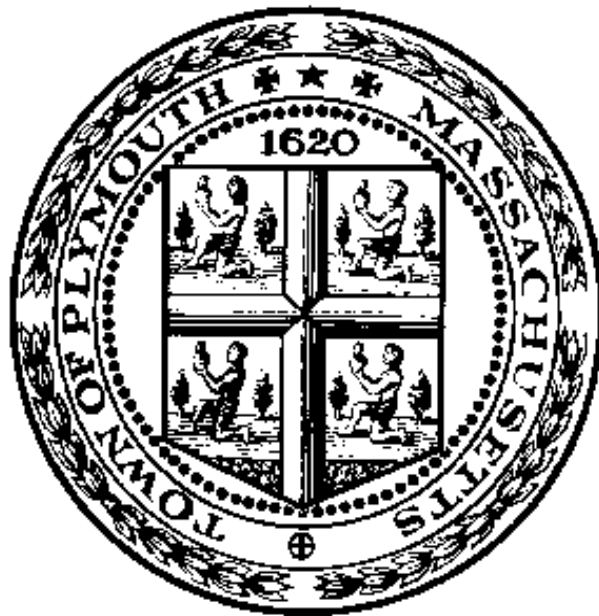


TOWN OF PLYMOUTH

REPORT
& RECOMMENDATIONS
OF THE
ADVISORY & FINANCE
COMMITTEE



Presented at
FALL
TOWN MEETING
October 20, 2018

FALL TOWN MEETING

OCTOBER 20, 2018

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REPORT & RECOMMENDATIONS

ARTICLE 1: 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 2A: To see if the Town will vote to amend the vote taken under Article 7A of the 2018 Annual Town Meeting warrant, and, as necessary, to raise, appropriate, transfer or borrow funds for the purpose of supplementing departmental expenses, and/or to reduce certain departmental expenses or otherwise amend said vote, or take any other action relative thereto.

BOARD OF SELECTMEN

The Advisory & Finance Committee was presented the following spreadsheet for individual budget adjustment requests from the Finance Department displayed in a manner similar to how the original departmental budgets were voted on at the Annual Town Meeting in April 2018, Article 7A. The line item # is identified in the third column of the spreadsheet. A & F then either voted these line items in total or they broke them out into sub-categories by a letter. For example, line item #34 the Fire Chief was looking for two items which add up to \$539,986 in Fire Personal Services; A & F broke it into items 34A & 34B for separate consideration and voted on the individually. You can see on the spreadsheet in the 6th column, the A & F Item Vote, if the Item # was voted on in total or if it was broken out into smaller votes. A summary of their changes is presented and the final recommendation to Town meeting in the third and second to last column respectively. The vote on the original department request is also displayed in the last column.

Below is intentionally left blank so the spreadsheet can be seen as a whole on the following page.

Department	Article	Line #	2018 FATM Requests	Description of Item	A & F Item Vote	A & F CHANGES	A & F Town Meeting Recommendation	VOTE Y - N - A
PROCUREMENT	2A	4	\$ 1,800.00	Equipment Rental	4		\$ 1,800.00	
PROCUREMENT	2A	4	\$ 985.00	Training	4		\$ 985.00	
			\$ 2,785.00		4 Total	\$ -	\$ 2,785.00	10-3-0
INSPECTIONAL SERVICES	2A	26	\$ 13,000.00	Increase C-4 to Full Time	26		\$ 13,000.00	
			\$ 13,000.00		26 Total	\$ -	\$ 13,000.00	10-3-0
POLICE DEPARTMENT	2A	31	\$ 118,226.00	9 Patrolmen	31		\$ 118,226.00	
			\$ 118,226.00		31 Total	\$ -	\$ 118,226.00	13-0-0
FIRE DEPARTMENT	2A	34	\$ 470,000.00	OT	34A		\$ 470,000.00	
			\$ 470,000.00		34A Total	\$ -	\$ 470,000.00	13-0-0
FIRE DEPARTMENT	2A	34	\$ 69,986.00	12 SAFER FF - Town Match Salaries	34B		\$ 69,986.00	
			\$ 69,986.00		34B Total	\$ -	\$ 69,986.00	13-0-0
FIRE DEPARTMENT	2A	36	\$ 60,000.00	13 SAFER FF - Turn Out Gear	36		\$ 60,000.00	
			\$ 60,000.00		36 Total	\$ -	\$ 60,000.00	13-0-0
FLEET MAINTENANCE	2A	42	\$ 23,013.00	DPW Salary Allocation	42A		\$ 23,013.00	
SOLID WASTE - GF	2A	42	\$ 4,603.00	DPW Salary Allocation	42A		\$ 4,603.00	
			\$ 27,616.00		42A Total	\$ -	\$ 27,616.00	13-0-0
BUILDING MAINTENANCE	2A	42	\$ 77,007.00	New Initiative - Operations Manager - OPEIU E6 40 Step 1	42B	\$ (77,007.00)	\$ -	
			\$ 77,007.00		42B Total	\$ (77,007.00)	\$ -	0-13-0
BUILDING MAINTENANCE	2A	42	\$ 55,263.00	New Initiative - HVAC Technician - COBRA OM7 Step 1	42C	\$ (55,263.00)	\$ -	
			\$ 55,263.00		42C Total	\$ (55,263.00)	\$ -	0-13-0
BUILDING MAINTENANCE	2A	43	\$ 5,000.00	New Initiative - Tool Allow.HVAC	43A	\$ (5,000.00)	\$ -	
BUILDING MAINTENANCE	2A	43	\$ 7,500.00	New Initiative - Tool Allowance - ALL	43A	\$ (7,500.00)	\$ -	
			\$ 12,500.00		43A Total	\$ (12,500.00)	\$ -	0-13-0
BUILDING MAINTENANCE	2A	43	\$ 50,000.00	Purchase of Services	43B	\$ (50,000.00)	\$ -	
BUILDING MAINTENANCE	2A	43	\$ 15,000.00	OVD Door Repairs	43B		\$ 15,000.00	
BUILDING MAINTENANCE	2A	43	\$ 5,000.00	Sprinkler Maint.	43B		\$ 5,000.00	
BUILDING MAINTENANCE	2A	43	\$ 5,000.00	Alarm Maint.	43B		\$ 5,000.00	
BUILDING MAINTENANCE	2A	43	\$ 120,000.00	HVAC Maint.	43B		\$ 120,000.00	
BUILDING MAINTENANCE	2A	43	\$ 8,000.00	Plumbing Maint.	43B		\$ 8,000.00	
BUILDING MAINTENANCE	2A	43	\$ 14,000.00	Elevator Maint.	43B		\$ 14,000.00	
BUILDING MAINTENANCE	2A	43	\$ 5,000.00	Generator Maint.	43B		\$ 5,000.00	
BUILDING MAINTENANCE	2A	43	\$ 13,000.00	Custodial Supplies	43B	\$ (13,000.00)	\$ -	
PARKS	2A	43	\$ 30,000.00	Playground Equipment Maintenance	43B		\$ 30,000.00	
			\$ 265,000.00		43B Total	\$ (63,000.00)	\$ 202,000.00	8-5-0
BUILDING MAINTENANCE	2A	44	\$ 14,000.00	Dude Solutions Update to EMG / Asset Calc	44		\$ 14,000.00	
			\$ 14,000.00		44 Total	\$ -	\$ 14,000.00	11-3-0
FUEL & UTILITIES	2A	47	\$ 7,000.00	Electric - HM, DPW & Street lights	47		\$ 7,000.00	
FUEL & UTILITIES	2A	47	\$ 135,000.00	Vehicle Fuel	47		\$ 135,000.00	
			\$ 142,000.00		47 Total	\$ -	\$ 142,000.00	13-0-0
MEMBER BENEFITS	2A	55	\$ (77,740.00)	Workers Compensation	55		\$ (77,740.00)	
MEMBER BENEFITS	2A	55	\$ 32,000.00	Deferred Compensation Match	55		\$ 32,000.00	
			\$ (45,740.00)		55 Total	\$ -	\$ (45,740.00)	13-0-0
PENSIONS	2A	56	\$ 895.00	Military Service Appropriation	56		\$ 895.00	
			\$ 895.00		56 Total	\$ -	\$ 895.00	13-0-0
MEMBER INSURANCE	2A	58	\$ 400,000.00	Town Premium Health Insurance	58		\$ 400,000.00	
			\$ 400,000.00		58 Total	\$ -	\$ 400,000.00	13-0-0
ALL TOWN INSURANCE	2A	61	\$ 46,000.00		61		\$ 46,000.00	
			\$ 46,000.00		61 Total	\$ -	\$ 46,000.00	13-0-0
DEBT SERVICE	2A	62	\$ (306,387.00)	Short term interest	62		\$ (306,387.00)	
			\$ (306,387.00)		62 Total	\$ -	\$ (306,387.00)	13-0-0
Total General Fund				6			\$ 1,214,381.00	

RECOMMENDATION – Increase General Fund Operating Budget by \$1,214,381

See Recommendations as displayed in the preceding spreadsheet with the corresponding votes. There was backup presented, questioned and discussed by each department with the Advisory & Finance Committee.

Of the 11 items voted in the affirmative unanimously, much of the discussion surrounded the additional staffing requests for public safety by the Police and Fire Departments. The committee, overall, felt strongly in agreement with the Chiefs that the staffing levels of the departments need to be raised to the thresholds required by public safety industry standards. For the police department, the 9 uniformed officers will get the department to their goal and in following years will be able to start decreasing the overtime budget. For the fire department the 12 firefighters funded partly by the federal SAFER grant will get the department closer to acceptable levels. The Chief was successful in showing the need presently and into the future with regards to a potential increase of over 3,400 housing units that have been approved by the town for building. The need in the overtime budget is brought on by previous cuts and increases in the contractual number of days off.

As far as the items requested by the Department of Public Works – Building Maintenance Division there was a consistent theme in the disapproval of their requests. Because the Town recently voted for the addition of the position for the Facility Manager, the A & F expressed strongly to the DPW that they wanted to see a thoughtful spelled out “Plan” for the division and how it was going to maintain the Towns buildings not just requests for new positions. They also felt that these requests belonged in the regular annual budget process and not at this time. Most of the request approved for building maintenance included emergency maintenance projects and maintenance contracts for the new Town Hall building because the warranties were expiring.

ARTICLE 2B: To see if the Town will vote to amend the votes taken under Article 7B, 7C, 7D and 7E of the 2018 Annual Town Meeting warrant, and, as necessary, to raise, appropriate, transfer or borrow funds for the purpose of supplementing enterprise departmental expenses, and/or to reduce certain departmental expenses or otherwise amend said vote, or take any other action relative thereto.

BOARD OF SELECTMEN

Advisory & Finance Committee used a similar spreadsheet to vote the budget requests for the Enterprise funds. See below for votes.

Department	Article	Line #	2018 FATM Requests	Description of Item	A & F Item Vote	A & F CHANGES	A & F Town Meeting Recommendation	VOTE Y - N - A
SEWER SALARIES	2B	70	\$ 4,976.00	DPW Salary Allocation	70-76		\$ 4,976.00	
WATER SALARIES	2B	76	\$ 7,464.00	DPW Salary Allocation	70-76		\$ 7,464.00	
			\$ 12,440.00		70-76 Total	\$ -	\$ 12,440.00	12-0-0
SEWER DEBT	2B	73	\$ (543,992.00)	Sewer Emergency MCWT	73		\$ (543,992.00)	
SEWER DEBT	2B	73	\$ (60,374.00)	Short term interest	73		\$ (60,374.00)	
			\$ (604,366.00)		73 Total	\$ -	\$ (604,366.00)	12-0-0
WATER DEBT	2B	78	\$ (19,312.00)	Short term interest	78		\$ (19,312.00)	
			\$ (19,312.00)		78 Total	\$ -	\$ (19,312.00)	12-0-0
SOLID WASTE SALARIES	2B	81	\$ (40,056.00)	Curbside Removal & Adjust Transfer	81-82		\$ (40,056.00)	
SOLID WASTE EXPENSES	2B	82	\$ (1,513,635.00)	Curbside Removal & Adjust Transfer	81-82		\$ (1,513,635.00)	
			\$ (1,553,691.00)		81-82 Total	\$ -	\$ (1,553,691.00)	12-0-0

RECOMMENDATION:

Decrease Sewer Fund by \$599,390

SEWER SALARIES	2B	70	\$ 4,976.00	DPW Salary Allocation	70-76		\$ 4,976.00
SEWER DEBT	2B	73	\$ (543,992.00)	Sewer Emergency MCWT	73		\$ (543,992.00)
SEWER DEBT	2B	73	\$ (60,374.00)	Short term interest	73		\$ (60,374.00)
Total Sewer							\$ (599,390.00)

Decrease Water Fund by \$11,848

WATER SALARIES	2B	76	\$ 7,464.00	DPW Salary Allocation	70-76		\$ 7,464.00
WATER DEBT	2B	78	\$ (19,312.00)	Short term interest	78		\$ (19,312.00)
Total Water							\$ (11,848.00)

Decrease Solid Waste Fund by \$1,553,691

SOLID WASTE SALARIES	2B	81	\$ (40,056.00)	Curbside Removal & Adjust Transfer	81-82		\$ (40,056.00)
SOLID WASTE EXPENSES	2B	82	\$ (1,513,635.00)	Curbside Removal & Adjust Transfer	81-82		\$ (1,513,635.00)
Total Solid Waste							\$ (1,553,691.00)

Much of the changes required to the Enterprise funds are due to discontinuation of the curbside service for trash and recycling and changes to debt due to the MCWT time schedule for the sewer emergency borrowing. Advisory and Finance voted unanimously for these adjustments.

ARTICLE 3: To see if the Town will vote to raise and appropriate or transfer a sum of money to pay certain unpaid bills, including bills of a prior fiscal year, or take any other action relative thereto.

BOARD OF SELECTMEN

NO MOTION NO ACTION

ARTICLE 4: 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 and/or for feasibility studies and other types of studies for the various departments of the Town, including authorizing lease/purchase agreements for terms of up to or in excess of three years, substantially as follows:

ITEM	DEPARTMENT	PROJECT DESCRIPTION
A	Sewer	Hedge Rd Pump Station
B	Marine and Environmental Affairs	Russell Pond Dam Engineering & Permitting
C	Airport	Airport Administration Building
D	Marine and Environmental Affairs	Mooring Plan
E	Marine and Environmental Affairs	Float System
F	Building Maintenance	Memorial Hall HVAC
G	Marine and Environmental Affairs	WS Parking Lot Contamination
H	Fire	New Engine 3
I	Solid Waste	Sticker Tracker - Transfer Station
J	Building Maintenance	COA HVAC
K	Intentionally Left Blank	
L	Marine and Environmental Affairs	Dredging Permitting/Sampling

or take any other action relative thereto.

BOARD OF SELECTMEN

4A – Sewer - Hedge Rd Pump Station

RECOMMENDATION: Approval \$809,000 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. The Hedge Road pump station needs to be completed by spring of 2019 to be ready to receive flow from the new Cordage Park development. This request will be funded partly from 40R money received from the state, \$600,000, over 10 years ago for the development expected at Cordage Park. The remaining will be funded from the Sewer Enterprise fund retained earnings.

4B – Marine and Environmental Affairs - Russell Pond Dam Engineering & Permitting

RECOMMENDATION: Approval \$69,500 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. Approval of this project will allow the Town to comply with the Massachusetts Office of Dam Safety. An inspection done earlier this year noted the deteriorating condition of the dam. This funding will provide engineering and permitting work, plans and specifications necessary to put this repair work out to bid for construction. Doing it now will provide enough time for the DMEA to submit the project in time for the Spring Annual Town Meeting. The funding for this will come from free cash.

4C – Airport – Administration Building

RECOMMENDATION: Approval \$85,000 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. Approval of additional funding is necessary to cover the cost of the actual bid price received for the replacement of the Administration Building. Previous town meeting action approved this project and an estimate of the airport match. The funding for this will come from Airport Enterprise Retained Earnings.

4D – Marine and Environmental Affairs – Mooring Plan

RECOMMENDATION: Approval \$69,747 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This funding will allow the town to update its mooring plan for the harbor and maximize its space after the dredging is completed. The funding for this will come from the Waterways Improvement Fund.

4E – Marine and Environmental Affairs – Float System

RECOMMENDATION: Approval \$65,000 (11-0-1)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This funding will provide a gangway and dock system to support much needed drop off space for recreational boats and charter fishermen with wash down area. This work will comply with recent direction given by the Board of Selectmen to re-configure the floats relative to the leased areas at the pier. The funding for this will come from the Waterways Improvement Fund.

4F – DPW – Building Maintenance – Memorial Hall HVAC

RECOMMENDATION: Approval \$363,000 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This funding will replace the failed chiller system at Memorial Hall and discontinue the rental of chillers to cool the building properly. The funding for this will come from previous Article 9A-22, 2016 ATM \$32,560, free cash and possible funding from Memorial Hall Revolving.

4G – Marine and Environmental Affairs – Water Street Parking Lot Contamination

RECOMMENDATION: Approval \$737,000 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This project will prevent contaminated soil from underneath the parking lot from migrating into Plymouth Harbor and impacting Marine Life. It will create a physical separation from human

contact and ensure regulatory compliance with the Massachusetts Contingency Plan. The funding sources for this project are \$100,000 from PGDC, \$369,345 EPA Grant funding, \$240,000 from the Environmental Affairs fund, \$13,000 already spent from the 2017 DMEA budget and \$14,655 from free cash.

4H – Fire – New Engine 3

RECOMMENDATION: Approval \$675,000 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this authorization. This will become the new Engine 3 by moving the existing engine to reserve status in place of Engine 10. This request was ranked very high at the last town meeting by CIC but was not recommended for funding. This equipment will have all the current safety devices and is expected to last 10 to 15 years. The funding for this will come from borrowing.

4I – Solid Waste – Sticker Tracker for Transfer Station

RECOMMENDATION: Approval \$38,000 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This will update the camera and network system to better scan license plates and reduce the manual operation that exists currently. This funding will come from Solid Waste Retained Earnings.

4J – DPW – Building Maintenance – COA HVAC

RECOMMENDATION: Approval \$29,325 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This funding will help fix issues that have plagued this building since inception. While it disturbs us that this happened with a brand-new building we have been assured that this will resolve them. This funding will come from free cash.

4L – Marine and Environmental Affairs – Sampling required for Dredge Permitting

RECOMMENDATION: Approval \$200,000 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This sampling is required by EPA prior to the dredging to determine the disposal site of dredge spoils. Timing is critical to coincide with the state grant application for the Commonwealths Dredge Program and coincide with the dredge contractor. Funding for this will come from free cash.

ARTICLE 5: To see if the Town will vote to amend the votes taken under Article 9-Item C of the April 1, 2017 Annual Town Meeting, and Article 17 of the April 7, 2018 Special Town Meeting (Library project) to appropriate the additional amount of \$1,200,000 to pay costs of the design, preservation, rehabilitation, restoration, or reconstruction of the roof and HVAC system at the Main Library Branch, on Town-owned property shown as Lot 60C on Plymouth Assessors' Map 27, Parcel number 27-000-060C-000, including the costs for a Project Manager to oversee the project, and all costs incidental and related thereto, thereby increasing the total amount appropriated for such purposes from \$1,904,746 to \$3,104,746, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$1,200,000 (Unanimously, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 5. Approval of this Article will amend Article 9C of April 2017 ATM and Article 17 of April 7, 2018 Special TM to appropriate the additional amount of \$1,200,000 for design & reconstruction of the roof and HVAC system at the Main Library Branch. The committee values the importance of the library and all the services and programming offered to the public as well as the assets contained within and protected by the roof.

ARTICLE 6: To see if the Town will vote to amend the vote taken under Article 9-Item B4 of the April 2, 2016 Annual Town Meeting (Water Street Pump Station Upgrades) to appropriate the additional amount of \$1,500,000 to pay costs of the design, preservation, rehabilitation, restoration, reconstruction, and equipping of the Water Street Pump Station, on Town-owned property shown as Lot 1A on Plymouth Assessors' Map 14A, and all costs incidental and related thereto, thereby increasing the total amount appropriated for such purposes from \$6,000,000 to \$7,500,000;, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$1,500,000 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this article. Approval of this article will allow the Sewer Department to continue with this project that was put out to bid this past spring and under contract. Due to the bid coming in higher than expected the grit & screening equipment was removed from the original contract with the intent to come back to this town meeting to get the additional funding to complete the project.

ARTICLE 7: To see if the Town will vote to amend the amount appropriated under Article 9 of the 2018 Spring Annual Town Meeting to pay costs of various capital projects, or otherwise amend said vote, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval (\$34,000) (Unanimous 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this budget amendment. This is a decrease of \$9,500 for Item 9-A-13 Sterilis Medical Waste Device project and a decrease of \$24,500 for Item 9-A-16 Town Forest Red Pine Cutting project because the grant funds were paid directly to the vendor.

ARTICLE 8: To see if the Town will vote to approve a payment in lieu of taxes agreement between the Town and Entergy Nuclear Generation Company for the property known as the Pilgrim Nuclear Generation Station, as on file with the Town Clerk, or take any other action relative thereto.

BOARD OF SELECTMEN

NO MOTION NO ACTION

ARTICLE 9A: To see if the Town will vote to authorize the Board of Selectmen to grant to a third party in accordance with the provisions of G.L. c.44B, §12 and G.L. c. 184 Sections 31-33 a conservation restriction on a parcel of land off Boot Pond Road shown on Assessors Map 85 as Parcel 31 and containing 9.2 acres more or less as consideration for the release of one acre of

land on Obery Street from the terms and provisions of the Conservation Restriction dated October 17, 2008 and recorded with Plymouth County Registry of Deeds in Book 36713, Page 87 and filed with Plymouth County Registry District of the Land Court as Document No. 644858, and further, if and as needed, to authorize the Board of Selectmen to file with General Court a petition for special legislation to effectuate this vote, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

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

The Advisory & Finance Committee recommends Town Meeting approve Article 9A. Approval of this article will execute a perpetual conservation restriction on a parcel of land off Boot Pond Road, Map 85 Parcel 31 containing 9.2 acres in consideration for the release of one acre of land on Obery St from the Conservation Restriction dated October 17, 2008. This 1 acre of land is needed to accommodate road improvements on Obery St.

ARTICLE 9B: To see if the Town will vote to appropriate from the Community Preservation Fund the sum of \$1,400,000.00 as a grant to the Plymouth Housing Authority for the purpose of acquisition, creation, preservation and support of community housing, particularly 24 units of rental housing on property located at 550 – 558 State Road, and in connection therewith, to authorize the Board of Selectmen to acquire, pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33, an affordable housing restriction in such property, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: \$1,400,000 Approval (11-1-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 9B. Approval of this article would authorize \$1,400,000 of Community Preservation funds be granted to the Plymouth Housing Authority for acquiring an affordable housing restriction for 24 units of rental housing property at 550 – 558 State Road and to authorize the Board of Selectmen to accept the affordable housing restriction. This is a private public partnership, which would create much needed affordable housing in a cost-efficient way.

ARTICLE 9C: To see if the Town will vote to appropriate from the Community Preservation Fund the sum of \$170,000.00 as a grant to Habitat for Humanity for the creation of affordable housing, particularly for the construction of three units of deed restricted affordable housing on the property located at 865 Long Pond Road, and further to authorize the Board of Selectmen to acquire, pursuant to G.L. c. 44B, Section 12 and G.L. c. 184, Sections 31-33, an affordable housing restriction in such property or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$170,000 (Unanimously, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 9C. Approval of this article would authorize \$170,000 of Community Preservation funds be granted to Habitat for Humanity to construct 3 units of deed restricted affordable housing on town tax title land at 865 Long Pond Road that has been turned over to them. Habitat for Humanity is partnering with other funding sources to create deed restricted affordable housing for veterans.

ARTICLE 9D: To see if the Town will vote to appropriate from the Community Preservation Fund or borrow pursuant to G.L. c.44B, §11 or G.L. c.44 or any other enabling authority the sum of \$2,618,000.00 as a grant to the General Society of Mayflower Descendants for the restoration

rehabilitation and preservation of the stone façade of the historic 1898 National Memorial Meeting House in Town Square, and to authorize the Board of Selectmen to accept an historic preservation restriction pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33 in such property, or take any other action relative thereto.
COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$2,618,000 (Unanimously, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 9D. Approval of this article will authorize the Community Preservation Commission to borrow \$2,618,000 to grant to the General Society of Mayflower Descendants (GSMD) for restoration, rehabilitation and preservation of the stone façade of the 1898 National Memorial Meeting House in Town Square and to authorize the Board of Selectmen to accept an historic preservation restriction. The meetinghouse requires considerable restoration both interior and exterior. Without funding this historic and architectural treasure will fall into further disrepair that may jeopardize the structure permanently.

ARTICLE 9E: To see if the Town will vote to appropriate from the Community Preservation Fund the sum of \$380,000 for the restoration, rehabilitation and preservation of the historic 1749 Court House located in Town Square including but not limited to, preservation of the post and beam construction under the roof, upgrades to utilities in compliance with current building codes, and installation of historically appropriate roofing materials, and to establish a G.L. c.40, §3 revolving fund into which shall be credited receipts from lease or rental of the building to be expended for the upkeep and maintenance of such building; and further to accept the last clause of paragraph 2 of said G.L. c.40, §3 to allow for any balance in such fund to remain and be expended for facilities upkeep and maintenance, or take any other action relative thereto.
COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$380,000 (Unanimously, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 9E. Approval of the article would authorize \$380,000 of Community Preservation funds for the restoration of the roof, gutters, down spout, windows and doors to the 1749 Court House to make the exterior weather tight. An additional request to authorize the Board of Selectmen to establish a revolving fund for future maintenance and capital improvements is being requested. The committee supports the need to preserve this historic courthouse.

ARTICLE 9F: To see if the Town will vote to amend the vote taken under Article 16D of the Spring 2018 Annual Town Meeting by reducing the debt service budget of \$94,276 by \$24,642 to \$69,634, and by reducing accordingly the amount appropriated therefor, or take any other action relative thereto.
COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval (\$24,642) (11-1-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 9F. Approval of this article will amend Article 16D Spring 2018 ATM by reducing the debt service budget of \$94,276 by \$24,642 to \$69,634. The Director of Finance recommended this action.

ARTICLE 10: To see if the Town will vote to raise and appropriate, transfer or borrow a sum of money for the purposes of constructing or reconstructing the surface of the playgrounds located at Nelson Memorial Park, Forges Field, and Elmer Raymond Jr. Park to bring such surfaces into accord with state and federal accessibility requirements, including demolition and site preparation and all incidental and related expenses, or take any other action relative thereto.

DISABILITIES COMMISSION

RECOMMENDATION: Approval \$200,000 (Unanimously, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 10. Approval of this article would authorize \$200,000 for the Parks Department to reconstruct the playground surface at Forges Field only and bring the surface into accord with state and federal accessibility requirements. The goal is to develop a plan to bring the remaining playgrounds into compliance over a period of time and demonstrate to the Architectural Access Board that planning and implementation are being developed.

ARTICLE 11 : To see if the Town will vote to raise and appropriate, transfer or borrow the sum of \$200,000, for the purposes of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements between the Board of Health and residential property owners; including without limitation, the payment of all costs thereof as defined in G.L. c.21C, § 1; and to meet this appropriation the Treasurer with approval of the Board of Selectmen is authorized to borrow said sum pursuant to G.L. c.44, or any other enabling authority, which amount may be borrowed through the Massachusetts Clean Water Trust or otherwise; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$200,000 (Unanimous 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 11. Approval of this article will allow the town to borrow \$200,000 through the Massachusetts Water Pollution Abatement Trust to fund the Title V Betterment Loan Program.

ARTICLE 12: To see if the Town will vote to transfer from available funds a sum of money to the following Stabilization Fund, as authorized by the provisions of G.L. c. 40, §5B,

- a. Pavement Management Plan Debt Stabilization Fund

or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$990,930.31 (7-5-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 12. Approval of this article transfer \$990,930.31 from Free Cash into the Pavement Management Debt Stabilization Fund. This amount reflects the exact amount of the excess fiscal year 2018 motor vehicle excise tax over the amount that was budgeted. This is the same formula that has been utilized since its inception. This stabilization fund was established at the 2017 Spring Special Town Meeting to fund costs associated with improving roads. An original recommendation for \$1,273,056.50 was voted and upon reconsideration of information the committee voted to approve the amended request of \$990,930.31.

ARTICLE 13: To see if the Town will vote to amend the General Bylaws, Chapter 143, Department Revolving Funds, specifically by rescinding the entire row in the chart under Section 1 establishing the G.L. c.44, §53E ½ School Custodial Details revolving fund, thereby eliminating such fund, and further, to transfer any balance remaining in said fund to use of school property; c. 71, § 71E or take any other action relative thereto.
SCHOOL COMMITTEE

RECOMMENDATION: Approval (Unanimous 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 13. Approval of this article will rescind the bylaw G.L. c.44, §53 E ½ School Custodial Details, thereby eliminating the fund, and transfer any remaining balance to c. 71, §71E revolving fund. Due to a legislative revision to Chapter 71 the School Committee voted this spring to establish a revolving fund under 71E thus is what precipitating this change.

ARTICLE 14: To see if the Town will vote to transfer the care, custody, management and control of the land and building located on 10 Oak Street, Plymouth, commonly known as the Oak Street School, shown as Lots 41 and 42A on Plymouth Assessors' Map 15, from the School Committee for school purposes to the Board of Selectmen for general municipal purposes and for the purposes of conveyance, including leasing, and to authorize the Board of Selectmen to convey the same for such sum and upon such conditions determined by the Board of Selectmen to be in the best interests of the Town, and pursuant to the requirements of G. L. c. 30B, or take any other action relative thereto.
BOARD OF SELECTMEN

RECOMMENDATION: Approval (11-2-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 14. Approval of this article will transfer the care, custody, management and control of the Oak Street School property (10 Oak St) from the School Committee to the Board of Selectmen for the purpose of conveyance and to authorize the Board of Selectmen to sell or lease the property as deemed in the best interest of the Town.

ARTICLE 15: To see if the Town will vote to transfer the care, custody, management and control of the land and building located on 253 South Meadow Road, Plymouth, commonly known as the School Administration Building, shown as Lot 20-5 on Plymouth Assessors' Map 108, from the School Committee for school purposes to the Board of Selectmen for general municipal purposes and for the purposes of conveyance, and to authorize the Board of Selectmen to convey such land and building for such sum and upon such conditions determined by the Board of Selectmen to be in the best interests of the Town, and pursuant to the requirements of G. L. c. 30B, or take any other action relative thereto.
BOARD OF SELECTMEN

RECOMMENDATION: Approval (11-2-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 15. Approval of this article will transfer the care, custody, management and control of the School Administration Building property (253 South Meadow Rd) from the School Committee to the Board of Selectmen for the purpose of conveyance and to authorize the Board of Selectmen to sell or lease the property as deemed in the best interest of the Town.

