats and the recreational tenders in this location. Unfortunately, the area is significantly shoaled in at this time and will continue to do so unless it is dredged ultimately making it even more unusable. The area was put out to bid as part of the larger dredging project that also included dredging the Mayflower II berth and the area in and around the new T-Wharf. However, because the EPA and ACOE permits required all of this material be disposed of at an upland disposal area, rather than offshore disposal, the project costs increased exponentially. The material currently being dredged in the harbor is being barged all the way to New Jersey for disposal. Without ability to dispose of the material offshore or at the Cedarville Landfill to eliminate tipping fees and to reduce trucking costs, the sediment disposal costs resulted in the inability to undertake dredging at Town Wharf. This work remains fully permitted and further delays in performing this work put those permits at risk of expiring which would mean an additional expense in the future if we revisit doing this project. Furthermore, delays will inevitably result in increased disposal costs as these prices continue to rise. The Town would follow the same approach it followed with the current dredge project which would be to fund half the total cost of the project in the amount of \$1,250,000 and seek the remaining \$1,250,000 from the Commonwealth. Having a permit ready project with the economic impact that this project has makes for a compelling application to the Commonwealth.

Again, the Finance Director and I debate what can reasonably be afforded, what may have a separate and distinct funding source regardless of where it fell on the priority list, what is a true necessity, what is a current goal of the Town, and/or what is a project that the residents have shown and expressed strong support.

The Enterprise funds (sewer, water, airport, and solid waste) also had retained earnings. These capital project costs are borne and paid by the users of these enterprises. The projects being recommended for funding are listed on the attached spreadsheet.

At this time, the Select Board have the Capital Improvement Committee's rankings and my Town Manager recommendations and the funding sources to pay for those. The Select Board members can deliberate on the Town Manager recommendations and vote to support them or change the project list and recommend alternatives to Town Meeting.

Thank you.

A handwritten signature in black ink, appearing to read "M.G.A." followed by a stylized "L".

Melissa Grabau Arrighi
Town Manager

ARTICLE 12:

ARTICLE 12: To see of the Town will vote to appropriate from available funds a sum of money as the State's share of the cost of work under the state's so-called Chapter 90 roads program, or take any other action relative thereto.

DEPARTMENT OF PUBLIC WORKS—ENGINEERING DIVISION

RECOMMENDATION: Approval (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 12. Approval of this article will enable the Town to accept State Highway (Chapter 90) Funds for repairs and reconstruction of public roads. While the actual amount of Chapter 90 funds for FY2021 was not known at the time this report was prepared, Plymouth did receive more than \$1.5 million for FY2019. The Town expects a similar amount in FY2021 unless there is change in policy and/or the state's financial health.



TOWN OF PLYMOUTH

Department of Public Works

26 Court Street

Plymouth, Massachusetts 02360

TO: **THE SELECT BOARD
ADVISORY AND FINANCE COMMITTEE**

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

Through: Jonathan Beder, Director of Public Works

CC: **Melissa Arrighi, Town Manager
Marlene McCollem, Asst. Town Manager**

DATE: **December 17, 2019**

Subject: **2020 SPRING ANNUAL TOWN MEETING – ARTICLE
EXPLANATION
ARTICLE 13 – 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 **\$1,556,679.00**. The estimated amount for Fiscal Year 2021 is unknown currently.

The Town can expect a similar amount in the Fiscal Year 2021 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 a positive vote to approve and support the Article as presented.

ARTICLE 13:

ARTICLE 13: 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 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

RECOMMENDATION: Approval \$721,975 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 13. Approval of this article will allow expenditures from the Town's Promotion Fund. The Promotion Fund, created by special legislation, is funded with 45% of the receipts from the Hotel/Motel Tax. The Visitor Services Board oversees expenditures from this fund. Expenditures include funding special events and celebrations. The Town Promotion Fund also is used to pay a marketing and promotions contract with Destination Plymouth, which provides the Town with television and print advertising around the country, maintains a waterfront information booth, and provides access to a Destination Plymouth website.

Memo

To: Board of Selectmen
Advisory and Finance Committee

From: Lee Hartmann, Director of Planning and Development

Re: FY21 Town Promotion Fund – 2020 ATM

Date: January 2, 2020

The receipts collected through the 6% Hotel/Motel Tax increased by 9% from last year (\$1,604,389 compared to \$1,471.017 last year). The Town, by a special act, places 45% of the total Hotel/Motel Tax into its Promotion Fund. The total FY21 funding to be approved for the Town Promotions budget is \$721,975 which is \$60,017 more than last year's appropriation.

The Visitor Services Board over sees expenditures from the Promotion Fund.

This year's fixed costs are \$474,798 and include:

- The Town Promotions contract with Destination Plymouth is \$340,000
- The Water Street Visitors Information Center operation contract is \$62,000
- Public Improvements at 72,198 which is 10% of the budget as required by the Home Rule Petition.
- Salaries (\$600)

- Other costs include (\$247,177)
 - Event Funding and Additional Marketing (\$207,177)
 - Distinguished Visitors (\$5,000 last year)
 - 2020 Celebrations (\$35,000 last year)

The FY 21 budget is as follows:

Salaries and Wages (Admin. Support).....	\$600
Contractual Services (Promotions and Info Center)	\$402,000*
Public Improvements	\$72,198*
Event Funding, Distinguished Visitors, Special Events,	
Exhibit Grants & Additional Marketing	\$247,177
Total	\$721,975

*Fixed costs

The following is a list of Celebrations (special events and exhibit grants) funding from FY20:

Special Events

Acoustic Nights Free Concerts	\$400	Polar Plunge	\$500
Bark in the Park	\$2,500	Porch Fest Plymouth	\$1,000
Halloween on Main	\$3,100	Score for a Cure Soccer Tourn.	\$1,000
July 4th Fireworks	\$10,000	Sip and Dine Restaurant Week	\$2,500
July 4th Parade	\$10,000	TG Historic Village & Artisan Mrk	\$5,000
July 4th Philharmonic	\$15,000	TG New England Food Fest	\$5,000
Juried Art Show& Festival	\$3,100	Thanksgiving Parade & Concert	\$20,000
L. Knife & Son Concert Series	\$1,800	Thanksgiving Patriotic Concert	\$5,000
Measure for Measure	\$2,500	The Thirsty Pilgrim	\$625
Myles Standish State Forest RR	\$1,800	Waterfront Festival	\$7,200
Project Arts Concert Series	\$11,000	Winterfest	\$1,170
Pilgrim Progress	\$2,000		

Misc

Plymouth 400 , Inc	\$35,000
Plymouth Bay Cultural District - Event Boards	\$4,500
Cruise Marketing - Winter (Destination Plymouth)	\$8,000
Airline Video (Destination Plymouth)	\$8,000
On-Line Marketing w/ Social-Marketing (Destination Plymouth)	\$8,000
America's Hometown Shuttle	\$17,000
Chamber of Commerce - Nelson Park Restrooms	\$3,000
New England Bus Tour Association	\$2,500
Parks Dept - Refurbish 8 Trash Receptacles	\$4,391
Parks Dept - Flower Baskets	\$8,864
Parks Dept - Celebration Light Pole Strings	\$3,000
Parks Dept - Holiday Linden Tree Lights	\$2,100
Parks Replacement Christmas Lights for Town Square Tree	\$2,350
Labor to maintain Celebration Lights	\$10,000
Mayflower II Gangways	\$32,126

Thank you.

ARTICLE 14:

ARTICLE 14: 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 Town Clerk; to authorize the Board of Selectmen to acquire by gift, or eminent domain an easement or easements to use said way 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.

Ashberry Lane
Brook Road (Portion of)
Byron Court
Channing Court
Cox Lane
Fillmore Street
Florence Street
Gable Lane
Helen Street
Hood Drive
Hughes Street
Janet Street
Knoll Road
Santo Street

DEPARTMENT OF PUBLIC WORKS – ENGINEERING DIVISION

RECOMMENDATION: Approval (12-2-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 14. Town Meeting approval of this article will accept the 14 roads listed in the warrant language as public ways. These roads have been reviewed and approved by the Roads Advisory Committee for acceptance and layout establishment. Accepting paved roads increases the amount of Chapter 90 funds that Plymouth receives from the State.



TOWN OF PLYMOUTH

Department of Public Works - Engineering Division

26 Court Street

Plymouth, Massachusetts 02360

TO: ADVISORY AND FINANCE COMMITTEE

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

Through: Jonathan Beder, Director of Public Works

CC: Melissa Arrighi, Town Manager

Marlene McCollem, Asst. Town Manager

Roads Advisory Committee

DATE: January 16, 2020

SUBJECT: STREET LAYOUT (ACCEPTANCE) AND LAYOUT ESTABLISHMENT 2020
SPRING ANNUAL TOWN MEETING – ARTICLE 14

The following fourteen (14) streets have been proposed for this year's acceptance and layout establishment.

- Ashberry Lane
- Brook Road (Portion of)
- Byron Court
- Channing Court
- Cox Lane
- Fillmore Street
- Florence Street
- Gable Lane
- Helen Street
- Hood Drive
- Hughes Street
- Janet Street
- Knoll Road
- Santo Street

These streets are presently unaccepted and/or without established layout.

There will not be any need for funding this article.

The representative of the Engineering Division will be available on January 29th to present the materials and answer any questions that you may have.

The D.P.W. recommends that the Advisory & Finance Committee members vote to support Article 14 as presented.

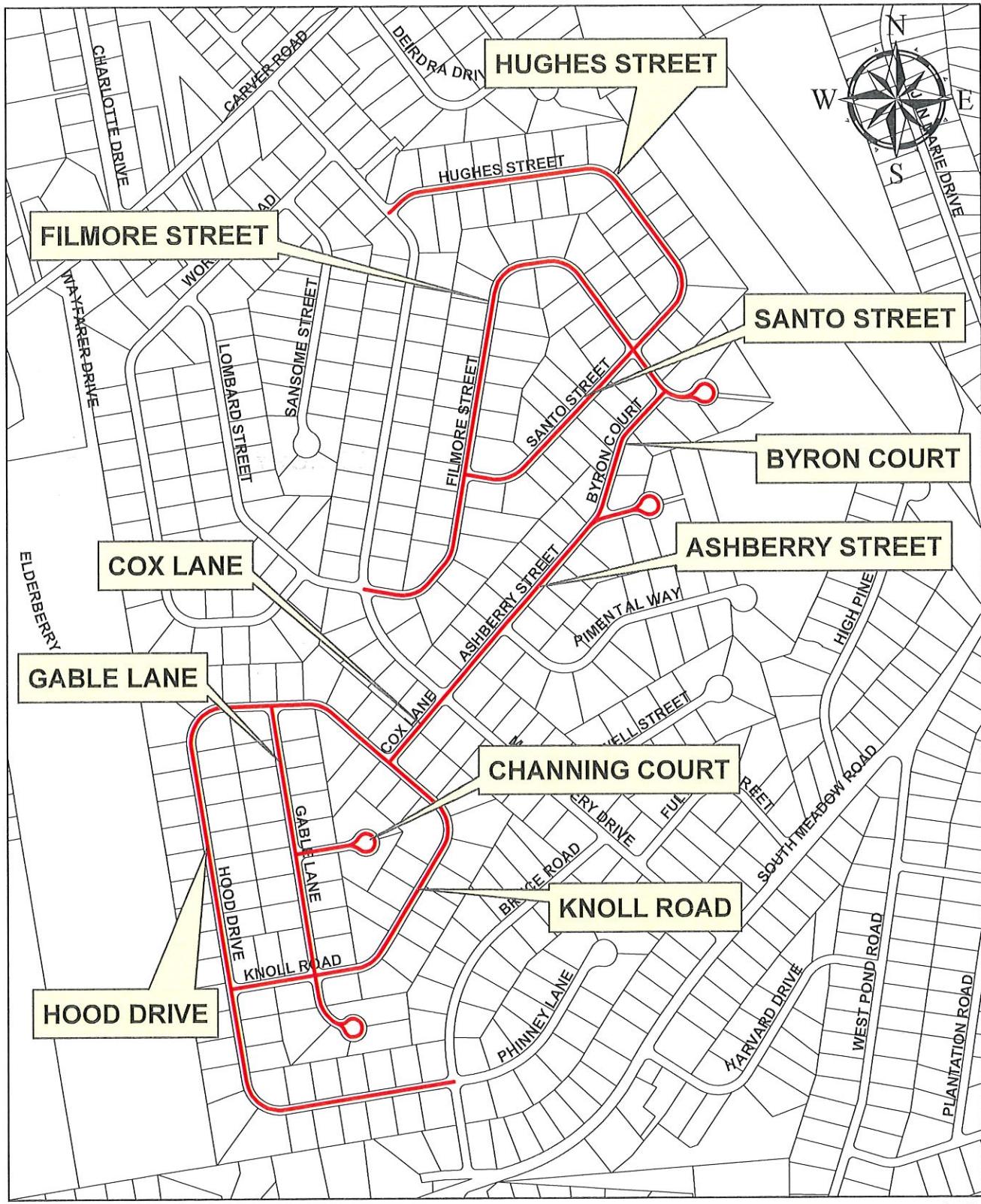
Encl. Locus Maps

S:\ADMINISTRATIVE\Annual Town Meeting Warrant\FY21 (Spring 2020)\ARTICLE 14 – ACCEPTING Private Roads (BOS, ADV & FIN)\ADV & FIN-ARTICLE 14.doc

2020 ANNUAL TOWN MEETING LOCUS MAP

ARTICLE 14
DPW ENGINEERING - Old Colony Est., 3.1 Miles

PLAT 106



PREPARED BY THE PLYMOUTH ENGINEERING DIVISION

600 0 600 1,200
SCALE IN FEET

2020 ANNUAL TOWN MEETING LOCUS MAP

ARTICLE 14

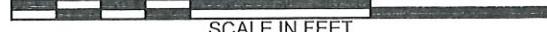
DPW ENGINEERING - Janet Street, Florence Street and Helen Street, 0.75 Miles