ARTICLE 16: To see if the Town will vote to amend the General Bylaws, Ch. 149 – Sewers, as provided below, with strikethrough language to be deleted and bold underlined language to be inserted:

§ 149-2. Sewer Connections. [Adopted 10-26-2004 ATM by Art. 25]

A. SEWER CONNECTION REQUIRED

Owners of all properties used for human occupancy, employment, recreation or other purposes within an area of the Town **in which there is now located or in the future may be located a common sewer,** to be sewerred as identified in the final wastewater facilities plan dated June 16, 1997 **provided that said common sewer is within 100-feet of the street front property line** and abutting on any public or private way in which there is a common sewer, **is hereby required at his/her expense, if there exists sufficient capacity within the Town's sewer system, to connect said building by sufficient drain to the common sewer as follows:**

- (1) **For all new construction of residential, commercial, industrial, and/or mixed-use buildings.** The owner of any occupied structure to be constructed shall, if there exists sufficient capacity within the Town's sewer system, connect said building by a sufficient drain to the common sewer;
- (2) The owner of any occupied structure served by a Soil Absorption System (SAS) **requesting any change of use, or alteration to a structure that results in increased wastewater flow, including single-family dwellings.** constructed prior to March 31, 1995, if there exists sufficient capacity within the Town's sewer system, may increase the sewer flow from such building only upon connecting such building by a sufficient drain to the common sewer;
- (3) The owner of any occupied structure, **excluding residential structures containing less than 3-dwelling units,** served by a Soil Absorption System (SAS) **shall be required to connect to the common sewer within 180-days of receiving official notice from the Department of Public Works** constructed subsequent to March 31, 1995, if there exists sufficient capacity within the Town's sewer system, may increase the sewer flow from such building, provided that the Board of Health certifies that the SAS is sufficient to handle the existing sewer flow, and further provided that the increased flow is directed by a sufficient drain to the common sewer; and
- (4) The owner of any occupied structure served by a Soil Absorption System (SAS) determined by the Board of Health to be failing shall connect said building by a sufficient drain to the common sewer.

Or take any other action relative thereto.

BOARD OF SELECTMEN

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

The Advisory & Finance Committee recommends Town Meeting approve this article. The changes to the bylaw will help strengthen the requirements to connect to the sewer system. This will help increase the number of users in the sewer district which will in turn generate more revenue for the system.

ARTICLE 17: Withdrawn

ARTICLE 18: To see if the Town will vote to amend the General Bylaws, Ch. 100 – Junk Dealers and Collectors, as provided below, with strikethrough language to be deleted and bold underlined language to be inserted:

§ 100-2. Shopkeepers.

- A.** Every keeper of a shop for the purchase, sale or barter of junk, old or precious metals or secondhand articles within this town shall keep a book in which shall be written at the time of every purchase of any such article a description thereof and the name, age and residence of the person from whom and the day and hour when such purchase was made, and such book shall at all times be open to the inspection of the Selectmen or any person by them authorized to make such inspection, and every keeper of such shop shall put in some suitable and conspicuous place on his or her shop a sign having his or her name and occupation legibly inscribed thereon in large letters.
- C.** The licensee shall cause to be delivered to the Plymouth Police Department on a weekly basis, a copy of all transactions recorded in their book **transmitted electronically through databases approved by the Chief of Police**. ~~If, during the preceding week, such licensee has taken no articles for sale or liquidation, he/she shall make out and deliver to the Police Department a report of such fact.~~
[Added 4-2-2011 by ATM Article 33]

§ 100-5. Identification [Added 4-2-2011 by ATM Article 33]

- A.** For all jewelry transactions, the licensee shall take a color photograph of each individual item in as much detail possible. **The licensee shall note any personal inscriptions, identification of weight or any other permanent markings.** The licensee shall photograph, in color, any person selling articles and keep the photographs with said books as part of his records.

Or take any other action relative thereto.

BOARD OF SELECTMEN

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

The Advisory & Finance Committee recommends Town Meeting approve Article 18. Approval to amend the General By-Law – Ch. 100 Junk Dealers and Collectors will add new verbiage for electronically transmitted transactions and to require more detail for jewelry transactions. The Police Department has contracted with “Lead on Line” a National Network of law enforcement agencies and reporting businesses. The system provides Statewide and Nationwide search capabilities as well as suspect summary reports. Many shopkeepers already use this online service for reporting their transactions. This will be a superior investigative tool for detectives.

ARTICLE 19: To see if the Town will vote to accept MGL Chapter 200A, Section 9A—Disposition of Abandoned Funds, providing a statutory procedure for providing notice and disposing of abandoned funds in the custody of the Town, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval (Unanimous 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 19. Approval of this article will record the official acceptance of MGL 200A 9A Disposition by Town Meeting which will codify the current practice.

ARTICLE 20: To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation to amend the Town Charter as recommended by the Charter Review Committee in its report entitled, “Town of Plymouth Proposed Charter Amendments 2018 Fall STM,” dated October, 2018, on file with the Town Clerk; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and authorizing the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of the petition, or take any other action relative thereto.

CHARTER REVIEW COMMITTEE

RECOMMENDATION: Recommendation in Supplement I

ARTICLE 21: Withdrawn

ARTICLE 22: To see if the Town will vote to amend the Zoning Bylaw Section 207.11 Ground-Mounted Solar Photovoltaic Systems to apply the 5 acre limitation in subsection B(2) to land located only in any residential district as well as amend any other definitions, procedures, and provisions for said installations, or take any other action relative thereto.

PLANNING AND COMMUNITY DEVELOPMENT

RECOMMENDATION: Approval (Unanimous 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 22. Approval of this article will add the language “in any Residential District” to the Zoning Bylaw Section 207.11 Ground-Mounted Solar Photovoltaic previously approved, April 2017 Annual Town Meeting, but omitted from the written bylaw.

ARTICLE 23: To see if the Town will vote to amend the Zoning Bylaw Section 201.3 Definitions, the Use Table and the Use Table Footnotes to allow dog kennels by special permit in the Rural Residential (RR) District and by-right in the Light Industrial (LI), Airport (AP), Highway Commercial (HC) and Mixed Commerce (MC) districts as well as amend any other definitions, procedures, and provisions for said installations, or take any other action relative thereto.

PLANNING AND COMMUNITY DEVELOPMENT

RECOMMENDATION: Approval (11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 23. Approval of this zoning bylaw amendment will define commercial dog kennels and restrict new commercial dog kennels to approved locations.

ARTICLE 24: To see if the Town will vote to amend its Zoning Bylaw, Section 206-1 – “Aquifer Protection District” as it relates to the delineation of the district, uses allowed, special permit uses and prohibited uses or activities and to revise the Town’s Official Zoning Map to revise the boundaries of the Aquifer Protection District, or take any other action relative thereto.
PLANNING AND COMMUNITY DEVELOPMENT

RECOMMENDATION: Approval (Unanimous 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 24. Approval of this article will amend the zoning bylaw to revise the boundaries of the Aquifer Protection District, restrict high risk uses and define allowed and special permit uses within that district. The Advisory & Finance Committee felt that the protection of the public’s drinking water is a priority.

ARTICLE 25: To see if the Town will vote to amend the Zoning Bylaw to create a Cedarville Village Enterprise District (CVED) that allows for a range of light industrial and commercial uses and to amend the Zoning Bylaw and Official Zoning Map #1 to designate all or a portion of the Hedges Pond Road corridor including Lots 21, 22A, 22B, 23, 24, 25, 36A and 54-1 on Assessors’ Map 55 (also shown on a plan on file with the Town Clerk) within the Cedarville Village Enterprise District (CVED), as well as amend any other definitions, procedures, and provisions for said District, or take any other action relative thereto.
PLANNING AND COMMUNITY DEVELOPMENT

RECOMMENDATION: Approval (Unanimous 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 25. Approval of this article will create a new zoning district, Cedarville Village Enterprise District (CVED) and rezone 50 acres of residential land and 24 acres of general commercial land to the new zoning district for light industrial and commercial uses.

ARTICLE 26: To see if the Town will vote to transfer the care, custody, management and control of all or portions of Lots 22B, 23 and 24 on Assessors’ Map 55 from the Conservation Commission for open space/conservation purposes or from the board or officer with custody of the land for the purposes for which it is currently held to the Board of Selectmen for General Municipal purposes and for the purpose of conveyance on such terms and conditions and for such monetary considerations as the Selectman shall determine, and to authorize the Board of Selectmen to convey such land and to execute any and all instruments as may be necessary to effectuate the vote taken hereunder, or take any other action relative thereto.
PLANNING AND COMMUNITY DEVELOPMENT

RECOMMENDATION: Approval (Unanimous 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 26. Approval of this article will transfer the control of the rezoned land from Article 25 to the Board of Selectmen to sell or transfer under such terms and conditions as they deem appropriate. The terms of the transfer require they execute a development plan detailing how development will proceed.

ARTICLE 27: To see if the Town will vote to transfer the care, custody, management and control of the parcels listed below as on file with the Town Clerk, from the Town Treasurer for tax title purposes or from the Board of Selectmen for general municipal 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	Parcel ID	Parcel ID	Parcel ID
053-000-033-001	053-000-033-014	053-000-033-026	053-000-033-038
053-000-033-003	053-000-033-015	053-000-033-027	053-000-033-039
053-000-033-004	053-000-033-016	053-000-033-028	053-000-033-040
053-000-033-005	053-000-033-017	053-000-033-029	053-000-033-041
053-000-033-006	053-000-033-018	053-000-033-030	053-000-033-042
053-000-033-007	053-000-033-019	053-000-033-031	055-000-026-000
053-000-033-008	053-000-033-020	053-000-033-032	055-000-027-000
053-000-033-009	053-000-033-021	053-000-033-033	061-000-028-000
053-000-033-010	053-000-033-022	053-000-033-034	061-000-029-000
053-000-033-011	053-000-033-023	053-000-033-035	061-000-030-000
053-000-033-012	053-000-033-024	053-000-033-036	061-000-030-000
053-000-033-013	053-000-033-025	053-000-033-037	061-000-031-000
Portions of:	055-000-022B-000	055-000-023-000	055-000-024-000

PLANNING AND COMMUNITY DEVELOPMENT

RECOMMENDATION: Approval (10-1-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 27. Approval of this article will transfer control of 135 acres of Tax Title land, as shown in the chart, to the Conservation Commission for protection as conservation land and to mitigate the impacts on nearby residential neighborhoods by creating open space.

ARTICLE 28: To see if the Town will vote to accept an easement on a structure, a water tank, and associated land area located at 7 River Run Way, Plymouth, Massachusetts, shown on Assessors Map 114 as Parcel 7-1 in order to install, access, maintain, repair, upgrade, inspect and operate public safety communications infrastructure, including antennae and related equipment, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval (Unanimous 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 28. This article will accept a permanent easement for the public safety transmitter to remain on the water tank as long as necessary. The transmitter provides improved public safety communication coverage in the vicinity of Plymouth South Elementary School and is an important communications infrastructure.

ARTICLE 29: To see if the Town will vote to transfer the care, custody, management and control of the parcels listed below as on file with the Town Clerk, from the Town Treasurer for tax title purposes to a non-profit tribal council for the purpose of re-claiming ancient burial grounds, to reserve easement rights for drainage and public access to existing trails and to authorize the Board of Selectmen 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	Legal Reference	Lot Size	Foreclosure Date
055-000-013A-037	Bk: 24925, P: 273	+/- 5.7 Acres	4/28/2003

By Petition: Kathryn Hunt et al

RECOMMENDATION: Approval (Unanimous 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 29.

This article conveys control of a 5.7-acre tax title property (Parcel ID 055-000-013A-037) off Dinah Path to the Herring Pond Wampanoag Tribal Council, Inc. to protect and preserve this ancestral burial ground. They welcome the public to continue to access the existing trail systems and the town will reserve easement rights for drainage.

ARTICLE 30: To see if the town will vote to amend Zoning Bylaw 205-27 (L) paragraph (2) to increase the buffer zone between Marijuana Establishments and schools in this manner: “(2) A minimum setback of ~~500~~ 2500 feet is required from any public or private school (with Kindergarten through Grade 12 students).” Or take any other action relative thereto.

By Petition: Wynn Gerhard et al

NO MOTION NO ACTION

ARTICLE 31: To see if the town will vote to amend Chapter 2 Section 7 of the Town Charter by adding the following section 7-2; **Residents of the Town of Plymouth shall have parity with representative town meeting members in the order of speaking at town meeting on any article in a warrant**, or take any other action relative thereto.

By Petition: Steven Striar et al

RECOMMENDATION: Not Approve (3-10-0)

The Advisory & Finance Committee recommends Town Meeting NOT approve Article 31.

The majority felt there was ample opportunity for residents to provide input on articles prior to Town Meeting. In addition, Town Meeting members are elected and are charged with representing their precinct and community. This Article would defeat the purpose of representative Town Meeting.

ARTICLE 32: To see if the Town will vote to amend Chapter 2 Section 7 by adding the following section 7-2; **Residents of the Town of Plymouth shall have parity with representative town meeting members in the order of speaking at town meeting on any article in a warrant**, or take any other action relative thereto.

By Petition: Steven Striar et al

RECOMMENDATION: Not Approve (Unanimous 0-13-0)

The Advisory & Finance Committee recommends Town Meeting NOT approve Article 32. The petitioner, Steven Striar, advised the Advisory & Finance Committee that Article 32 was flawed and he would not be pursuing it.

ARTICLE 33: To see if the town will vote to amend Ch. 2 Sec. 4-5 of the Town Charter by adding the following to the end of the existing sentence; **not in conflict with specific provisions of this charter.** The section, as amended would read; **The representative town meeting may adopt rules and regulations relating to its procedures and its methods of operation not in conflict with specific provisions of this charter.** Or take any other action relative thereto.

By Petition: Steven Striar et al

RECOMMENDATION: Not Approve (Unanimous 0-13-0)

The Advisory & Finance Committee recommends Town Meeting NOT approve Article 33. The committee felt unanimously that the current Charter language was appropriate and does not see how Town Meeting could adopt enforceable rules that conflict with the Charter.

ARTICLE 34: To see if the Town will vote to install the following bylaw into the Plymouth Zoning Bylaws:

Workforce Housing District for the purpose of providing working class Plymouth citizens with affordable housing. This petition is based on Massachusetts Governor Charles Baker's \$1.8 billion bond for the purposes described above.

or take any other action relative thereto.

By Petition: Anatol Zukerman et al

RECOMMENDATION: Not Approve (0-13-0)

The Advisory & Finance Committee recommends Town Meeting NOT approve Article 34. The committee felt unanimously that due to the absence of actual bylaw language the article could move forward.

ARTICLE 35: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for a White Horse Beach and Bartlett Pond Watershed Assessment Study, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$180,000 (Unanimously, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 35. Approval will authorize \$180,000 for a Watershed Assessment Study of the White Horse Beach, Bartlett Pond and Beaver Dam River area to monitor and determine the scope of bacterial contamination. Resolving this issue to help protect the public's health is the primary objective.

ARTICLE 36: To see if the Town will vote to install the following bylaw into Plymouth Zoning Ordinance: Any residential or commercial entity of Plymouth shall have the right to install solar equipment on any part of their structures, or to rent or lease any part of such structures to installers of solar equipment for the purposes of collecting solar energy in accordance with the established bylaws and practice of the Town of Plymouth. Or to take any other action relative thereto.

By Petition: Anatol Zukerman et al

NO MOTION NO ACTION

ROLL CALL VOTING CHARTS

ADVISORY & FINANCE COMMITTEE - ROLL CALL VOTING CHART - FALL ARTICLES

Y - For

N - Against

A - Abstain R - Recuse

X - Absent

Ch - Chair did not vote

ARTICLES

Andrew Burgess	Kevin Canty	Beth Davis	Brian Dunn	Harry Helm	Roz Jones	Stephen Karam	Ethan Kusmin	John Moody	Harry Salerno	Ashley Shaw	Sheila Sheridan	Marc Sirrico	Scott Stephenson	Evelyn Strawn
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VOTE TOTAL
FOR-AGAINST-ABSTAIN

2A	General Fund Budget Amendments:																
2A-4	Procurement Expenses	N	Y	Y	X	N	Y	Y	Y	N	Ch	Y	Y	Y	Y	Y	10-3-0
2A--26	Inspectional Services Salaries	Y	Y	Y	X	N	Y	N	Y	Y	Ch	Y	Y	N	Y	Y	10-3-0
2A-31	Police Salaries	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	13-0-0
2A-34A	Fire Salaries OT	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	13-0-0
2A-34B	Fire Salaries (Safer Grant)	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	13-0-0
2A-36	Fire Equipment (Safer Grant)	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	12-0-0
2A-42A	DPW Salaries	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	13-0-0
2A-42B	DPW Ops Manager Salary	N	N	N	X	N	N	N	N	N	Ch	N	N	N	N	N	0-13-0
2A-42C	DPW - HVAC Technician Salary	N	N	N	X	N	N	N	N	N	Ch	N	N	N	N	N	0-13-0
2A-43A	DPW -New Initiative - Expense	N	N	N	X	N	N	N	N	N	Ch	N	N	N	N	N	0-13-0
2A-43B	DPW- Maintenance & Parks Expense	Y	Y	Y	X	N	N	Y	N	N	Ch	Y	Y	N	Y	Y	8-5-0
2A-44	DPW Expense	Y	Y	Y	X	Y	N	Y	Y	N	Ch	Y	Y	Y	Y	Y	11-2-0
2A-47	Fuel 7 Utilities	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	13-0-0
2A-55	Member Benefits	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	13-0-0
2A-56	Pensions	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	13-0-0
2A-58	Member Insurance	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	13-0-0
2A-61	All Town Insurance	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	13-0-0
2A-62	Debt Service	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	13-0-0
2B	Enterprise Fund Budget Amendments																
2B- 70-76	Sewer & Water Salaries	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y	12-0-0
2B-73	Sewer Debt	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y	12-0-0
2B-78	Water Debt	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y	12-0-0

Y - For
N - Against
A - Abstain R - Recuse
X - Absent
Ch - Chair did not vote

ARTICLES

		Andrew Burgess	Kevin Canty	Beth Davis	Brian Dunn	Harry Helm	Roz Jones	Stephen Karam	Ethan Kusmin	John Moody	Harry Salerno	Ashley Shaw	Sheila Sheridan	Marc Sirrico	Scott Stephenson	Evelyn Strawn	VOTE TOTAL FOR-AGAINST-ABSTAIN
2B-81-82	Solid Waste Salaries & Expenses	Y	Y	Y	X	Y	Y	Y	Y	Y	X	Y	Y	Y	Y		12-0-0
4A	Capital - Hedge Rd Pump Station	Y	Y	Y	X	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y		12-0-0
4B	Capital - Russell Pond Dam Engineering & Permitting	Y	Y	Y	X	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y		12-0-0
4C	Capital - Airport Administration Building	Y	Y	Y	X	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y		12-0-0
4D	Capital - Marine Mooring Plan	Y	Y	Y	X	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y		12-0-0
4E	Capital - Marine Float System	Y	Y	Y	X	A	Y	Y	Y	Ch	X	Y	Y	Y	Y		11-0-1
4F	Capital - Memorial Hall HVAC	Y	Y	Y	X	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y		12-0-0
4G	Capital - WS Parking Lot Contamination	Y	Y	Y	X	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y		12-0-0
4H	Fire - New Engine 3	Y	Y	Y	X	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y		12-0-0
4I	Transfer Station - Sticker Tracking	Y	Y	Y	X	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y		12-0-0
4J	COA - HVAC	Y	Y	Y	X	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y		12-0-0
4L	Marine - Dredging Permitting/Sampling	Y	Y	Y	X	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y		12-0-0
5	Library Roof Amendment to original articles	Y	Y	X	Y	Y	X	Y	Y	Ch	Y	Y	Y	Y	Y		12-0-0
6	Water St Pump Station	Y	Y	Y	X	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y		12-0-0
7	Amend 2018 ATM art 9 (Grants)	Y	Y	X	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y		13-0-0
9A	CPC - Conservation Restriction - Boot Pond Rd	Y	Y	X	Y	Y	X	Y	Y	Ch	Y	Y	Y	Y	Y		12-0-0
9B	CPC- Affordable Housing Restrictions - State Rd.	Y	Y	X	Y	N	X	Y	Y	Ch	Y	Y	Y	Y	Y		11-1-0
9C	CPC - Habitat for Humanity - Long Pond Rd	Y	Y	X	Y	Y	X	Y	Y	Ch	Y	Y	Y	Y	Y		12-0-0
9D	CPC - 1898 National Memorial Meeting House - Town Square	Y	Y	X	Y	Y	X	Y	Y	Ch	Y	Y	Y	Y	Y		12-0-0
9E	CPC- 1749 Court House	Y	Y	X	Y	Y	X	Y	Y	Ch	Y	Y	Y	Y	Y		12-0-0
9F	CPC - Debt Service Budget Adjustment	Y	Y	X	Y	Y	X	Y	Y	Ch	Y	Y	Y	Y	Y		11-0-1

Y - For
N - Against
A - Abstain R - Recuse
X - Absent
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ARTICLES

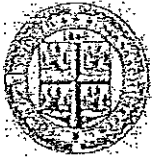
		Andrew Burgess	Kevin Canty	Beth Davis	Brian Dunn	Harry Helm	Roz Jones	Stephen Karam	Ethan Kusmin	John Moody	Harry Salerno	Ashley Shaw	Sheila Sheridan	Marc Sirrico	Scott Stephenson	Evelyn Strawn	VOTE TOTAL FOR-AGAINST-ABSTAIN
10	Parks - AAB Compliance	Y	Y	X	Y	Y	X	Y	Y	Y	Ch	Y	Y	Y	Y	Y	12-0-0
11	Title V Repair Fund	Y	Y	X	X	Y	Y	Y	X	Y	Ch	Y	Y	Y	Y	Y	11-0-0
12	Pavement Stabilization Fund	N	N	X	N	N	X	Y	Y	N	Ch	Y	Y	Y	Y	Y	7-5-0
13	Rescind School Revolving Fund	Y	Y	X	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	13-0-0
14	Transfer Oak St Property	Y	Y	Y	Y	N	Y	X	Y	Y	Ch	Y	Y	Y	N	Y	11-2-0
15	Transfer South Meadow Rd Property	Y	Y	Y	Y	N	Y	X	Y	Y	Ch	Y	Y	Y	N	Y	11-2-0
16	Ch. 149 - Sewers	Y	Y	Y	X	Y	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y	12-0-0
18	Amend General By-Law - CH. 100: Junk Dealers & Collectors	Y	Y	X	Y	Y	X	Y	Y	Y	Ch	Y	Y	Y	Y	Y	12-0-0
19	Acceptance MGL 200A 9A Disposition of Abandoned Funds	Y	Y	X	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	13-0-0
20	Charter Review	See Supplement I															
22	Amend Zoning Bylaw - Ground Mounted Solar	Y	Y	X	X	Y	Y	Y	X	Y	Ch	Y	Y	Y	Y	Y	11-0-0
23	Amend Zoning Bylaw - Dog Kennels	Y	Y	X	X	Y	Y	Y	X	Y	Ch	Y	Y	Y	Y	Y	11-0-0
24	Amend Zoning Bylaw - Aquifer Protection District	Y	Y	X	X	Y	Y	Y	X	Y	Ch	Y	Y	Y	Y	Y	11-0-0
25	Amend Zoning Bylaw - Establish Cedarville Village Enterprise District	Y	Y	X	X	Y	Y	Y	X	Y	Ch	Y	Y	Y	Y	Y	11-0-0
26	Amend Zoning Bylaw - Authorize Development Agreement	Y	Y	X	X	Y	Y	Y	X	Y	Ch	Y	Y	Y	Y	Y	11-0-0
27	Amend Zoning Bylaw - Create Open Space	Y	Y	X	X	Y	Y	Y	X	N	Ch	Y	Y	Y	Y	Y	10-1-0
28	Repeater Easement - Public Safety Transmitter	Y	Y	X	X	Y	Y	Y	X	Y	Ch	Y	Y	Y	Y	Y	11-0-0
29	Petition - Transfer Tax Title Land to a Tribal Council	Y	Y	Y	Y	Y	Y	X	Y	Y	Ch	Y	Y	Y	Y	Y	13-0-0
31	Petition - Amend Chapter 2 to add Sec 7-2 to Town Charter	Y	N	N	Y	N	N	X	N	N	Ch	Y	N	N	N	N	3-10-0
32	Petition - Amend Chapter 2 to add Sec 7-2 to Town Charter	N	N	N	N	N	N	X	N	N	Ch	N	N	N	N	N	0-13-0
33	Petition - Chapter 2 Sec 4-5 of the Town Charter	N	N	N	N	N	N	X	N	N	Ch	N	N	N	N	N	0-13-0

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ARTICLES

		Andrew Burgess	Kevin Canty	Beth Davis	Brian Dunn	Harry Helm	Roz Jones	Stephen Karam	Ethan Kusmin	John Moody	Harry Salerno	Ashley Shaw	Sheila Sheridan	Marc Sirrico	Scott Stephenson	Evelyn Strawn	VOTE TOTAL FOR-AGAINST-ABSTAIN
34	Petition - Zoning Bylaw- Workforce Housing	N	N	N	N	N	X	N	N	Ch	N	N	N	N	N		0-13-0
35	Bartlett Pond Watershed	Y	Y	X	Y	Y	X	Y	Y	Y	Ch	Y	Y	Y	Y		12-0-0

CAPITAL
IMPROVEMENTS
COMMITTEE
RECOMMENDATIONS



TOWN OF PLYMOUTH

26 Court Street
Plymouth, Massachusetts 02360

(508) 747-1620

FAX (508) 830-4133

TO: Board of Selectmen
Advisory and Finance Committee
Town Meeting

FROM: Pamela D. Hagler

DATE: September 18, 2018

RE: FATM Capital Improvements Committee Recommendation

As required by Bylaw 38, Capital Improvements, the Capital Improvements Committee met on September 10, 2018, and September 17, 2018, to review the following articles presented by the departments for Town Meeting consideration:

Article 4 - Public Works Maintenance Division:

Memorial Hall Chiller Unit
COA HVAC Repairs

Public Works Sewer Division:

Hedge Road Pump Station Upgrades

Public Works Solid Waste Division:

Upgrade Sticker Tracker Program

Marine & Environmental Affairs:

Dredge Permitting/Sampling Requirements
Water Street Parking Lot Capping & Reconstruction
Russell Mill Dam Engineering & Permitting
Mooring Plan
Purchase New Floats

Municipal Airport:

Additional Funding for Administration Building
Construction

Article 5 - Public Library:

Additional Funding for Roof/Chiller/Skylight
Replacement

Page 2

Article 6 - Public Works Sewer Division:
Water Street Pump Station Upgrades

Article 9e- Community Preservation Committee:
Restoration and Rehabilitation of 1749 Court House

Article 10 - Public Works Parks & Forestry Division:
Accessibility Compliance at Three Playgrounds

Article 35 - Public Health:
Bartlett Pond Assessment

The presentation on the Memorial Hall Chiller Unit included the information that a 200-ton unit is being requested to replace the current unit. However, the existing unit only serves the main auditorium and window air conditioning units service the side rooms because there is no ductwork installed in the side rooms. It was stated that a 130-ton unit could be purchased for a substantial savings. Therefore, the Committee recommends the purchase of the 130-ton unit because of the cost savings and the performance of the unit will be more efficient when operating at the full designed load.

The Capital Improvements Committee evaluated these requests then prioritized and incorporated them into the existing Capital Improvements Plan using their established ranking criteria. Attached to this memo is the revised Capital Improvement Plan that highlights these projects.

Please contact me if you have any questions. Thank you.