PLAT 54



PREPARED BY THE PLYMOUTH ENGINEERING DIVISION

300 0 300 600

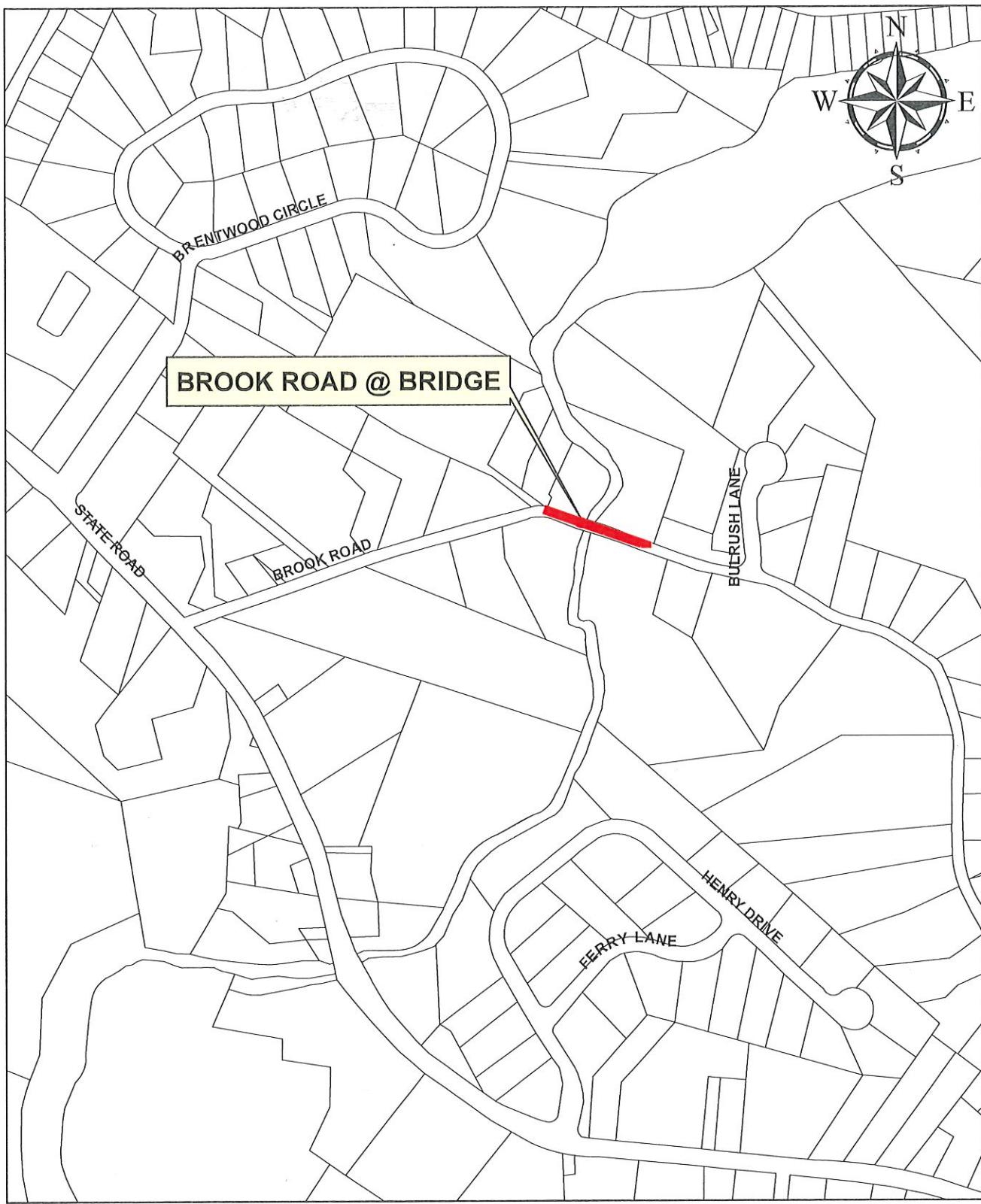


SCALE IN FEET

2020 ANNUAL TOWN MEETING LOCUS MAP

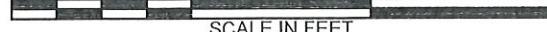
ARTICLE 14
DPW ENGINEERING - BROOK ROAD - Bridge Replacement

PLAT 45



PREPARED BY THE PLYMOUTH ENGINEERING DIVISION

400 0 400 800



SCALE IN FEET

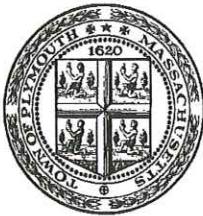
ARTICLE 16A:

ARTICLE 16A: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16A of the 2014 Spring Annual Town Meeting for the restoration of the 1820 Court House, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2021 Community Preservation Act estimated annual revenues, Community Preservation Reserves or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$500,000 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16A. The purpose of Article 16A is to pay off the remaining debt for the 1820 Court House and avoid the added cost of interest payments. The efforts of the Community Preservation Committee to accelerate the payments on this project have resulted in the debt being paid off a year early.



TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee
From: The Community Preservation Committee
Date: Friday January 10, 2020
Re: SPRING ATM 2019: CPA Article 16A

ARTICLE 16A: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16A of the 2014 Spring Annual Town Meeting for the restoration of the 1820 Court House, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2019 Community Preservation Act estimated annual revenues, 1820 Courthouse Fund or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously to support Article 16A at its meeting held Thursday January 9, 2020.

SUMMARY & INTENT:

The Community Preservation Committee is recommending 16A. This will allow the Finance Department to pay anticipated debt service on short term borrowing for the 1820 Court House restoration work done as part of the New Town Hall. The amount to be applied to the borrowing is \$500,000.00. The amount will remove all remaining debt.

ARTICLE 16B:

ARTICLE 16B: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 9D of the 2018 Fall Annual Town Meeting for the restoration of the historic 1898 National Memorial Meeting House in Town Square, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2021 Community Preservation Act estimated annual revenues, Community Preservation Reserves or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$990,000 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16B. The purpose of this article is to pay off the remaining debt of \$990,000 for the Meeting House and avoid the added cost of interest payments.



TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee
From: The Community Preservation Committee
Date: Friday January 10, 2020
Re: SPRING ATM 2020: CPA Article 16B

ARTICLE 16B: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16B of the 2015 Spring Annual Town Meeting for the restoration of the National Memorial Meeting House, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2020 Community Preservation Act estimated annual revenues, fund or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously to support Article 16B at its meeting held Thursday January 10, 2020.

SUMMARY & INTENT:

The Community Preservation Committee is recommending 16B. This will allow the Finance Department to pay anticipated debt service on short term borrowing for the National Memorial Meeting House.

ARTICLE 16C:

ARTICLE 16C: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16B of the 2015 Spring Annual Town Meeting for the recreational restoration and rehabilitation of Stephens Field Plymouth MA, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2021 Community Preservation Act estimated annual revenues, Community Preservation Reserves or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$500,000 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16C. The purpose of Article 16C is to utilize CPA funds to reduce the now \$1,800,000 borrowing authorization for Stephens Field Renovations by up to \$500,000 from Fiscal Year 2021 Community Preservation Act estimated annual revenues.



TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee
From: The Community Preservation Committee
Date: Friday January 10, 2020
Re: ANNUAL FATM 2020: CPA Article 16C

ARTICLE 16C: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16B of the 2015 spring Annual Town Meeting for the recreational restoration and rehabilitation of Stephens Field Plymouth MA, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2021 Community Preservation Act estimated annual revenues or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimous Article 16C at its meeting held Thursday January 9, 2020.

SUMMARY & INTENT:

Article 16C would reduce the borrowing component on the original Article 16B from Spring Town Meeting 2015 for the restoration work at Stephens Field. Article 16C would make \$XXX of CPA funds available now for the work under way. By not borrowing the Town will save on the cost of interest.

ARTICLE 16E:

ARTICLE 16E: To see if the Town will vote to appropriate a sum of money for the creation and/or restoration and rehabilitation of land for open space and recreational use, including improvements to comply with, Americans with Disabilities Act and Massachusetts Architectural Access Board access standards at various public playgrounds, including Manomet Recreation Area, Siever Field North Plymouth and West Plymouth Recreational Area, pursuant to the Community Preservation Program, and specifically for the design, acquisition and installation of recreational play equipment for such land, including but not limited to site preparation and permitting costs; and to appropriate said sum from the Fiscal Year 2021 Community Preservation Act estimated annual revenues, Community Preservation Reserves, or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$545,033 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16E. The purpose of Article 16E is to utilize \$520,033 in CPA Funds and \$25,000 from Free Cash to address violations at Manomet Recreation Area, Siever Field and West Plymouth Recreation Area. The Town and CPC consider these upgrades and mobility issue repairs a priority to ensure safe and accessible play areas for all individuals.



TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee
From: The Community Preservation Committee
Re: Spring TM 2020: CPA Article 16E

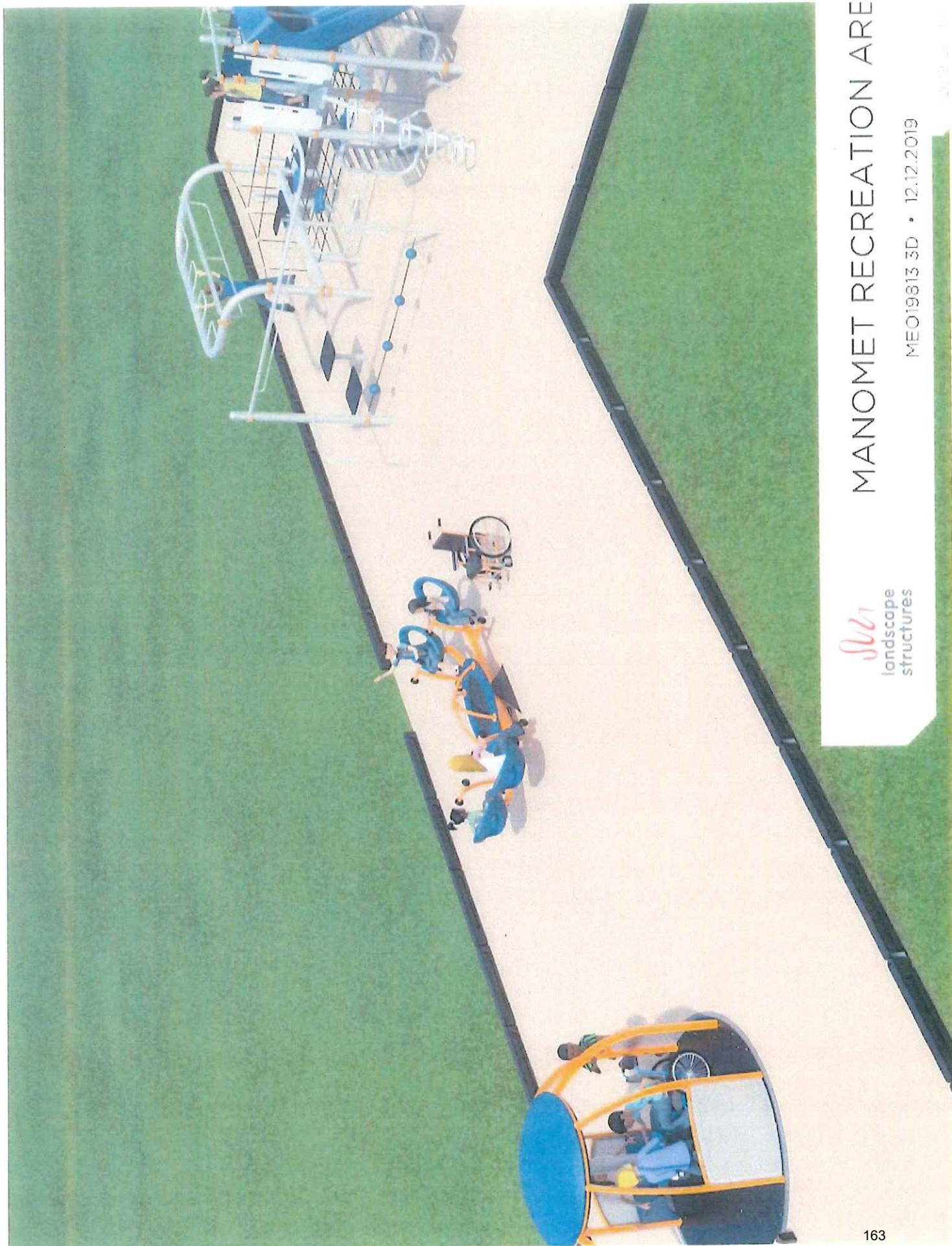
ARTICLE 16E: To see if the Town will vote to appropriate a sum for the creation and/or restoration and rehabilitation of land for open space and recreational use, including improvements to comply with, Americans with Disabilities Act and Massachusetts Architectural Access Board access standards at various public playgrounds, including Manomet Recreation Area and Siever Field North Plymouth, pursuant to the Community Preservation Program, and specifically for the design, acquisition and installation of recreational play equipment for such land, including but not limited to site preparation and permitting costs; and as funding therefor to appropriate said sum from the Community Preservation Fund estimated annual reserves, fund balance, or reserves, and/or borrow pursuant to G.L. c.44B or any other enabling authority, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted in favor of Article 16E for Spring Town Meeting.

SUMMARY & INTENT: The intent of the CPC is to appropriate a sum from the Community Preservation Act Fund from Open Space Recreational, for the building and replacing ADA & AAB compliant paly structures at both Nelson Park, and the Elmer Raymond Playground. The CPC voted to recommend the application as submitted by the Town of Plymouth Recreational & Park Department, along with a cautionary note, not to use CPA funds for maintenance activities around improvement of sidewalks or pathways. The CPA understands that the Town is in a unique situation as it relates to ADA & AAB compliance in three (3) of its fifteen (15) parks. The Massachusetts Architectural Board has cited the Town for violations for not meeting accessibility requirements. If not addressed by the summer of 2020 the Town will be at risk for incurring substantial fines due to the violations. The CPC would like to accommodate the Parks and Recreational Department by making the play equipment ADA and AAB compliant, in order to avoid the added cost of State fines. The CPC also recommends to the Town that they follow the State ruling on the use of CPA funds as outlined in a court decision regarding the Town Hanover. In addition the CPC would like to extend the option to the Town for assistance in creating an ADA & AAB Self Evaluation and Transition Plan for the remaining twelve (12) parks. With this current active application CPA administrative funds could be utilized to further ADA & AAB status research for the parks as outlined in the application.