TOWN OF PLYMOUTH FY19 CAPITAL IMPROVEMENTS PLAN REQUESTS PRIORITIZED BY THE CAPITAL IMPROVEMENTS COMMITTEE ON JANUARY 12,
2018, WITH STM REQUESTS VOTED BY CIC ON MARCH 15, 2018, AND FATM REQUESTS VOTED BY CIC ON SEPTEMBER 12, 2018

DIV. PRI- ORITY	DEPARTMENT OR SPONSOR	PROJECT DESCRIPTION	COMPONENT COST	R TOWN MANAGER			FREE CASH	DEBT	OTHER
				PROJECT COST	A N	RECOMMENDED PROJECT FUNDING K			
1	Fire Department	New Station 7 in North Plymouth		7,500,000	1	7,500,000		7,500,000	
2	Fire Department	Purchase and Equip 100' Aerial Truck		1,100,000	2	1,100,000		1,100,000	
	Public Health	*Art. 35 - Bartlett Pond Assessment		180,000	2a				
	DPW Op-Maintenance	Town Building Repair Program:		4,088,937	3	272,250	272,250		
1		AC Units for Computer & Comm Room at Police Dept	36,500						
		*Art. 4 - COA HVAC Repairs	29,325						
		*Art. 4 - Memorial Hall Chiller Unit	363,000						
2		Replace Overhead Doors at DPW Facility	151,250						
3		Generator Replacement at DPW Facility	82,500						
		Repairs to the Following Buildings per Facilities Assessment Report:							
4		Hedges Pond Main Building	36,133						
4		Cedarville Garage	43,308						
4		Crematory	8,363						
4		DPW Annex	308,960						
4		Fire Station 1 - HQ	117,550						
4		Fire Station 2 - W. Plymouth	111,013						
4		Fire Station 3 - Pine Hills	57,745						
4		Fire Station 4 - Bourne Rd	61,545						
4		Fire Station 5 - Manomet	228,654						
4		Fire Station 6 - Cedarville	131,809						
4		Harbor Master Building	55,745						
4		Highway Building	275,000						
4		Little Red Schoolhouse	69,367						
4		Library - Main Branch	884,870						
4		Library - Manomet Branch	38,889						
4		Manomet Youth Center	85,591						
4		Memorial Hall	500,000						
4		Police Station	132,008						
4		Senior Center	65,247						

TOWN OF PLYMOUTH FY19 CAPITAL IMPROVEMENTS PLAN REQUESTS PRIORITIZED BY THE CAPITAL IMPROVEMENTS COMMITTEE ON JANUARY 12,
2018, WITH STM REQUESTS VOTED BY CIC ON MARCH 16, 2018, AND FATM REQUESTS VOTED BY CIC ON SEPTEMBER 12, 2018

DIV. PRI- ORITY	DEPARTMENT OR SPONSOR	PROJECT DESCRIPTION	COMPONENT COST	R TOWN MANAGER				FREE CASH	DEBT	OTHER
				PROJECT COST	A N	RECOMMENDED PROJECT K	FUNDING			
4		Stephens Field Concession/Restroom Facility	18,150							
4		Vine Hills Cemetery Office	160,827							
4		Visitor Center	33,598							
DPW Op-Maintenance + Art 5 - Add'l Funds for Library Roof/Chiller/Skylight				1,200,000	3a					
School Department School Building Repair Program:				1,299,176	4		212,240	212,240		
1.01	West	Replace Windows-1 Pod Per Year	36,000							
1.02	Nathaniel Morton	Brick Remediation	126,500							
1.03	South	Replace Intercom	49,740							
1.04	West	Create Additional Parking	31,000							
1.05	Hedge	Paint Exterior Trim	72,555							
1.06	PCIS	Replace IMC Carpet with Vinyl Tile	61,732							
1.07	PSMS	Sidewalk Asphalt Repairs	60,650							
1.08	Indian Brook/South	Gym Dividers	21,554							
1.09	Cold Spring	Restoration of Play Area	23,644							
1.10	PCIS	Fence	148,290							
1.11	Hedge	Area	134,200							
1.12	PCIS	Replace Public Address System	25,751							
1.13	Federal Furnace	Replace Windows-1 Pod Per Year	90,000							
1.14	Federal Furnace	Replace Skylights	64,610							
1.15	Cold Spring	ACM Tile Removal and Install VCT Tile	95,000							
1.16	Indian Brook	Resurface Gym Floor	32,500							
1.17	PCIS	Replace Gym Floor	108,353							
1.18	South	Resurface Gym Floor	38,192							
1.19	Federal Furnace	Resurface Gym Floor	38,192							
1.20	PCIS	Add Additional Card Readers to Exterior Doors	24,756							
1.21	PCIS	Blinds	15,957							
1	Procurement/Town Cler Municipal Document Management System - Phase 1			300,000	5					

DPW Op-Maintenance Town Vehicle & Equipment Replacement Program:

2,507,426 6

TOWN OF PLYMOUTH FY19 CAPITAL IMPROVEMENTS PLAN REQUESTS PRIORITIZED BY THE CAPITAL IMPROVEMENTS COMMITTEE ON JANUARY 12,
2018, WITH STM REQUESTS VOTED BY C/C ON MARCH 15, 2018, AND FATM REQUESTS VOTED BY C/C ON SEPTEMBER 12, 2018

DIV. PRI- ORITY	DEPARTMENT OR SPONSOR	PROJECT DESCRIPTION	COMPONENT COST	PROJECT COST	R TOWN MANAGER A RECOMMENDED N PROJECT K FUNDING	FREE CASH	DEBT	OTHER
4	CEM	Replace 2009 Dump Truck C72 with Sander	108,957		108,957	108,957		
1	FLT	Purchase Facility Maintenance Pickup Truck	59,687		147,411	147,411		
2	FLT	Fleet Fuel Efficiency Program	87,724					
1	HY	Replace 1995 Dump Truck H330	286,000		286,000	286,000		
2	HY	Replace 2000 6 Wheel Truck H32	220,000					
3	HY	Replace 1989 6 Wheel Truck H36	226,600					
4	HY	Replace 1988 Holder Mower/Sidewalk Plow H3:	225,720					
5	HY	Replace 2007 Sweeper H304	305,250					
6	HY	Replace 2002 Truck H355	108,900					
7	HY	Purchase New Compact Skidsteere Loader	39,215					
8	HY	Replace 1995 Holder H325	225,720					
9	HY	Replace 5 Ton Roller	91,839					
10	HY	Replace 2006 Dump Truck H346	108,900					
11	HY	Replace 2006 Dump Truck H347	108,900					
12	HY	Replace 2006 Dump Truck H348	108,900					
2	PK	Replace 1999 Truck P25	108,957		108,957	108,957		
3	PK	Purchase New Pickup Truck	41,121					
7	PK	Replace 1997 Tractor	58,567					
2	MEA	Replace Animal Control Vehicle	47,426		47,426	47,426		
3	MEA	Replace Harbor Master Pickup Truck ME5	48,000					
1	Marine & Environment+Art. 4 - Dredge Permitting/Sampling Requirements			200,000	6a			
1	Public Health	Sterilis Medical Waste Device		42,229	7	42,228	32,729	9,500 Grants
1	Information Technology Strategic Plan			60,000	8	60,000	60,000	
	DPW-Parks & Forestry+Art. 10 - Accessibility Compliance at Three Parks			200,000	8a			
1	DPW-Parks & Forestry Nelson Park Play Structure Repairs			18,000	9	18,000	18,000	
2	Marine & Environment+Art. 4 - Capping & Reconstructing Water St. Parking Lot			737,000	9a			

TOWN OF PLYMOUTH FY19 CAPITAL IMPROVEMENTS PLAN REQUESTS PRIORITIZED BY THE CAPITAL IMPROVEMENTS COMMITTEE ON JANUARY 12,
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DIV. PRI- ORITY	DEPARTMENT OR SPONSOR	PROJECT DESCRIPTION	COMPONENT COST	PROJECT COST	R TOWN MANAGER			FREE CASH	DEBT	OTHER
					A N K	RECOMMENDED PROJECT FUNDING				
5	Marine & Environmental	Town Forest Red Pine Cutting		37,000	10	37,000				24,500 Grants 12,500 Environmental Affairs Fund
1	Marine & Environmental	Maritime Facility Construction		3,500,000	11	3,500,000			2,000,000	1,500,000 Grants
3	Fire Department	Replace and Equip Pumping Engine		650,000	12					
3	Fire Department	+Art. 4 - Replace and Equip Pumping Engine		675,000	12a					
2.01	School Department	School Vehicle & Equipment Replacement Program:		454,495	13	128,500				
		Equipment for New Building	131,495							
2.02	DW Facilities	Replace 2003 Food Service Truck	45,000					128,500		
2.03	DW Facilities	Purchase One Diesel Bus	83,500							
2.04	DW Facilities	Replace 2006 Utility Truck	52,000							
2.05	DW Facilities	Replace 2002 Utility Truck	49,500							
2.06	DW Facilities	Replace 2002 Rack Truck	63,000							
2.07	DW Facilities	Replace 2000 Pickup Truck	30,000							
3	Marine & Environmental	+Art. 4 - Engr/Permitting Repairs to Russell Mill Dam		59,500	13a					
5	DPW-Parks & Forestry	Jenny Grist Mill Improvements		750,000	14	750,000		750,000		
5	Fire Department	Public Safety Radio System Upgrades		87,000	15					
1	Police Department	Analog CCTV Camera Upgrade		112,336	16	112,336		112,336		
	School Dept/Bl'dg Cmte	Infrastructure Management:		4,791,476	17					
3.01	Nathaniel Morton	Brick Remediation	2,025,000							
3.02	West	Roof Replacement	1,312,004							

TOWN OF PLYMOUTH FY19 CAPITAL IMPROVEMENTS PLAN REQUESTS PRIORITIZED BY THE CAPITAL IMPROVEMENTS COMMITTEE ON JANUARY 12,
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DIV. PRI- ORITY	DEPARTMENT OR SPONSOR	PROJECT DESCRIPTION	COMPONENT COST	PROJECT COST	R TOWN MANAGER A RECOMMENDED N PROJECT K FUNDING	FREE CASH	DEBT	OTHER
3.03	Indian Brook	Roof Replacement	1,454,472					
8	DPW-Engineering	Wicking Well Manomet Ave.		180,000	18	180,000	180,000	
5	DPW-Engineering	Seven Hills Rd. Drainage Improvements		550,000	19			
2	DPW-Engineering	Allerton Street Roadway Improvements		500,000	20			
1	DPW-Engineering	Manomet Pt. Revetment Design		120,000	21			
5	Marine & Environment	Art. 4 - Purchase New Floats		65,000	21a			
8	DPW-Parks & Forestry	Training Green Sidewalks		150,000	22			
1	DPW-Cemetery	Paring Ways Cemetery Expansion Design		75,000	23			
6	DPW-Parks & Forestry	Manomet Recreation Area Parking Lot Improvements		80,000	24			
2	DPW-Cemetery	Replace Waterline & Paving In Vine Hills Cemetery		70,000	25			
3	DPW-Cemetery	Hearse House and Entry Renovations		300,000	26			
4	DPW-Engineering	Brook Road Bridge Design and Construction		1,000,000	27			
8	DPW-Engineering	Bartlett Rd. Bridge Design		200,000	28			
9	DPW-Parks & Forestry	Design for Billington St. Covered Bridge Repairs		40,000	29			
4	Marine & Environment	Art. 4 - Mooring Plan		69,747	29a			
3	DPW-Engineering	Town Wide Signal Inspection		250,000	30			

TOWN OF PLYMOUTH FY19 CAPITAL IMPROVEMENTS PLAN REQUESTS PRIORITIZED BY THE CAPITAL IMPROVEMENTS COMMITTEE ON JANUARY 12,
2018, WITH STM REQUESTS VOTED BY CIC ON MARCH 15, 2018, AND FATM REQUESTS VOTED BY CIC ON SEPTEMBER 12, 2018

DIV. PRI- ORITY	DEPARTMENT OR SPONSOR	PROJECT DESCRIPTION	COMPONENT COST	PROJECT COST	R TOWN MANAGER A RECOMMENDED N PROJECT K FUNDING	FREE CASH	DEBT	OTHER
4	Fire Department	Purchase and Equip Tow Vehicles		36,000	31			
4	Marine & Environmental	Feasibility for Jenney Pond By-Pass		36,680	32	36,680		36,680 Environmental Affairs Fund
2	Police Department	Replace Emergency Response Vehicle		99,051	33			
4	DPW-Parks & Forestry	Veterans Park Construction		450,000	34			
10	DPW-Parks & Forestry	Design for Two Multi-Purpose Fields at Forges Field		150,000	35			
7	DPW-Engineering	Federal Furnace Elem. School Sidewalks		3,000,000	36			
8	DPW-Cemetery	Bunial Hill Cannon Surround Fence		55,000	37			
TOTAL FOR GENERAL FUND PROJECTS					37,324,053	14,647,986	2,464,806	10,600,000
1	DPW Utilities (Sewer)	Collection System Rehabilitation and Repair		1,000,000	1	1,000,000	1,000,000	
1	DPW Utilities (Sewer)	+Art. 6 - Add'l Funds for Water St. Pump Station Upgrades		1,500,000	1a			
2	DPW Utilities (Sewer)	+Art. 4 - Hedge Rd. Pump Station Upgrades		809,000	1b			
2	DPW Utilities (Sewer)	SCADA Upgrades		55,000	2	55,000		55,000
4	DPW Utilities (Sewer)	Trailer Mounted Bypass Pump		73,886	3	73,886		73,886
3	DPW Utilities (Sewer)	Hedge Rd. Pump Station Screen Design and Installation		150,000	4	150,000		150,000
5	DPW Utilities (Sewer)	Replace Six-Wheel Dump Truck w/Plow & Sander S58		206,000	5			Sewer Retained
6	DPW Utilities (Sewer)	Replace 2003 Utility Truck S51		68,000	6			Earnings
TOTAL FOR SEWER					3,861,886	1,278,886	1,000,000	278,886
1	DPW Utilities (Water)	Forges Field Well & System Expansion		8,000,000	1	8,000,000	8,000,000	
2	DPW Utilities (Water)	Water System Master Plan		305,800	2	305,800		305,800
3	DPW Utilities (Water)	Stafford Water Storage Tank Restoration		1,560,000	3			Water Retained

TOWN OF PLYMOUTH FY19 CAPITAL IMPROVEMENTS PLAN REQUESTS PRIORITIZED BY THE CAPITAL IMPROVEMENTS COMMITTEE ON JANUARY 12,
2018, WITH STM REQUESTS VOTED BY CIC ON MARCH 16, 2018, AND FATM REQUESTS VOTED BY CIC ON SEPTEMBER 12, 2018

2018, WITH SIM REQUESTS VOTED BY CIO OR IMPROV. (15/20/18)

DIV. PRI- ORITY	DEPARTMENT OR SPONSOR	PROJECT DESCRIPTION	COMPONENT COST	PROJECT COST	R TOWN MANAGER			FREE CASH	DEBT	OTHER
					A N	K	RECOMMENDED PROJECT FUNDING			
Earnings										
4	DPW Utilities (Water)	Water Infrastructure		500,000	4					
5	DPW Utilities (Water)	N. Pine Hill Booster Station and Pressure Zone Improvements		1,150,000	5					
	DPW Utilities (Water)	*Purchase Map 107, Lot 72		325,000	5a					
6	DPW Utilities (Water)	Replace 2001 6-Wheel Dump Truck		206,000	6					
7	DPW Utilities (Water)	Replace 2007 Utility Truck W43		63,000	7					
8	DPW Utilities (Water)	Replace 2005 Pickup Truck W441		28,000	8					
TOTAL FOR WATER				12,127,800			8,305,800		8,000,000	305,800
1	Solid Waste	+Art 4 - Upgrade Sticker/Tracker Equipment and Software Program		37,089	1					
TOTAL FOR SOLID WASTE				37,089						
4										
1	Airport	+Art. 4 - Add'l Funds for Airport Admin. Building Construction		85,000	1					
TOTAL FOR AIRPORT				85,000						
TOTAL FOR ENTERPRISE FUNDS				16,111,775			9,584,686		9,000,000	584,686
1	Com. Pres. Cmte	+Art. 9 - Rehabilitation/Restoration of 1749 Court House		380,000						
TOTAL FOR COMMUNITY PRESERVATION COMMITTEE				380,000						
TOTAL PROJECTS FOR FY19				53,436,046			24,232,672		2,464,806	2,167,866

*ATM Article 15A - Prioritized by Town Meeting March 15, 2018

+FATM Articles - Prioritized by CIC September 17, 2018

ARTICLE SUPPORTING DOCUMENTATION

ARTICLE 1:

ARTICLE 1: 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 2A:

ARTICLE 2A: To see if the Town will vote to amend the vote taken under Article 7A of the 2018 Annual Town Meeting warrant, and, as necessary, to raise, appropriate, transfer or borrow funds for the purpose of supplementing departmental expenses, and/or to reduce certain departmental expenses or otherwise amend said vote, or take any other action relative thereto.

BOARD OF SELECTMEN

The Advisory & Finance Committee was presented the following spreadsheet for individual budget adjustment requests from the Finance Department displayed in a manner similar to how the original departmental budgets were voted on at the Annual Town Meeting in April 2018, Article 7A. The line item # is identified in the third column of the spreadsheet. A & F then either voted these line items in total or they broke them out into sub-categories by a letter. For example, line item #34 the Fire Chief was looking for two items which add up to \$539,986 in Fire Personal Services; A & F broke it into items 34A & 34B for separate consideration and voted on the individually. You can see on the spreadsheet in the 6th column, the A & F Item Vote, if the Item # was voted on in total or if it was broken out into smaller votes. A summary of their changes is presented and the final recommendation to Town meeting in the third and second to last column respectively. The vote on the original department request is also displayed in the last column.

Below is intentionally left blank so the spreadsheet can be seen as a whole on the following page.

Department	Article	Line #	2018 FATM Requests	Description of Item	A & F Item Vote	A & F CHANGES	A & F Town Meeting Recommendation	VOTE Y - N - A
PROCUREMENT	2A	4	\$ 1,800.00	Equipment Rental	4		\$ 1,800.00	
PROCUREMENT	2A	4	\$ 985.00	Training	4		\$ 985.00	
			\$ 2,785.00		4 Total	\$ -	\$ 2,785.00	10-3-0
INSPECTIONAL SERVICES	2A	26	\$ 13,000.00	Increase C-4 to Full Time	26		\$ 13,000.00	
			\$ 13,000.00		26 Total	\$ -	\$ 13,000.00	10-3-0
POLICE DEPARTMENT	2A	31	\$ 118,226.00	9 Patrolmen	31		\$ 118,226.00	
			\$ 118,226.00		31 Total	\$ -	\$ 118,226.00	13-0-0
FIRE DEPARTMENT	2A	34	\$ 470,000.00	OT	34A		\$ 470,000.00	
			\$ 470,000.00		34A Total	\$ -	\$ 470,000.00	13-0-0
FIRE DEPARTMENT	2A	34	\$ 69,986.00	12 SAFER FF - Town Match Salaries	34B		\$ 69,986.00	
			\$ 69,986.00		34B Total	\$ -	\$ 69,986.00	13-0-0
FIRE DEPARTMENT	2A	36	\$ 60,000.00	13 SAFER FF - Turn Out Gear	36		\$ 60,000.00	
			\$ 60,000.00		36 Total	\$ -	\$ 60,000.00	13-0-0
FLEET MAINTENANCE	2A	42	\$ 23,013.00	DPW Salary Allocation	42A		\$ 23,013.00	
SOLID WASTE - GF	2A	42	\$ 4,603.00	DPW Salary Allocation	42A		\$ 4,603.00	
			\$ 27,616.00		42A Total	\$ -	\$ 27,616.00	13-0-0
BUILDING MAINTENANCE	2A	42	\$ 77,007.00	New Initiative - Operations Manager - OPEIU E6 40 Step 1	42B	\$ (77,007.00)	\$ -	
			\$ 77,007.00		42B Total	\$ (77,007.00)	\$ -	0-13-0
BUILDING MAINTENANCE	2A	42	\$ 55,263.00	New Initiative - HVAC Technician - COBRA OM7 Step 1	42C	\$ (55,263.00)	\$ -	
			\$ 55,263.00		42C Total	\$ (55,263.00)	\$ -	0-13-0
BUILDING MAINTENANCE	2A	43	\$ 5,000.00	New Initiative - Tool Allow.HVAC	43A	\$ (5,000.00)	\$ -	
BUILDING MAINTENANCE	2A	43	\$ 7,500.00	New Initiative - Tool Allowance - ALL	43A	\$ (7,500.00)	\$ -	
			\$ 12,500.00		43A Total	\$ (12,500.00)	\$ -	0-13-0
BUILDING MAINTENANCE	2A	43	\$ 50,000.00	Purchase of Services	43B	\$ (50,000.00)	\$ -	
BUILDING MAINTENANCE	2A	43	\$ 15,000.00	OVD Door Repairs	43B		\$ 15,000.00	
BUILDING MAINTENANCE	2A	43	\$ 5,000.00	Sprinkler Maint.	43B		\$ 5,000.00	
BUILDING MAINTENANCE	2A	43	\$ 5,000.00	Alarm Maint.	43B		\$ 5,000.00	
BUILDING MAINTENANCE	2A	43	\$ 120,000.00	HVAC Maint.	43B		\$ 120,000.00	
BUILDING MAINTENANCE	2A	43	\$ 8,000.00	Plumbing Maint.	43B		\$ 8,000.00	
BUILDING MAINTENANCE	2A	43	\$ 14,000.00	Elevator Maint.	43B		\$ 14,000.00	
BUILDING MAINTENANCE	2A	43	\$ 5,000.00	Generator Maint.	43B		\$ 5,000.00	
BUILDING MAINTENANCE	2A	43	\$ 13,000.00	Custodial Supplies	43B	\$ (13,000.00)	\$ -	
PARKS	2A	43	\$ 30,000.00	Playground Equipment Maintenance	43B		\$ 30,000.00	
			\$ 265,000.00		43B Total	\$ (63,000.00)	\$ 202,000.00	8-5-0
BUILDING MAINTENANCE	2A	44	\$ 14,000.00	Dude Solutions Update to EMG / Asset Calc	44		\$ 14,000.00	
			\$ 14,000.00		44 Total	\$ -	\$ 14,000.00	11-3-0
FUEL & UTILITIES	2A	47	\$ 7,000.00	Electric - HM, DPW & Street lights	47		\$ 7,000.00	
FUEL & UTILITIES	2A	47	\$ 135,000.00	Vehicle Fuel	47		\$ 135,000.00	
			\$ 142,000.00		47 Total	\$ -	\$ 142,000.00	13-0-0
MEMBER BENEFITS	2A	55	\$ (77,740.00)	Workers Compensation	55		\$ (77,740.00)	
MEMBER BENEFITS	2A	55	\$ 32,000.00	Deferred Compensation Match	55		\$ 32,000.00	
			\$ (45,740.00)		55 Total	\$ -	\$ (45,740.00)	13-0-0
PENSIONS	2A	56	\$ 895.00	Military Service Appropriation	56		\$ 895.00	
			\$ 895.00		56 Total	\$ -	\$ 895.00	13-0-0
MEMBER INSURANCE	2A	58	\$ 400,000.00	Town Premium Health Insurance	58		\$ 400,000.00	
			\$ 400,000.00		58 Total	\$ -	\$ 400,000.00	13-0-0
ALL TOWN INSURANCE	2A	61	\$ 46,000.00		61		\$ 46,000.00	
			\$ 46,000.00		61 Total	\$ -	\$ 46,000.00	13-0-0
DEBT SERVICE	2A	62	\$ (306,387.00)	Short term interest	62		\$ (306,387.00)	
			\$ (306,387.00)		62 Total	\$ -	\$ (306,387.00)	13-0-0
Total General Fund				49			\$ 1,214,381.00	

RECOMMENDATION – Increase General Fund Operating Budget by \$1,214,381

See Recommendations as displayed in the preceding spreadsheet with the corresponding votes. There was backup presented, questioned and discussed by each department with the Advisory & Finance Committee.

Of the 11 items voted in the affirmative unanimously, much of the discussion surrounded the additional staffing requests for public safety by the Police and Fire Departments. The committee, overall, felt strongly in agreement with the Chiefs that the staffing levels of the departments need to be raised to the thresholds required by public safety industry standards. For the police department, the 9 uniformed officers will get the department to their goal and in following years will be able to start decreasing the overtime budget. For the fire department the 12 firefighters funded partly by the federal SAFER grant will get the department closer to acceptable levels. The Chief was successful in showing the need presently and into the future with regards to a potential increase of over 3,400 housing units that have been approved by the town for building. The need in the overtime budget is brought on by previous cuts and increases in the contractual number of days off.

As far as the items requested by the Department of Public Works – Building Maintenance Division there was a consistent theme in the disapproval of their requests. Because the Town recently voted for the addition of the position for the Facility Manager, the A & F expressed strongly to the DPW that they wanted to see a thoughtful spelled out “Plan” for the division and how it was going to maintain the Towns buildings not just requests for new positions. They also felt that these requests belonged in the regular annual budget process and not at this time. Most of the request approved for building maintenance included emergency maintenance projects and maintenance contracts for the new Town Hall building because the warranties were expiring.

ARTICLE 2B:

ARTICLE 2B: To see if the Town will vote to amend the votes taken under Article 7B, 7C, 7D and 7E of the 2018 Annual Town Meeting warrant, and, as necessary, to raise, appropriate, transfer or borrow funds for the purpose of supplementing enterprise departmental expenses, and/or to reduce certain departmental expenses or otherwise amend said vote, or take any other action relative thereto.

BOARD OF SELECTMEN

Advisory & Finance Committee used a similar spreadsheet to vote the budget requests for the Enterprise funds. See below for votes.

Department	Article	Line #	2018 FATM Requests	Description of Item	A & F Item Vote	A & F CHANGES	A & F Town Meeting Recommendation	VOTE Y - N - A
SEWER SALARIES	2B	70	\$ 4,976.00	DPW Salary Allocation	70-76		\$ 4,976.00	
WATER SALARIES	2B	76	\$ 7,464.00	DPW Salary Allocation	70-76		\$ 7,464.00	
			\$ 12,440.00		70-76 Total	\$ -	\$ 12,440.00	12-0-0
SEWER DEBT	2B	73	\$ (543,992.00)	Sewer Emergency MCWT	73		\$ (543,992.00)	
SEWER DEBT	2B	73	\$ (60,374.00)	Short term interest	73		\$ (60,374.00)	
			\$ (604,366.00)		73 Total	\$ -	\$ (604,366.00)	12-0-0
WATER DEBT	2B	78	\$ (19,312.00)	Short term interest	78		\$ (19,312.00)	
			\$ (19,312.00)		78 Total	\$ -	\$ (19,312.00)	12-0-0
SOLID WASTE SALARIES	2B	81	\$ (40,056.00)	Curbside Removal & Adjust Transfer	81-82		\$ (40,056.00)	
SOLID WASTE EXPENSES	2B	82	\$ (1,513,635.00)	Curbside Removal & Adjust Transfer	81-82		\$ (1,513,635.00)	
			\$ (1,553,691.00)		81-82 Total	\$ -	\$ (1,553,691.00)	12-0-0

RECOMMENDATION:

Decrease Sewer Fund by \$599,390

SEWER SALARIES	2B	70	\$ 4,976.00	DPW Salary Allocation	70-76		\$ 4,976.00
SEWER DEBT	2B	73	\$ (543,992.00)	Sewer Emergency MCWT	73		\$ (543,992.00)
SEWER DEBT	2B	73	\$ (60,374.00)	Short term interest	73		\$ (60,374.00)
Total Sewer							\$ (599,390.00)

Decrease Water Fund by \$11,848

WATER SALARIES	2B	76	\$ 7,464.00	DPW Salary Allocation	70-76		\$ 7,464.00
WATER DEBT	2B	78	\$ (19,312.00)	Short term interest	78		\$ (19,312.00)
Total Water							\$ (11,848.00)

Decrease Solid Waste Fund by \$1,553,691

SOLID WASTE SALARIES	2B	81	\$ (40,056.00)	Curbside Removal & Adjust Transfer	81-82		\$ (40,056.00)
SOLID WASTE EXPENSES	2B	82	\$ (1,513,635.00)	Curbside Removal & Adjust Transfer	81-82		\$ (1,513,635.00)
Total Solid Waste							\$ (1,553,691.00)

Much of the changes required to the Enterprise funds are due to discontinuation of the curbside service for trash and recycling and changes to debt due to the MCWT time schedule for the sewer emergency borrowing. Advisory and Finance voted unanimously for these adjustments.

TO: Advisory & Finance Committee
Board of Selectmen
Town Meeting

FROM: Pamela D. Hagler, Procurement Officer

DATE: August 9, 2018

RE: Fall Annual Town Meeting Article 2A

This request is for funds to supplement two line items within the Procurement budget. The total amount of additional funds requested for the FY19 Procurement budget is \$2,785.00.

Below is a breakdown of the line items and amounts needed:

Equipment Rental

- \$1,800 for the lease of two additional copiers
- One additional small copier is needed for the front of the Collector's office and one is needed for the Water Div.

Training

- \$985 for staff training
- The Acts of 2016, An Act Modernizing Municipal Finance and Government, changed many of the Procurement Laws necessitating re-taking the Inspector General's classes before renewal of the Procurement Officer's Massachusetts Certified Public Procurement Official designation.

I will be available to answer any questions.

TOWN OF PLYMOUTH
Department of Inspectional Services
11 Lincoln St
Plymouth, MA 02360
508-747-1620 x116
508-830-4028 fx
pmcauliffe@townhall.plymouth.ma.us

Memo

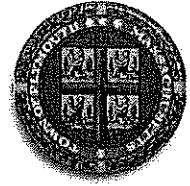
To: Lynne Barrett, Finance Director
Cc: Marlene McCollem, Assistant Town
From: Paul McAuliffe, Director of Inspectional Services
Date: July 26, 2018
Re: Budget Amendment

I am requesting a budget amendment for an additional \$13,000 for the purpose of converting our part time C-4 administrative clerk position into a full-time position. We have experienced a large increase in permits, inspections, information requests and correspondence. Please contact me with any questions. Thank you



PLYMOUTH POLICE DEPARTMENT

20 Long Pond Road, Plymouth, MA 02360
 Phone (508) 830-4218 - Fax (508) 830-4217
www.plymouthpolice.com



Michael E. Botieri
 Chief of Police

To: Melissa Arrighi, Town Manager
 Lynne Barrett, Finance Director

From: Chief Michael E. Botieri

Date: September 4, 2018

Re: Budget Increase Request

The goal of the Police Department is to provide an adequate level of police services to the Town of Plymouth.

Presently, the Police Department is below the recommended staffing level by approximately 9 officers and this shortage is growing each year as the population and demand for services increases. The Town of Plymouth is unique in many ways to include the increase in population during the summer season due to tourism. Also unique to Plymouth is the fact that we protect a municipal airport, a nuclear plant, a major hospital, and a Courthouse. Critical to the proper protection of the citizens is the fact that the Town of Plymouth encompasses over 100 square miles. This includes approximately 36 miles of shorefront as well as an island. The primary responsibility of any Police Department is the ability to respond to any 911 call in a reasonable timeframe. In order to do this, the staffing levels must be increased to allow officers the ability to respond to such calls for service in a timely manner.

The Police Department continues to battle the heroin (Opiate) epidemic with dedicated officers specifically assigned to deal with open-air drug dealing and distribution at the street level. These officers have made a tremendous impact on quality of life issues to include drug related crimes, acts of vandalism, disorderly conduct and acts of violence. The Plymouth Police Department alone has experienced 945 Overdoses over the past 5 years with 74 deaths. The number of Overdoses as well as deaths has declined in the Town of Plymouth over this past year due to the work of these officers to include the follow-up initiative established throughout Plymouth County, known as the Plymouth County Outreach (PCO). These officers must remain assigned and committed to this initiative.

Over the past several years, the Town has supported incremental increases in the Police Department with a goal of reaching the recommended staffing level. Plymouth is one of the fastest growing communities in the Commonwealth. Housing and commercial development including shopping centers and hotels are increasing the demand for police services each and

every day. The Uniform Division of the department must maintain an appropriate staffing level to provide these services. It must be stressed that due to community growth, the Police Department is experiencing a greater demand for services each year.

The Town of Plymouth has seen a steady increase in special events over the years to include major events and parades which require comprehensive planning as well as support from County, State, and Federal Agencies. It has been the goal of the Police Department to be at proper staffing levels for 2020 to adequately support the scheduled events that year as well as the increase in calls for service associated with the local initiatives to increase the volume of tourists to the community.

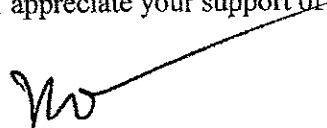
According to the International Association of Chiefs of Police (IACP) many factors must be considered to assist jurisdictions in characterizing staffing levels. In defining staffing requirements, we must consider several factors which are unique to each agency. These factors include policing priorities, number of calls for service, population, size of community, as well as many other factors.

It must also be understood that the hiring of any new officers must follow Civil Service rules. The Civil Service certified list would be created within a few weeks, followed by a timeframe allowing candidates to sign the list; a full background is then conducted. A Physical Abilities Test must be passed as well as a physical exam. Once this process is complete the candidates must attend a six month Police Academy. The officers then participate in a three month Field Training Program. As you can see it would be approximately one year before they are actually on the street.