MANOMET RECREATION ARE

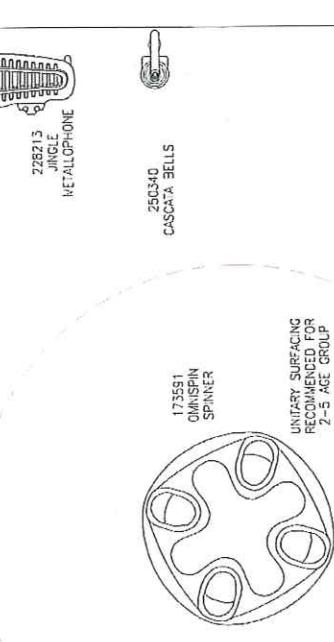
MEO19813 3D • 12.12.2019

MEO
landscape
structures

Mr
landscape
structures



Play equipment
certified
by IPEMA
to the
ANSI
standard



THIS PLAY AREA & PLAY EQUIPMENT IS
DESIGNED FOR AGES 2-5 YEARS
UNLESS OTHERWISE NOTED ON P.A.

IT IS THE DESIGNER'S RESPONSIBILITY TO
ENSURE THAT ALL PLAY EQUIPMENT IS
ACCESSED BY A DEDICATED STAFF MEMBER
ASSURING AN ACCESSIBLE PRACTICE
SURFACING IS PROVIDED AS INDICATED OR
WHEN IN THE LINE OF SIGHT ZONE.

THE CONTRACTOR IS NOT RESPONSIBLE TO
PROVIDE ACCESSIBILITY SURFACING.

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DESIGNED BY:

JRA
COMPACT 1.13.2019
LANDSCAPE STRUCTURES, INC.
201 7th STREET, SUITE 100, BOSTON, MA 02110
TEL: 1-800-322-2222 FAX: 787-972-0011

ISO
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CERTIFIED

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TOTAL ELEVATED PLAY COMPONENTS	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	0	REQUIRED	0
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	9	REQUIRED	2
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	2	REQUIRED	2

WEST PLYMOUTH RECREATION AREA PARK	M.E. O'BRIEN & SONS, INC	INDEPENDENTS	SYSTEM TYPE:
PLYMOUTH, MA	JOE DUFOUR	ME019815	DRAWING #: ME019815

WEST PLYMOUTH RECREATION ARE

MEO19815 3D • 12.12.2019

SLU
landscape
structures



ARTICLE 16F:

ARTICLE 16F: To see if the Town will vote to appropriate a sum of money for the purpose of construction of Pickle Ball Courts on the property known as Forges Field located off Long Pond Road Plymouth MA pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33, and to appropriate said sum from the Fiscal Year 2021 Community Preservation Act estimated annual revenues, Community Preservation Reserves, or other available funds for such purposes and further to authorize the Board of Selectmen to grant a recreational restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$170,000 (8-2-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16F. The purpose of Article 16F is to utilize \$120,000 in CPC funds and \$50,000 in Recreation funds for the creation of six (6) Pickle-Ball Courts at Forges Field. The Recreation Revolving Fund will commit to future maintenance costs of the Pickle-Ball Courts.



TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee
From: The Community Preservation Committee
Re: ANNUAL FTM 2020: CPA Article 16F Recreational Fund

ARTICLE 16F: To see if the Town will vote to raise Community Preservation receipts or transfer from Community Preservation available funds for a sum for the purpose of renovations to Forges Field for the purpose of construction of Pickle Ball Courts on the property located off Forges Road Plymouth MA pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33 and also be used a match to a PARC Grant, any balance of funds left over after the renovation would revert back to the Community Preservation Fund and further to authorize the Board of Selectmen to accept the recreational restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted to recommend Article 16F to Spring Town Meeting 2020.

SUMMARY & INTENT:

The Community Preservation Committee is recommending Article 16F to Spring Town Meeting 2020 to utilize CPA Open Space Recreational Fund for the renovations to Forges Field to provide 6 new courts for pickle ball. The Department of Recreation will provide \$50,000.00 as match from the Departments Programming Revolving Account Fund.

Plymouth Community Preservation Committee
FISCAL YEAR 2018-2019 APPLICATION



PLEASE SEND 11 COPIES (DOUBLE-SIDED) OF YOUR APPLICATION TO:

The Community Preservation Committee, Plymouth Town Hall
26 Court Street, Plymouth, MA 02360

Applications may also be dropped off at the Town Clerk's office.
or in the CPC mailbox at Plymouth Town Hall.

The deadline for submitting an application is last Friday in February for Spring Town Meeting,
and last Friday in June for Fall Town Meeting.

MEMORANDUM OF UNDERSTANDING

Project Name: Pickleball Court Construction at Forges

Applicant Name: Anne Slusser-Huff

Address: 26 Court St. Plymouth, MA 02360

Phone #: 508-747-1620 E-mail: aslusser@townhall.plymouth.ma.us

I understand that there are certain conditions and responsibilities involved in receiving CPA funding.
My signature below indicates that I have read the following conditions and agree to follow them if my
application is recommended to and approved by Town Meeting:

1. I understand that the funding process follows procedures described in the Community Preservation Act, M.G.L. Ch. 44B and that this places certain restrictions on how payments may be made.
2. In order to acknowledge the Community Preservation Act, and thus the contributions of the Plymouth taxpayers, I will:
 - Order, pay for and place a temporary "Community Preservation Works" sign or banner in front of the project. The Community Preservation Committee will provide the approved design. Approximate cost for the banner is generally \$250-\$300.
 - Acknowledge the contributions of the Community Preservation Act in all press releases, newsletters, and other publicity.
 - Include recognition of the Community Preservation Act if a permanent plaque or sign is placed on the project.
3. If requested I will supply the Community Preservation Committee with quarterly financial up-dates the project.
4. As needed, I will assist in the process of obtaining the required deed restriction to help protect the property in perpetuity.
5. The Applicant agrees to adhere to the intent and the spirit of the presentation made to Town Meeting.

Anne Slusser-Huff
Print Name
AS-H
Signature

1/8/2020
Date

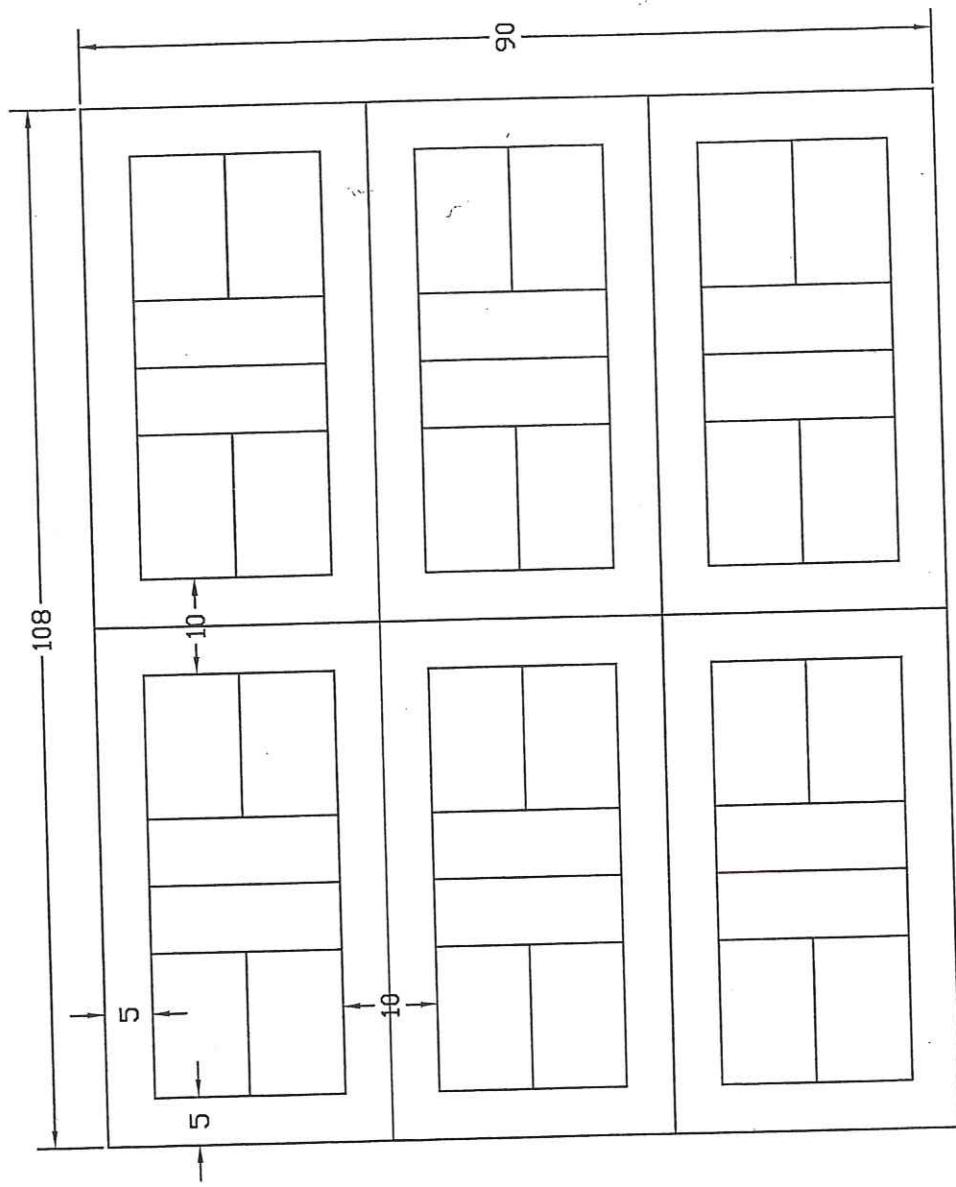
AS-H
initial here



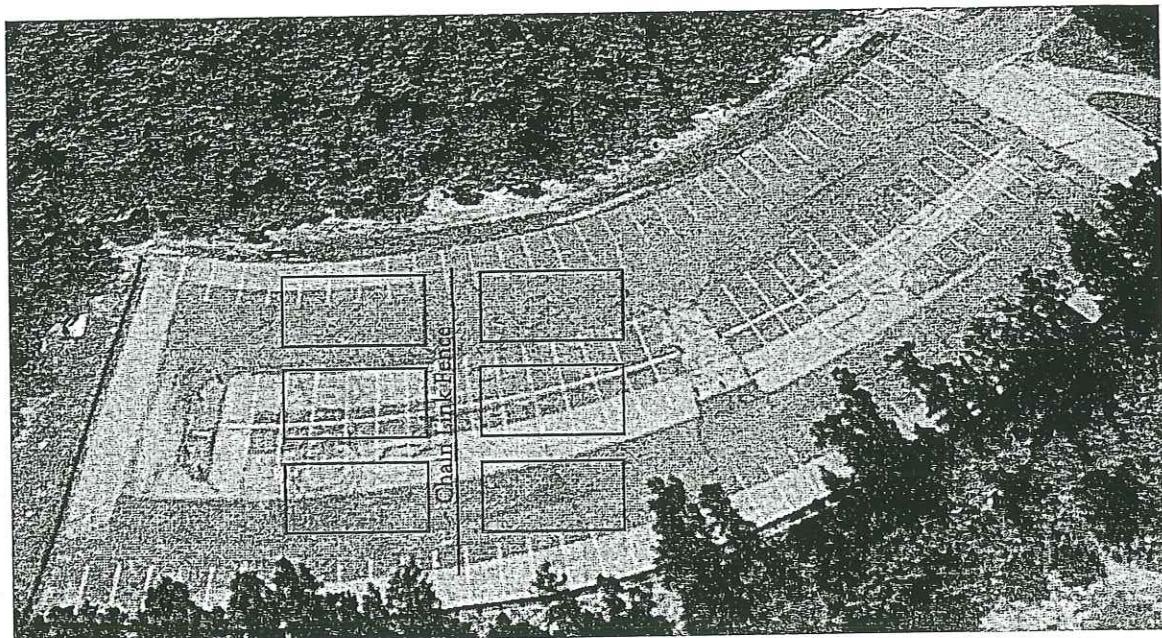
TECHNICAL SPECIFICATIONS and PLANS

- Construct six (6) new pickleball courts over existing parking lot area at Forges Field in compliance with the USA Pickleball Association (see Attachment A for exact location). The six (6) new courts will become the first Pickleball courts in the town of Plymouth.
- Remove and dispose of the parking lot wood fence and wood parking posts where the pickleball courts will lay.
- A survey crew will be required to mark the corners and elevations of the new court location.
- Excavation and Filling - The sites will be excavated, filled and compacted to provide the desired finished subgrade elevations and slope of 1" in 10' in one plane across the court.
- Finish Subgrade - The subgrade of the court will be shaped to true and even lines and compacted to assure a uniform thickness of the base course.
- Asphalt - A 1½" thick surface course of plant-mix asphalt shall be placed over the base course. (Paved area will be a few inches larger than finished asphalt dimensions so that all sides of the court can be sawed to straight and square edges with an asphalt saw).
- The total area of overlay will be 108' in length and 90' in width. Each Pickleball Court is 44' long and 20' wide (see Attachment B). An extra 5' is wanted at the back of the courts and 10' in between the courts on each side.
- Saw Edges - With an asphalt saw, cut all sides of the court and remove excess asphalt leaving an asphalt slab; please view Attachment B for the layout and dimensions.
- Clean court surface of all dirt, debris and loose material.
- Corrective Patching - Using tennis court grade patch-mix: fill any "birdbaths" that hold water deep enough to cover a nickel measured one hour after a rain under normal (sunshine) drying conditions and cover and fill any rough or raveled areas of asphalt. The edges of all patches will be scraped or ground smooth so that patches are not visible through the finished surface.
- Leveling Course - Apply two (2) successive coats of sand-acrylic resurfacer mix to the entire surface of the courts with a broad squeegee according to manufacturer's recommended coverage rates.

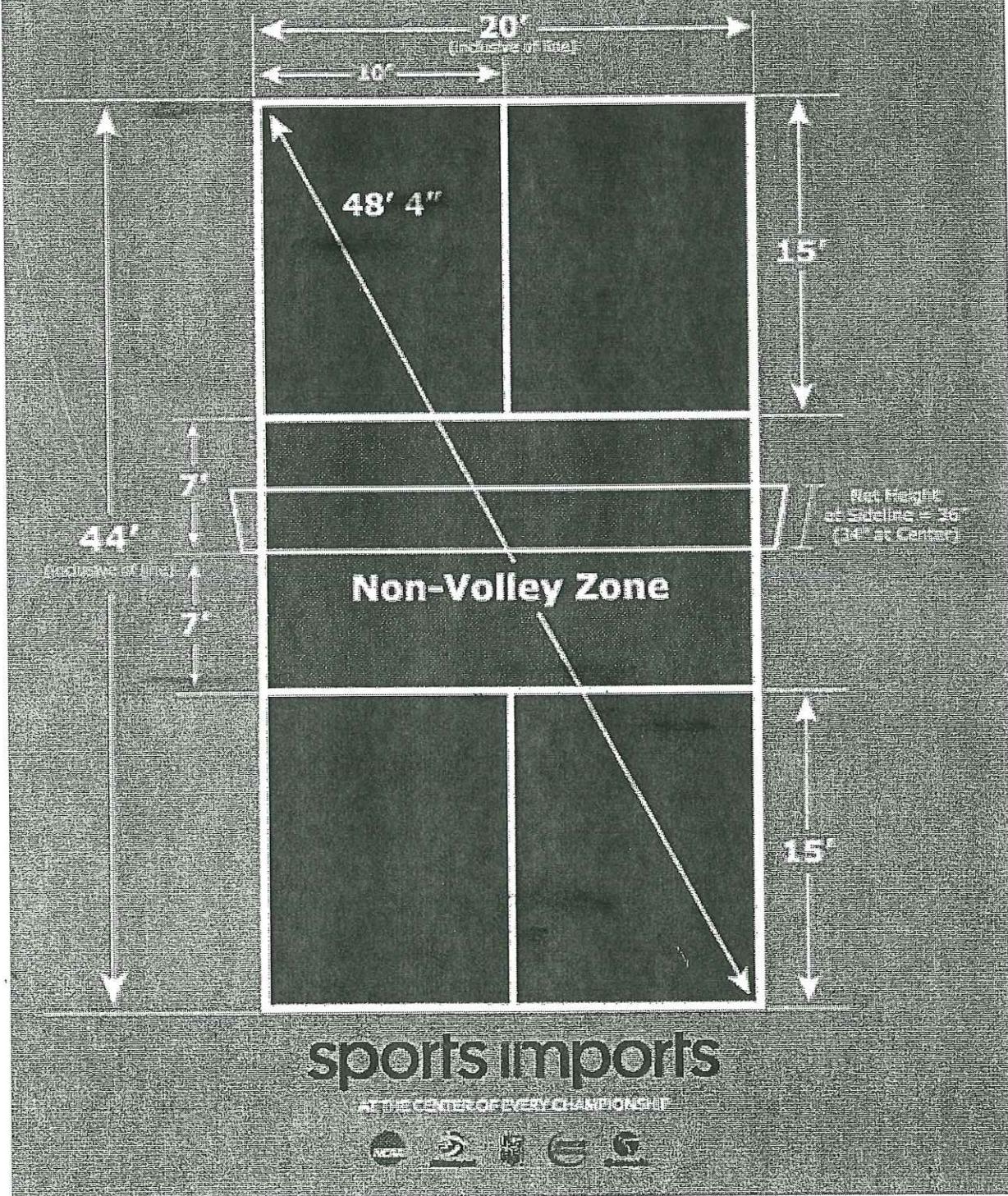
- Texture and Finish Courses - Apply two (2) successive coats of colored, fortified Color Court Systems or Plexipave, or equal, filler coat (sand-filled acrylic color-coating) to the entire prepared area with a broad squeegee according to manufacturer's recommended coverage rates.
- Finished colors will be town's choice of any two (2) from manufacturer's standard colors.
- Lines - Paint a set of 2" regulation lines on each of the pickleball courts.
- Install six (6) sets of official Pickleball ground sleeves, nets and posts for permanent nets, Jaypro line or equal. They must comply with United States of America Pickleball Association standards.
- Pickleball Net Posts - six (6) sets of standard, external wind 3" O. D. pickleball net posts in sleeves and two (2) center anchor pipes will be installed in concrete, approximately 1/2 cubic yard of concrete per net post and one cubic foot of concrete per center anchor pipe.
- Nets - Install six (6) new pickleball nets and (6) six adjustable center straps.
- Install 4'-high chain link fence that separates the three (3) of the courts from the other three (3) courts so balls and participants do not run into each other (see Attachment A). The fence should be 5' from the end line of both sets of courts.



Attachment A



OFFICIAL PICKLEBALL COURT



ARTICLE 16G:

ARTICLE 16G: To see if the Town will vote to appropriate a sum of money to update the Gravestone/Monument Conditions Assessment Report, prepared by Fanin & Lehner Preservation Consultants dated July 5 December 2012; and provide funding for Phase III preservation, rehabilitation and restoration of head stones at the Burial Hill Cemetery and further, utilize said sum for restoration of the stone wall and columns at the Town Square main entrance to Burial Hill and to appropriate said sum from the Fiscal Year 2021 Community Preservation Act estimated annual revenues, Community Preservation Reserves, or other available funds for such purposes, and that the Board of Selectmen be authorized to grant to a non-profit or charitable corporation an historic preservation restriction meeting the requirements of G.L. c.184, §§31-33 on the Cemetery, shown as Assessors Map 19, Lot 22 or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$200,000 (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16G. The purpose of Article 16G is to utilize \$200,000 CPA Historical Funds for the restoration, preservation and rehabilitation of head stones and monuments at the Burial Hill Cemetery and restoration for the stone wall and columns at the Town Square main entrance.



TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee
From: The Community Preservation Committee
Re: ANNUAL FTM 2020: CPA Article 16G Historical Fund

ARTICLE 16G: To see if the Town will vote to appropriate from the Community Preservation Fund Historical Reserve Fund, estimated annual revenues, undesignated fund balance, or reserves, borrow, or otherwise fund, a sum and to update the Burial Hill Gravestone/Monument Conditions Assessment Report, prepared by Fanin & Lehner Preservation Consultants dated July 5 December 2012; the updated report will be used to direct the work under phase III for the preservation, rehabilitation and restoration of head stones at the Burial Hill Cemetery and further, utilize fund for restoration for the stone wall and columns at the Town Square main entrance to Burial Hill and that the Board of Selectmen be authorized to grant to a non-profit or charitable corporation an historic preservation restriction meeting the requirements of G.L. c.184, §§31-33 on the Cemetery, shown as Assessors Map 19, Lot 22 or take any other action relative thereto.
COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted in favor of article 16G.

SUMMARY & INTENT:

The intent of Article 16G is to use the Community Preservation Historic Fund to update the Fanin & Lehner report from 2012 (the section in the report covering Phase III head stone restoration). The Article would cover the cost of the head stone restoration. Also the Article would cover the stone wall and columns repointing along the staircase at main entrance at Town Square.

ARTICLE 16H:

ARTICLE 16H: To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation Budget and to appropriate from the Community Preservation Fund Fiscal Year 2021 estimated annual revenues a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2021, and to set aside sums for future appropriation for the following purposes as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation, and preservation of land for open space, including restoration and rehabilitation of land for recreational use; a sum of money for acquisition, preservation, restoration and rehabilitation of historic resources; and a sum of money for the acquisition, creation, preservation and support of community housing, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval (Unanimous, 10-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16E. Town Meeting approval of this article will allow the Community Preservation Committee to allocate 10% of the estimated annual revenues of the Community Preservation Fund (CPA) for future spending in each of the following: a) open space, b) historic resources and c) community housing. Additionally, 4% of the estimated annual revenues of the CPA will be set aside for funding administrative and operational expenses and an amount will be set aside for interest expense on debt. The balance of the annual CPA revenue will be held as a reserve balance which can be used for any CPA purpose at future Town Meetings.



TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee
From: The Community Preservation Committee
Date: Friday January 10, 2020
Re: Spring ATM 2020: CPA Article 16H

ARTICLE 16H: To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation Budget and to appropriate from the Community Preservation Fund FY2021 estimated annual revenues a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2021, and to set aside sums for future appropriation for the following purposes as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation, and preservation of land for open space, including restoration and rehabilitation of land for recreational use; a sum of money for acquisition, preservation, restoration and rehabilitation of historic resources; and a sum of money for the acquisition, creation, preservation and support of community housing, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimous Article 16H at its meeting held Thursday January 9, 2020

SUMMARY & INTENT:

The Community Preservation Committee recommends that 10% of the Fiscal Year 2021 estimated annual Community Preservation Fund revenues be set aside for each of the following purposes: a) community housing, b) historic resources and c) open space, including land for recreational use; and further, that 4% of the annual revenues in the Community Preservation Act Fund be appropriated for the purpose of funding the administrative and operating expenses of the Community Preservation Committee in Fiscal Year 2020 including legal and appraisal work, as well as signage for and improvement of safe access to, approved CPA projects. It should be noted that any unused portion of funds appropriated for the administrative purposes of the Committee reverts to the CPA unallocated balance at the end of each fiscal year.

**Community Preservation Fund
FISCAL 2021 SOURCES & USES OF FUNDS
Report for Community Preservation Committee**

SOURCES:

Estimated 2021 CPA Revenues:

Estimated Tax Revenue		\$ 185,790,999
CPA Surcharge Rate		1.50%
Estimated Surcharge for 2021 (Less \$10,000 in A & E)		\$ 2,776,865
Investment Earnings		\$ 5,000
State Trust Fund Distribution estimated at 28%	2,638,838	\$ 738,875
		\$ 3,520,740

USES:

To meet the required Percentages (%) from 2021 Estimated CPA Revenues:

Open Space	10%	\$ 352,074
Historic Resources	10%	\$ 352,074
Community Housing	10%	\$ 352,074
Total required to be spent or set aside		\$ 1,056,222

Amount available for CPA Administrative costs:

CPA Operating Budget	4%	\$ 140,830
Interest Expense on Debt		\$ 44,700
Total Budget		\$ 185,531

Plan for Articles:

ATM Article 16A	Reduce 1820 Borrowing	500,000
	Reduce Meetinghouse	
ATM Article 16B	Borrowing	990,000
	Reduce Stephen's Field	
ATM Article 16C	Borrowing	250,000
ATM Article 16E	Playgrounds ADA Project	520,033
		<i>Other Funds - See Balances Sheet</i>
ATM Article 16F	Pickle Ball Courts Forges	
	Burial Hill	
	Gravestone/Monument	
	Conditions Assessment	
	Report & Phase III	
ATM Article 16G	Restoration of Stones/Wall	
		<i>Other Funds - See Balances Sheet</i>
		\$ 2,260,033
Amended amount to be set aside in budgeted reserve		\$ 18,954

Lynne A. Barrett
Finance Director
3/3/2020

DRAFT BUDGET PLAN

Community Preservation Fund - Available Funds										
		FY2020 Annual Town Meeting Action for 7/1/2019 - CP2	ATM 4/6/2019 Art 16C	ATM 4/6/2019 Art 16C	Balances Available for FY2020 Town Meetings - STM & ATM	Art #	FATM October 2019	STM April 2020	ATM April 2020	Balances Remaining
Fund Balances:										
Reserved for Open Space	503,851.00	313,244.00	(250,000.00)	567,095.00	9E		(567,095.00)			-
Reserved for Community Housing	24,310.00	313,244.00		337,554.00	9D		(337,554.00)			-
Reserved for Historic Resources	57,851.00	313,244.00		371,095.00	9A		(371,095.00)			-
Budgeted Reserve	-	1,047,412.00		1,047,412.00	9B, 9D, 9E & 9F, ATM 16F & 16G		(640,747.00)			(320,000.00) 86,665.00
Unreserved - for any Purpose					9A & 9C, 16E & 16F, STM Arts ?		(1,628,905.00)	(964,000.00)		293,368.72
Undesignated Fund Balance	2,886,273.72			2,886,273.72						-
Grand Total	3,472,285.72	1,987,144.00		5,209,429.72			(3,545,396.00)	(964,000.00)	(320,000.00)	380,033.72
FATM 2019		Article	9A		1,000,000.00	1820 Court House Debt Reduction				
		Article	9B		185,396.00	CPC Budget Amendment				
		Article	9C		1,000,000.00	National Meeting House Debt Reduction				
		Article	9D		475,000.00	Oak Street Plymouth Housing Authority				
		Article	9E		850,000.00	53 Acres Roxy Cahoon Land Purchase				
		Article	9F		35,000.00	Meeting House Bell				
		Total			3,545,396.00					
ATM 2020		Article	16F		120,000.00	Pickleball Courts Forges				
		Article	16G		200,000.00	Burial Hill Gravestone/Monument				
					320,000.00	Conditions Assessment Report & Phase III				
						Restoration Work to Stones/Wall				
STM 2020		Article	9A		731,500.00	Jenney Pond Park Project				
		Article	9B		130,000.00	Off Mayflower St Property				
		Article	9C		22,500.00	Restoration of Plymouth County Maps				
		Article	9D		80,000.00	Off Morgan Road Property				
					964,000.00					

ARTICLE 17:

ARTICLE 17: To see if the Town of Plymouth will vote to authorize the Superintendent of the Plymouth Public Schools, with the approval of the Board of Selectmen to enter into Memoranda of Understanding (“MOUs”) with the Massachusetts Executive Office of Health and Human Services (“EOHHS”), Department of Elementary and Secondary Education (“DESE”), and/or the Department of Children and Families (“DCF”) in order for the Plymouth Public Schools to receive Federal reimbursements for transportation of students in foster care under the Federal Title IV-E Claiming of Transportation Expenditures for Children in Foster Care Program and to authorize that payments for foster care transportation under the MOUs will be made from the reimbursement(s) recovered as a result of the foster care transportation services being performed without appropriation of such reimbursements pursuant to M.G.L. c. 44, § 70; and to authorize the Superintendent to otherwise act in accordance with the MOUs and M.G.L. c. 44, § 70 relative to foster care transportation and reimbursement therefore.

SCHOOL COMMITTEE

RECOMMENDATION: Approval (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 17. Approval of Article 17 will enable the School District to request approval for Every Student Succeeds Act (ESSA) Article at Town Meeting so that the MOU (Memorandum of Understanding) can be signed and the school district will be able to receive reimbursement for transporting children in foster care. The projected reimbursement is 20%.