In consideration of these factors as well as accepted standards for adequate staffing within our community, we should be staffed at approximately 128 sworn officers. We are currently staffed at 119 sworn officers. I am requesting an increase of nine (9) Patrolmen.

I anticipate these Student Officers will enter the Police Academy in or around April of 2019. Therefore, I request three (3) months' salary for the current fiscal year (FY19). This would equate to \$118,226. The impact to the FY20 budget for these positions including all contractual benefits would be \$546,274, as well as a one-time equipment cost of \$76,580 totaling \$622,854.

I appreciate your support of this very important initiative.


Michael E. Botieri
Chief of Police



Town of Plymouth
Fire Department
 114 Sandwich Street
 Plymouth, Massachusetts 02360
 508-830-4213
 Fax 508-830-4174

To: Melissa Arrighi, Town Manager,
 Lynne Barrett, Finance Director

From: Ed Bradley, Fire Chief

Date: August 31, 2018

RE: Budget Increase Request FATM, Overtime -**Org. 00102205 – Obj. 513000**

The current overtime budget (Fiscal Year 2019) will be insufficient to complete the year while maintaining staffing to keep all fire stations open 24 hours a day.

The personnel continue to earn additional vacation time, personal time and sick leave each year as their "time in grade" increase, these earned "days off" result in daily shift vacancies. Injuries on Duty (IOD) leave, bereavement leave, military leave, family sick leave and jury duty are examples of other reasons personnel are provided days off.

Although we do not fill every vacancy, we do need a minimum number of staff each shift to keep all seven village fire stations open 24/7. Once the number of vacancies on any shift goes below the minimum level required to keep stations open, I call in off-duty firefighters to fill enough of the vacancies to get staffing to that minimum level, these off-duty personnel, by law, are paid on an overtime basis.

The combined Fire Staff, for FY 19, have 23,844 hours of earned vacation time, they have 10,318 days of earned sick time which includes family sick leave (the 10,318 days equate to 123,810 hours of sick leave). These number increase monthly as time is earned.

The Financial History will show the overtime budget has been underfunded for years and additional funding was used each year to subsidize the account. Modeling our staffing level for FY 19, using historical data from past years, shows the Fire Department will need an additional **\$470,000.00** in the overtime account to complete FY 19.

WORKSHEET

SAFER Grant

Staffing for Adequate Fire & Emergency Response

FEMA

The award period is February 18, 2019 through February 17, 2022 (Period of Performance, POP)

The three calendar year periods are:

2/18/2019 to 1/17/2020 75% Fed 25% Local match

2/18/2020 to 2/17/2021 75% Fed 25% Local match

2/18/2021 to 2/17/2022 35% Fed 65% Local match

Total grant amount over the 3-year period is \$2,012,056

Years 1 and 2 (see above) the Federal funding (75%) is \$815,706, Local match (25%) is \$271,907

Year 3 the Federal Funding (35%) is \$380,644, Local match (65%) is \$706,984

The combined funding (Federal and local) per year is \$1,087,613 – (\$90,634 per year per firefighter, salary and incentive pay \$63,370.00 - benefits \$27,264.00).

FY 19, using the start date of the POP, 2/18/2019, we would need the local match for 19 pay weeks (plus 1 day), **\$100,097.00**

FATM increase to salary \$101,964.00

FATM increase to purchase 12 sets of gear, complete **\$60,000.00** (year 1) This could come from the Fire Prevention Revolving Account, if the account is used as the “funding Source” and not affect yearly cap.

FATM would need to approve salary and benefit increase of **\$100,097.00**, broken out as follows;

Increase Fire Wages, Org. 00102205 – Obj. 511001 by \$69,986.00

Increase to the Benefits account (Finance for health insurance) by \$30,111.00

These numbers reflect the costs for the 19 weeks in FY 19 that the grant firefighters will be on the job.

And the gear purchase of **\$60,000.00** using the **Fire and Safety Prevention Revolving Account** as the funding source.



LINE 34

Town of Plymouth
Fire Department
114 Sandwich Street
Plymouth, Massachusetts 02360
508-830-4213
Fax 508-830-4174

To: Melissa Arrighi, Town Manager,
Lynne Barrett, Finance Director

From: Ed Bradley, Fire Chief

Date: August 31, 2018

RE: Budget Increase Request FATM, **Fire Wages, Org. 00102205 – Obj. 511001**

The Fire Department has been understaffed for years; the Matrix Consulting Group produced a report on March 16, 2006 titled "Operations and Planning Assessment of the Plymouth Fire Department". This was in response to the action of Special Town Meeting, April 2, 2005, Article 4B which appropriated \$85,000.00 to hire a consultant to "study and evaluate the Plymouth Fire Department to assure that safe levels of Fire Protection are maintained".

That report included the statement "The Town should focus its improvement efforts on ensuring that consistent staffing levels can be met." The consultant noted that "based on the current (2005) staffing level the Department is **short** approximately fifteen (15) personnel" The 2006 recommendation concluded that "to meet minimum staffing requirements and ensure firefighter safety ...the project team recommends adding twenty (20) staff, firefighters and officers". The workload at the time of the study was more than 60% less than we experienced in 2017, and the current calendar year we are seeing an increase over 2017.

In past years the Department's request to add firefighters had been unsuccessful until April Town Meeting 2018. The Department's original request for FY 19 included twelve (12) firefighters, that number was reduced to four (4) by the time Town Meeting convened. The Department understands the need to "phase in" the necessary additional positions and we will continue to request these positions until we are at an adequate level. Many Town Meeting members and residents asked about available grants that would assist the Town financially with hiring additional firefighters, we continued to apply at each opportunity. This year's SAFER (Staffing for Adequate Fire & Emergency Response) grant process resulted in a \$2,012,056.00 award to hire twelve additional firefighters. This is a competitive grant which reviewed applications from Fire Departments nationwide. The goal of SAFER is to enhance the local fire departments' abilities to comply with staffing; response and operational standards established by the NFPA (National Fire Protection Association) NFPA 1710, which the Plymouth Fire Department, at its current staffing, is unable to comply with.

The Period of Performance of this grant begins February 18, 2019. This request is for the local match for the salary and wages for FY 19 (February 18 to June 30, 2019).

Fire Wages, Org. 00102205 – Obj. 511001 increase of \$69,986.00

Increase for healthcare benefits (Finance Department) **\$30,111.00**



Town of Plymouth
Fire Department
114 Sandwich Street
Plymouth, Massachusetts 02360
508-830-4213
Fax 508-830-4174

To: Melissa Arrighi, Town Manager,
Lynne Barrett, Finance Director

From: Ed Bradley, Fire Chief

Date: August 31, 2018

RE: Budget Increase Request FATM, Turnout Gear, Org. 00102208, Obj. 580005
Requested Increase of \$60,000.00

If Town Meeting accepts the SAFER Grant and approves the local match, there is a need to purchase the twelve grant firefighters' new turnout gear. This includes structural gear, forestry gear, boots, helmets, gloves, goggles ECT.
The cost of the required gear for the twelve is \$60,000.00.

We have identified a funding source, The Fire Prevention Revolving Account (Fire Safety Prevention). There are sufficient funds available in this account if it's used as a funding source and the yearly cap is not affected.

LINE 42,70,76,81+
82



TOWN OF PLYMOUTH

Department of Public Works
159 Camelot Drive
Plymouth, Massachusetts 02360

MEMO

Date: ~~August 29, 2018~~ September 11, 2018

To: Lynne Barrett, Director of Finance

cc: Jonathan Beder, DPW Director

From: Silvio Genao, Assistant DPW Director

**Re: FY19 Solid Waste Division
Proposed Operating Budget Line Item Adjustments - REVISED**

Due to the expected increase in tipping fees as well as changes brought on by various factors, including the termination of the Solid Waste Curbside Collection program and the modification of an Administrative Assistant position that is now shared with the Fleet Maintenance Division, we propose the following line item modifications:

SALARIES & WAGES OPERATING BUDGET ADJUSTMENTS

Due to the addition of Fleet Maintenance responsibilities to the Solid Waste Administrative Assistant's position, and the elimination of the curbside program, we propose the following changes to the DPW salary allocations of two positions as follows in the chart:

Description	Line #	TOWN MTG QTY	UNIT COST	SPRING TOWN MTG AMT	FATM QTY	FATM Adjustment	Final Budget	DESCRIPTION
GF - Fleet Maintenance	42	0%	46,027.00	0.00	50%	23,013.00	23,014.00	Administrative Assistant C5
GF - SW Town & School	42	5%	46,027.00	2,302.00	15%	4,603.00	6,905.00	Administrative Assistant C5
SW - Curbside	81	60%	46,027.00	27,616.00	0%	(27,616.00)	0.00	Administrative Assistant C5
SW - Transfer Station	81	35%	46,027.00	16,110.00	35%	-	16,110.00	Administrative Assistant C5
		100%		46,028.00	100%	-	46,029.00	Administrative Assistant C5 Total
Sewer	70	10%	49,758.00	4,976.00	20%	4,976.00	9,952.00	Billing Coordinator A5
Water	76	65%	49,758.00	32,343.00	80%	7,464.00	39,807.00	Billing Coordinator A5
SW - Curbside	81	25%	49,758.00	12,440.00	0%	(12,440.00)	0.00	Billing Coordinator A5
		100%		49,759.00	100%	-	49,759.00	Billing Coordinator A5 Total

ORG. 66014336 - SOLID WASTE (TRANSFER STATION)
OPERATING EXPENSES BUDGET ADJUSTMENTS

LINE ITEM – RECYCLING SERVICES – ACCOUNT #530702

Increase by \$28,000

The closure of the only nearby glass recycling facility has turned an item that used to be a revenue source into an expense. This increase covers these unexpected glass disposal fees as well as an increase in users to the Transfer Station due to the elimination of the curbside program

LINE ITEM – TIPPING & DISPOSAL - TOWN – ACCOUNT #530703

Increase by \$70,000-\$35,000

This additional request is to reflect an increase in users of the transfer station due to the elimination of the curbside program.

LINE ITEM – TIPPING & DISPOSAL RECYCLING – ACCOUNT #530707

Increase by \$50,000

This request is to reflect an increase in tipping fees for commingled recyclable items as well as an increase in users to the Transfer Station due to the elimination of the curbside program

LINE ITEM – PAYT BAGS – ACCOUNT # 542009

Increase \$20,000-\$4,000

~~This additional request is to reflect an increase in users of the transfer station due to the elimination of the curbside program.~~

The above changes to the Solid Waste Transfer Station Operation plus the elimination of Curbside has resulted in the following changes to the overall Solid Waste Budget:

ORG	DESC	OBJECT	Operation	TM #	2019 Budget Approved	FATM Adjustment	Final Budget
66014335	SALARIES AND WAGES- PERMANENT	511001	T	81	185,002.00		185,002.00
66014335	OVERTIME	513000	T	81	45,268.00		45,268.00
66014335	LONGEVITY PAY	514005	T	81	870.00		870.00
66014335	ATTENDANCE BONUS	519006	T	81	1,000.00		1,000.00
66014336	ELECTRICITY	521000	T	82	9,000.00		9,000.00
66014336	VEHICLE FUEL	521002	T	82	31,550.00		31,550.00
66014336	EQUIPMENT RENTAL	527300	T	82	6,660.00		6,660.00
66014336	OPERATION OF TRANSFER STATION	529503	T	82	37,000.00		37,000.00
66014336	TECHNICAL SERVICES	530013	T	82	5,000.00		5,000.00
66014336	MEETINGS, EDUC & TRAINING	530101	T	82	500.00		500.00
66014336	RECYCLING SERVICES	530702	T	82	47,550.00	28,000.00	75,550.00
66014336	TIPPING & DISPOSAL - TOWN	530703	T	82	142,800.00	35,000.00	177,800.00
66014336	TIPPING & DISPOSAL RECYCLING	530707	T	82	18,000.00	50,000.00	68,000.00
66014336	PRINTING	534004	T	82	800.00		800.00
66014336	PAYT BAGS	542009	T	82	80,622.00		80,622.00
66014336	VEHICLE MAINTENANCE SUPPLIES	548001	T	82	32,000.00		32,000.00
66014336	RECYCLING SUPPLIES	553005	T	82	5,000.00		5,000.00
66014336	MILEAGE REIMBURSEMENT	572001	T	82	300.00		300.00
66014336	DUES AND MEMBERSHIPS	573000	T	82	4,675.00		4,675.00
			T Total		653,597.00	113,000.00	766,597.00
66014355	SALARIES AND WAGES- PERMANENT	511001	C	81	40,056.00	(40,056.00)	-
66014356	CURBSIDE COLLECTION CONTRACT	529005	C	82	1,194,000.00	(1,194,000.00)	-
66014356	TIPPING & DISPOSAL - TOWN	530703	C	82	285,600.00	(281,801.00)	3,799.00
66014356	PRINTING	534004	C	82	1,200.00	(1,200.00)	-
66014356	PAYT BAGS	542009	C	82	149,634.00	(149,634.00)	-
			C Total		1,670,490.00	(1,666,691.00)	3,799.00
66019156	TRANSFER TO OPEB TRUST	596910	O	83	1,685.00		1,685.00
			O Total		1,685.00	-	1,685.00
6601IND	TRS TO GENERAL FUND	596000	I	84	273,069.00	(68,970.00)	204,099.00
			I Total		273,069.00	(68,970.00)	204,099.00
			Grand Total		2,598,841.00	(1,622,661.00)	976,180.00

Also, due to the Curbside program ending we need to reduce the amount of the Indirect Costs to the Solid Waste Enterprise by its share, \$68,970; therefore, only leaving the Transfer stations share of the indirect costs. This will be voted in the motion at town meeting for Article 2B.



TOWN OF PLYMOUTH

Department of Public Works
159 Camelot Drive
Plymouth, Massachusetts 02360

MEMO

Date: September 5, 2018

To: Marlene McCollem, Asst. Town Manager
Lynne Barrett, Director of Finance

cc: Melissa Arrighi, Town Manager
Jonathan Beder, DPW Director

From: Wayne Walkden, Facilities Manager

**Re: 2018 Fall Annual Town Meeting – Building Maintenance
Line item Adjustments FY19 - REVISED**

As indicated in the 2014 EMG Facilities Condition Study, virtually all public building envelope and systems are in a state of deterioration. "Asset Calc" is the cloud-based software program which stores the original data and allows the Town to convert the data into a short term and long-term capital improvement plan.

In order to execute the capital improvement plan, increases in several FY19 Budget line items plus some new initiatives will provide the foundation necessary to address our capital needs. For example, several new trade service contracts have been requested to deal with routine and preventative maintenance not only for the new Town Hall, but for all public buildings. These types of contracts will help to stabilize many of the failing systems within the public buildings, such as roof tops; allowing us time to conduct evaluations and determine a scope of work to repair, upgrade, or replace existing systems and/or equipment.

The following are the proposed modifications:

LINE ITEM – NEW INITIATIVE

Increase \$132,269.80

ADD NEW POSITIONS:

OPERATIONS MANAGER – OPEIU (E640, step 01) – \$77,006.80

HVAC TECHNICIAN – COBRA (OM7, step 01) – \$55,263.00

These new positions will be responsible for the day to day operations and general repair of all town-maintained public buildings. By providing skilled systems maintenance, repairs and custodial care, tradespeople and custodians help maintain a healthy and safe environment in all facilities used by the public. The Operations Manager will be a “hands on” position dealing with outside trade contractors, scheduling of routine and preventative maintenance, internal work orders, and the scheduling of planned and unplanned overtime.

LINE ITEM – TOOL ALLOWANCE – NEW INITIATIVE

Increase \$7,500

The Building Maintenance crews are operating with old equipment including ladders, compressors, nail guns, and cordless tools. Each crew should have their own set of tools and equipment and should not share basic tools as they are forced to travel across town from time to time, reducing their level of efficiency. Updated tools and equipment and the maintenance of inventory controls is important to efficient operations.

ADD: NEW INITIATIVE – “TOOL ALLOWANCE – HVAC TECHNICIAN”

Budget line item - \$5,000.00

This new line item will provide funding to start stocking the requested new HVAC Technician position with the tools necessary to complete their work.

LINE ITEM – PURCHASE OF SERVICES – ACCOUNT #520000

Increase \$50,000

The purpose of this line item is to serve as a “catch all” funding source for Building Maintenance projects, such as Memorial Hall Exterior Window Repairs, Brewster Gardens Pergola and Temporary Roof Repairs to Fire Station #1. The requested increase will cover the cost of “on call” service contracts for Carpentry, Exterior Painting, Electronic Systems, Roofing and the like.

LINE ITEM – OVERHEAD DOOR REPAIRS – ACCOUNT #524500

Increase \$15,000

An increase in this line item will allow us to conduct routine and preventative maintenance on all town-maintained overhead doors. Tracks, motors, cables, springs, and other hardware must be greased and replaced on a regular basis by certified company due the safety and specialty nature of this work. For example, one overhead door panel repair for the Fire Department cost \$4,000 and we maintain 52 overhead doors in all of our buildings.

LINE ITEM – SPRINKLER INSPECTION & REPAIR – ACCOUNT # 524502

Increase \$5,000

This line item increase is to add the new town hall system to the roster of buildings for routine and preventative maintenance

LINE ITEM – ALARM SERVICES – ACCOUNT # 524503

Increase \$5,000

This line item increase is to account for routine and preventative maintenance for the system at 26 Court Street.

LINE ITEM – HVAC SERVICES – ACCOUNT # 530007

Increase \$120,000

This line item increase is to account for routine and preventative maintenance contracts for mechanical components and system controls at 26 Court Street, upgrades to the heating and cooling system at DPW, cooling and control system upgrades at Police Station, Fire Station 1 upgrades to the bunkhouse AC units, and routine and preventative maintenance for the remaining public buildings. This line item will also include regular filter changes for all town-maintained public buildings.

LINE ITEM – PLUMBING SERVICES – ACCOUNT # 530009

Increase \$8,000

This line item increase is to account for routine and preventative maintenance for 26 Court Street.

LINE ITEM – ELEVATOR SERVICES – ACCOUNT # 530011

Increase \$14,000

This line item increase is to add the Center for Active Living and the new Town Hall to the routine and preventative maintenance program.

LINE ITEM – GENERATOR MAINTENANCE SVCS – ACCOUNT #530012

Increase \$5,000

This line item increase is to account for routine and preventative maintenance for 26 Court Street.

LINE ITEM – CUSTODIAL SUPPLIES – ACCOUNT # 545000

Increase \$13,000

This line item increase is to address previous line item shortages and to add 26 Court Street outside public restrooms to the roster.

ADD: NEW INITIATIVE – “DIGITAL WORK ORDER SYSTEM”

Budget line item - \$14,000

This new line item will provide funding for the cloud-based routine & preventative maintenance software known as “Dude Solutions”. The software is currently used in municipalities and school systems throughout the United States. The Plymouth School Building Maintenance Department manages its work order and maintenance activities by means of the same software. “Dude Solutions” has partnered with “Asset Calc” and as part of their integration of the software for the Town, will physically evaluate and refresh the 2014 EMG Study database.



TOWN OF PLYMOUTH

Department of Public Works
159 Camelot Drive
Plymouth, Massachusetts 02360

MEMO

Date: September 6, 2018

To: Marlene McCollem, Asst. Town Manager
Lynne Barrett, Director of Finance

cc: Melissa Arrighi, Town Manager
Jonathan Beder, DPW Director

From: Ted Bubbins, Parks Superintendent

**RE: 2018 Fall Annual Town Meeting – Parks Division
Line item Adjustment FY19**

LINE ITEM – R+M PLAYGROUNDS – ACCOUNT # 524003

Increase \$30,000

In order to provide safe and accessible public playground equipment, the Parks Division is currently engaged in a town-wide audit of all our playground facilities. This comprehensive report will detail urgent repairs that are necessary based on their current condition, as well as mandated improvements to address current codes, and upcoming changes to Massachusetts Architectural Access Board (AAB) accessibility regulations.

A specific capital request for comprehensive repairs and upgrades will be presented at Spring Town Meeting based on the results of the audit. This operating budget adjustment allows the Division to be proactive in addressing as many maintenance concerns prior to the audit. It also allows the Division flexibility in making repairs more quickly, so that equipment does not deteriorate to the point of having to be closed as a hazard.

The Parks Division respectfully requests your approval of this request.

TO: Advisory & Finance Committee
 Board of Selectmen
 Town Meeting

FROM: Pamela D. Hagler, Procurement Officer

DATE: August 9, 2018

RE: Fall Annual Town Meeting Article 2A

This request is for funds to supplement various line items within the Fuel and Utility budget. After analyzing the expenses from FY18 I've concluded that several of the amounts budgeted will not be sufficient for FY19. The total amount of additional funds requested for the FY19 Fuel and Utility budget is \$142,000.

Below is a breakdown of the line items and amounts needed:

Electric

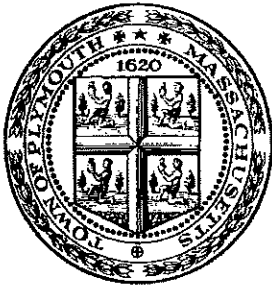
- Harbor Master - \$2,000
 - DPW - \$5,000
 - Street Light Repairs - move \$25,000 from street light electric
- Based on expenses from FY18 these accounts were underfunded.

Vehicle Fuel

- Police - \$30,000
- Fire - \$30,000
- DPW - \$75,000

The cost of gasoline and fuel has increased an average of \$.19 per gallon since the FY19 budget was developed. The Police Dept. is supporting more patrols and the Fire Dept. has deployed vehicles on more runs, therefore, additional fuel will be needed at a higher price for FY19.

I will be available to answer any questions.



TOWN OF PLYMOUTH
 ACCOUNTING & FINANCE DEPARTMENT
 26 COURT STREET, PLYMOUTH, MA 02360
 PHONE (508) 747-1620 EXTENSION 10177

TO: ADVISORY & FINANCE COMMITTEE
 BOARD OF SELECTMEN

FROM: LYNNE A. BARRETT
 DEPARTMENT OF FINANCE

SUBJECT: FATM ARTICLE 2A - MEMBER BENEFITS – LINE 55

DATE: AUGUST 30, 2018

The following changes to the Member Benefits budget are necessary.

Workers Compensation Budget – Decrease of \$77,740

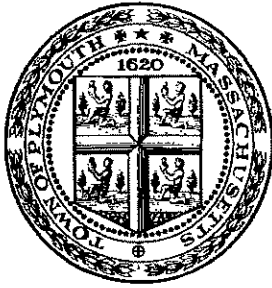
Workers Compensation	Split	Actual Invoice Amount	3% Discount	Net Paid	Estimated Audit	Total Needed	FATM Budget Amendment	2019 Budget
Total Invoiced		864,765.00	(26,218.27)	838,546.73	40,000.00	878,547		
Town	30%	259,429.50	(7,865.48)	251,564.02	12,000.00	263,564	(32,885)	296,449
School	70%	605,335.50	(18,352.79)	586,982.71	28,000.00	614,983	(44,855)	659,838
Total		864,765.00	(26,218.27)	838,546.73	40,000.00	878,547	(77,740)	956,287

Deferred Compensation Match – Increase of \$32,000

Now that all groups have this benefit the match has been averaging approximately \$5,250 a week therefore an adjustment to this line is necessary.

These two changes to Member Benefits results in a **net decrease of \$45,740.**

Thank you for your consideration in this matter.



TOWN OF PLYMOUTH
ACCOUNTING & FINANCE DEPARTMENT
26 COURT STREET, PLYMOUTH, MA 02360
PHONE (508) 747-1620 EXTENSION 10177

TO: ADVISORY & FINANCE COMMITTEE
BOARD OF SELECTMEN

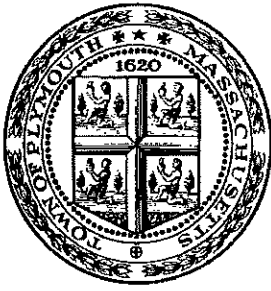
FROM: LYNNE A. BARRETT
DEPARTMENT OF FINANCE

SUBJECT: FATM ARTICLE 2A – PENSIONS – LINE 56

DATE: AUGUST 30, 2018

The Town received the attached request for Military Service Fund Appropriation from the Plymouth Contributory Retirement System after Town meeting this past spring. I spoke to the Director of the Retirement System and she said that it could wait until the Fall; therefore, I am requesting that we add the amount of \$895 (rounded) to the Fiscal 2019 Pension Budget so that we may pay this assessment.

Thank you for your consideration in this matter.



TOWN OF PLYMOUTH
ACCOUNTING & FINANCE DEPARTMENT
26 COURT STREET, PLYMOUTH, MA 02360
PHONE (508) 747-1620 EXTENSION 10177

TO: ADVISORY & FINANCE COMMITTEE
BOARD OF SELECTMEN

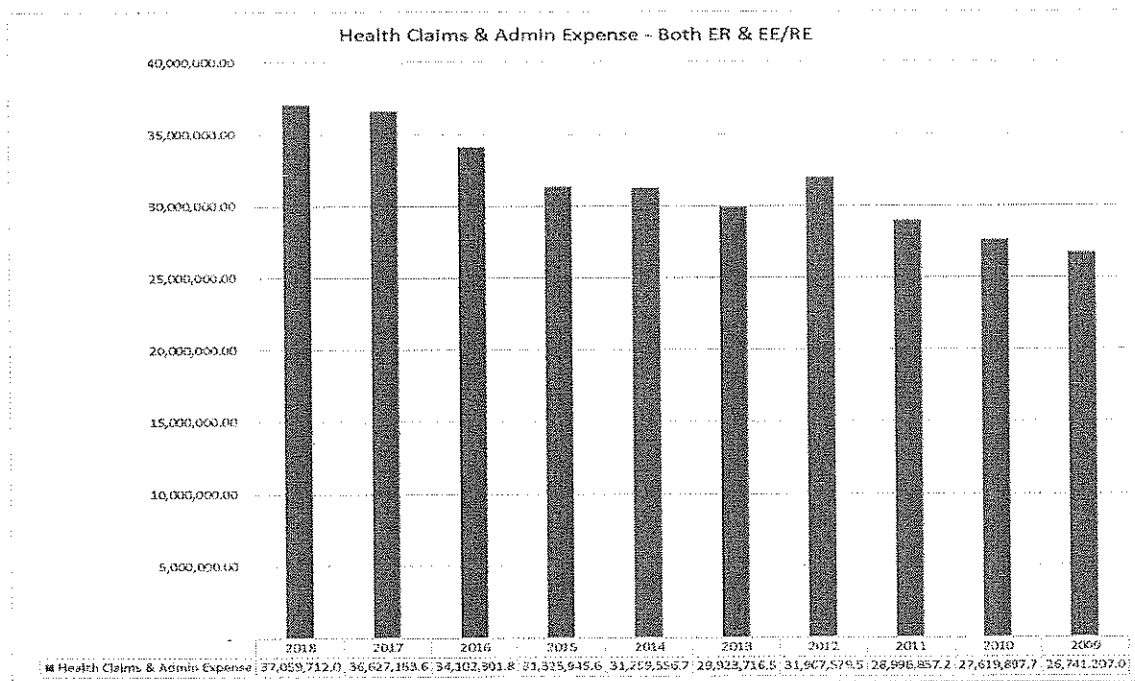
FROM: LYNNE A. BARRETT
DEPARTMENT OF FINANCE

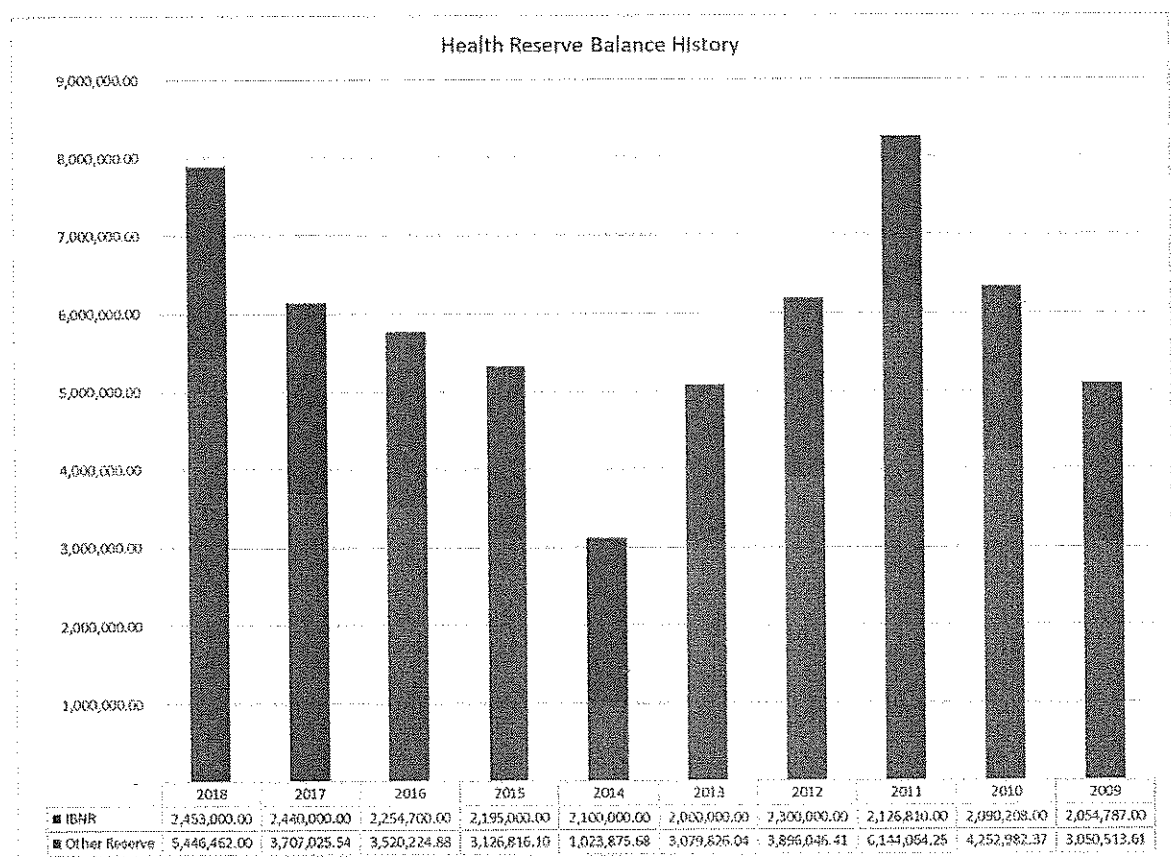
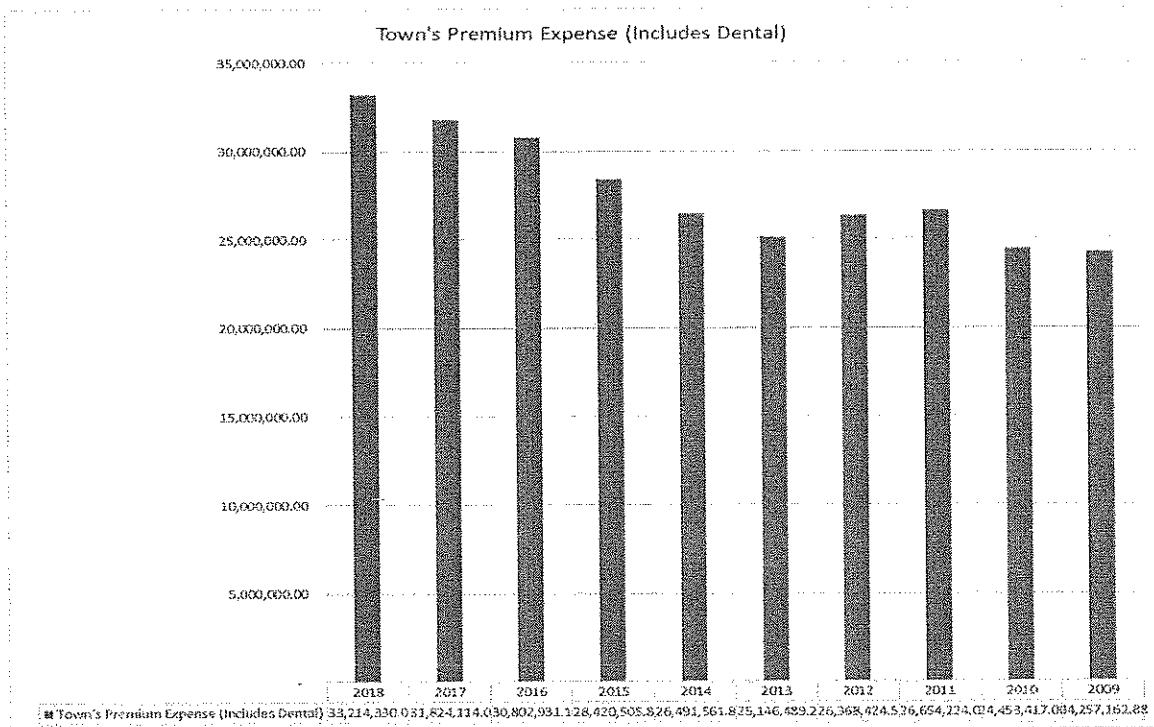
SUBJECT: FATM ARTICLE 2A – MEMBER INSURANCE – LINE 58

DATE: AUGUST 30, 2018

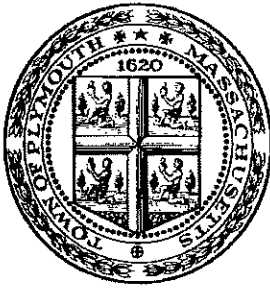
As you may recall this past July an “End of Year Transfer” request was made for the overall Member Insurance budget for fiscal 2018 in the amount of \$382,000 to pay for the employer share of premiums for the month of June. Considering this I have gone back and reviewed the Member Insurance Budget approved at town meeting in April for the fiscal 2019 premium year. I have thoroughly reviewed the various components of calculating this budget and am requesting an additional \$400,000. I believe this amount will cover all town share of premiums including the additional staffing requested at this time by various departments.