Plymouth Public Schools

Administration Building
11 Lincoln Street
Plymouth, MA 02360
Telephone: 508-830-4300
Fax: 508-746-1873
Web: www.plymouth.k12.ma.us

GARY E. MAESTAS, Ed.D.
Superintendent of Schools

CHRISTOPHER S. CAMPBELL, Ed.D.
Assistant Superintendent
Administration and Instruction

PATRICIA C. FRY
Assistant Superintendent
Human Resources

GARY L. COSTIN, R.S.B.A.
School Business Administrator

TO: Melissa Arrighi, Town Manager
FROM: Gary L. Costin, School Business Administrator
RE: ATM Warrant Article for FY21
DATE: December 3, 2019

Please include the following request on the Fiscal Year 2021 Spring Annual Town Meeting Warrant:

To see if the Town of Plymouth will vote to authorize the Superintendent of the Plymouth Public Schools, with the approval of the Board of Selectmen to enter into Memoranda of Understanding (“MOUs”) with the Massachusetts Executive Office of Health and Human Services (“EOHHS”), Department of Elementary and Secondary Education (“DESE”), and/or the Department of Children and Families (“DCF”) in order for the Plymouth Public Schools to receive Federal reimbursements for transportation of students in foster care under the Federal Title IV-E Claiming of Transportation Expenditures for Children in Foster Care Program and to authorize that payments for foster care transportation under the MOUs will be made from the reimbursement(s) recovered as a result of the foster care transportation services being performed without appropriation of such reimbursements pursuant to M.G.L. c. 44, § 70; and to authorize the Superintendent to otherwise act in accordance with the MOUs and M.G.L. c. 44, § 70 relative to foster care transportation and reimbursement therefore.

EXPLANATION:

This Article allows the Plymouth Public Schools, with approval of the Board of Selectmen to enter into agreements with EOHHS, DESE, and DCF, so that the School District can be eligible to receive Federal Title IV-E reimbursements for transporting children in foster care to their school or origin, which transportation is required by the Federal Every Student Succeeds Act (“ESSA”). This Article would also allow for the reimbursements to be used to pay for the costs of the foster child transportation without the need for further appropriation.

**Memorandum of Understanding – Every Student Succeeds Act
Transportation Claiming Under Title IV-E of the Social Security Act**

This Memorandum of Understanding (MOU) has been created and entered into on _____, 2019 by and between the following parties in relation to the administration of school of origin transportation costs under the Every Student Succeeds Act (ESSA) to maximize Federal Financial Participation from the Federal Government through Title IV-E of the Social Security Act (Title IV-E):

Executive Office of Health and Human Services (EOHHS);

Department of Elementary and Secondary Education (DESE);

Department of Children and Families (DCF); and

Commonwealth City/Town/Regional School District or Local Education Agency (Enter name)

The Commonwealth of Massachusetts, Executive Office of Health and Human Services, Department of Elementary and Secondary Education, Department of Children and Families and _____ the City or Town or Regional School District of [] by and through [] (legal name and address of the Local Education Agency, hereinafter, the LEA), hereby agree to the following terms and conditions as they relate to reporting costs and receiving Title IV-E allowable federal reimbursement for said costs as they relate to transporting children eligible under Title IV-E foster care to and from their foster placement and their School of Origin, effective for dates of service on or after April 1, 2019.

RECITALS

WHEREAS, DCF is the single state agency designated to submit claims to the Administration of Children and Families (ACF) for the purposes of obtaining Title IV-E cost reimbursement; and

WHEREAS, the LEA desires to participate in the Title IV-E Claiming of Transportation Expenditures for Children in Foster Care (hereinafter, the “Program”) under the terms and conditions set forth in this Memorandum of Understanding (MOU);

WHEREAS, the scope of services and providers payable under the Program is defined by this MOU; and

NOW, THEREFORE, in consideration of the mutual obligations contained in this MOU, the parties agree as follows:

Section 1. DEFINITIONS

The following terms that appear capitalized throughout this MOU shall have the following meanings, unless the context clearly indicates otherwise.

Administration of Children and Families (ACF) – The agency responsible for the oversight and administration of services pertaining to children, youth, and families nationwide, as established under the authority of Section 6 of the Reorganization Plan No. 1 of 1953.

Certification of Qualified Expenditures or Certification of Qualifying Expenditures – For purposes of this agreement, an expenditure for Transportation that is certified, or attested to, by a contributing public agency or designated authority at a public agency that is eligible for reimbursement under Title IV-E of the Social Security Act.

Department of Children and Families (DCF) – The constituent agency within EOHHS providing services to children 0 through 22 years old who are at risk or have been victims of abuse or neglect, as well as their families, established under M.G.L. c. 18B, § 1.

Department of Elementary and Secondary Education (DESE) – The constituent agency within the Executive Office of Education responsible for the provision of a public education system of a sufficient quality to extend to all children, established under M.G.L. c. 69, § 1.

Every Student Succeeds Act (ESSA) – Federal Law passed in December 2015 governing United States K-12 public education policy (Public Law 114-95).

Executive Office of Health and Human Services (EOHHS) – The executive secretariat of the Commonwealth of Massachusetts established under M.G.L. c. 6A, § 2 that oversees DCF.

Individualized Education Program (IEP) – A written statement, developed and approved in accordance with federal special education law in a form established by the Department of Elementary and Secondary Education, that identifies a student's special education needs and describes the services a school district shall provide to meet those needs.

Local Education Agency (LEA) – See definition for Local Government Entity.

Local Government Entity – Pursuant to MGL c. 44, § 70 and for purposes of this MOU, a city or town, that by vote of its town meeting, town council or city council with the approval of the selectmen, town manager or mayor, authorizes the LEA to enter into this MOU and that is responsible, or assumes responsibility, either directly or indirectly through an agency or other political subdivision, for the non-federal share of the Program expenditures. Local Governmental Entity is also referred to as Local Educational Authority (LEA) in this MOU.

Metropolitan Council for Educational Opportunity (METCO) – a state-funded grant program run by DESE intended to expand educational opportunities, increase diversity, and reduce racial isolation by permitting students in Boston and Springfield to attend public schools in other communities that have agreed to participate, pursuant to M.G.L. c. 76, § 12A.

Reporting Tool – The mechanism, designed and agreed upon by EOHHS, DESE, and DCF, by which the LEA will report on costs associated with the Program and attest to the accuracy of said costs.

School of Origin – The school in which a child is enrolled at the time of placement in foster care. Pursuant to Elementary and Secondary Education Act, § 1111 (g)(1)(E)(i)), DESE and the LEAs must ensure that a child in foster care enrolls or remains in his or her school of origin unless a determination is made that it is not in the child's best interest.

State Fiscal Year – The 12-month period commencing July 1 and ending June 30 and designated by the calendar year in which the fiscal year ends (e.g., State Fiscal Year 2019 starts on July 1, 2018 and ends June 30, 2019).

Title IV-E – an amendment to the Social Security Act that allows states to claim federal reimbursement for the costs of administering foster, adoptive, and guardianship services based on specific eligibility criteria.

Title IV-E Allowable Transportation Claiming Activities – The process through which an LEA requests payment based on Title IV-E-allowable actual incurred costs related to Administrative Activities. Administrative Activities Claiming is further described in Section 2.3 of this MOU.

Title IV-E Claiming of Transportation Expenditures for Children in Foster Care Program – The program through which Local Government Entities participate in administrative activities claiming of Title IV-E allowable expenditures of transportation for children in foster care.

Title IV-E Eligibility – children in foster care that meet the federal eligibility requirements outlined in the Social Security Act for foster care maintenance payments claimed on their behalf.

Title IV-E Federal Financial Participation (Title IV-E FFP) – The amount of the federal share that may be available based on the Certification of Qualifying Expenditures of an LEA for administrative activities related to the provision of transportation services to IV-E eligible foster care children to their School of Origin provided pursuant to this MOU.

Section 2. TERMS AND CONDITIONS

1. Subject to (a) the City/Town/Regional School District, hereinafter, Local Education Agency's (LEA) voluntary compliance, as determined by EOHHS, with all submission and other requirements established by EOHHS, DESE, and DCF, hereto referred to as "the Commonwealth"; (b) all other state approvals; (c) federal approval of all necessary payment and funding methods and payment limits; and (d) the availability of Title IV-E

FFP, the Commonwealth will pay the LEA an amount equal to the final Title IV-E FFP amount received by the Commonwealth for the allowable Certification of Qualifying Expenditures of the LEA for that state fiscal year, less any contingency fees and other administrative costs.

2. The LEA shall submit to the DESE no later than October 1 of each year, a cost report and Certification of Qualifying Expenditures on a form designated by the Commonwealth and completed in accordance with the Commonwealth's instructions and signed by an officer who is an authorized signatory of the unit of government providing the non-federal share of Title IV-E allowable transportation expenditures associated with transporting children to/from his/her School of Origin.
3. Said certification shall provide that the LEA's reported expenditures are allowable costs for children in foster care who are covered under ESSA and exclude the following costs:
 - a. Any Individualized Education Program (IEP) transportation costs incurred for a child who is enrolled in MassHealth where transportation services are required under the IEP;
 - b. Any costs for children and youth considered homeless as defined by the McKinney-Vento Homeless Assistance Act's, 42 USC 11434(a)(2);
 - c. Participate in METCO as set forth in M.G.L. c. 76, § 12A; or
 - d. Any other federally funded form of transportation services.
4. The LEA shall comply with all Title IV-E transportation administrative and billing requirements set forth in this MOU or incorporated by reference and applicable laws, regulations or subregulatory guidance regarding these requirements.
5. The LEA must repay to the Commonwealth any amounts resulting from any overpayment, erroneous reporting, administrative fine, or otherwise, in accordance with this MOU, DESE's rules and regulations, and all other applicable state and federal laws.
6. In the event that a review by the Commonwealth, ACF, or any other state and federal oversight entity reveals that the LEA's claim resulted in a duplicate payment under one or more state or federal programs or that LEA did not follow the requirements in accordance with the terms specified herein or applicable state or federal laws for any fiscal year the Commonwealth retains the right to recover payments from the LEA for that fiscal year(s).
7. At any point during the MOU, if the Commonwealth, in its sole judgment, identifies any deficiency in the LEA's performance under the MOU, the Commonwealth may require the LEA to develop a corrective action plan to correct such deficiency. The corrective action plan must, at a minimum:
 - a. identify each deficiency and its corresponding cause;
 - b. describe corrective measures to be taken to address each deficiency and its cause;
 - c. provide a time frame for completion of each corrective measure;

- d. describe the target outcome or goal of each corrective measure (i.e., how the action taken will be deemed successful);
- e. describe the documentation to be submitted to the Commonwealth as evidence of success with respect to each corrective measure; and
- f. identify the person responsible for each corrective measure, and any other information specified by the Commonwealth.

The LEA shall submit any such corrective action plan to the Commonwealth and shall implement such corrective action plan only as approved or modified by the Commonwealth. Under such corrective action plan, the Commonwealth may require the LEA to (1) alter the manner or method in which the LEA performs any MOU responsibilities, and (2) implement any other action that the Commonwealth may deem appropriate.

The LEA's failure to implement any corrective action plan may, in the sole discretion of the Commonwealth, be considered breach of the MOU, subject to any and all agreement remedies including, but not limited to, termination of the MOU.

8. Any costs incurred by the Commonwealth to administer the LEA's participation in the ESSA transportation claiming program, including contingency fees payable to the Commonwealth contractors, if necessary, will be offset against amounts of federal revenue payable to the LEA under an ongoing MOU or withheld in a special payment arrangement in the case of MOU termination.
9. The LEA shall immediately disclose to the Commonwealth any non-compliance by the LEA with any provision of this MOU, or any state or federal law or regulation governing this MOU.
10. In the event that the Commonwealth receives written notification of a deferral or disallowance of Title IV-E FFP claimed on behalf of the LEA's services through the Certification of Qualifying Expenditures, receives written notification of an audit finding requiring the return of any such Title IV-E FFP, or otherwise reasonably determines that any such Title IV-E FFP will be deferred or disallowed if claimed, the Commonwealth shall so notify the LEA. At any time after the Commonwealth's receipt of such notice or other information, it may require the LEA to remit to the Commonwealth the amount of payment(s) under review, pending final disposition of such review. The Commonwealth shall specify such amount in a written remittance notice to the LEA and, within 30 days of the date of such remittance notice, the LEA shall repay to the Commonwealth an amount equal to the amount specified. In the absence of such a remittance notice, the LEA may, on its own initiative remit such amount to the Commonwealth. In the event the LEA for any reason retains payment amounts subject to deferral, disallowance, or audit findings as described herein, the LEA shall be liable for such amounts plus any interest assessed by the federal government on the Commonwealth. The Commonwealth shall provide to the LEA written notification of the amount of any federal interest assessed on

payment amounts retained by the LEA. In the event that the final disposition of the deferral, disallowance, or audit described herein requires the Commonwealth to return an amount previously paid by the LEA to the Commonwealth under these provisions, no such payment due to the LEA shall constitute a late payment or otherwise obligate the Commonwealth to pay to the LEA any interest on such payment. Any remittance pursuant to the provisions of the paragraph shall be in accordance with all applicable state law.

11. The LEA must maintain records that are accurate and sufficiently detailed to substantiate the legal, financial, and statistical information reported on the Certification of Qualifying Expenditure form. These records must demonstrate the necessity, reasonableness, and relationship of the costs (e.g., personnel, supplies, and services) to the provision of services and must be furnished upon request to the Commonwealth or its designees, or to any other federal and state officials and agencies authorized by law to inspect such information or their designees, including the United States Secretary of Health and Human Services, the Comptroller General of the United States, the Administration for Children and Families, the Governor of Massachusetts, the Massachusetts Secretary of Administration and Finance, the Massachusetts State Auditor, the Massachusetts Department of Elementary and Secondary Education, and the Massachusetts Department of Children and Families. These records include, but are not limited to, all relevant transportation payments, service dates related to transportation payments, and child count. The LEA must maintain documentation supporting the transportation costs: (1) associated with transporting children eligible under Title IV-E in foster care, including their names and dates of services provided; and (2) that the costs are associated with transporting these children to/from their School of Origin; and (3) that the costs are not excluded pursuant to Section 2.3 of this MOU. The LEA is required to maintain cost report work papers for a minimum period of seven years beyond the last quarter that a child's transportation costs are included on a claim or until the completion of any audit, whichever is longer, following the end of each cost reporting period.
12. The LEA and any of their business associates/subcontractors shall comply with the terms, conditions, and obligations relating to data privacy, security, and management of personal and other confidential information applicable to the LEA under this MOU, as well as any other laws, regulations and other legal obligations regarding the privacy and security of such information to which the LEA is subject.
13. The Terms and Conditions set forth in this MOU may be terminated by any party upon written notice to the other at the address set forth below. Notice shall be sent to:

Executive Office of Health and Human Services
Office of Federal Finance and Revenue
600 Washington Street, 7th Floor
Boston, MA 02111
Attn: Michael Berolini, Director

Local Education Agency Name

Local Education Agency Address

Local Education Agency Address

Attn: _____
Local Education Agency Contact

14. The Terms and Conditions may be amended at any time in writing, signed by all parties.
15. The Terms and Conditions shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts.
16. No provision of the Terms and Conditions is or shall be construed as being for the benefit of, or enforceable by, any third party.
17. Rights and obligations, which by their nature should survive or which these Terms and Conditions expressly states will survive, will remain in full force and effect following termination or expiration of this MOU. Notwithstanding the generality of the foregoing, the rights and duties under paragraph 12 survive the termination or expiration of this MOU.

Signed by the respective duly authorized representatives of the parties hereto.

**COMMONWEALTH OF MASSACHUSETTS, EXECUTIVE
OFFICE OF HEALTH AND HUMAN SERVICES**

By: _____
EOHHS Authorized Signatory

Name: _____ (Print)

Date: _____

By: _____
DESE Authorized Signatory

Name: _____ (Print)

Date: _____

By: _____
DCF Authorized Signatory

Name: _____ (Print)

Date: _____

_____ (Name)

Local Education Agency Authorized Signatory

By: _____
Local Education Agency Authorized Signatory

Date: _____

Name: _____ (Print)

Position: _____

Phone Number: _____

Email Address: _____

ARTICLE 19:

ARTICLE 19: To see if the Town will vote to amend its Zoning Bylaw, Section 206-2. **Floodplain Overlay District (FPOD)** by adopting revised Flood Insurance Rate Maps (FIRM) for the Town of Plymouth, and a revised Plymouth County Flood Insurance Study (FIS) report as well as associated tables, definitions, procedures and provisions for said District, or take any other action relative thereto.

PLANNING AND DEVELOPMENT

RECOMMENDATION: Approval (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 19. Approval of this article will ensure that Plymouth's floodplain bylaw complies with federal requirements. This is necessary for property owners to continue to receive flood insurance through the National Flood Insurance Program.

REPORT AND RECOMMENDATION OF THE PLANNING BOARD
ON THE PROPOSED AMENDMENT TO THE ZONING BYLAW AND MAP
TO REDEFINE THE TOWN'S FLOODPLAIN DISTRICT

DATE OF PUBLICATION OF PUBLIC HEARING:

January 8, 2020

20

January 15, 2020

JAN 29

DATE OF PUBLIC HEARING:

January 27, 2020

1

1:19

VOTE: On January 27, 2020 the Planning Board voted unanimously (5-0) to recommend approval of the following article to Town Meeting:

ARTICLE:

To see if the Town will vote to amend its Zoning Bylaw, Section 206-2. Floodplain Overlay District (FPOD) by adopting revised Flood Insurance Rate Maps (FIRM) for the Town of Plymouth, and a revised Plymouth County Flood Insurance Study (FIS) report as well as associated tables, definitions, procedures and provisions for said District, or take any other action relative thereto.

NEED & JUSTIFICATION:

The 100-year floodplain is an area that on average is expected to have a 1% chance of being flooded in any given year. For example, during the life of a 30-year mortgage there is a 30% chance that your property will be flooded. These flood areas are mapped by the Federal Emergency Management Agency (FEMA). The maps can be examined at the Office of Planning and Development at the Town Hall and on-line at FEMA's website.

The current floodplain maps were prepared by the Federal Emergency Management Agency (FEMA) in 2016. FEMA has revised the maps and is requiring the Town to adopt the revised maps. These revisions consist only of changes to inland flood areas (associated with lakes, ponds and waterways) and greatly improve the accuracy of the inland flood zones. No changes to the coastal (velocity) flood hazard areas were made. In addition, in order to properly reference the new maps FEMA is also requesting that the Town revise the current Floodplain Zoning District language to reflect the new map references.

FEMA is the only source of flood insurance in the United States. Numerous property owners receive flood insurance through the National Flood Insurance Program. If the Town does not adopt the revised maps and text, these property owners will no longer be eligible for flood insurance.

EFFECT:

The effect of this amendment to adopt revised floodplain maps and to adopt text that is consistent with the National Flood Insurance Program requirements.

INTENT:

It is the intent of this amendment is to ensure that Plymouth's floodplain bylaw complies with federal requirement. By adopting this bylaw, property owners located within flood prone areas will be able to maintain flood insurance for their homes and businesses.

VOTE:

* Underlined text added
Strikethrough text deleted

§206-2. Floodplain Overlay District (FPOD).

- C. **Delineation of District.** The Floodplain District includes all special flood hazard areas within the Town of Plymouth, designated as Zone A, AE, AO, and VE on the Plymouth County Flood Insurance Rate Maps (FIRM) issued by the Federal Emergency Management Agency, for the administration of the National Flood Insurance Program. The map panels of the Plymouth County FIRM that are wholly or partially within the Town of Plymouth are panel numbers;

Plans dated November 4, 2019;

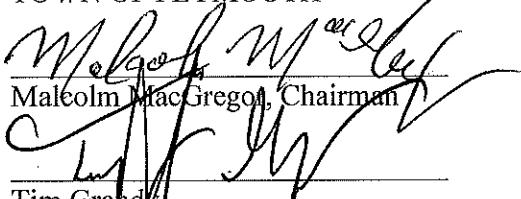
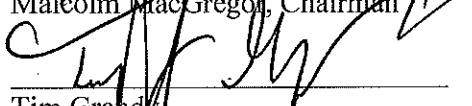
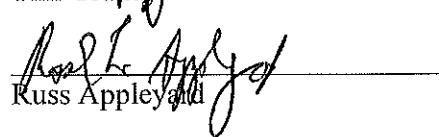
25023C0244K, 25023C0263K, 25023C0357K, 25023C0359K, 25023C0378K, 25023C0379K,
25023C0507K, and 25023C0509K; and

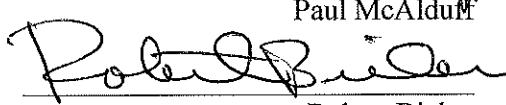
Plans dated (insert final date provided by FEMA);

25023C0342K, 25023C0352L, 25023C0353K, 25023C0354K, 25023C0356L, 25023C0357K, 25023C0358L, 25023C0359K, 25023C0361K, 25023C0362K, 25023C0363K, 25023C0364K, 25023C0366K, 25023C0367K, 25023C0370K, 25023C0376K, 25023C0378K, 25023C0379K, 25023C0386L, 25023C0387L, 25023C0388K, 25023C0389K, 25023C0391L, 25023C0393L, 25023C0394K, 25023C0477K, 25023C0479K, 25023C0485K, 25023C0487K, 25023C0491K, 25023C0492K, 25023C0494K, 25023C0505K, 25023C0506L, 25023C0507K, 25023C0508L, 25023C0509K, 25023C0511K, 25023C0512K, 25023C0513K, 25023C0514L, and 25023C0516L;

Plans ending with the suffix J dated July 17, 2012 and plans ending with the suffix K dated November 4, 2016. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Plymouth County Flood Insurance Study (FIS) report dated November 4, 2016 (insert final date provided by FEMA). The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk.

TOWN OF PLYMOUTH


Malcolm MacGregor, Chairman

Tim Grandy

Russ Appleyard


Paul McAlduff

Robert Bielen

BEING A MAJORITY OF THE PLANNING BOARD

DATE SIGNED BY THE PLANNING BOARD: January 27, 2020

DATE FILED WITH TOWN CLERK: January 29, 2020

cc: Town Clerk
Board of Selectmen
Advisory and Finance Committee

ARTICLE 20:

ARTICLE 20: To see if the Town will vote to amend the Town of Plymouth General By-laws by creating a new section entitled **“Industrial Building Demolition Permit”** that establishes a process to review demolition activities related to large scale industrial buildings that is of such scale that special conditioning may be necessary in order to avoid possible objectionable negative effects (such as heavy equipment noise, vibration, dust or vehicular traffic) to Town ways, abutting properties, the environment and the Town in general as on file with the Town Clerk, or take any other action relative thereto.

PLANNING AND DEVELOPMENT

RECOMMENDATION: Approval (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 20. The focus of this bylaw is to ensure conditions are in place to minimize the negative effects of the demolition of the closed Pilgrim Nuclear Power Station and all other large-scale industrial structures will be subject to this bylaw. Approval of the article will give the Town some oversight of the demolition process and allow some control for adding conditions such as specific traffic routes and limiting travel during sensitive times (but not limited to) to minimize the negative effects of heavy vehicle traffic, noise, vibration and dust to surrounding neighborhoods and the Town in general.

Memo

To: Select Board
Advisory and Finance Committee

From: Lee Hartmann
Director of Planning & Development

Date: January 7, 2020

Re: Industrial Building Demolition Permit

The intent of this bylaw is not to prevent or impede demolition processes but to ensure that conditions are in place to minimize the negative effects of a large-scale demolition project. All large-scale industrial uses are subject to this bylaw, however, at this time the focus is on the closed Pilgrim Station.

As of June 2019, the Pilgrim Nuclear Power Station has ceased operation. The fuel rods are being relocated to temporary on-site dry cast storage facilities. The buildings on this site have a footprint of approximately 300,000 square feet (6.9 acres). Holtec International has acquired ownership of the property. As decommissioning progresses, Holtec will be working closely with various federal and state agencies. Unfortunately, the Town of Plymouth has a very limited role in the decommissioning process. The purpose of the General Bylaw is to give the Town limited oversight over the on-site activities and oversight by the Highway Commissioners, the Select Board, on the use of Town Ways for the transportation of demolition material from this site. Moving forward it will also apply to demolition activities associated with any other large-scale industrial buildings.

Proposed Section:

Chapter 91 Industrial Building Demolition Permit

§91-1 Purpose

To review demolition activities related to large scale industrial buildings that are of such scale that special conditioning may be necessary in order to avoid possible objectionable negative effects (such as heavy equipment noise, vibration, dust or vehicular traffic) to Town Ways, abutting properties, the environment and the Town in general.

§91-2 Applicability.

This bylaw shall be applied to the demolition of Industrial Buildings, with a total building footprint of greater than 180,000 square feet as well as associated, roadways, parking lots, and other amenities located on the same site.

For the purposes of this bylaw, Industrial Buildings are defined as buildings, outbuildings and accessory structures on Light Industrial sites and used for Heavy Industry, Manufacturing, Warehousing use or as a Power Generating Facility.

§91-3 Required Information.

Prior to the commencement of demolition activities, the following information is required and shall be approved by the Select Board.

On-Site.

1. A site restoration plan for all disturbed areas shall be prepared by a professional Landscape Architect or an equivalent qualified professional and submitted for approval by the Select Board. Restoration areas shall have a minimum of 6 inches of loam and shall include Native Vegetation (trees, shrubs and grasses) planted at a density similar to the surrounding areas.
2. Location of staging areas and all on-site debris processing equipment.
3. Measures proposed to minimize noise, vibration, dust and other negative effects of demolition and related activities on nearby neighborhoods.

Off-Site.

1. A listing of the number and types of vehicles that will be traveling on Town Ways as well as estimated per axel weights.
2. A heavy vehicle route plan shall be prepared by a qualified professional and submitted for approval by the Select Board. The plan shall minimize the negative effects of heavy vehicles on the surrounding neighborhood and the Town in general.
3. A technical review of the proposed vehicle travel route including the condition of the Town Ways, bridges and culverts and an analysis of the ability of these ways to accommodate the proposed vehicles.

§91-4 Permit Conditions.

To avoid possible objectionable negative effects (such as heavy equipment noise, vibration, dust or vehicular traffic) to abutting properties, the Town and the environment, the Select Board may impose reasonable conditions as part of the permit that:

1. Mitigate the impacts of heavy vehicle traffic on Town Ways.
2. Minimize noise, vibration and dust generated from demolition activities.
3. Limit heavy vehicle traffic to specific routes.
4. Limit travel on Town Ways during sensitive times (such as school bus travel times).

§91-5 Denial of a Demolition Permit.

The Select Board may deny a Permit if it determines that the demolition activities:

1. Would create unsafe off-site conditions; or
2. Would be a detriment or nuisance to nearby landowners or to the Town in general by reason of traffic, noise, dust, vibration, or other objectionable conditions.

§91-6 Operational Requirements.

The Building Commissioner or authorized agent shall with advance notice be given access to the site in order to inspect the site to insure compliance with the permit and approved demolition plan.

Heavy vehicle round trips shall be limited to 20 round trips per day to and from (40 total) the site.

Contractor and subcontractor vehicles must be clearly identified by the company's name.

Demolition activities, trucking and equipment start-up and operation and any related use shall be limited to Monday through Friday and hours of operation shall be limited to 7:00 AM to 4:00 PM, with no demolition activities permitted on State or Federal holidays.

Copies of all bills of lading for all disposal materials including soil, asphalt, concrete, scrap and metal must be forwarded to the Select Board.

Prior to any demolition work the following shall be provided to the Select Board:

1. Copies of demolition permits, issued by Plymouth's Inspectional Services, and AQ06 Air Quality Permits issued by DEP.
2. The name of all Licensed Site Professionals (LSP) and LSP subcontractors working on the project and their contact information.

§91-6 Severability

If any provision of this Chapter or the application of any such provision to any person, entity, or circumstance shall be held invalid, the remainder of this article, to the extent it can be given effect, or the application of those provisions to the person, entity, or circumstance other than those to which it is held invalid, shall not be affected thereby, and to this end the provisions of this Chapter are severable.

ARTICLE 21:

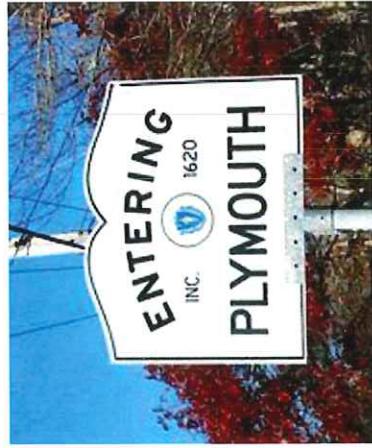
ARTICLE 21: To see if the Town will vote to amend the General Bylaws by inserting a new section, Chapter 164, entitled "Stretch Energy Code", for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including future editions, amendments or modifications thereto, a copy of which is on file with the Town Clerk as well as amend any other definitions, procedures, and provisions for, or take any other action relative thereto.