I have provided the following information for your review:





Thank you for your consideration in this matter.



TOWN OF PLYMOUTH
ACCOUNTING & FINANCE DEPARTMENT
 26 COURT STREET, PLYMOUTH, MA 02360
 PHONE (508) 747-1620 EXTENSION 10177

TO: ADVISORY & FINANCE COMMITTEE
 BOARD OF SELECTMEN

FROM: LYNNE A. BARRETT
 DEPARTMENT OF FINANCE

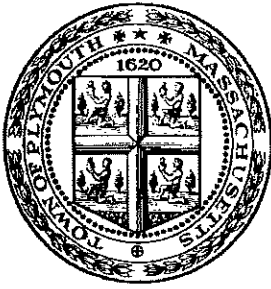
SUBJECT: FATM ARTICLE 2A – ALL TOWN INSURANCE – LINE 61

DATE: AUGUST 30, 2018

All Town Insurance requires an increase of \$46,000 based on the below activity and estimate for the remainder of the year. Also, see a comparison to the prior year.

PROPERTY & CASUALTY INSURANCE	2018	2019
Invoice Total	1,130,830.00	1,266,798.00
Participation Credit 7/1/2017, 7/1/2018	(72,097.00)	(54,272.00)
Net Invoice after discount	1,058,733.00	1,212,526.00
3% Prepayment Discount	(31,762.00)	(37,728.73)
Rewards Credit - 50% of \$103,278	(51,639.00)	
Rewards Credit - 50% of \$108,110		(54,055.00)
PC Statement Credit 6/30/2017	(33,106.00)	
PD Deductible Statement 6/30/2017	28,975.00	
Additional Participation Credit	(66,844.00)	
	(70,975.00)	
Total Final Paid	904,357.00	1,120,742.27
Other items to be paid:		
Harbor Policy	12,625.00	12,625.00
International Travel Policy	2,500.00	2,500.00
Other Miscellaneous – Estimate for 2019	43,138	40,000.00
Sub-total	58,263	55,125.00
Total Needed	962,620	1,175,867.27
Budgeted		1,130,000.00
Excess / (Shortfall)		(45,867.27)
FATM Budget Amendment - Increase (Decrease)		46,000.00

Thank you for your consideration in this matter.



TOWN OF PLYMOUTH
 ACCOUNTING & FINANCE DEPARTMENT
 26 COURT STREET, PLYMOUTH, MA 02360
 PHONE (508) 747-1620 EXTENSION 10177

TO: ADVISORY & FINANCE COMMITTEE
 BOARD OF SELECTMEN

FROM: LYNNE A. BARRETT
 DEPARTMENT OF FINANCE

SUBJECT: FATM ARTICLE 2A, 2B & 9F CPC – DEBT SERVICE BUDGET
 ADJUSTMENTS – ALL FUNDS

DATE: AUGUST 30, 2018

As part of the budget process for fiscal 2019 several assumptions with regards to debt service for all funds were made; interest rates, how much we would need to borrow, long term or short term and the timing of when it would happen.

The following adjustments are required to short term interest in each fund based on the bond anticipation notes the Town did this past June 2018:

Purpose	Fund	BAN Proceeds	Actual Interest Payment (Rounded Up)	Budgeted	FATM Increase (Decrease) to Budget
Series B -Non-Taxable BAN:					
Beach Nourishment	GF	150,000.00	4,488.00		4,488.00
Rehab Plymouth Beach Seawall	GF	600,000.00	17,950.00	33,000.00	(15,050.00)
Town (T) Wharf Project	GF	10,000.00	300.00	3,000.00	(2,700.00)
Road Pavement Preservation Plan	GF	3,500,000.00	104,709.00	150,000.00	(45,291.00)
Library Roof / Chillers / Ducts / Drains	GF	842,000.00	25,190.00	25,263.00	(73.00)
School Street Retaining Wall	GF	202,000.00	6,044.00	18,000.00	(11,956.00)
Newfield St. Bridge Construction	GF	1,700,000.00	50,859.00	102,000.00	(51,141.00)
2 Schools and Senior Center	GF	5,500,000.00	164,542.00	234,900.00	(70,358.00)
Parking Deck Project	GF			89,856.00	(89,856.00)
Plymouth Beach Revetment	GF			24,450.00	(24,450.00)
Total General Fund Line 62		87			(306,387.00)

Purpose	Fund	BAN Proceeds	Actual Interest Payment (Rounded Up)	Budgeted	FATM Increase (Decrease) to Budget
Water System Expansion Design, Permitting & Engineering	Water	1,360,000.00	40,687.00	48,000.00	(7,313.00)
Taylor Ave Water Main	Water	1,700,000.00	50,859.00	54,000.00	(3,141.00)
Meter Replacement Program	Water	105,000.00	3,142.00	12,000.00	(8,858.00)
Total Water Fund Line 78					(19,312.00)
Sewer Pipe Line & Point Repairs	Sewer	500,000.00	14,959.00	15,000.00	(41.00)
Water St. Pump Station Upgrades	Sewer	4,000,000.00	119,667.00	180,000.00	(60,333.00)
Total Sewer Fund Line 73					(60,374.00)
Series A - Taxable BAN					
Simes House Renovation	CPA	642,523.00	4,130.00	28,564.00	(24,434.00)
Series B -Non-Taxable BAN		-			
1820 Courthouse Reconstruction	CPA	2,500,000.00	74,792.00	75,000.00	(208.00)
Total CPA Fund (Art 9F)					(24,642.00)

This budget amendment will also require a reduction of \$45,291 to the amount taken from the Pavement Management Stabilization Fund to fund the interest payment.

Secondly, the following adjustments are required to the Sewer Enterprise debt budget for the borrowing for the Sewer Emergency Financing. The Massachusetts Clean Water Trust delayed the borrowing dates for our first of four notes from April until September of 2018 therefore the payment schedule for principal and half of the interest is deferred. Please make the following adjustments:

Description of Loan Payments Fiscal 2019	Massachusetts Clean Water Trust - Series 21			Budgeted	FATM Increase (Decrease) to Budget
	CWP-16-07	CWP-16-07-A	Total		
Principal	0	0	0	401,667	(401,667)
Interest	60,022	32,687	123,611	252,247	(128,636)
Admin Fees	3,752	2,043	8,479	18,075	(9,596)
Loan Origination Fee	36,599	19,931	62,182	66,275	(4,093)
Total Sewer Fund Line 73	100,373	54,661	194,272	738,264	(543,992)

Thank you for your consideration in this matter.

ARTICLE 3:

ARTICLE 3: To see if the Town will vote to raise and appropriate or transfer a sum of money to pay certain unpaid bills, including bills of a prior fiscal year, or take any other action relative thereto.

BOARD OF SELECTMEN

NO MOTION NO ACTION

ARTICLE 4:

ARTICLE 4: 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 and/or for feasibility studies and other types of studies for the various departments of the Town, including authorizing lease/purchase agreements for terms of up to or in excess of three years, substantially as follows:

ITEM	DEPARTMENT	PROJECT DESCRIPTION
A	Sewer	Hedge Rd Pump Station
B	Marine and Environmental Affairs	Russell Pond Dam Engineering & Permitting
C	Airport	Airport Administration Building
D	Marine and Environmental Affairs	Mooring Plan
E	Marine and Environmental Affairs	Float System
F	Building Maintenance	Memorial Hall HVAC
G	Marine and Environmental Affairs	WS Parking Lot Contamination
H	Fire	New Engine 3
I	Solid Waste	Sticker Tracker - Transfer Station
J	Building Maintenance	COA HVAC
K	Intentionally Left Blank	
L	Marine and Environmental Affairs	Dredging Permitting/Sampling

or take any other action relative thereto.

BOARD OF SELECTMEN

4A – Sewer - Hedge Rd Pump Station**RECOMMENDATION: Approval \$809,000 (12-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. The Hedge Road pump station needs to be completed by spring of 2019 to be ready to receive flow from the new Cordage Park development. This request will be funded partly from 40R money received from the state, \$600,000, over 10 years ago for the development expected at Cordage Park. The remaining will be funded from the Sewer Enterprise fund retained earnings.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY19 FALL ANNUAL TOWN MEETING REQUEST FORM**

Department: DPW Sewer		
Project Title and Description: Hedge Rd Pump Station Upgrades	Total Project Cost:	\$809,000

Department/Division Head: Gary Frizzell

Cost estimate was developed: Internally ☐ Externally ☒

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>			<i>FY19</i>		
<i>Labor and Materials</i>	\$809,000		<i>FY20</i>		
<i>Administration</i>			<i>FY21</i>		
<i>Land Acquisition</i>			<i>FY22</i>		
<i>Equipment</i>			<i>FY23</i>		
<i>Other</i>					
<i>Contingency</i>					
Total Capital	\$809,000				

Possible sources and amounts of funding, if known: \$600,000 40R Cordage Park Development, \$209,000 Raise and Appropriate

Project Justification and Objective: The sewer division is requesting \$809,000 to complete the funding for the Hedge Rd Pump Station Upgrades.

Justification for Request at Fall Annual Town Meeting: The upgrades to the Hedge Rd Pump Station need to be completed by spring 2019 to be ready to receive flow from the new Cordage Park development in the spring of 2019. This request cannot wait until the spring meeting.

For Capital Project Requests:

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

For Capital Equipment Requests:

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

Attach additional information, estimates, or justification.



TOWN OF PLYMOUTH

Department of Public Works
159 Camelot Drive
Plymouth, Massachusetts 02360
FAX: (508)-830-4165

MEMO

Date: August 16, 2018

To: Melissa Arrighi, Town Manager

Thru: Jonathan Beder, Director of Public Works

cc: Lynne Barrett, Director of Finance
Lee Hartmann, Planning Director
Gary Frizzell, Wastewater Manager

From: Chad A. Whiting, Assistant Wastewater Manager *Chad*

RE: **Hedge Road Pump Station Upgrades**

The Plymouth DPW Sewer Division is requesting that \$209,000 and the \$600,000 Cordage 40R monies be appropriated at the Fall 2018 Town Meeting for use towards funding complete upgrades to the Hedge Road Sewer Pump Station.

These pump station upgrades are necessary to allow for the Hedge Road Station to handle the buildout of the Cordage Park and area development in North Plymouth. Required upgrades include new pumps, discharge piping, valve vault, force main and electrical work including Emergency standby generator and new electrical service.

As you are aware, Cordage has already contributed \$350,000 towards station upgrades in accordance with the MOU. We also received funding from the Spring 2018 Annual Town Meeting in the amount of \$150,000 to install screening. DPW initially considered a phased approach to upgrade the station in time for the Cordage connection in the Spring/Summer of 2019. However, after reviewing overall station needs and analyzing costs, it is most economical to perform all of the station upgrades now. This approach will minimize bidding and construction costs, and overall reduce construction durations.

The following table provides a brief cost comparison and construction duration for each of the options we analyzed based on funding scenarios.

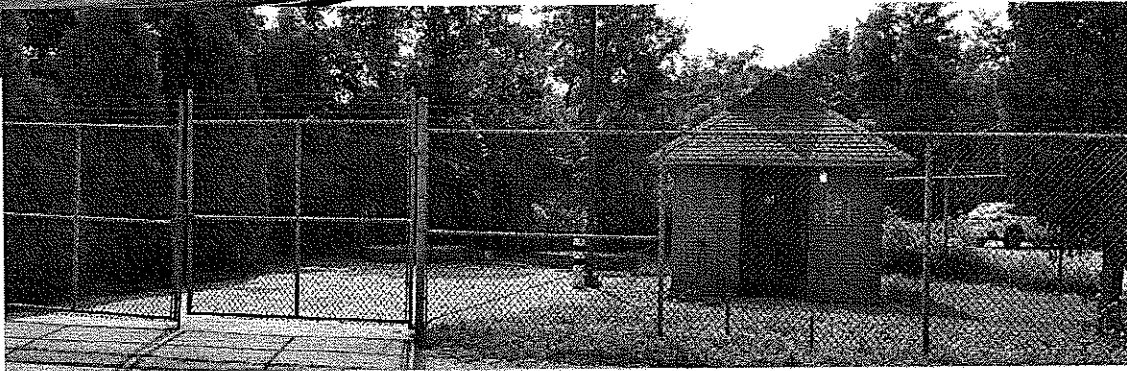
<i>Option #</i>	<i>Option ID</i>	<i>Construction Duration</i>	<i>Construction Cost</i>	<i>Additional Services During Construction</i>
1	Phase I	4 months	\$574,400*	
2	Phase II	5 months	\$968,300	\$105,000
3	Full Buildout (Phase I & Phase II Combined)	6 months	\$1,352,000	\$105,000
Total Project Funding Single Phase Approach				\$1,437,000

As cost of construction and materials continue to escalate rapidly in the current economy, we are recommending Option # 3 (Full Buildout). This approach will save the Town approximately \$210,700 in construction and engineering costs. Our current funding includes the following:

Cordage Contribution	\$ 350,000
Huber Screen	\$ 150,000
Sewer upgrades	<u>\$ 128,000</u>
Total Available Funds	\$ 628,000

The Appropriation of \$209,000 and \$600,000 40R funds would increase this number to \$1,437,000. Our complete project estimate with a 20% contingency is \$1.437M. The Sewer Division respectfully requests the appropriation of these funds at the Fall Town meeting to ensure the Hedge Rd Pump Station is ready to receive increased flows from the Cordage Park Development.

Should you have any questions, please let me know.



HEDGE RD PUMP STATION UPGRADES

HISTORY

- Constructed 1992
- Located at 27 Hedge Rd
- Capacity Each Pump-375 GPM
- Serves Cordage Park & North Plymouth Area
- Reasons For Upgrades
 - Station at Capacity requiring both pumps to keep up with peak flows
 - Continuous problem with pumps clogging with rags
 - Wetwell volume inadequate for current and future flows
 - Provide capacity for development of Cordage Park and North Plymouth Area

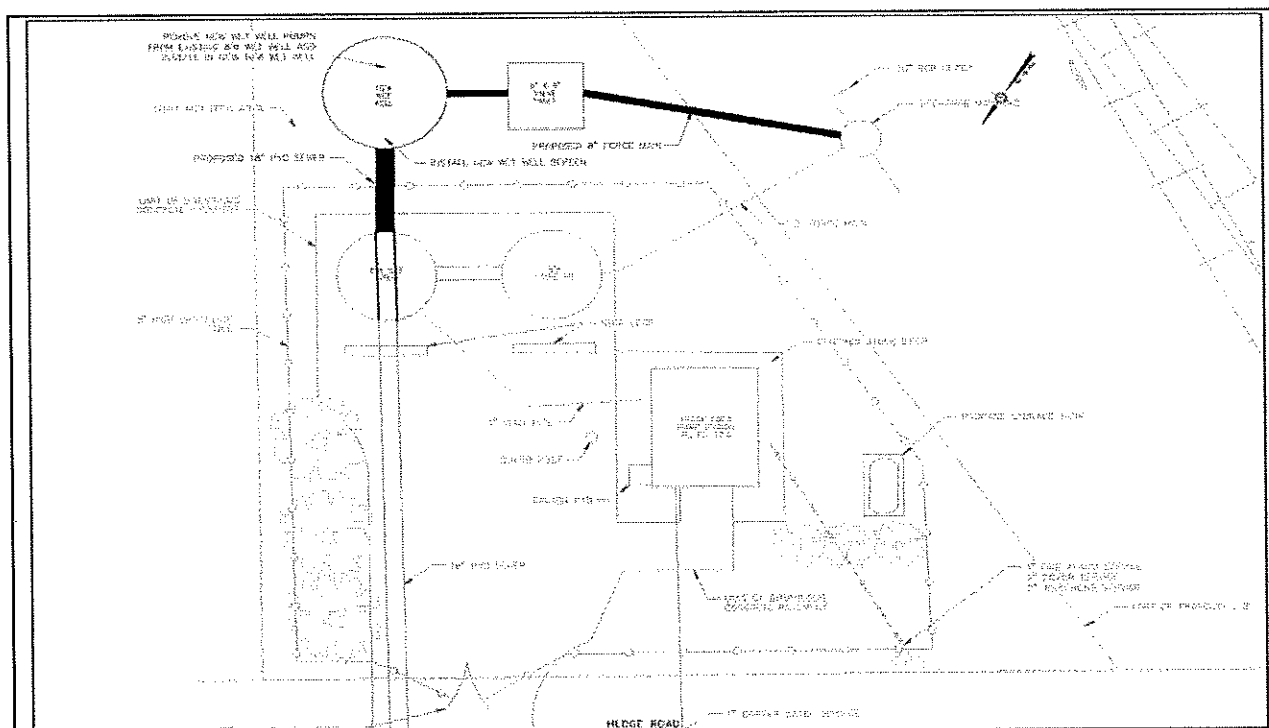
UPGRADES

Existing

Upgrade

Screening	None
Pumping Capacity	375 GPM
Generator	10 Kilowatt
Wet Well	6 Foot Diameter
Force Main	6 Inch Diameter

Install Huber Fine Screen
750 GPM Capacity
35 Kilowatt
8 Foot Diameter
8 Inch Diameter
Complete Electrical & Controls



PROJECT FUNDING

Available Funds

Cordage Contribution	\$350K
Huber Fine Screen	\$150K
Sewer System Upgrades	\$128K

Additional Funds Required

40 R Monies	\$600K
Additional Funds	\$209K

Total Project Cost = **\$1,437,000**

**4B – Marine and Environmental Affairs - Russell Pond Dam
Engineering & Permitting**

RECOMMENDATION: Approval \$69,500 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. Approval of this project will allow the Town to comply with the Massachusetts Office of Dam Safety. An inspection done earlier this year noted the deteriorating condition of the dam. This funding will provide engineering and permitting work, plans and specifications necessary to put this repair work out to bid for construction. Doing it now will provide enough time for the DMEA to submit the project in time for the Spring Annual Town Meeting. The funding for this will come from free cash.

TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY19 FALL ANNUAL TOWN MEETING REQUEST FORM

Department: Marine and Environmental Affairs			2
Project Title and Description:	Engineering/Permitting of Repairs to Russell Mill Dam	Total Project Cost:	\$69,500

Department/Division Head: David Gould

Cost estimate was developed: Internally ☐ Externally ☒

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>	\$69,500		<i>FY19</i>		
<i>Labor and Materials</i>			<i>FY20</i>	\$500,000	
<i>Administration</i>			<i>FY21</i>		
<i>Land Acquisition</i>			<i>FY22</i>		
<i>Equipment</i>			<i>FY23</i>		
<i>Other</i>					
<i>Contingency</i>					
Total Capital	\$69,500				

Possible sources and amounts of funding, if known: N/A

Project Justification and Objective: Last spring the MA Office of Dam Safety required a follow-up inspection of this dam due to its deteriorating condition. This request would provide the necessary funding to complete the related engineering and permitting work, plans and specifications necessary to put this repair work out to bid for construction. This would keep the Town in compliance with the Office of Dam Safety.

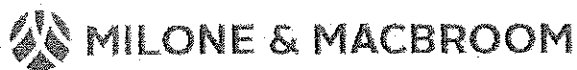
Justification for Request at Fall Annual Town Meeting: This would allow for the engineering and permitting work to be completed this fall and winter thereby allowing the development of a construction estimate. This would allow for submittal of a capital request for construction at Spring Town Meeting and ensuring compliance with the Office of Dam Safety.

For Capital Project Requests:

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

For Capital Equipment Requests:

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



August 14, 2018

Mr. David Gould
Director of Marine and Environmental Affairs
Town of Plymouth
26 Court Street
Plymouth, MA 02360

**RE: Final Design Services Proposal
Russell Pond Dam
National ID No. MA02461
Plymouth, Massachusetts
MMI #1982-10-0**

Dear David:

PROJECT UNDERSTANDING

Milone & MacBroom, Inc. (MMI) is pleased to present our proposal to provide final design dam engineering and related services for the rehabilitation of the recommended improvements to Russell Pond Dam. MMI has recently completed the following services that will be incorporated into our final design services:

- An inspection of the dam was performed by MMI on May 17, 2018, along with a topographic survey of the general area.
- A wetlands delineation was performed on June 7, 2018.
- A 6-month follow-up inspection with an updated Phase I Inspection/Evaluation report was prepared by MMI and submitted to the Department of Conservation and Recreation (DCR), Office of Dam Safety (ODS).
- A subsequent Phase II Inspection/Investigation report was prepared by MMI and submitted to DCR ODS, which included the following items:
 - Review of existing information
 - Performance of a topographic survey and wetlands delineation
 - Performance of a detailed hydrologic and hydraulic analysis (H&H)
 - Development of alternatives with conceptual designs

Based on the results of our Phase II Inspection/Investigation report, the following final design elements will be included in the overall rehabilitation of the dam:

- Flatten the upstream and downstream slopes to a 3H:1V slope.
- Place a 30-inch-thick layer of 18-inch minus riprap on the regraded upstream slope to protect against wave run-up. Underlay riprap with 12 inches of filter stone and a layer of nonwoven geotextile fabric.

- Extend the existing 12-inch-diameter cast iron discharge pipe and construct a new headwall and splash pad for the pipe outlet in order to accommodate the flattened slope.
- Install a filter blanket for the bottom third of the regraded downstream slope with a collector pipe as a precaution against potential seepage.
- Place and grout a 30-inch-thick layer of 18-inch minus riprap on the regraded downstream slope for overtopping protection. Underlay the riprap with 12 inches of filter stone and a layer of nonwoven geotextile fabric.
- Construct a grouted riprap cutoff trench along the upstream and downstream sides of the grouted riprap.
- Raise the dam crest and manhole covers to a consistent level of El. 50.0 using crushed processed aggregate base course material and placing 3 inches of asphalt pavement, creating a 16-foot-wide stable access road across the dam crest.
- Install guiderails on the upstream and downstream sides of the new road for safety.

Based on our Phase II Inspection/Investigation report, MMI proposes to perform the following scope of work:

SCOPE OF SERVICES

Task 1.0 – Massachusetts Historical Commission Notification

- 1.1 MMI will prepare and submit a Massachusetts Historical Commission "Project Notification Form" for the project based on the data we have previously obtained and the proposed improvements to the dam.

Task 2.0 – Massachusetts Environmental and Historic Preservation (EHP) Screening Form

- 2.1 In order to request a Massachusetts EHP review, it is necessary to first complete and submit a Department of Homeland Security (DHS) and Federal Emergency Management Agency (FEMA) Environmental and Historic Preservation Screening Form. These forms will be prepared based on the data we have previously obtained and the proposed improvements to the dam.

Task 3.0 – Massachusetts Endangered Species Research

- 3.1 MMI will contact Massachusetts Natural Heritage & Endangered Species Program (NHESP) personnel with respect to determining if endangered species exist on or near the project site. We will work with NHESP to mitigate any conditions whereby endangered species may be impacted by the proposed rehabilitation activities.

Task 4.0 – Regulatory Permitting Assistance

- 4.1 Permit Application Preparation – Assist the town in preparing application forms and supporting documentation. The following permits are anticipated, and a permit process and schedule are presented below:
- Certificate of Appropriateness – Plymouth Historic District Commission – Prepare and submit an application (including necessary accompanying materials) to the Plymouth Historic District

Commission. For this permit application, the design plan format will be modified as required to meet the commission's plan submittal guidelines. It is assumed that town staff will attend any Historic Commission meetings. This task excludes attendance by MMI staff at any meetings.

- Section 404 Permit – United States Army Corps of Engineers (USACE) – Prepare and submit a Self-Verification Notification Form (SVNF) for General Permit (GP) No. 1 Repair, Replacement, and Maintenance of Authorized Structures and Fills with required supporting materials to the New England District USACE office in Concord, Massachusetts.
- Jurisdictional Determination, Chapter 253 Permit Part A – A Chapter 253 Permit Part A is required to determine if the proposed improvements will fall within the jurisdiction of Massachusetts General Law (MGL) Chapter 253. At this time, it is considered likely that the proposed improvements will be considered jurisdictional thus requiring that a Chapter 253 Permit Part B permit (full permit application and design report) will be required.
- Wetlands Protection Act (WPA) Notice of Intent (NOI) – Massachusetts Department of Environmental Protection (DEP) and Plymouth Conservation Commission – Prepare and submit a WPA NOI (including necessary accompanying materials) to the Plymouth Conservation Commission and Massachusetts DEP. This task includes abutter notification and production and distribution of the required number of copies of the NOI to the Plymouth Conservation Commission and DEP. It is assumed that town staff will attend any Conservation Commission site visits or public hearings. This task excludes attendance by MMI staff at any meetings.

Please note that the permits listed above are based on the limited design information and assumptions to date. If during the design development it is found that dredging of more than 100 cubic yards of land under water or filling of greater than 5,000 square feet of federal watercourses and/or wetlands is required, then additional permits will be required from both federal and state agencies. These permits may include Massachusetts DEP 401 Water Quality Certificate and USACE Pre-Construction Notification GP 1. If these permits are required, the preparation of said permits will be completed under a separate negotiated contract.

Permit Process and Order of Schedule

The following provides the order in which MMI and the town will submit the necessary permit applications.

1. Plymouth Historic District Commission Application – 1 month
2. USACE Section 404 – SVNF GP 1 Permit Application (submit concurrently with Chapter 253 ODS) – 2 to 3 months
3. Massachusetts DEP and Plymouth Con Com NOI (will be submitted following USACE approval) – 2 months

The permit schedule presented above assumes that several of the permit applications will be submitted concurrently and is subject to change based on regulatory agency comments and

permit review schedule. For this project, it is anticipated that obtaining the permits will take approximately 4 to 6 months.

Please note that this scope of services assumes that the contractor will be responsible for preparing and submitting a National Pollutant Discharge Elimination System Stormwater Pollution Prevention Plan, Construction Dewatering Permit, and any other construction-related permits that may be required.

4.2 Application Review – Provide application review assistance as necessary based on comments and questions from the regulatory review agencies.

Based on our prior wetlands delineation survey, MMI will prepare a NOI application. The application will include the following:

- Identification of the type and boundaries of resource areas under the WPA
- A description of those measures and designs proposed to meet the performance standards described in the WPA Regulations, 310 CMR10.00, for each applicable resource area

Task 5.0 – Final Design of Improvements to the Dam

5.1 Final design of the proposed flattening of upstream and downstream slopes, armor protection for overtopping, downstream slope filter design, repairs to the low-level outlet and attendant repairs, and/or improvements to the dam will be performed. Drawings will be prepared on standard 22-inch by 34-inch cut sheets with title blocks. It is anticipated that the final design drawings will consist of several 22-inch by 34-inch drawings consisting of the following:

- Existing conditions site plan
- Proposed conditions site plan
- Sections and details
- Erosion control plan

Technical notes will be incorporated on each plan sheet as necessary. One set of draft drawings will be submitted to you for review and approval. Upon discussion of any comments you may have and incorporating any revisions, MMI will then finalize the plans.

Task 6.0 – Contract Documents

6.1 MMI will prepare a set of Contract Documents suitable for solicitation of bids to qualified contractors. The Contract Documents will generally include the following sections:

- Information for Bidders
- Bidding Requirements
- Contract Forms
- General Conditions
- Supplementary Conditions
- Technical Specifications
- Drawings
- Prevailing Wage Schedule

Task 7.0 – Meetings

- 7.1 It is anticipated that six meetings will be required for the various permits at the various regulatory offices. MMI will prepare and present the listed permit applications on your behalf when requested.

Task 8.0 – Emergency Action Plan (EAP) Services

8.1 Data Collection and Site Visit

- 8.1.1 Collect available Geographic Information System (GIS) data, past studies, survey data, and base mapping of the downstream dam areas and channel.
- 8.1.2 Reconnoiter, detail, and survey downstream cross sections including overpasses, bridges, culverts, etc. until the outlet channel confluence with Plymouth Harbor.

8.2 Hydrologic and Breach Analysis

- 8.2.1 A *HydroCAD* model of the contributory area to the dam has previously been performed by MMI and will be included in the breach analyses.
- 8.2.2 Conduct a dam breach analysis using *HydroCAD* to develop the sunny day and 100-year-storm failure flood hydrograph. Breach parameters will be developed using methodologies outlined by the ODS. We will review the breach parameters with ODS for its approval prior to performing the breach analysis.
- 8.2.3 Compute peak discharge rates at locations downstream of the dam using *StreamStats*. The peak discharge rates will be used as lateral inflows assuming a steady state along with the breach analysis hydrograph in order to route the dam failure flood flows through the downstream channel in the hydraulic model (refer to Task 3.0). *StreamStats* will be used to estimate base flows in the downstream channel as well as the peak discharge rate for the 100-year flood.

8.3 Hydraulic Modeling and Inundation Mapping

- 8.3.1 Develop a Hydrologic Engineering Center – River Analysis System (HEC-RAS) hydraulic model of the downstream channel extending from Russell Pond Dam to Plymouth Harbor. Channel alignment and cross-sectional geometry for the hydraulic model will be developed using available Light Detection and Ranging (LiDAR) data. Survey data of the wet channel will be incorporated into the model where available. Base mapping will be used to incorporate the overpasses, bridges, culverts, etc. We anticipate using available mapping to incorporate the downstream crossings. If mapping or data does not exist or is not available, we will approximate the crossings using LiDAR data and field measurements.

- 8.3.2 Using the results of the hydraulic model, we will prepare an inundation map(s) along the downstream study reach for the nonbreach, 100-year flood. The inundation mapping for the nonbreach, 100-year flood will use the *StreamStats* steady-flow discharge rates as lateral inputs moving downstream and will use the nonbreach flow hydrograph from the dam computed in *HydroCAD* assuming an unsteady state. The inundation area will be delineated using the GIS capabilities built into HEC-RAS along with the available LiDAR data.
- 8.3.3 Using the results of the hydraulic model, we will prepare inundation map(s) along the downstream study reach for the 100-year storm dam failure scenario. These maps will use the 100-year flood hydrograph developed during the breach analysis as the unsteady flow input data along with the *StreamStats* steady-flow data for the 100-year flood as lateral inflows. The inundation area will be mapped on aerial photography-based panels and include information regarding the timing and depth of the flood wave at key locations along the downstream study reach. In addition, cross-section locations and LiDAR-based topography will be included on the inundation mapping.
- 8.3.4 Using the results of the hydraulic model, we will prepare inundation map(s) along the downstream study reach for the sunny day dam failure scenario. These maps will use the sunny day flood hydrograph developed during the breach analysis as the unsteady flow input data along with the *StreamStats* base flow estimations as lateral inflows. The inundation area will be mapped on aerial photography-based panels and include information regarding the timing and depth of the flood wave at key locations along the downstream study reach. In addition, cross-section locations and LiDAR-based topography will be included on the inundation mapping.
- 8.3.5 Comparison of the prebreach and postbreach inundation maps will be performed to determine if or where there is no more than a 2-foot difference between the prebreach and postbreach scenarios.
- 8.3.6 If the difference between the prebreach and postbreach conditions exceeds 2 feet, then the analysis would need to be extended further downstream toward Plymouth Harbor.
- 8.3.7 The HEC-RAS model analyses will be submitted to the ODS for its review and comment prior to finalizing the inundation maps.

PROFESSIONAL FEES

The above work is proposed to be completed for the following fees, all of which are lump sum except for direct expenses, which would be invoiced as incurred.

Task 1.0 – Massachusetts Historical Commission Notification	\$ 1,220
Task 2.0 – Massachusetts Environmental and Historic Preservation Screening Form.....	\$ 1,310
Task 3.0 – Massachusetts Endangered Species Research	\$ 1,420
Task 4.0 – Regulatory Permitting Assistance	\$14,200
Task 5.0 – Final Design of Improvements to the Dam	\$26,080
Task 6.0 – Contract Documents.....	\$ 4,520
Task 7.0 – Meetings.....	\$ 3,750
Task 8.0 – Emergency Action Plan Services	\$15,800
Direct Expenses (Permit Budgetary Allowance)	\$ 1,200
TOTAL.....	\$69,500

EXCLUSIONS AND LIMITATIONS

Please note that in submitting this proposal we cannot guarantee that the proposed project will receive all necessary permit approvals.

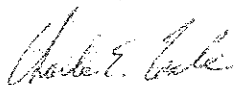
The following work is not included in this scope of services:

1. Design of roadway improvements
2. FEMA coordination, permitting, or certification
3. Environmental/chemical testing of disturbed soils or sediments
4. Design changes or additional alternatives assessment beyond that described in the scope of services
5. Payment of regulatory permit fees
6. Attendance at additional meetings beyond those indicated above (six public meetings)
7. Construction-phase services, inspections, or testing
8. Preparation of record drawings after construction

Such additional services can be provided upon request via supplemental agreement with MMI once the necessary permits have been obtained.

Very truly yours,

MILONE & MACBROOM, INC.



Charles E. Teale, PE, LSP, LEP
New Hampshire Regional Office Manager



Stephen R. Dietzko, PE
Vice President

1982-10-0-au1318-prop.docx



June 15, 2018

Mr. William Salomma, Director
Office of Dam Safety
Commonwealth of Massachusetts
Department of Conservation and Recreation
251 Causeway Street, Suite 600
Boston, MA 02114-2119

**RE: Poor Condition Follow-Up Inspection
Russell Pond Dam
NID #: MA02461
Plymouth, Massachusetts
MMI #1982-10**

Dear Mr. Salomma:

Milone & MacBroom, Inc. is pleased to submit herewith a Poor Condition Follow-Up Inspection Form for Russell Pond dam in Plymouth, Massachusetts, per the Dam Safety Order issued on January 29, 2018.

The overall condition of the dam was found to be poor during this current inspection, with no noticeable improvements observed from the prior Phase I Inspection Report performed by Tighe & Bond dated December 5, 2017.

Please contact either of the undersigned should you have any additional questions or concerns.

Very truly yours,

MILONE & MACBROOM, INC.

A handwritten signature in black ink, appearing to read 'Peter M. Heynen', with a long horizontal flourish extending to the right.

Peter M. Heynen, PE
Director of Geotechnical Engineering Services

A handwritten signature in black ink, appearing to read 'Charles E. Teale', with a long horizontal flourish extending to the right.

Charles E. Teale, PE, LSP, LEP
Senior Consulting Engineer

Enclosure

1982-10-jn1518-1-ltr.docx

Commonwealth of Massachusetts
Department of Conservation and Recreation
Office of Dam Safety Poor and Unsafe Condition Dam Follow-up Inspection Form

Dam Name: Russell Pond Dam
Dam Owner Town of Plymouth
Nat. ID Number: MA02461
Hazard Potential: Significant (Class II)
Location of Dam (town): Plymouth, Massachusetts
Coordinate location (lat, long): 41.974700°, -70.691351°
Date of Inspection: May 17, 2018
Weather: Overcast, Showers, 58±°F

Consultant Inspector(s): Mr. Peter M. Heynen & Mr. Charles E. Teale of Milone & MacBroom, Inc. (MMI)

Others in Attendance at Field Inspection: Mr. Joel Carrier, EIT of MMI
Surveyors of MMI

Attachments: Locus Map
Picture Location Plan

I. Previous Inspection Date/Overall Condition:

- December 5, 2017 by Tighe & Bond, Inc.
- The overall physical condition of Russell Pond Dam was found to be **Poor** by Tighe & Bond, Inc.

II. Previous Inspection Deficiencies:

- Trees and brush were growing on the embankment and the abutments within 20 feet of the dam. The trees and brush limited observation of and access to the embankment slopes. A large downed tree was observed on the downstream slope. There appeared to be a hole in the downstream slope that was several feet in diameter as a result of the tree's root ball pulling out.
- There were areas of erosion around the spillway structure, above the right stone masonry wall, and on the abutments. There was minor rutting and small depressions on the embankment crests.
- The upstream and downstream slopes were overly steep, and there was no slope protection on the upstream slope.
- The upstream stone masonry walls were in poor condition. There were some concrete spalls and erosion. There was some tree debris on the trash rack.
- The dam cannot likely pass the spillway design flood without overtopping.
- There is no low level outlet at the dam.
- There is no formal Operations and Maintenance Manual

III. Overall Condition of Dam at the Time of the Current Follow-up Inspection:

- The overall condition of the dam was found to be **Poor**.
- Have conditions changed since the previous inspection? No.

IV. Comparison of Current Conditions to Condition Listed in Previous Phase I Inspection Report:

- Have any of the deficiencies listed in the previous Phase I Inspection Report worsened?
No.
- If yes, list the changes. N/A
- Are there any additional deficiencies that have been identified in the current inspection?
Yes - The wood support beam for the trash rack was observed to be heavily deteriorated and only supported by the concrete spillway on the right side.

V. Dam Safety Orders:

- Certificate of Non-Compliance and Dam Safety Order dated January 29, 2018.

VI. Maintenance:

1. There is no Operation and Maintenance Manual for Russell Pond Dam.
2. The vegetation overgrowth and large amounts of debris in the trash rack suggest the dam is not being maintained.

VII. Recommendations:

- Remove all debris and vegetation from the spillway inlet area, trash rack, spillway discharge channel, and downstream area where normal flows are restricted.
- Clear and grub trees and brush on and within 20 feet of the dam in accordance with the Massachusetts Office of Dam Safety's Policy on Trees on Dams. Fill the resulting voids with appropriate compacted material, loam and seed, depending upon the location on the embankment.
- Plant and maintain a healthy stand of grass on the embankment and within 20 feet of the dam.
- Regrade the embankment crest to provide a level grade across the crest.
- Install stone riprap for slope protection on the upstream slope of the embankment.
- Repair the eroded and spalled concrete on the spillway structure.
- Replace the deteriorated wood support beam of the trash rack and secure to concrete spillway.
- Repoint stone masonry wall on both the left and right sides of the spillway.
- Construct guardrails on either side of the gravel road (Bourne Street) that crosses the dam embankment.
- Flatten the downstream slope using new embankment fill to 3H:1V to increase stability and to limit erosion and sloughing, and to create a slope that can be easily maintained.

- Construct a sand and gravel filter on the downstream slope.
- Construct a formalized headwall for the downstream outlet. Extend the 12-inch diameter steel outlet pipe as needed.
- Construct grouted riprap for erosion protection within the vicinity of the 12-inch diameter steel pipe outlet.
- Develop a formal Operations & Maintenance Manual for the dam.
- Perform an updated comprehensive hydrologic/hydraulic analysis to aid in the design of additional flood capacity and spillway modification alternatives as necessary.

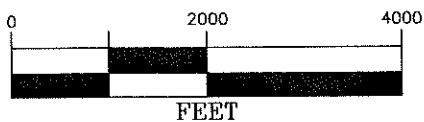
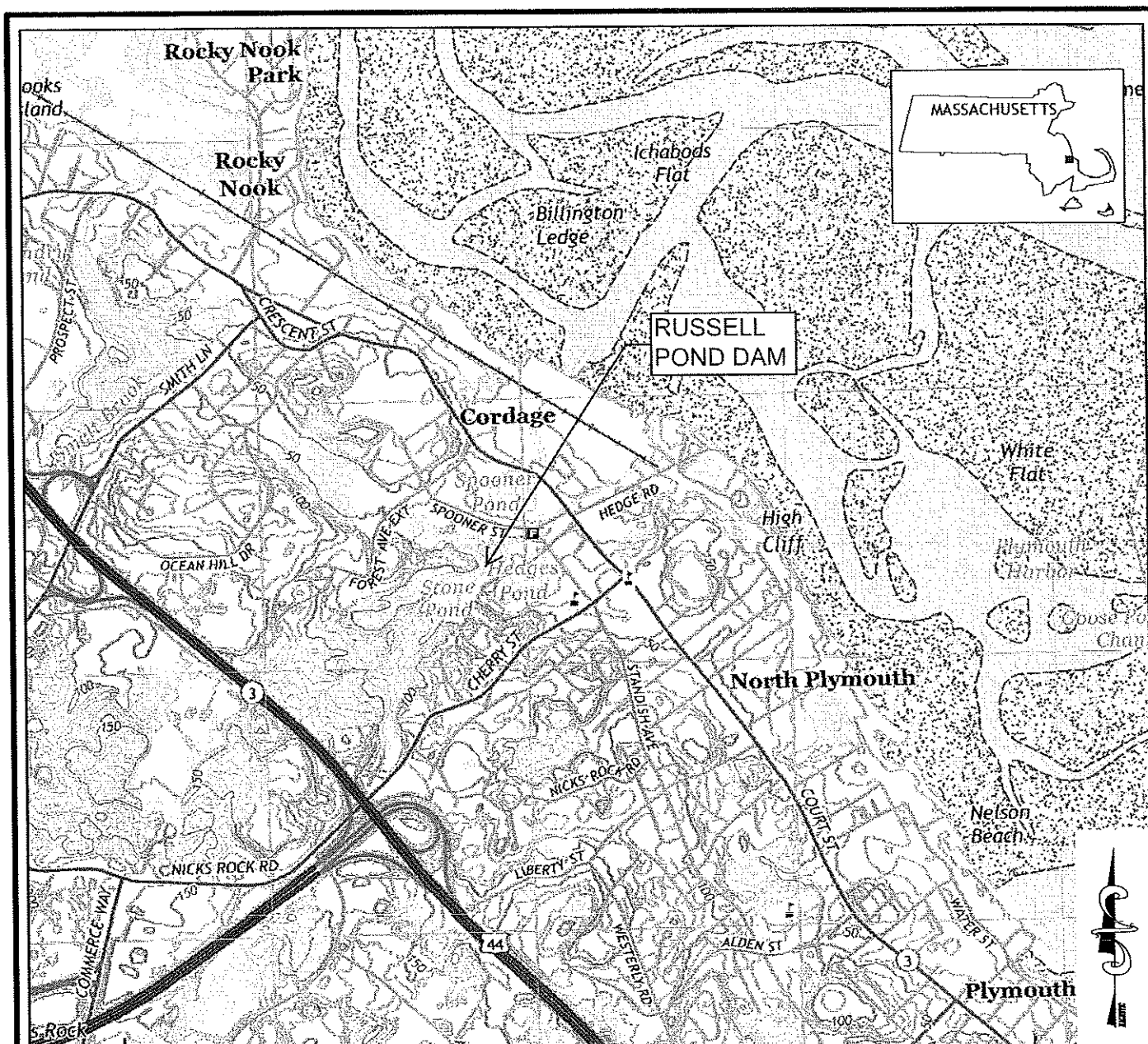
VIII. **Other Comments or Observations:** The 36" diameter RCP low level outlet pipe that discharges into Hedges Pond is located mid-slope of the roadway embankment. Consideration should be provided to formalizing the rip rap at and downstream of this outlet.

IX. **Updated Site Sketch with Photo Locations:** Attached

X. **Updated Photos:** Attached

XI. **Copy of Locus Map from Phase I Report:** Attached

XII. **Other applicable attachment:** none



SOURCE:
2015 USGS PLYMOUTH (MA) QUADRANGLES
7.5-MINUTE SERIES
CONTOUR INTERVAL IS 10 FEET

DAM LOCATION:
41.974700°
-70.691351°



**MILONE &
MACBROOM**

Milone & MacBroom, Inc.
99 Realty Drive, Cheshire, CT 06410
203.271.1773 www.mminc.com

FIGURE 1 LOCUS MAP

RUSSELL POND DAM
NID#: MA02461
PLYMOUTH, NEW HAMPSHIRE

PROJECT NO. 1982-10

MAY 2018

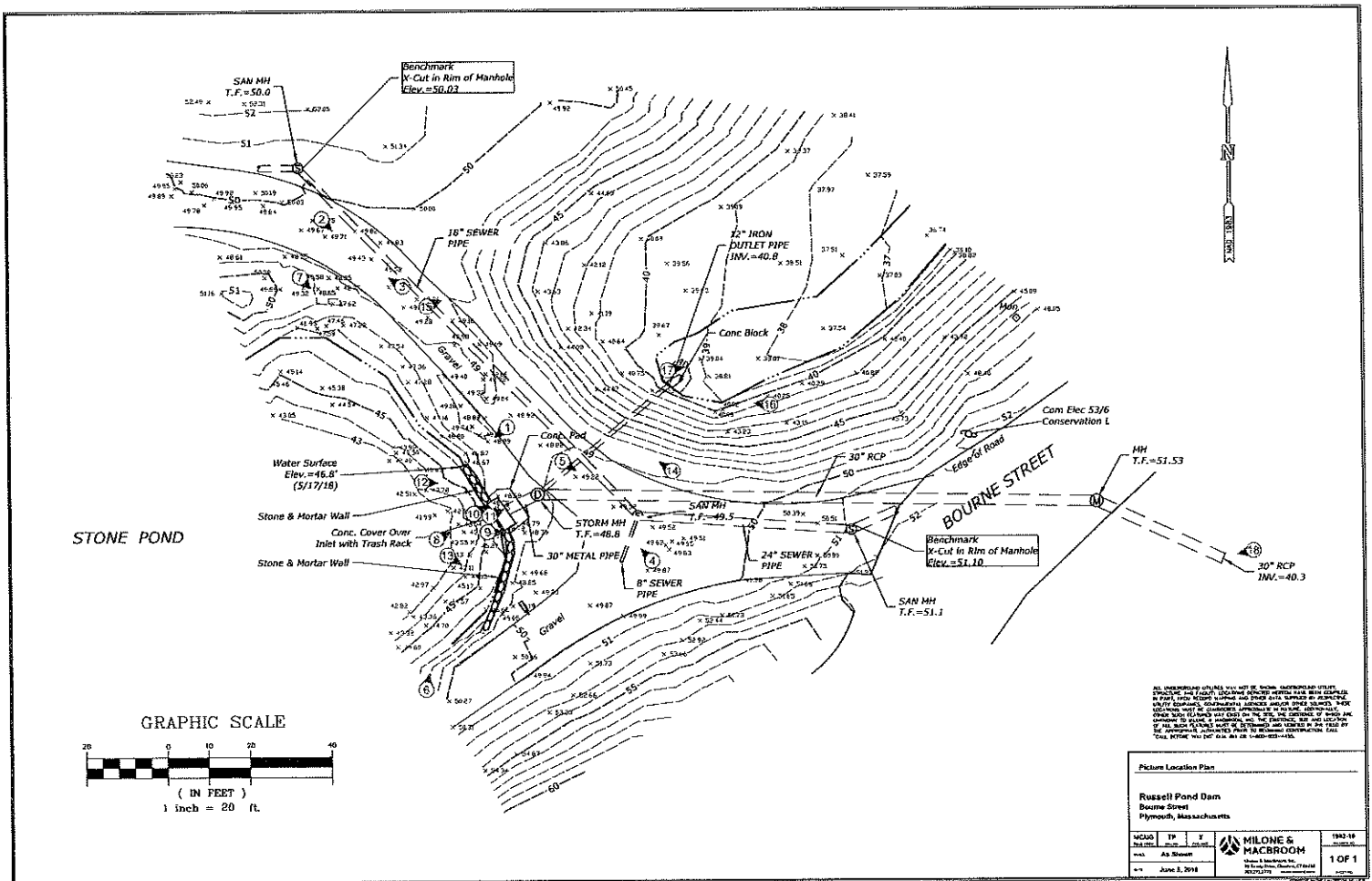




Photo 1: Overview of the impoundment, Stone Pond, facing southwest.



Photo 2: View of the embankment crest taken from the left abutment, facing southeast; note minor rutting on surface.



Photo 3: View of the left abutment taken from the embankment crest, facing northwest; note overgrown vegetation.



Photo 4: View of embankment crest taken from the right abutment, facing northwest; note minor rutting on surface.



Photo 5: View of the right abutment taken from the embankment crest, facing southeast.



Photo 6: Overview of the upstream slope taken from the right shoreline, facing north; note overgrown vegetation on the slope and right abutment.



Photo 7: View of upstream slope taken from the left abutment, facing southeast; note overgrown vegetation.



Photo 8: View of drop inlet spillway with trash rack, facing northeast; note concrete spalling and debris buildup in front of the trash rack.

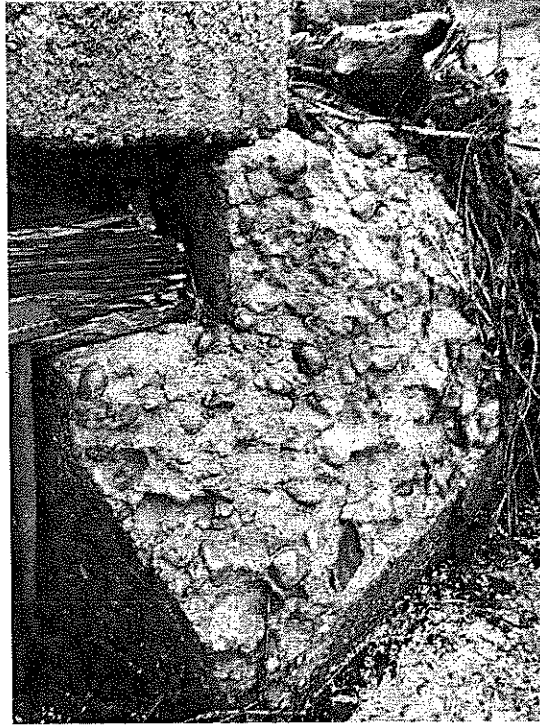


Photo 9: Close up view of concrete spalling and timber deterioration located on the right side of the spillway.



Photo 10: View of deteriorated trash rack and timber support beam at left side of spillway.



Photo 11: View of 30" diameter steel outlet pipe from the drop inlet.

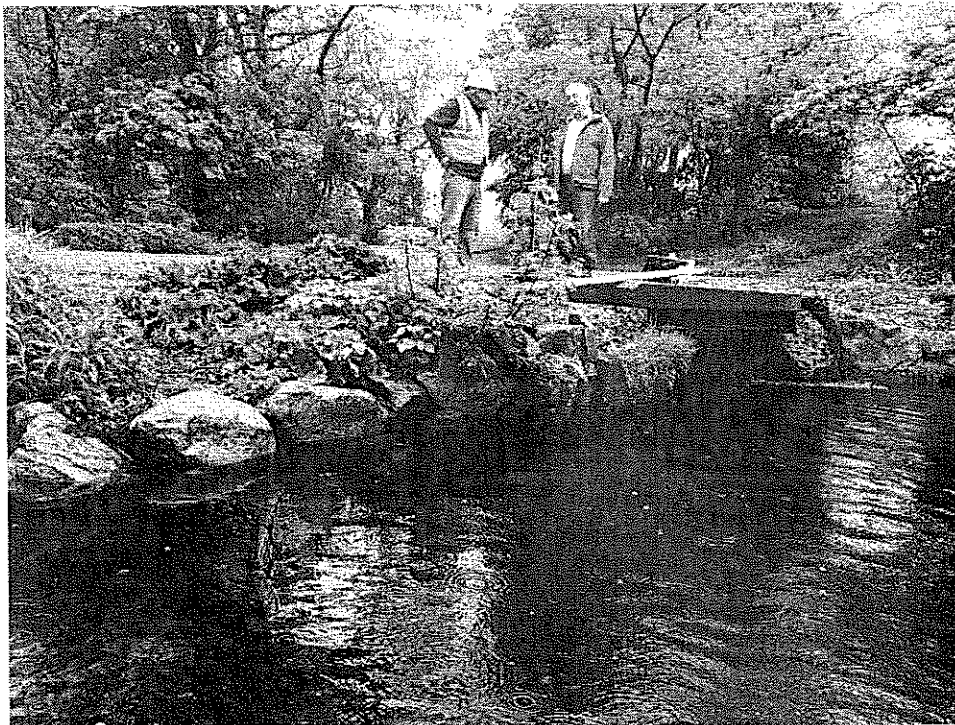


Photo 12: View of left stone masonry wall, facing east; note overgrown vegetation.

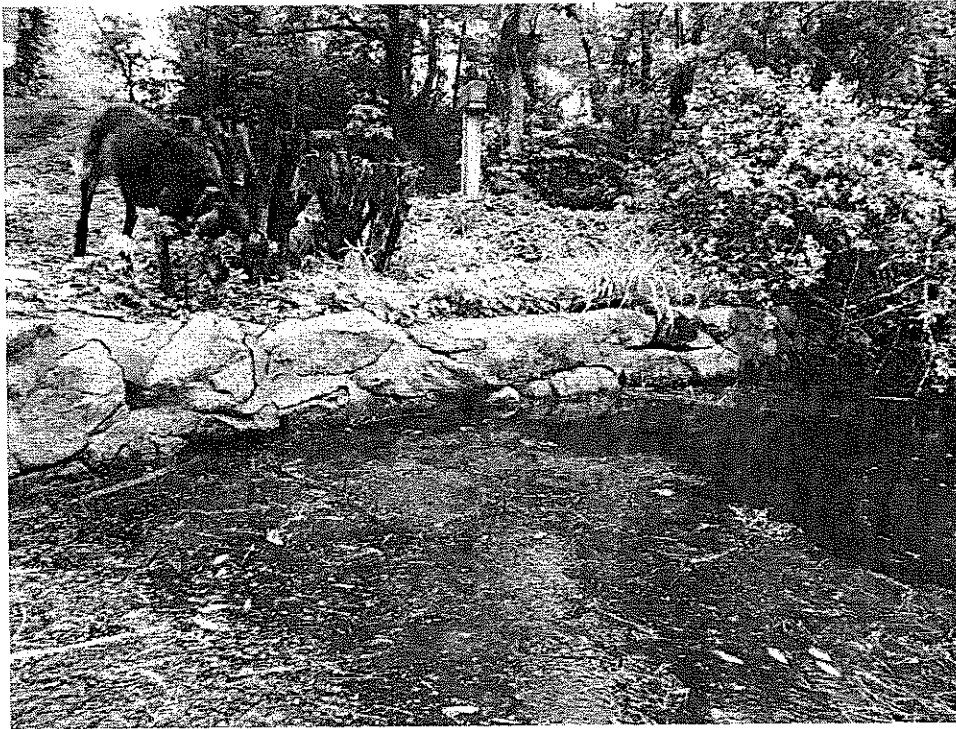


Photo 13: View of right stone masonry wall, facing southeast; note overgrown vegetation and deteriorated motor joints.



Photo 14: View of downstream slope taken from the right embankment, facing northwest; note overgrown vegetation.



Photo 15: View of overgrown vegetation on the downstream slope, facing northeast.



Photo 16: View of embankment downstream slope and discharge area, facing west; note large downed tree at mid-slope and 12" steel outlet pipe.



Photo 17: Overview of downstream channel, facing east.



Photo 18: View of 30" RCP outlet into Hedges Pond, facing west.

4C – Airport – Administration Building

RECOMMENDATION: Approval \$85,000 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. Approval of additional funding is necessary to cover the cost of the actual bid price received for the replacement of the Administration Building. Previous town meeting action approved this project and an estimate of the airport match. The funding for this will come from Airport Enterprise Retained Earnings.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY19 FALL ANNUAL TOWN MEETING REQUEST FORM**

Department: Airport	Priority:	1
Project Title and Description:	Total Project Cost:	\$85,000

Department/Division Head: Thomas Maher, Airport Manager

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

For project re-submittals, list prior year(s): _____

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>			FY19		
<i>Labor and Materials</i>	85,000		FY20		
<i>Administration</i>			FY21		
<i>Land Acquisition</i>			FY22		
<i>Equipment</i>			FY23		
<i>Other</i>					
<i>Contingency</i>					
Total Capital	\$85,000				

Possible sources and amounts of funding, if known: Airport Enterprise

Project Justification and Objective: Increase appropriate by an additional \$85,000 to reflect the actual bid price for the replacement of the Airport Administration building. Previous ATM approval was based on estimate, with the actual bid opening additional funding is needed

Justification for Request at Fall Annual Town Meeting: Bids were not opened until after Spring ATM, in turn the project will be completed prior to the Spring 2019 ATM and the adjustment is needed before that.

For Capital Project Requests:

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

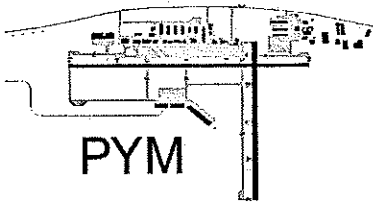
For Capital Equipment Requests:

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

Attach additional information, estimates, or justification.

508- 746-2020

508-747-4483 fax



Plymouth
Municipal Airport

To: **Plymouth Board of Selectmen & Advisory and Finance** From: Thomas Maher, Airport Manager
RE: FATM Article 4 Airport Capital request Airport Administration Building August 21, 2018

The Plymouth Airport Commission is requesting an article be placed on the Fall Annual Town Meeting regarding an increase to the airport's capital authorization regarding the replacement of the Plymouth Airport Administration building SATM 2015 ART. 9 C11. The airport is requesting to increase the "airport's share" by \$85,000 to cover the actual bid price for the project plus addition required testing and a small contingency. The authorization in 2015 was based on our architect's estimate. With the bid opening in April of 2018 the actual bid price had increased and the airport's share has **increased by \$85,000**. The airport has received a State grant for 95% of the total cost and the 5% balance coming from the airport's enterprise free cash. This additional \$85,000 would come from the anticipated FY18 airport enterprise surplus to be certified by DOR. Our calculations are showing that the airport enterprise will have sufficient funds to cover this increase. If DOR has not certified the enterprise accounts by FATM, we would request a short term borrowing only if needed as we would anticipate that the additional funds requested are not likely to be actually expended until early calendar year 2019. The total contract cost is \$5,082,634.00.

The new Administration building has been a decade in the works and the Airport Commission is most appreciative of the Town's support with this project. The anticipated opening of the new building will be June of 2019.