ENERGY COMMITTEE

RECOMMENDATION: Approval (12-0-1)

The Advisory & Finance Committee recommends Town Meeting approve Article 21. Adopting this new section, Chapter 164, entitled "Stretch Energy Code" will put the Town of Plymouth on the path to become a Green Community and work towards energy efficiency and energy savings.

Article 21 Spring Town Meeting 2020 Make Plymouth a Green Community!



Five Criteria must be met to qualify for Green Community designation. Plymouth has already met criteria 1, 2, and 4.

1) As-of-Right Siting

Adopt as-of-right siting for renewable/alternative energy generation, research and development, or manufacturing.

✓ **Status: DONE**

2) Expedited Permitting

Adopt expedited application and permitting process for the above – twelve-month timeline between permit application and final approval.

✓ **Status: DONE**

3) Energy Baseline and 20% Energy Reduction Plan

Create and adopt an Energy Reduction Plan to reduce municipal energy use by 20% over five years.

✓ **Status: PENDING**

4) Fuel-Efficient Vehicle Purchasing Policy

Purchase only fuel-efficient municipal vehicles whenever such vehicles are commercially available and practicable.

✓ **Status: DONE**

- As of January 2020:
 - 271 out of 351 MA cities and towns (77%) are Green Communities

- \$123 million in grant funds have been awarded to these 271 communities since 2010
 - 278 MA cities and towns (79%) have adopted the Stretch Energy Code
 - If Plymouth becomes a designated Green Community, it will receive an initial grant of approximately \$267,000 and be eligible to apply for annual grants of up to \$200,000.

All grant funds are to be used for projects that save the town energy and money, including many deferred maintenance projects that need to be undertaken anyway. Projects paid for by the grants will continue to provide savings to the town each year in the form of lower energy costs.

Many neighboring towns have become Green Communities and received grants:

Community	Designation Year	Total Grants
Carver	2020	\$157,670
Duxbury	2017	\$389,705
Kingston	2010	\$1,107,582
Marshfield	2016	\$641,346
Middleborough	2017	\$445,095
Pembroke	2014	\$771,289
Plympton	2013	\$551,176
Wareham	2018	\$204,942

**Please support Article 21 at
Spring Town Meeting 2020 and
add Plymouth to this list!**

Thank you!
Plymouth Energy Committee

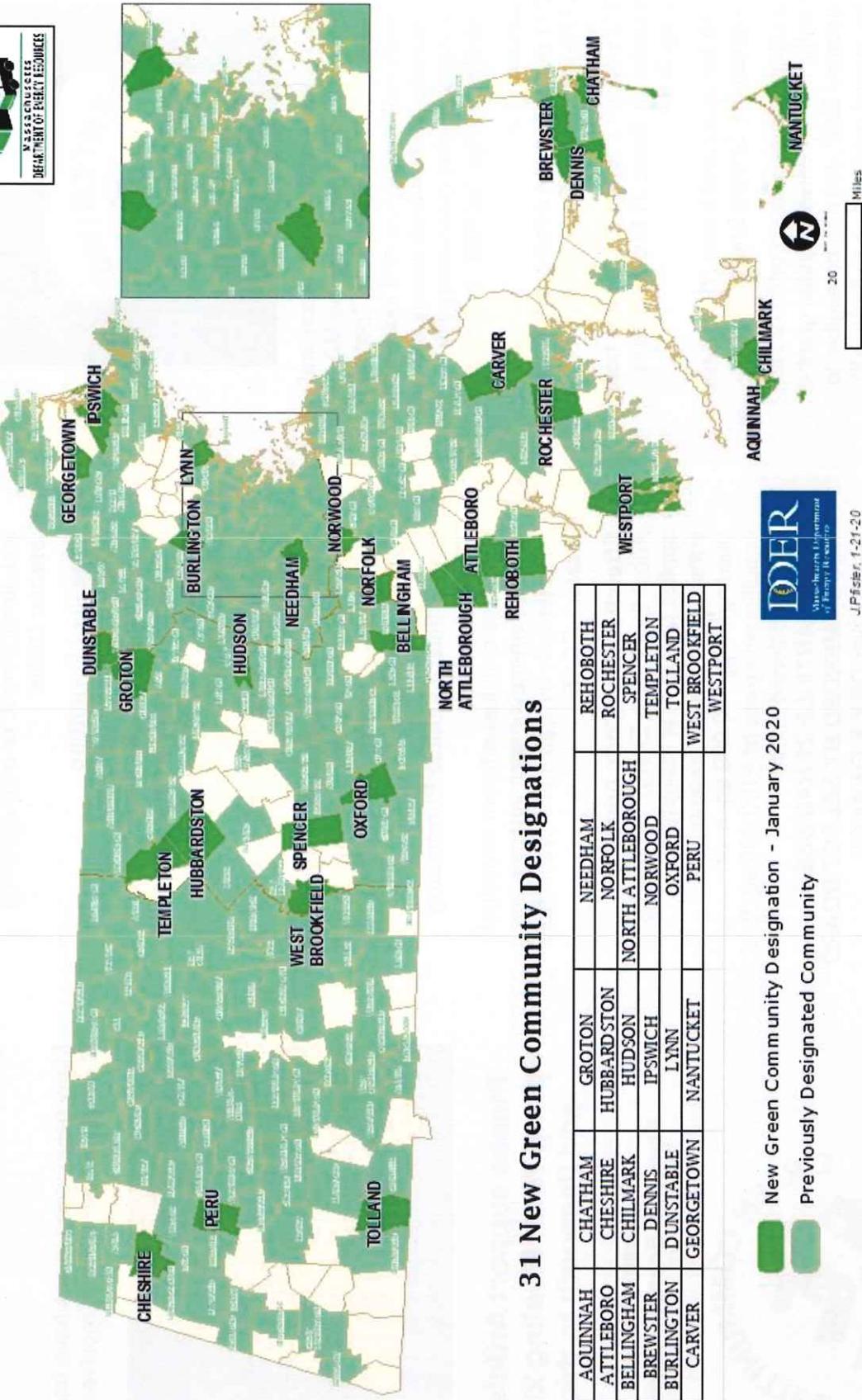


Massachusetts
DEPARTMENT OF ENERGY RESOURCES

**ARTICLE 21 HAS BEEN
RECOMMENDED BY SELECT BOARD
AND ADVISORY & FINANCE
COMMITTEE. NEEDS TOWN
MEETING APPROVAL.**

Let's put Plymouth on this map!

GREEN COMMUNITY DESIGNATIONS REACH TWO HUNDRED SEVENTY-ONE



Support Article 21 at
April Town Meeting 2020.

ARTICLE 24:

ARTICLE 24: To see if the Town will vote to transfer the care, custody, management and control of the parcel listed below as on file with the Town Clerk, from the Town Treasurer for tax title purposes to the Conservation Commission for conservation purposes pursuant to G.L. c. 40, section 8C; and further to authorize the Conservation Commission to execute any and all instruments as may be necessary to effectuate the vote taken hereunder, or take any other action relative thereto.

Parcel ID	Location	Legal Reference	Recording Date
108-000-010-020	Off Peter Road	Cert: 55752, Bk: 278 Pg: 152	May 28, 2019

CONSERVATION COMMISSION

RECOMMENDATION: Approval (12-0-1)

The Advisory & Finance Committee recommends Town Meeting approve Article 24. The Open Space Committee considers this 8.45 acre of forested habitat highly valuable and worth protecting. The parcel off Peter Road abuts 22 acres of protected open space land and is in the vicinity of 2 other lots that are under the jurisdiction of the Conservation Commission that provide wildlife habitats and opportunities for human recreation.



Town of Plymouth
Open Space Committee

Memo

To: Advisory and Finance Committee

From: Plymouth Open Space Committee

Date: January 8, 2020

Re: Spring Town Meeting – Article 24

The Open Space Committee is seeking support from the Board of Selectmen for the conveyance of a tax title property from the Town Treasurer to the jurisdiction of the Conservation Commission at the upcoming spring town meeting.

The parcel, shown on the Assessor's Map as 108-000-010-020, comprises 8.45 acres of primarily forested habitat and possesses the following important attributes:

1. Lot 10-20 was created as part of the David Estates Subdivision Common Open Space which abuts 22 acres of additional common area land which was voted to be permanently protected at the 2015 Spring Town Meeting.
2. The parcel has value for climate change resiliency, acting to cool the area, prevent erosion and sequester carbon.
3. The lot is adjacent to protected open space land that has waterfront access and is near two other protected parcels. This mosaic provides wildlife habitat and opportunities for human recreation.
4. The parcel already has trails, which could be improved, and links to other trails, providing hiking and walking options.
5. The lot partially overlaps with a FEMA flood zone X, underlining its importance in controlling freshwater flooding, and its unsuitability for structures.
6. The woodland is of high quality with little nonnative vegetation.

Based on these factors, the Open Space Committee considers this property highly valuable and recommends protection under Article 97. Thank you.

**Department of Planning
and Development**

Memo

To: Marlene McCollem, Assistant Town Manager
From: Lee Hartmann, Director of Planning & Development
Date: November 5, 2019
Re: 2020 Spring Annual Town Meeting

Please reserve the following article for the upcoming 2020 Spring Annual Town Meeting:

To see if the Town will vote to transfer the care, custody, management and control of the parcel listed below as on file with the Town Clerk, from the Town Treasurer for tax title purposes to the Conservation Commission for conservation purposes pursuant to G.L. c. 40, section 8C; and further to authorize the Conservation Commission to execute any and all instruments as may be necessary to effectuate the vote taken hereunder, or take any other action relative thereto.

Parcel ID	Location	Legal Reference	Recording Date
108-000-010-020	Off Peter Road	Cert: 55752, Bk: 278 Pg: 152	May 28, 2019

ROUTING SHEET FOR FORECLOSED PROPERTIES

TAX TITLE #	TT# 16111 FORECLOSED 5/2/19 ON PETER RD. MAP 108 LOT 10-20		
PROPERTY OWNER	FORMER OWNER: RAVENBROOK REALTY INC. NOW: TOWN OF PLYMOUTH		
DATE:	DEPARTMENT	SIGN OFF	COMMENTS
6/26/2019	ENGINEERING	No Interest	lil S. Verly 8-06-2019
	DPW		
8-6-19	TOWN MANAGER	No Interest	
9-3-19	OPEN SPACE COMMITTEE	Keep for open space committee	DGP
7/23/19	PLANNING	Keep for OS, part of existing Conservation parcels within Peter Road subdivision.	
8/5/19	COMMUNITY DEV.	NO Interest Peggihal	
	ECONOMIC DEV.		
8/16/19	Redevelopment Authority	Yelannen by -No interest	
7.25.2019	CONSERVATION	Keep for OS/non recreational	
8/5/19	MARINE & ENVIRONMENTAL AFFAIRS	Keep for OS. Det	
8/14/19	PUBLIC HEALTH	NO interest	

Please return files to Treasury after reviewing

WOULD YOU KINDLY REVIEW THE FILE AND RETURN TO TREASURY ASAP

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Legend

Town Land - Town Owned

SUBCAT

- Conservation
- Tax Title

107-000-006-000U

107-000-064-006
107-000-064-005

107-000-023-004

108-000-006A-000

107-000-069-000
107-000-070-000

PLYMOUTH STREET

BUNNY'S ROAD

108-000-014B-083

Locus
8.45 Acres

108-000-010-020

108-000-016-000

BUNNY'S ROAD

PETER ROAD

108-000-010-075

108-000-008-000

WENDY LANE

CARVER ROAD

AMY LANE

LISA AVENUE

GREGORY DRIVE

PINEWOOD ROAD

108-000-027C-000

Passed TM - 2015
Protection Status Underway
7.78 Acres

108-000-010-023

108-000-010-092

Passed TM - 2015
Title Under Review
7.12 Acres

108-000-000-00

[SEAL]

COMMONWEALTH OF MASSACHUSETTS
LAND COURT
DEPARTMENT OF THE TRIAL COURT

Case No.: 17 TL 001437

JUDGMENT IN TAX LIEN CASE

Town of Plymouth

vs.

Ravenbrook Realty, Inc., aka, Ravenbrook Farms, Inc.

This case came on to be heard and was argued by counsel, and thereupon, upon consideration thereof, it is

ADJUDGED and ORDERED that all rights of redemption are forever foreclosed and barred under the following deed(s) given by and/or the tax taking(s) made by the Collector of Taxes for the Town of Plymouth in Plymouth County and said Commonwealth:

<u>Land Type</u>	<u>Tax Taking Date</u>	<u>Book No.</u>	<u>Page No.</u>	<u>Document No.</u>	<u>Certificate of Title No.</u>
Registered	12/14/2016			753998	55752

By the Court: Deborah J. Patterson

Attest:

A TRUE COPY
ATTEST:

Deborah J. Patterson
RECOORDER

Deborah J. Patterson
Recorder



2019 00784651

Bk: 00278 Pg: 152 Cert: 55752
Doc: NOTC 05/28/2019 12:48 PM
ATTEST: John R. Buckley, Jr. Register
Plymouth County Registry of Deeds

Entered: May 2, 2019

NO. 17TL001437 , T.L.



2017 00764880

Bk: 00278 Pg: 152 Cert: 55752

Doc: NOTC 10/17/2017 09:42 AM

ATTEST: John R. Buckley, Jr. Register
Plymouth County Registry of Deeds

COMMONWEALTH OF MASSACHUSETTS
LAND COURT
DEPARTMENT OF THE TRIAL COURT

TO ALL WHOM IT MAY CONCERN:

Town of Plymouth

hereby give notice that, on the 10th day of August, 2017
filed in said Court a complaint against* Ravenbrook Realty, Inc., aka, Ravenbrook Farms, Inc.