Sincerely

Tom Maher
Airport Manager

4D – Marine and Environmental Affairs – Mooring Plan

RECOMMENDATION: Approval \$69,747 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This funding will allow the town to update its mooring plan for the harbor and maximize its space after the dredging is completed. The funding for this will come from the Waterways Improvement Fund.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY19 FALL ANNUAL TOWN MEETING REQUEST FORM**

Department: Department of Marine and Environmental Affairs		4
Project Title and Description: Mooring Plan	Total Project Cost:	\$69,747

Department/Division Head: David Gould/Chad Hunter

Cost estimate was developed: Internally ☐ Externally ☒

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>	\$69,747		FY19		
<i>Labor and Materials</i>			FY20		
<i>Administration</i>			FY21		
<i>Land Acquisition</i>			FY22		
<i>Equipment</i>			FY23		
<i>Other</i>					
<i>Contingency</i>					
Total Capital	\$69,747				

Possible sources and amounts of funding, if known: Waterways Account

Project Justification and Objective: An updated mooring plan will allow the Town to re-organize and maximize the use of all mooring areas after dredging is completed. It will allow for a more efficient and user-friendly mooring area that complies with regulations prohibiting moorings in navigation channels and eelgrass.

Justification for Request at Fall Annual Town Meeting: Funding in the fall will allow us to develop the new plan this winter and have it completed before next fall when the dredging of the mooring areas is undertaken thereby allowing us to implement the new plan upon the completion of dredging.

For Capital Project Requests:

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

For Capital Equipment Requests:

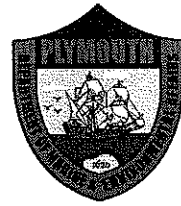
☐ Check if equipment requested is replacement and enter the year, make & model, VIN and present condition of existing equipment

Attach additional information, estimates, or justification.



TOWN OF PLYMOUTH

DEPARTMENT OF MARINE & ENVIRONMENTAL AFFAIRS
26 COURT STREET, PLYMOUTH, MA 02360
PHONE (508) 747-1620, EXTENSION 10127



MEMORANDUM

TO: MARLENE MCCOLLEM

FROM: CHAD HUNTER, HARBORMASTER

SUBJECT: FALL TOWN MEETING – MOORING PLAN

DATE: AUGUST 6, 2018

Marlene,

We would like to respectfully request the funding in the amount of \$70,000 from the waterways uses account to have an engineered mooring plan completed. The Army Corp of Engineers has received federal funding to complete the dredging of the Plymouth entrance channel and federal anchorage/ mooring field. The dredging is set to occur over the winter of 2018-2019 and 2019-2020 and will require the complete removal of all the moorings within the dredge area prior to dredging. Once the area is dredged, the moorings will have to be re-set in a determined location.

The mooring plan will provide efficient use of the finite area making sure we can fit in as many moorings as possible. A new grid style mooring field will also make it easier to find moorings and navigate through the mooring field. The funding is being requested at Fall Town meeting so a plan can be developed this winter and we can alert mooring holders and the mooring service providers during the spring 2019. This will allow preparation for the start of the mooring field dredge project in the fall of 2019.

Respectfully,

Chad Hunter, Plymouth Harbormaster

August 8, 2018
Proposal

VIA EMAIL: Chunter@townhall.plymouth.ma.us

Mr. Chad G. Hunter
Plymouth Harbormaster
26 Court Street
Plymouth, MA 02360

Dear Mr. Hunter:

**Re: Plymouth Harbor Mooring Field Planning and Design
Plymouth, MA**

GEI Consultants, Inc. (GEI) is pleased to submit this proposal to serve as an agreement between The Town of Plymouth Harbormaster's office and GEI for providing professional planning and engineering design services.

It is our understanding that the Town would like to modernize the Plymouth Harbor mooring field to update, expand and organize it such that its management will be done more effectively. This modernization will help your office to streamline its annual management, maintenance and make it more user friendly for the user and the Town.

Town Key Issues

- Creating a standardized grid
- Renumber moorings for easier way to identify moorings
- Confirm Town is in compliance with set-backs and buffers with federal projects

Assumptions

- Survey of all moorings to be provided (383 identified in Task 3A has been provided) including size and type
- Existing mooring equipment and system design
- Existing hydrographic survey is not adequate for the entire mooring field but will be incorporated into the overall survey plan
- Bidding and construction phase support is not required at this time

Scope of Services

Task 1 – Review Existing Information

GEI will work with your office to review all available information compiled to date to determine their relevancy to the overall planning and design effort. To assist you with the intent of this proposal and to meet your objective to modernize the Plymouth Harbor mooring field, we propose to do the following:

- 1- Utilizing the information provided to GEI by your office, we will establish a basis of design that will have direct bearing on the overall planning of the mooring fields including:
 - a. Wind speeds
 - b. Storm surges
 - c. Tidal fluctuation
 - d. Water depths
 - e. Range of vessel sizes and types
- 2- In addition, the list will have the identified gaps and the additional effort needed to begin the planning process, such as field survey and geotechnical investigation to determine the soil and depth of the overburden which will be instrumental in determining the best future anchoring system.
- 3- Set up a review work session with your team to discuss the findings and GEI's initial idea of how to proceed. The intent will be to agree on a mutually acceptable approach to proceed with the preparation of the Mooring Field Master Plan.

Task 2 – Field Investigation

GEI assumes the following field work needs to be completed in advance of commencing the planning and design task.

- 1- Perform Bathymetric survey to clearly identify the limits of the Federal and local jurisdictions and get accurate data of the entire mooring field. Bathymetric survey will be incorporated into previously performed survey to minimize effect.
- 2- Conduct limited probes (budget one day of probes to a maximum depth 10 feet) to determine the depth of the overburden soil. Collect samples to do a full characterization of the soil. This information is vital to help us determine if helical anchoring system can be used.

Task 3A – Development of the Mooring Field Master Plan

GEI will proceed with the preparation of the Mooring Field Master Plan by preparing the following:

- 1- Prepare a mooring layout plan for the total number of boats to be accommodated within the Harbor and the project limit lines.
 - a. We traditionally would like to separate the sail boats from the power boats. They tend to swing differently because of the varying depth and shapes of their hulls.
 - b. Subdivide the harbor to different areas with their individual identity of designation, or zones will help to optimize the organization within the water sheet, increase the density and make navigation safer during night use and inclement weather. Creating different areas for boat sizes would allow us to increase the numbers and eliminate potential conflict of use.

- 2- Prepare preferred anchoring system alternatives or system details and material plan based on the sea bed soil conditions and profile. GEI will provide a short report on the benefits and merits of the proposed anchoring system including anticipated annual maintenance needs.
- 3- Prepare a project implementation cost spread sheet for budgeting purposes.
- 4- Prepare phasing diagram for implementation.
- 5- Prepare memorandum describing the needed permits including a time line to get all of the permits.
- 6- Participate in a public meeting to describe the proposed improvements to the user public and key stakeholders.
- 7- Develop a letter report incorporating the design basis and provide a plan of the mooring field

The result of the above task will be to prepare 40% design documentation, sufficient in details to proceed with the preparation and filling of the required permits.

Task 3B – Development of the Mooring Field Master Plan Expanded

GEI will follow the preparation and deliverables defined in Task 3 above but will include an additional 325 to 375 boats for a total of approximately 650 moorings.

Task 4 – Regulatory Approvals

Using the 40% design documentation developed under Task 3, GEI will prepare and submit the following permit applications, and attend meetings as specified, in support of the preferred mooring field design proposal. The project will be filed as a mooring field zone of reconfiguration.

Wetlands Order of Conditions – GEI will prepare and submit a complete Notice of Intent pursuant to the provisions of the Massachusetts Wetlands Protection Act (M.G.L. c. 131, s. 40), the Town of Plymouth Wetland Bylaw (Chap. 196), and all associated implementing rules and regulations. GEI will attend up to two (2) public hearing meetings before the Plymouth conservation commission in support of the Notice of Intent.

Massachusetts Waterways License and Water Quality Certification (WQC) – GEI will prepare and submit a complete combined application for a Waterways License and Water Quality Certification pursuant to the provisions of M.G.L. c. 91 and Section 401 of the Federal Water Pollution Control Act. Should the Town elect to establish a reconfiguration zone for the mooring field, the layout of the zone will be included in this application. Included in this subtask is the publication of a legal notice in a newspaper of local distribution as directed by the MA Department of Environmental Protection.

Should the preferred design not result in the loss of 5,000 or more square feet of land under the ocean due to the installation of the moorings, a WQC will not be required. In that case, the application prepared and filed will be only for the Waterways License.

U.S. Department of the Army Permit – GEI will prepare and submit a complete Pre-Construction Notification pursuant to the terms and conditions of the Department of the Army General Permit GP-2 – Moorings dated April 16, 2018. Included in this subtask will be the distribution of notification to the Massachusetts Historical Commission, the Massachusetts Board of Underwater Archaeological Resources, and all applicable Tribal Historic Preservation Officers.

U.S. Department of the Army Section 408 Review - It is a basic assumption of this proposal that there will be no change in the location and extent of moorings within the boundaries of the Federal anchorage (Federal Project Area - FPA); accordingly, it is assumed that no formal Section 408 review will be required. Nevertheless, GEI will prepare and submit to the Army Corps of Engineers Navigation Branch a request for a determination of need for such a review. Should the Army Corps of Engineers determine that a formal Section 408 review is required, GEI will be pleased to provide to the Town a separate proposal for the preparation of documentation required for that review.

Task 5 – Update Mooring Field Master Plan

After receiving all of the permits, GEI will prepare the final agreed upon mooring layout with the associated mooring specification(s) on the plan. We will also update the Letter Report to include any changes to the Basis of Design identified during the permitting process.

Task 6 – Public Meetings

GEI has budgeted to attend two (2) public meetings if requested by the Town with a PowerPoint presentation as required to show findings.

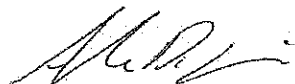
SUMMARY OF FEES

Task 1 - Review Existing Information	\$ 5,983
Task 2 - Field Investigation	\$13,712
Task 3A - Development of the Mooring Field Master Plan	\$13,876
Task 3B - Development of the Mooring Field Master Plan Expanded	\$ 9,957
Task 4 - Regulatory Approvals	\$14,496
Task 5 - Update Mooring Field Mater Plan	\$ 6,959
Task 6 - Public Meetings (Budget 2)	<u>\$ 4,764</u>
	\$69,747

Thank you for the opportunity to submit this proposal. We hope the above is satisfactory for your needs. If you have any questions or would like to discuss the project or proposal further, please do not hesitate to contact me at 774-277-6004.

Sincerely,

GEI CONSULTANTS, INC.



Alan Pepin, PE
Senior Project Manager



Ronald Bourne
Vice President/ Principal

Enclosure

4E – Marine and Environmental Affairs – Float System**RECOMMENDATION: Approval \$65,000 (11-0-1)**

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This funding will provide a gangway and dock system to support much needed drop off space for recreational boats and charter fishermen with wash down area. This work will comply with recent direction given by the Board of Selectmen to re-configure the floats relative to the leased areas at the pier. The funding for this will come from the Waterways Improvement Fund.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY19 FALL ANNUAL TOWN MEETING REQUEST FORM**

Department: Marine and Environmental Affairs		4
Project Title and Description: Purchase of new Floats	Total Project Cost:	\$65,000

Department/Division Head: David Gould/Chad Hunter

Cost estimate was developed: Internally ☐ Externally ☒

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>			FY19		
<i>Labor and Materials</i>	\$65,000		FY20		
<i>Administration</i>			FY21		
<i>Land Acquisition</i>			FY22		
<i>Equipment</i>			FY23		
<i>Other</i>					
<i>Contingency</i>					
Total Capital					

Possible sources and amounts of funding, if known: Waterways Account

Project Justification and Objective: The request will provide a gangway and dock system to support much needed drop off space for recreational boats and charter fishermen with wash down. The work complies with recent direction from the Board of Selectmen on re-configuration of floats relative to lease areas.

Justification for Request at Fall Annual Town Meeting: Approval of funding and acquisition of the new floats this winter will allow for installation and use this coming spring season.

For Capital Project Requests:

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

For Capital Equipment Requests:

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

Attach additional information, estimates, or justification.



TOWN OF PLYMOUTH
DEPARTMENT OF MARINE & ENVIRONMENTAL AFFAIRS
26 COURT STREET, PLYMOUTH, MA 02360
PHONE (508) 747-1620, EXTENSION 10127



MEMORANDUM

TO: MARLENE MCCOLLEM

FROM: CHAD HUNTER, HARBORMASTER

SUBJECT: FALL TOWN MEETING – FLOAT REQUEST

DATE: AUGUST 6, 2018

Marlene,

We would like to respectfully request \$65,000 from the waterways uses account to install and maintain a new floating dock system (8 - 8'x20' floats with moorings) at the new walkway adjacent to the Plymouth Watersports location. The addition of the requested town owned docks was a new policy decision made by the Board of Selectmen during the summer of 2018. Due to the timing of the decision and need to be ready for the 2019 boating season; this request is being made at Fall Town meeting.

The request will provide a gangway and dock system to support Plymouth Watersports launch operations and provide much needed pick up and drop off space for recreational boaters and charter fishermen with wash down. The need for this type of space has been well documented in the Plymouth Harbor Plan and will provide a great resource supporting local businesses and connectivity with the water.

Respectfully,

Chad Hunter, Plymouth Harbormaster

4F – DPW – Building Maintenance – Memorial Hall HVAC

RECOMMENDATION: Approval \$363,000 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This funding will replace the failed chiller system at Memorial Hall and discontinue the rental of chillers to cool the building properly. The funding for this will come from previous Article 9A- 22, 2016 ATM \$32,560, free cash and possible funding from Memorial Hall Revolving.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY19 FALL ANNUAL TOWN MEETING REQUEST FORM**

Department: Building Maintenance	Priority	1
Project Title and Description: Plymouth Memorial Hall High Efficiency Chiller Unit and Controls	Total Project Cost:	\$363,000

Department/Division Head: Wayne Walkden, DPW

Cost estimate was developed: Internally ☐ Externally ☒

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>			<i>FY19</i>	\$363,000	
<i>Labor and Materials</i>	\$275,000		<i>FY20</i>		
<i>Administration</i>	\$55,000	OPM, Project Management, As-Builts	<i>FY21</i>		
<i>Land Acquisition</i>			<i>FY22</i>		
<i>Equipment</i>			<i>FY23</i>		
<i>Other</i>					
<i>Contingency</i>	\$33,000	10%			
Total Capital	\$363,000				

Possible sources and amounts of funding, if known: 2016 Annual Town Meeting, Article 9, Project No. A22 - (\$32,560)

Project Justification and Objective:

The existing chiller unit at Memorial Hall and its control systems have failed. The building is currently being cooled by a temporary rental unit that is set to a specific temperature and needs to be adjusted manually. Failure to replace the unit will result in a lack of proper cooling at the Memorial Hall Building.

Justification for Request at Fall Annual Town Meeting:

Rental agreement for temporary chiller unit runs out in September.

For Capital Project Requests:

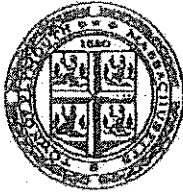
Will this project be phased over more than one fiscal year? If yes, enter it on the next 5 Year Plan Yes ☐ No ☒
Can this project be phased over more than one fiscal year? Yes ☐ No ☒

For Capital Equipment Requests:

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

200 Ton Air-cooled High Efficiency Chiller, ATC Controls

Attach additional information, estimates, or justification.



TOWN OF PLYMOUTH

Department of Public Works
159 Camelot Drive
Plymouth, Massachusetts 02360
FAX: (508)-830-4165

MEMO

Date: August 15, 2018

To: Marlene McCollem, Asst. Town Manager
Lynne Barrett, Director of Finance

cc: Melissa Arrighi, Town Manager
Jonathan Beder, DPW Director

From: Wayne Walkden, Facilities Manager *WW*

Re: **Memorial Hall**
Request for funding of High Efficiency Chiller Unit and Controls

The Plymouth DPW Building Maintenance Division is seeking the appropriation of \$330,440 to be funded at the Fall 2018 Town Meeting. The funding will be used to complete the replacement of the failed Chiller and Cooling Unit Controls at Memorial Hall. This appropriation will allow the project to be completed as a single-phase approach.

In the late spring 2018, the existing failed Chiller was removed and replaced with a temporary rental unit. The temporary unit will be removed on or about September 25th. Garcia, Galuska, DeSousa Engineers have concluded an evaluation of the required replacement system and are prepared to provide HVAC General Conditions, as-built plans, coordination, shop drawings, testing & balancing, support, project management, for installation of a new 200 Ton Air-cooled High Efficiency Chiller and new Automatic Temperature Controls as included in their cost estimate (attached).

An existing appropriation in the amount of \$32,560 is available to supplement this project. Those funds, in combination with this request, will fund the engineering estimate of \$363,000. Failure to provide funding will result in no cooling capabilities at Memorial Hall, therefore the Building Maintenance Division respectfully requests approval of this funding.



GARCIA • GALUSKA • DESOUSA
Consulting Engineers Inc.

370 Faunce Corner Road, Dartmouth, MA 02747-1217

PROJECT: Plymouth Memorial Hall

JOB NO: 674 003 00.00

CLIENT: Town of Plymouth

DATE: 8/9/2018

BY: MVD

#	ITEM OF WORK	NO.	UNIT PRICE	AREA	PRICE/S.F.	TOTAL
1A	200 Ton Air-cooled High Efficiency Chiller for replacement of existing including currently unused cooling capacity	200 Ton	\$1,300/ Ton			\$ 260,000.00
1C	New ATC Controls (Chiller)	1	\$15,000			\$ 15,000.00
	SUBTOTAL					\$ 275,000.00
	HVAC General Conditions (as-builts, coordination, shop drawings, testing & balancing, Cx/OPM support, Project management)	20%				\$ 55,000.00
	Design & Estimating Contingency	10%				\$ 33,000.00
	TOTAL					\$ 363,000.00

Cost estimates have been derived based on recent project construction costs of similar scope

**HVAC Systems Assessment
for
Plymouth Memorial Hall
Plymouth MA**

August 3, 2018

Prepared for:

Town of Plymouth
Department of Public Works
159 Camelot Drive, Plymouth, MA 02360



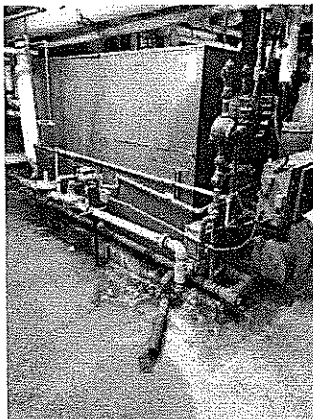
Garcia, Galuska & DeSousa
Consulting Engineers, Inc.

Plymouth Memorial Hall
Plymouth, MA
J#674 003 00.00
L#62487/Page 1/August 3, 2018

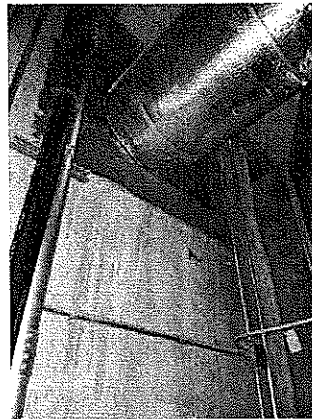
HVAC - Heating, Ventilation and Air Conditioning Systems Assessment:

Central Heating Plant:

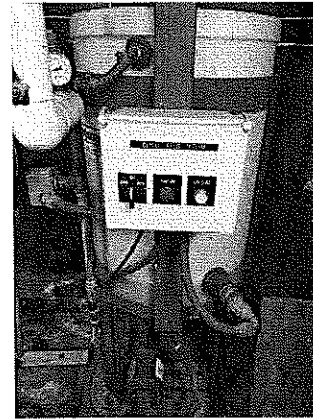
There are two (2) cast iron sectional boilers manufactured by "Weil-McLain", Model 1188 with a gross output capacity of 2,724 MBH each. Each boiler fires a maximum natural gas input of 3,392 MBH via a "Power Flame" Model WCR3-G-20 power burner and a "Webster" Model JP2G-10 power burner. The Power flame burner serves the heating hot water boiler and was installed with the boiler and heating hot water system in 2002. The Webster burner serves the steam heating boiler and was installed in 1992. The Steam boiler & heating system may have also been installed in 1992; however, the building was originally constructed in 1924 and it is likely that a basic steam heating system existed prior to 1992. The boilers are each provided with a Heat-Timer controller for scheduling and supply temperature/ pressure reset purposes, a chemical shot feeder, low water cut-off, and all operating and safety controls. Dual base-mounted 7.5 hp pumps take turns circulating the heating hot water through the building to the various terminal units and air-handling unit coils. There is also a Glycol feeder piped into the heating hot water system only. The boilers are vented to a termination point above the roof level via an engineered common double-wall galvanized breeching system that travels up to terminate above the roof-line within a masonry chimney. Combustion air is introduced to the sub-basement boiler room via an inline supply fan that communicates with an exterior-wall louver by means of a galvanized duct system. Steam condensate is gravity fed from terminal heating units throughout the building back to the boiler room where it is piped to a pad-mounted condensate receiver tank and pumping system. Steam is supplied to cast iron radiators via steel piping that is generally insulated with fiberglass-type insulation that appears to be in need of repair/ replacement at many instances. All heating hot water piping within the boiler room is provided with code-compliant fiberglass insulation that is wrapped with a PVC jacket for longevity and appears to be in very good condition. The entire hot water heating plant including all piping appear to be in good condition, while the steam heating system is approaching its expected useful life and should undergo more-intimate testing to determine its internal condition and review the operation for any inefficiency. The steam boiler burner has surpassed its expected service life, appears to be in poor condition, and should be replaced if the steam boiler is to remain in service. Many of the fin-tube heating elements throughout the building are missing covers and have sustained fin damage as a result.



Steam Boiler



Combined Boiler Vent System



Glycol Feeder

Plymouth Memorial Hall
Plymouth, MA
J#674 003 00.00
L#62487/Page 2/August 3, 2018



Heating Plant Chemical Shot Feeder



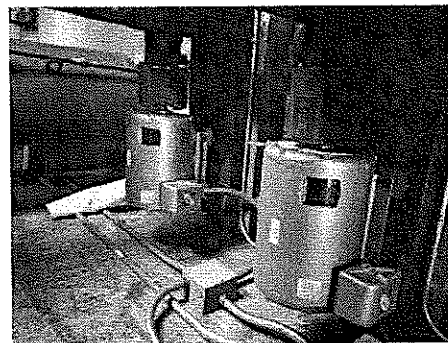
Boiler Room Combustion

Central Cooling Plant:

The 194-ton air-cooled water chiller, “Carrier” Model 30GXR225, had failed prior to this existing condition survey and was being replaced by a temporary rental chiller provided by “Trane”. The chilled water system was installed as part of the 2002 building renovation to serve the chilled water coil within the Air Handling Unit serving the building, AHU-1. The 200 Tons of cooling capacity provided by the chiller seems to have been oversized in anticipation of providing a second air-handling unit and a chilled water coil within the heating and ventilating unit that provided ventilation to the Back of the House areas, according to the As-built drawings of record. The currently installed AHU-1 requires only 130 tons of cooling capacity. The dual base-mounted pumps located in the sub-basement Mechanical room are oversized as well at 20 horsepower each. The chilled water pumps, piping, valves, and hydronic specialties all appear to be in good working condition and are within their expected service lives of 20 years.



Temporary Rental Chiller



Base Mounted Chilled Water Pumps

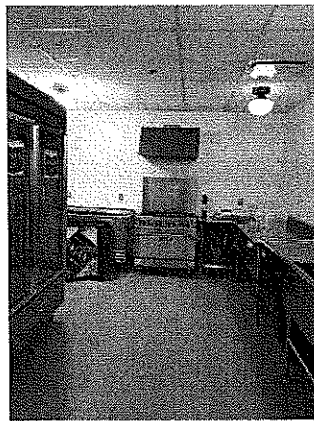
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Controls:

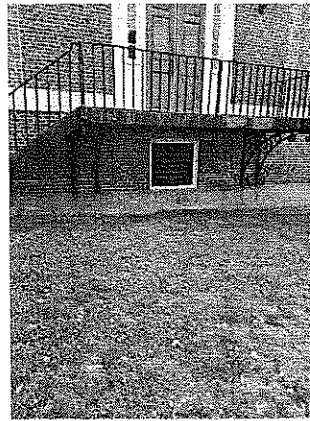
It would appear that the entire HVAC system is provided with Direct Digital Control (DDC) Components and any controls that previously existed were upgraded as part of the 2002 Renovation. All steam control valves were replaced with new DDC steam valves in 2002 as well. It would appear that the boiler and chiller manufacturer's controllers provide the primary control and sequencing for their respective piece of equipment while the DDC control system serves as the primary controller of all exhaust fans, supply fans, the air handling unit, the heating and ventilating unit, and all terminal unit valves throughout the building. All of the control components appear to be in good shape and operating properly; however, have surpassed their expected service life of 15 years.

Kitchen/ Multi-purpose Room:

The Kitchen area includes a commercial cooking range that is provided with a grease-exhaust hood including washable grease filters. The kitchen range exhaust hood does not currently include a fire suppression system, which is required by the current building code for commercial cooking. This hood communicates with an inline fan that terminates at the building exterior side-wall with a louver. It would appear that make-up air for the range hood is provided from the heating and ventilating unit HV-1 via ceiling-mounted supply grilles within the space. The dishwasher within the space is the non-ducted type. It is unclear when this grease exhaust system was installed, as it is not included as part of the HVAC As-built drawings of record. All HVAC components within this space appeared to be in fair conditions.



Kitchen Range Hood



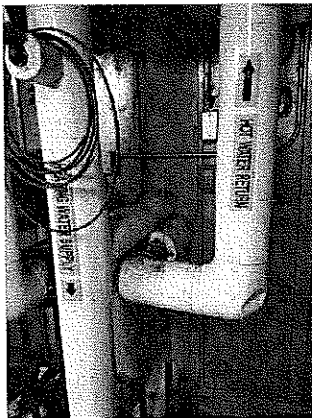
Exterior Sidewall Exhaust Louver

Auditorium & Stage:

The Main Hall space is provided with tempered ventilation and cooling by the air-handling unit, AHU-1, which is located in the sub-basement Mechanical room adjacent to the boilers and pumps and includes a chilled water coil, hot water coil, filters, supply fan, and a return air/ outdoor air mixing box with modulating control dampers.. 33,000 CFM of supply air is delivered high within the Auditorium and Stage spaces by exposed spiral ductwork, as well as, mid-height in the space by continuous linear wall diffusers that are mounted behind a median seating area. The AHU-1 supply air duct mains include inline sound attenuators to assist with noise mitigation in the Auditorium space. Approximately 18,200 CFM of

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the air supplied to the space is pulled back to the AHU-1 supply fan via low-wall mounted return air grilles below the lowest seating areas and below the stage while the remaining 14,800 CFM is re-directed to roof-mounted exhaust fans above the stage to help offset the outdoor air volumetric flow rate and maintain a neutral pressure within the space. The Auditorium is heated by hot water fin-tube style radiators while the Stage heating set-point is maintained by cast-iron steam radiators. A single wall-mounted space thermostat within the Auditorium communicates with the building DDC control system to regulate supply air temperatures from AHU-1 and hot water/ steam control valves. Duct-mounted static pressure sensors regulate the AHU-1 supply fan speed via wall-mounted variable frequency drives within the sub-basement Mechanical room. While all equipment serving these areas appear to be in good working order, the ductwork should be internally cleaned and inspected for leaks after nearly 20 years of service.



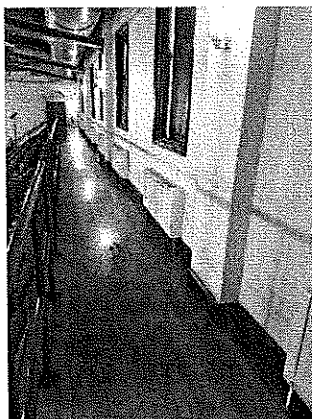
AHU-1 Coil Connections



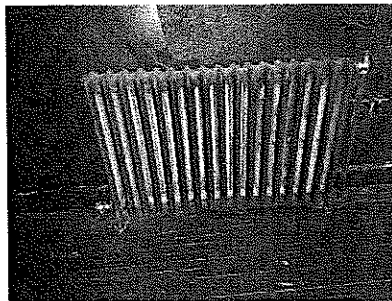
Auditorium Supply Ducts



Auditorium Low Wall Return Grilles



Auditorium Hot Water Radiator



Stage Cast Iron Steam Radiator



Stage Supply Ductwork

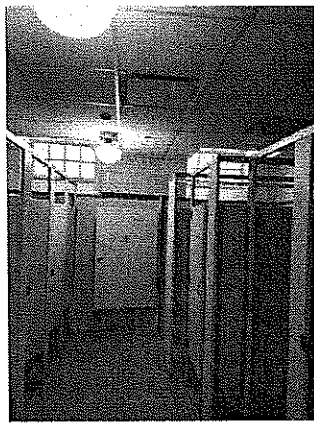
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Electric/ Machine Rooms:

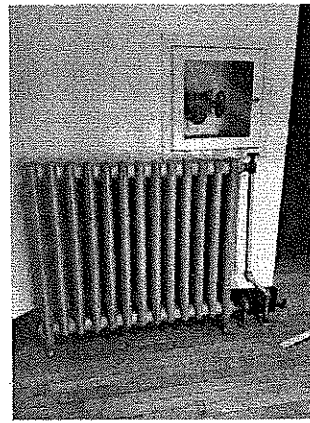
The Elevator Machine room resides in the basement and is temperature controlled by a reverse-acting thermostat interlocked with inline fan EF-2. EF-2 is located in the attic space above the Blue room and terminates at the cupola. In a similar fashion, the basement Mechanical room that houses HV-1 and the basement Electric room are temperature controlled by inline exhaust fans communicating with exterior wall exhaust louvers. None of these systems were operating at the time of the field inspection, but are assumed to be in good working order.

Toilet Rooms:

There are (2) gang-type and (4) individual lavatories that are provided with ceiling-mounted exhaust grilles to provide the code-required exhaust rate. The gang toilets are served by inline exhaust fan EF-1 located in the attic space that terminates at the cupola above the Blue Room. The individual toilet rooms are each provided with an inline fan that terminates at the adjacent exterior wall with a louver. Each Toilet room is also provided with a cast-iron steam radiator for heating of the space. Make-up air for the basement gang-toilet area is delivered by heating and ventilating unit, HV-1. HV-1 delivers tempered ventilation/ Make-up air to the entire "back of the house" basement area through communication with an exterior wall-mounted outdoor air intake louver. All HVAC equipment serving the toilet rooms is either approaching (EF-1, HV-1) or has surpassed (Radiators & other fans) its expected service life; however, does seem to provide code-required heat and ventilation.