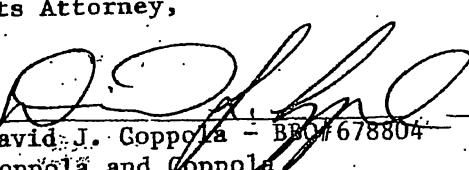
to foreclose a tax lien acquired under a certain tax deed (or deeds) from the Collector of Taxes for the ~~City of Plymouth~~
Town) of Plymouth, in the County of Plymouth and
said Commonwealth, to me dated December 14, 2016, and recorded with Plymouth Reg. of Deeds
Document No. 753998 Cert. No. 55752 in Book 278 Page 152 said deed (or deeds) covers a certain parcel of land
situated in Plymouth in the County of Plymouth and said

Commonwealth, which is described as follows:

Land in said Plymouth on Peter Rd, shown as Lot 10-20 on Assessors' Plat 108, being Lot 20 on Ld.Ct.P1. 11879E, filed with Cert. 55752, described in Ply.Reg.Dist.Cert. of Title 55752, B. 278, P.152.

TOWN OF PLYMOUTH
By its Attorney,

By:


David J. Coppola - B#01678804
Coppola and Coppola
40 South Street
Marblehead, MA 01945

*Name all respondents as in complaint.

(THIS INSTRUMENT NOT VALID UNLESS RECORDED WITHIN 60 DAYS OF
THE * DATE OF TAKING)

STATE TAX-FORM 301

INSTRUMENT OF TAKING

THE COMMONWEALTH OF MASSACHUSETTS

Town of Plymouth

NAME OF CITY OR TOWN

OFFICE OF THE COLLECTOR OF TAXES

Pamela L. Borgatti

I,....., Collector of Taxes for
Plymouth

Town of....., pursuant and subject to the provisions of General Laws,
Chapter 60, Sections 53 and 54, hereby take for said Town the following described land.

DESCRIPTION OF LAND

(The description must be sufficiently accurate to identify the premises and must agree with the notice of taking.
In the case of registered land, the Certificate of Title Number and Registry Volume and Page must be given.)

Land in said Plymouth on Peter Rd, shown as Lot 10-20 on Assessors' Plat 108, being Lot 20 on Ld.Ct.Pl. 11879E, filed with
Cert. 55752, described in Ply.Reg.Dist.Cert. of Title 55752, B. 278, P 152.

Said land is taken for non-payment of taxes as defined in Section 43 of said Chapter 60 assessed thereon
to Ravenbrook Realty Inc., for the year(s) 2016, which were not paid within fourteen days after demand
therefor made upon Ravenbrook Realty Inc. on June 16, 2016 and now remain unpaid together with interest and
incidental expenses and costs to the date of taking in the amounts hereinafter specified, after notice of intention
to take said land given as required by law.

\$1,236.52

2016 tax REMAINING UNPAID

\$130.69

INTEREST to the date of taking.....

2016 CPA

\$18.55

\$169.25

INCIDENTAL EXPENSES AND COSTS to the day of taking

\$1,555.01

SUM FOR WHICH LAND IS TAKEN.....

14th

December

WITNESS my hand and seal this.....day of....., 2016.

(*date of taking)

Plymouth

Pamela L. Borgatti, Collector of Taxes for the Town of

Pamela L. Borgatti

THE COMMONWEALTH OF MASSACHUSETTS

Plymouth

On this 14th day of December 2016, before me, the undersigned notary public, personally appeared Pamela L. Borgatti
proved to me through satisfactory evidence of identification which were driver's license and personal knowledge, to be the person whose
name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose, as
Collector of Taxes for the City/Town of Plymouth

My Commission expires March 21, 2019 before me, James E. Coppola, Jr.

James E. Coppola
- Notary Public

THIS FORM APPROVED BY THE DEPARTMENT OF REVENUE

Return to:

Collector of Taxes
Town Office Building
11 Lincoln Street
Plymouth, MA 02360

Unofficial Property Record Card - Plymouth, MA

General Property Data

Parcel ID 108-000-010-020
 Prior Parcel ID 9100-108-0020A
 Property Owner PLYMOUTH TOWN OF

Mailing Address 26 COURT ST

City PLYMOUTH
 Mailing State MA Zip 02360
 ParcelZoning

Account Number

Property Location PETER RD
 Property Use Vacant TT
 Most Recent Sale Date 5/28/2019
 Legal Reference C55752-
 Grantor RAVENBROOK REALTY INC,
 Sale Price 0
 Land Area 8.450 acres

Current Property Assessment

Card 1 Value	Building Value 0	Xtra Features Value 0	Land Value 76,000	Total Value 76,000
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Building Description

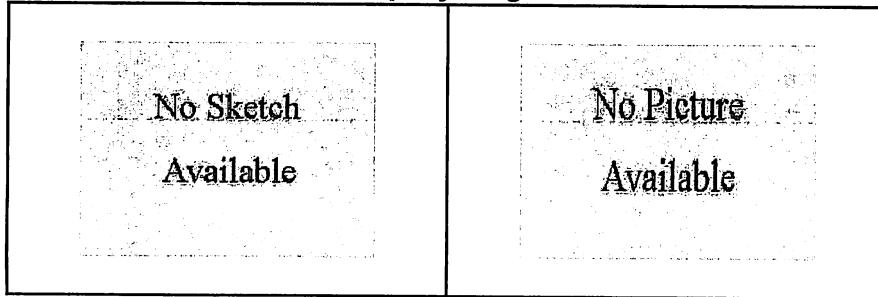
Building Style	Foundation Type	Flooring Type N/A
# of Living Units 0	Frame Type	Basement Floor N/A
Year Built N/A	Roof Structure	Heating Type N/A
Building Grade	Roof Cover	Heating Fuel N/A
Building Condition N/A	Siding	Air Conditioning 0%
Finished Area (SF) N/A	Interior Walls N/A	# of Bsmt Garages 0
Number Rooms 0	# of Bedrooms 0	# of Full Baths 0
# of 3/4 Baths 0	# of 1/2 Baths 0	# of Other Fixtures 0

Legal Description

Narrative Description of Property

This property contains 8.450 acres of land mainly classified as Vacant TT with a(n) style building, built about N/A, having exterior and roof cover, with 0 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 0 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

Lot 10

Previous Assessments

Year	Code	Building	Yard Items	Land Value	Acres	Special Land	Total
2020	936 - Vacant TT	0	0	76,000	8.45	0.00	76,000
2019	132 - UNBUILDBL	0	0	76,000	8.45	0.00	76,000
2018	132 - UNBUILDBL	0	0	76,000	8.45	0.00	76,000
2017	132 - UNBUILDBL	0	0	76,000	8.45	0.00	76,000
2016	132 - UNBUILDBL	0	0	76,000	8.45	0.00	76,000

ARTICLE 25:

ARTICLE 25: To see if the Town will vote to decrease the Community Preservation Act surcharge by .5% from 1.5% to 1.0%, or take any other action relative thereto.

BY PETITION: Stacey De La Cruz, et al

NO MOTION, NO ACTION

ARTICLE 26:

ARTICLE 26: To see if the Town will vote to amend Chapter 6 of the Town Charter by adding the following; **Chapter 6 Section 1-2 No member of a Board, Commission or Committee of the Town, whether elected or appointed may hold the position of Chairman of said Board, Commission or Committee for a period of time longer than Two (2) years in any Three (3) year period or Three (3) years in any Six (6) year period**, or to take any other action relative thereto.

BY PETITION: Steven Striar, et al

RECOMMENDATION: Not Approve (1-9-0)

The Advisory & Finance Committee is not recommending Town Meeting approve Article 26. The Committee recognized there are benefits to periodic turnover of Chairs, however these strict term limits were not viewed as an appropriate tool to achieve that. The Committee was concerned by the numerous negative externalities that could arise from this proposal. This would impact between 60-70 Boards, Commissions, or Committees in Plymouth. The Committee did not believe there was sufficient need to enact such far-reaching change across Town as proposed.

Article 26

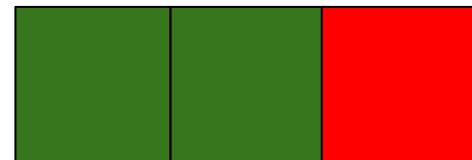
The intent of this article is to set a reasonable limit on the length of time an individual may serve as the Chairperson of a Board, Commission or Committee of the Town.

Upon passage, the effect of this change would be to limit the number of years a person may serve as the Chair to no longer than two (2) years in any three (3) year period or three (3) years in any six (6) year period. These limits are illustrated in the accompanying diagram showing a three and ten year model.

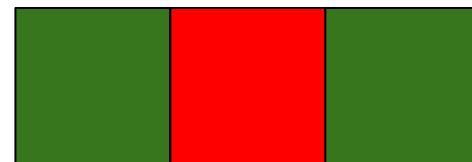
By imposing a reasonable term limit we open the door for new people to step forward with fresh ideas, perspective and attitude. While at the same time limiting the potential negative effects of the aggregation of authority into the hands of a very small group of both elected and appointed board members.

The petitioners believe the People of Plymouth will be better served in both the short and long term by boards that regularly reorganize and rotate members into and out of the Chairmanship at an established interval. The accompanying 'Ten Year Actual' chart illustrates how some of our boards and committees have handled this issue over the last ten years.

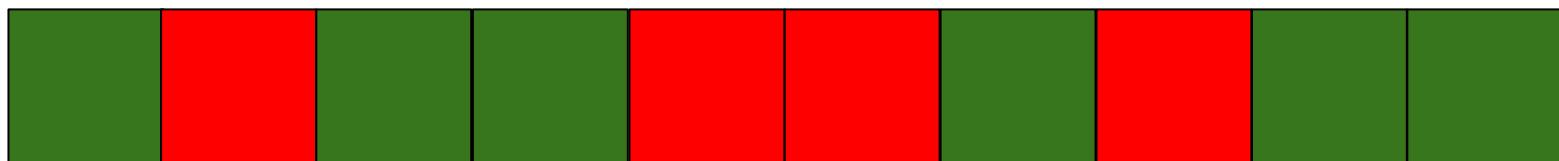
Article 26: Three Year Model



- Restricted Year
- Non-restricted Year



Article 26: Ten Year Model



Article 26: Ten Year Actual

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
A+F										1
BOH										2
BOS										2
CONCOM										1
CPC										2
HIST										2
PB										2
PGDC										2
RET. BD										2
ZBA										2

1 - New chairman following year

2 - No change following year

ARTICLE 27:

ARTICLE 27: To see if the Town will vote to amend Ch. 3 Sec. 2-2 of the Town Charter by adding the words 'and responsibility' following the word 'power' and adding the following to the end of the existing sentence;and to approve all proposed rules (excepting rules of procedure), regulations, fees and fines of all multiple-member boards, commissions and committees appointed under Chapter 3 Section 2-2 of this charter.: The section, as amended would read; The Select Board shall have the power and responsibility to enact rules and regulations to implement its policies and to approve all proposed rules (excepting rules of procedure), regulations, fees and fines of all multiple-member boards, commissions and committees appointed under Chapter 3 Section 3-1 of this Charter, or to take any other action relative thereto.

BY PETITION: Steven Striar, et al

RECOMMENDATION: Not Approve (1-9-0)

The Advisory & Finance Committee is not recommending Town Meeting approve Article 27. This proposal is intended to obligate the Board of Selectmen to approve all proposed rules (except procedural rules) and regulations of the outlined public bodies that they appoint members to. The Committee noted that such a requirement would be onerous for the Board of Selectmen and defeat the purpose of creating and authorizing these other public bodies to carry out their specific functions. The Committee also noted that the Board of Selectmen were not in favor of this proposal. Lastly, the Committee also discussed that the choice of language in the proposal may not actually be properly crafted to enact the intended change.

Article 27

The purpose of this article is to place a reasonable check on the virtually unlimited authority of several appointed Boards and Commissions of the Town. It also will provide for a more equal balance between the rights and needs of individual Plymouth citizens and the competing governmental interests of the Town.

We all recognize the important job being performed by a small number of hard working and dedicated people serving as appointed members on various Boards, Commissions and Committees of the Town. Their efforts are very much appreciated. This article is not intended to minimize or undo those efforts. If passed, this change to our Charter would simply require that any appointed Board, Commission or Committee bring all new proposed rules (excepting rules of procedure), regulations, fees and fines to the Board of Selectmen for their approval at a Public Hearing before they may be enacted.

The effect of this article, should it pass, would be to reestablish the important and long held practice of placing a check on our governments authority to interfere in the ordering of the private lives and practices of the citizens of and visitors to the Town of Plymouth.

ARTICLE 28:

ARTICLE 28: To see if the Town will vote to amend Chapter 3 of the Town Charter by adding the following: **Chapter 3 Section 7-3 The Board of Health may promulgate rules and regulations, amend current rules and regulations and establish fees and fines pursuant to Chapter 3 Section 7-2 and Chapter 3 Section 2-2 of this Charter**, or take any other action relative thereto.

BY PETITION: Steven Striar, et al

RECOMMENDATION: Not Approve (Unanimous 0-10-0)

The Advisory & Finance Committee is not recommending Town Meeting approve Article 28. Articles 28 and 29 are both intrinsically connected to Article 27 because they are each intended as further amendments to the Charter to implement the changes proposed in Article 27. Approval of Articles 28 and 29 would not make sense, and would not function as the petitioner intended, if Article 27 were not also approved. The Committee did not recommend Town Meeting approve Article 27, and therefore the Committee is also not recommending Town Meeting approve this article.

Article 28

This article is intended to reconcile the Charter language if Article 27 is passed by Town Meeting.

ARTICLE 29:

ARTICLE 29: To see if the Town will vote to amend Chapter 3 of the Town Charter by adding the following: **Chapter 3 Section 10-3 The Conservation Commission may promulgate rules and regulations, amend current rules and regulations and establish fees and fines pursuant to Chapter 3 Section 10-2 and Chapter 3 Section 2-2 of this Charter**, or take any other action relative thereto.

BY PETITION: Steven Striar, et al

RECOMMENDATION: Not Approve (1-9-0)

The Advisory & Finance Committee is not recommending Town Meeting approve Article 29. Articles 28 and 29 are both intrinsically connected to Article 27 because they are each intended as further amendments to the Charter to implement the changes proposed in Article 27. Approval of Articles 28 and 29 would not make sense, and would not function as the petitioner intended, if Article 27 were not also approved. The Committee did not recommend Town Meeting approve Article 27, and therefore the Committee is also not recommending Town Meeting approve this article.

Article 29

This article is intended to reconcile the Charter language if Article 27 is passed by Town Meeting.