Toilet Radiator & HV-1 / Exhaust Grilles

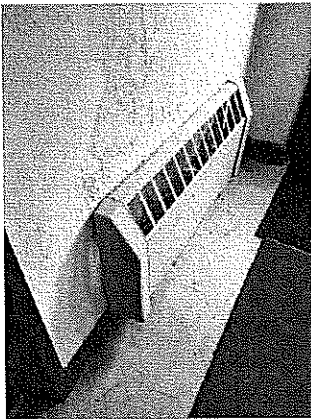


Back of the House Steam Radiator

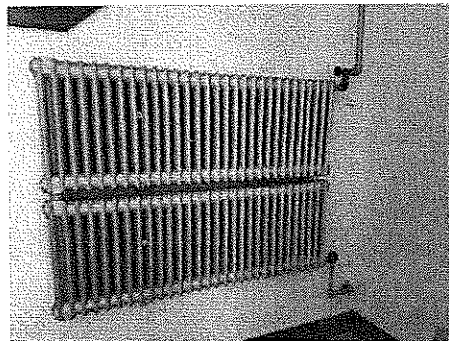
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Lobbies, Entryways, Offices, and Stairwells:

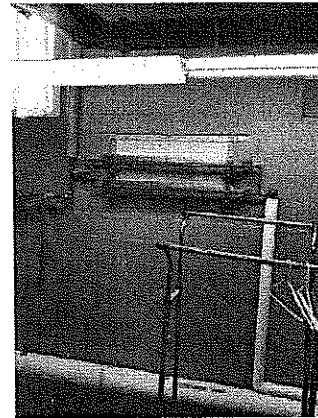
While the lower lobby area in the basement is provided with heat and ventilation from indoor heating and ventilating unit, HV-1; the remainder of lobbies and entryways are heated with steam radiators/ unit heaters and ventilated through windows and operable doors. Stairways are generally provided with steam radiators to maintain the space temperature set-points. All Office spaces are generally provided with heat from steam radiators and ventilation through operable exterior windows, with the exception of an office space in the basement that is provided with ventilation from HV-1 via a ducted ceiling supply grille. There is also a large open space (Blue room) located on the second floor of the "Back of the House" area, above the Main Entry lobby. This room includes cast iron steam radiators under many of the windows for heat, (4) window air-conditioning units, and natural ventilation via exterior operable windows.



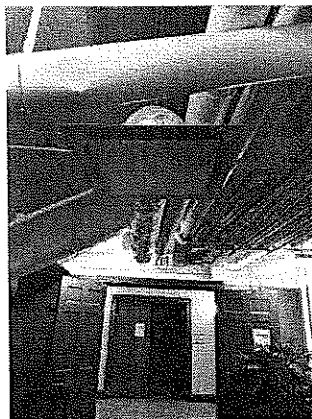
Entryway Radiator



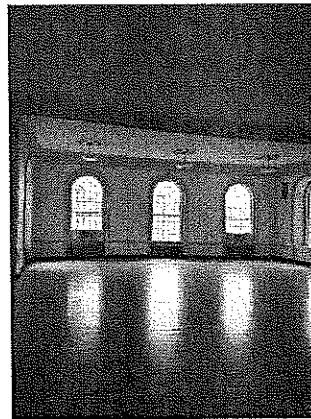
Stairwell Cast Iron Radiator



*General Storage Office Area
HW Radiator*



HV-1 Supply Grille



"Blue Room" Radiators & Window ACs

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Recommendations:

- Provide a new air-cooled chiller appropriate for the building load; the addition of air conditioning to any areas within the building should be considered simultaneously.
- Replace antiquated steam heating system including all piping, insulation, terminal units, boiler, burner, controls, boiler, condensate receiver, etc.; consider converting the steam heated spaces to hot water for greater capacity control and supplement the existing hot water system with a new hot water boiler. Alternatively, the entire heating system could be replaced with a high-efficiency condensing hot water boiler plant for greater energy savings; however, the existing hot water boiler is only about half-way through its anticipated useful life of 35 years.
- Evaluate Auditorium occupancies and existing systems to confirm adequate ventilation & cooling capacity.
- Provide the services of a Contractor to test the existing piping system for corrosion.
- Provide the services of a Contractor to internally clean all existing duct systems.
- Remove of all existing steam piping insulation and provide new fiberglass insulation meeting current code requirements, as a minimum, if the steam heating system shall not be replaced with a new hot water heating system.
- All existing hot water heating terminal units, fans, and pumps are approaching their expected service life of 20 years (installed in 2002 or earlier) and should be reviewed for condition and potential replacement.



GARCIA • GALUSKA • DESOUSA
 Consulting Engineers, Inc.
 370 Faunce Corner Road, Dartmouth, MA 02747-1217

PROJECT:	Plymouth Memorial Hall	
JOB NO:	674 003 00.00	
CLIENT:	Town of Plymouth	
DATE:	8/9/2018	BY: MVD

#	ITEM OF WORK	NO.	UNIT PRICE	AREA	PRICE/S.F.	TOTAL
1A	200 Ton Air-cooled High Efficiency Chiller for replacement of existing including currently unused cooling capacity	200 Ton	\$1,300/ Ton			\$ 260,000.00
1B	130 Ton Air-cooled High Efficiency Chiller for replacement of existing at current building cooling load	130 Ton	\$1,300/ Ton			\$ 169,000.00
1C	New ATC Controls (Chiller)	1	\$15,000			\$ 15,000.00
2A	Replace Steam Heating Boiler with High-Efficiency Condensing Hot Water Boiler (3300 MBH Input) including Breeching & Condensate Neutralization	1	\$70,000			\$ 70,000.00
2B	Replace the existing heating hot water pumps w/ new	2	\$7,500			\$ 15,000.00
2C	Hot Water Accessories (Air separator, Expansion Tank, Valves, etc.)	1	\$5,000			\$ 5,000.00
2D	Replace existing steam piping system with new Heating Hot Water piping			11,350 S.F.	\$3.00/ S.F.	\$ 34,050.00
2E	Replace existing steam terminal heating units with Heating Hot Water type terminal units			15,000 S.F.	\$3.00/ S.F.	\$ 45,000.00
2F	New ATC Controls (Steam to Hot Water Conversion)			15,000 S.F.	\$3.50/ S.F.	\$ 52,500.00
2G	Removal of all Existing Steam Piping Insulation & replace with new code-compliant Fiberglass Insulation			15,000 S.F.	\$0.75/ S.F.	\$ 11,250.00
3A	Testing of Existing Piping for Corrosion			26,350 S.F.	\$1.50/ S.F.	\$ 39,525.00
3B	Internally Clean all Heating Hot Water Piping that is Existing to Remain			11,350 S.F.	\$0.65/ S.F.	\$ 7,377.50
3C	Replacement of HW Terminal Units, Fans, and Pumps			11,350 S.F.	\$3.00/ S.F.	\$ 34,050.00
4	Internally Clean all Existing Duct Systems			26,350 S.F.	\$0.65/ S.F.	\$ 17,127.50

5	Evaluate Auditorium occupancies and existing systems to confirm adequate ventilation & cooling	1 Design Fee Only	\$3,000			\$ 3,000.00
	SUBTOTAL					\$ 777,880.00
	HVAC General Conditions (as-builts, coordination, shop drawings, testing & balancing, Cx support, Project management)	20%				\$ 155,576.00
	Design & Estimating Contingency	10%				\$ 77,788.00
	TOTAL					\$ 1,011,244.00

Cost estimates have been derived based on recent project construction costs of similar scope; please note that election of some options above may eliminate the need for other options: Either Option 1A or 1B must be elected; 1C must be elected either way. Election of Option 2A requires the election of 2C, 2D, 2E, & 2F and negates Option 2G. Option 2B & all other options may be elected individually. Option 3A reduces in price if Option 2D is elected.

4G – Marine and Environmental Affairs – Water Street Parking Lot Contamination

RECOMMENDATION: Approval \$737,000 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This project will prevent contaminated soil from underneath the parking lot from migrating into Plymouth Harbor and impacting Marine Life. It will create a physical separation from human contact and ensure regulatory compliance with the Massachusetts Contingency Plan. The funding sources for this project are \$100,000 from PGDC, \$369,345 EPA Grant funding, \$240,000 from the Environmental Affairs fund, \$13,000 already spent from the 2017 DMEA budget and \$14,655 from free cash.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY19 FALL ANNUAL TOWN MEETING REQUEST FORM**

Department: Marine and Environmental Affairs		1
Project Title and Description: Capping and re-construction of Water Street Parking Lot	Total Project Cost:	\$737,000

Department/Division Head: David Gould

Cost estimate was developed: Internally ☐ Externally ☒

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>	\$737,000		<i>FY19</i>		
<i>Labor and Materials</i>			<i>FY20</i>		
<i>Administration</i>			<i>FY21</i>		
<i>Land Acquisition</i>			<i>FY22</i>		
<i>Equipment</i>			<i>FY23</i>		
<i>Other</i>					
<i>Contingency</i>					
Total Capital	\$737,000				

Possible sources and amounts of funding, if known: \$100,000 from PGDC, \$600,000 from EPA (of which \$369,345 remains for construction) and \$240,000 from the Environmental Affairs Fund and \$14,655 from the General Fund.

Project Justification and Objective: The project will prevent contaminated soil from underneath the parking lot from migrating into Plymouth Harbor and impacting marine life. It will create a physical separation from human contact and ensure regulatory compliance with the Massachusetts Contingency Plan.

Justification for Request at Fall Annual Town Meeting: This would allow for the project to be bid this fall and construction to begin late fall and be completed in early spring before the tourist season to minimize impact to parking and revenue generation during the spring/summer season.

For Capital Project Requests:

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

For Capital Equipment Requests:

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

Attach additional information, estimates, or justification.

Project: Revere Copper - Brownfield Redevelopment with Shoreline Protection
 Location: Water Street, Plymouth, MA
 Project #: 154-115

Estimated By: KPS
 Checked By: JK

Date: 8/23/2018
 Date: 8/23/2018

Title: Funding Allocations

EPA Grant

Total Grant	\$ 600,000
Current Consulting Contracts	
Original	\$ (120,800)
Addendum 1	\$ (109,855)
Remaining Grant Funds	\$ 369,345

Funding

	Estimate
Total Estimated Construction Cost (with 20% Contingency) ¹	\$ 737,000
Remaining Grant Funds	\$ (369,345)
Amount Paid from Operating Expense Account (2017)	\$ (13,000)
PGDC Funding Allocation	\$ (100,000)
Town Funds Required	\$ 254,655

Notes

- 1 Refer to attached Opinion of Probable Construction Cost. Total Rounded to nearest \$1,000.

Project: Reverse Copper - Brownfield Redevelopment with Shoreline Protection
 Location: Water Street, Plymouth, MA
 Project #: 154-115

Estimated By: KPS
 Checked By: JK

Date: 8/22/2018
 Date: 8/22/2018

Title: ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE (\$)	TOTAL	NOTES
1.000 Site Improvements						
1.001	Siltfence and Haybales	700	LF	\$ 5.00	\$ 3,500	
1.002	Siltbags	4	EA	\$ 150.00	\$ 600	Siltbags in adjacent inlets, plus silt inlets until removal.
1.003	Site Erosion Construction Entrance	1	EA	\$ 2,500.00	\$ 2,500	Rip Rap apron at entrance.
1.004	Site Security Fencing	900	LF	\$ 7.50	\$ 6,750	Assumes fence around entire perimeter for 3 months
1.005	Clear and Grub Existing Vegetation	1	LS	\$ 6,000.00	\$ 6,000	Strip topsoil and remove trees/shrubs within limit of work.
1.006	Bituminous Pavement Removal	3,650	SY	\$ 5.00	\$ 18,250	Assume pavement is not re-used as base material.
1.007	Remove and Reset Existing Parking Kiosk	1	EA	\$ 2,500.00	\$ 2,500	
1.008	Remove and Reset Existing Signs	2	EA	\$ 200.00	\$ 400	
1.009	Remove and Dispose Existing Catch Basins	2	EA	\$ 500.00	\$ 1,000	
1.010	Remove and Dispose Existing 12" RCP Drainage Cuivert	150	LF	\$ 5.00	\$ 750	
1.011	Remove and Stockpile Existing Revetment Stones	500	CY	\$ 10.00	\$ 5,000	Assumed 48" thick revetment extending 6ft below grade with no toe stones. Evaluate potential re-use of stones. Assumed no disposal cost.
1.012	Earthwork & Rough Grading	1	LS	\$ 30,000.00	\$ 30,000	Movement of +/- 1,000 cy of material within Site. Assumes balance of Material beneath pavement / landscape areas.
1.013	Marker Barrier	3,200	SY	\$ 4.00	\$ 12,800	Non-woven geotextile placed beneath pavement and landscape areas
1.014	Fine Grading	4,200	SY	\$ 2.50	\$ 10,500	Fine Grading beneath pavement, sidewalks and marker barrier.
1.015	Stone Revetment	215	LF	\$ 1,000.00	\$ 215,000	Approximately 500 cy of 24-48" stone and 33-35 72" (8-9 ton) Toe Stones
1.016	Bituminous Pavement (1-1/2" over 2-1/2")	660	TONS	\$ 100.00	\$ 66,000	
1.017	Bituminous Sidewalk (1" over 1-1/2")	27	TONS	\$ 150.00	\$ 4,050	
1.018	Bituminous Berm Curb	1,125	LF	\$ 9.00	\$ 10,125	
1.019	Bituminous Curb	185	LF	\$ 9.00	\$ 1,665	
1.020	Dense Grade Crushed Stone for Sub-Base	1,200	CY	\$ 45.00	\$ 54,000	Assume 12" uniform section above marker barrier throughout.
1.021	Stone Dust Path (4")	28	SY	\$ 65.00	\$ 1,820	4" Thick Stone Dust Path

Project: Revere Copper - Brownfield Redevelopment with Shoreline Protection
 Location: Water Street, Plymouth, MA
 Project #: 154-115

Estimated By: KPS
 Checked By: JK

Date: 8/22/2018
 Date: 8/22/2018

Title: ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE (\$)	TOTAL	NOTES
1.022	Install New Signs	2	EA	\$ 500.00	\$ 1,000	
1.023	Pavement Markings	1,600	LF	\$ 2.00	\$ 3,200	Epoxy Striping (68 Parking Spaces)
1.024	Parking Space Numbering	88	EA	\$ 30.00	\$ 2,640	Numbering Parking Spaces
1.025	Adjust Structures	2	EA	\$ 200.00	\$ 400	Adjust sanitary sewer manholes
1.026	12" HDPE Drainage Culvert	15	LF	\$ 75.00	\$ 1,125	
1.027	12" Drainage Backflow and Shutoff Valves	2	EA	\$ 3,000.00	\$ 6,000	
1.028	Drainage Manhole	1	EA	\$ 4,000.00	\$ 4,000	
1.029	Bioretention Basin	1	LS	\$ 30,000.00	\$ 30,000	Includes Soil, Mulch, Underdrain, 24" Nyloplast outlet and Vegetation and Sediment Forebay
1.030	Rip Rap	5	CY	\$ 100.00	\$ 500	12" Thick Rip Rap overflows and forebay berm
1.031	Wetlands Replication	1,610	SF	\$ 5.00	\$ 8,050	Includes replacement of phragmites area with Salt Marsh
1.032	Landscaping	1	EA	\$ 15,000.00	\$ 15,000	Street Trees & Misc. Parking Lot Landscaping (excluding Bioretention Basin)
1.033	Loam and Seed	1,000	SY	\$ 10.00	\$ 10,000	4" Loam & Seed
				1,000 SUBTOTAL:	\$ 535,125	
2.000 General Conditions & Site Management						
2.001	Mobilization/Demobilization	5.0	%	5.0%	\$ 26,756	
2.002	Erosion Control & Dust Management	2.0	%	2.0%	\$ 10,703	
2.003	Traffic Control	0.5	%	0.5%	\$ 2,676	
2.004	Survey Stakeout, Record Drawings, Reporting	2.0	%	2.0%	\$ 10,703	
2.005	Environmental Construction Services (Air Quality Testing, Soil Sampling, etc.)	1	LS	\$ 15,000.00	\$ 15,000	Assumes limited amount of air quality testing and soil sampling
2.006	Police Details	160	HR	\$ 55.00	\$ 8,800	Assume Police Details required for mobilization, delivery of materials & demobilization
2.007	Stormwater Pollution Prevention Plan	1	LS	\$ 4,000.00	\$ 4,000	
				2,000 SUBTOTAL:	\$ 78,637	

Project: Revere Copper - Brownfield Redevelopment with Shoreline Protection
 Location: Water Street, Plymouth, MA
 Project #: 154-115

Estimated By: KPS Date: 8/22/2018
 Checked By: JK Date: 8/22/2018

Title: ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE (\$)	TOTAL	NOTES
PROBABLE CONSTRUCTION COST SUBTOTAL:					\$ 813,762	
	Contingency	20.0	%	20%	\$ 122,782	
PROBABLE CONSTRUCTION COST TOTAL:					\$ 736,514	

Cost Sources & References:

1. Previous Town of Plymouth Awarded Bids & 2017 DPW Unit Bid Prices
2. Engineering Experience/Judgment
3. Contractor Information
4. MassDOT Unit Bid Prices

Opinion of Cost Notes/Assumptions:

- A. Quantities and unit prices based on CEC Notice of Intent Plans dated January 18, 2018, as well as various assumptions outlined herein.
- B. Assumptions, quantities, and unit prices are subject to change.
- C. Several key assumptions will require verification with Town for adequacy including construction administration oversight, quality control, landscaping (if required), and similar issues.
- D. Unit prices are shown in 2018 U.S. Dollars.
- E. This estimate does not include on-going operational or maintenance costs.
- F. The estimated quantities and costs presented are based on past experience and typical prices for similar work and are approximate. No material solicitation was performed in developing unit costs nor was consideration given to the economic environment at the time of construction. The actual unit costs and quantities may vary significantly from what is presented. The estimate is intended to give an order of magnitude estimate only.
- G. This quantity takeoff has been prepared solely as a general reference document for the information of the Town of Plymouth. This opinion has not been prepared by a cost estimator or contractor and, as such, should not be considered a reliable estimate of the actual cost likely to be encountered. This opinion of probable cost has been fashioned in part to help meet the unique needs of the Town of Plymouth. Reliance on this opinion by any party other than the Town of Plymouth is expressly forbidden, except with the express written permission of the Town of Plymouth and Civil & Environmental Consultants, Inc.

4H – Fire – New Engine 3

RECOMMENDATION: Approval \$675,000 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this authorization. This will become the new Engine 3 by moving the existing engine to reserve status in place of Engine 10. This request was ranked very high at the last town meeting by CIC but was not recommended for funding. This equipment will have all the current safety devices and is expected to last 10 to 15 years. The funding for this will come from borrowing.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY19 FALL ANNUAL TOWN MEETING REQUEST FORM**

Department: FIRE	Priority #: 3 --FATM #1
Project Title and Description: Purchase and Equip new Pumping Engine	Total Project Cost: \$675,000.00

Department/Division Head: Chief Bradley

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

For project re-submittals, list prior year(s):

List any funding sources and amounts already granted: _____

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>			FY19		
<i>Labor and Materials</i>			FY20		
<i>Administration</i>			FY21		
<i>Land Acquisition</i>			FY22		
<i>Equipment</i>	\$675,000.00		FY23		
<i>Other</i>					
<i>Contingency</i>					
Total Capital					

Project Justification and Objective: Please see the attached documents

The new pumping engine will become Engine 3, Engine 3 will be moved to "reserve" status in place of Engine 10. This new pumping engine will better serve the area of Town especially for maneuverability on the roadways in its First Due area and will have all the current safety devices for the crews and public. This purchase has been on our "five Year Capital Improvement Plan" See the attached document.

For Capital Project Requests:

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

**** It could be With a lease option, ****

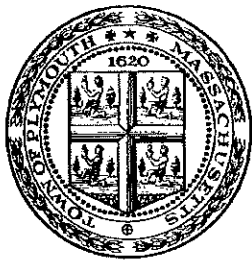
For Capital Equipment Requests:

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

1996 Pierce Dash pumping engine. Ma Reg. MF6090, VIN 4P1CT02S0TA000637. 87,139 road miles with 7,321 hours equating to 307,608 miles of use. Engine 10 has none of the current safety options and is in need of rehabilitation if not replaced.

What is the expected lifespan of this new/replacement equipment: 10 to 15 years front line with the possibility of another 5 years as "reserve" if rehabbed

Attach backup information, estimates, or justification to support this request.



Town of Plymouth
Fire Department
114 Sandwich Street
Plymouth, Massachusetts 02360
508-830-4213
Fax 508-830-4174

To: Lynne Barrett, Kere Gillette

From: Chief Bradley

Date: August 31, 2018

Background to supports this pumper request.

In 2005 the Fire Department's apparatus status was dismal. Planned replacement requests had been delayed or suspended over a period of time due to various reasons; the result was the department was forced to request funding to purchase multiple apparatus at one time. Such requests are extremely expensive and leave the town and Department in the same predicament 10 to 12 years later as the apparatus is all due for replacement at once.

Town Meeting appropriated funding at the FATM in 2005 for a new ladder truck and two new pumping engines, that appropriate was \$1.24 million. Although the ladder truck (tower) purchase was a heavy duty custom chassis to ensure years of service, the pumping engines purchased were prefabricated commercial chassis and not heavy custom pumpers; this was an attempt to keep the total cost low. At the time of purchase it was stated that these commercial trucks would last ten years. That time limit has now arrived; the two pumping engines were built on 2006 International Chassis were delivered to Plymouth in February 2007.

Those two pumpers are Engine 6 and Engine 3. Of these two engines, Engine 6 was replaced with funding from the 2016 FATM article. The 2007 Engine 6 was rehabbed in early 2018 to bring it to current N.F.P.A. (National Fire Protection Association) requirements for pumping apparatus and to ensure it is a reliable "ready reserve" pumper, now known as Engine 9.

We have noticed an increase in "down time" for Engine 3 and more complex repairs, many requiring the apparatus to be sent to specialized vendors for repairs.

In the past year Engine 3 has been "out of service" 31 times, not including regular maintenance. This is an indication of the need to move this apparatus from "front line" to ready reserve. On two occasions it failed while on an emergency scene, one recent failure was at a building fire.

The new replacement pumping engine will be equipped with the current safety devices that are lacking in the older apparatus increasing the safety of fire crews and the general public. The new purchase will be much more maneuverable for crews particularly in the "first due area" that this

truck serves. The current commercial chassis has a wheel base of 227 inches; the new apparatus has only 188 inch wheelbase and a much sharper turning radius than the old apparatus.

Engine 10 is a “ready reserve” engine; it is a 1996 Pierce Dash pumping Engine equipped with a 750 gallon water tank, both Class A and B foam capabilities and a 1,500 gallon per minute fire pump. This apparatus has 87,139 odometer miles, 7,321 engine hours which calculate to 307,608 road miles. (Ma. Registration MF 6090, VIN 4P1CT02S0TA000637). It was the “front line” engine for Manomet for 12 years; it has been a “ready reserve” since 2008. This apparatus is obsolete, parts are not readily available and the apparatus is not equipped with most of the safety systems required today due to its age. The braking system is of the most concern at this time, it is time for this pumper to be disposed.

The major Fire Apparatus manufacturers plan a yearly price increase, the NFPA has tracked the manufacturers yearly price increases and report that, on an average, the prices in the past ten years have increase 5 to 7 % yearly. These yearly price increases almost doubles the cost of an apparatus over a ten year period. Our experience has been that apparatus manufacturers have historically increased their pricing, on an average, 6% each year. Much of that increase recently has been due to federally mandated equipment changes and emission upgrades.

This purchase will;

- Provide a new “front line” apparatus to replace Engine 3 at the Pinehills Station
- Relieve the current Engine 3 from “front line” activity, allow the mechanics to make it a reliable safe “ready reserve” pumping engine which will,
- Replace a 23-year-old failing pumping engine that is at the end of its useful life cycle
- Funding at FATM 2018 will save \$ by ensuring the order is placed before any additional price increases take effect.

This purchase has been on our Five-Year Capital Improvement Plan for purchase in FY 19

The CIC ranked this purchase as #12 for FY 19 at their January 12, 2018 meeting (Town wide rank).



* * { } * *
Marketing Bulletin 2018-1034

DATE: July 17, 2018
TO: North American Dealers & Field Sales
FROM: Mike Virnig
SUBJECT: Price Increase

As a result of increased material costs, labor costs are rising due to an increasingly tight labor market as well other inflationary pressures, we are notifying you that effective September 17, 2018 the price for all new apparatus orders will increase 4.5%.

Please note that price protection will not be offered beyond September 17, 2018.

For retail trucks that have completed construction and are available for sale or are not yet complete but a purchase order is issued before January 1, the prices on these vehicles will have no increase. Pricing on retail trucks that are completing construction after January 1, 2019, will increase 4.5%.

If you have any questions, please contact your Regional Director.

Thank you,

Mike Virnig
VP Sales, REV Fire Group

4I – Solid Waste – Sticker Tracker for Transfer Station

RECOMMENDATION: Approval \$38,000 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This will update the camera and network system to better scan license plates and reduce the manual operation that exists currently. This funding will come from Solid Waste Retained Earnings.



TOWN OF PLYMOUTH
DEPARTMENT OF PUBLIC WORKS

159 Camelot Drive
Plymouth, Massachusetts 02360

FAX: (508) 830-4165

MEMO

Date: August 10, 2018

To: Marlene McCollem, Asst. Town Manager
Lynne Barrett, Director of Finance

cc: Melissa Arrighi, Town Manager
Silvio Genao, Asst. DPW Director

From: Jonathan Beder, DPW Director

Re: **FALL 2019 Town Meeting/Manomet Transfer Station
Sticker Tracker Software Funding Request**

The DPW is requesting \$38,000 to upgrade existing equipment and software used in managing vehicle access to the Manomet Transfer Station. Currently the system tracks vehicle license plates in order to verify that they are valid users of the program. We are having problems with the license recognition and the software is well beyond its useful life.

One program collects the data at the Transfer Station, another program validates the registered users, and the third creates the violation. Combined, these three are not working efficiently as the recognition portion is generating lots of unrecognizable registrations thus requiring hours of office time to manually verify plate numbers and permitted access to the Transfer Station.

By funding this request, one software program will perform all three tasks, drastically reducing the amount of inaccuracies by 97 percent. We now have 3,200 users at the Transfer Station and during the weekends we have approximately 1,500 users per day. Office staff has been correcting around 500 misreads per week taking approximately 10 hours to correct.

Attached, please find two proposals. One is for the Sticker Tracker Module at \$5,000 for a lifetime license and \$995 for a one time setup. The other is for the License Plate Recognition system which includes \$24,472 for the two camera setup, and the first year of an annual maintenance agreement at \$7,500. These two proposals come to \$37,967.

Please let us know if you have any questions or require additional information.





Town of Plymouth, MA

StickerTracker 3.0 Online Transaction Module Implementation 2018

Objective:

To implement the online StickerTracker module, as well as the new .NET version of StickerTracker (v3.0), and allow for the Town of Plymouth to perform online transactions that fully integrate with StickerTracker, as well as in-house credit card transactions through StickerTracker if desired. This system will allow for citizens to perform self-serve transactions from virtually any mobile device or computer. It will also offer a fully integrated online solution so that Town of Plymouth staff does not have to re-enter any information for approved transactions. One click approvals will create the transaction, charge the citizen, and dispatch an email to them immediately. The online module will take VISA, MC, Discover, and AMEX payments. ACH solutions are currently not available, but Bonsai Logic is working to include this in the near future. The online module is optional and can be easily disabled if desired for later implementation.

Features:

- *Cloud based software* – accessible from virtually any internet-enabled device
- *SQL-based database* – very fast processing, very secure data, and able to serve many machines simultaneously.
- *Online transactions* – allows customers to effectively look themselves up from home, perform transactions, and receive an email when the transaction is approved. Fully integrated with no data “re-entry” after the customer transaction.
- *Rock solid reliability* – StickerTracker has processed over 200 million dollars in almost 15 years! The Town is in good hands with StickerTracker.
- *Online portal optimized for iPad/iPhone use* – Citizens without access to the website can benefit from a simple iPad display anywhere in Town to make purchases. Set up a self-serve kiosk for a few hundred dollars at any location!
- *Ready to integrate with PlateTracker* – Bonsai Logic’s license plate recognition solution. If the Town should ever want to move in the direction of replacing physical stickers with a license plate reading solution, StickerTracker and StickerTracker Online will plug right into PlateTracker!
- *CapeCodBeachStickers.com* – The Town of Plymouth will now be featured for free on CapeCodBeachStickers.com, the fastest way for any citizen searching on the internet to buy a Cape Cod beach sticker!

How it works:

StickerTracker: Bonsai Logic is excited to announce the release of our brand new StickerTracker 3.0. Nearly 15 years in the making, it has all of the beloved features of the original StickerTracker, but with great enhancements in the direction of reducing keystrokes, increasing reporting capabilities, and speeding up the general sales process. From within the dashboard settings of StickerTracker 3.0, you can edit the stickers that are available online for citizens to purchase and many other functions. It is built to be integrated with online sales, and deliver the smoothest and fastest user experience possible for both Town personnel as well as citizens.

Bonsai Logic will synchronize the StickerTracker database with the PK assessor’s database, thus ensuring the online system will “know” who is a current property owner. This will also reduce duplicate records, as the number of resident listings within StickerTracker will be 1:1 with the number of addresses in PK software. Those citizens that are not in the system are by definition then a tenant resident, or a nonresident, and will be offered the applicable stickers. If the synchronization is not done, we cannot automatically verify if someone is a resident or not, and will have to display all

sticker types to all purchasers. This will cause some confusion because the qualification will have to be handled through the approval process – this means that Town personnel may find they are continuously rejecting online purchases of non-residents who are trying to purchase a resident sticker. The synchronization to the assessor's database will eliminate this possibility, as residents must FIRST find themselves in the database to perform resident transactions. This makes the approval process much easier, as only residents will be offered resident options, and tenant and residents have to upload supporting docs (if required) to make purchases. There is a one-time setup cost to the assessor's synchronization that can be found below. We will deploy the new StickerTracker 3.0 alongside the old one, so that the Town has historical reference if needed, and start a fresh database that is populated by the Assessor's data on a daily basis. There will be no increased charge to keep this historical database alive, but we will remove the ability to perform transactions.

Integration with Platetracker (Violations regarding LPR)

For clients using Bonsai Logic's PlateTracker solution, the ability will exist to "one-click" a violations list of offenders. This is defined as folks that drove through one of the LPR lanes, but are not paid to have been registered. From within StickerTracker, there will exist a new report called "LPR Violations." When pulled, the user will be able to specify the dates and whether to include images or not. A list of all violators will be exported to Excel, along with images, or if desired, we can print that information directly to a violation template for easier dissemination. We can also provide a complementary report for printing the mail merge envelopes to further save the Town time in tracking violations. In summary, the user must just run the "LPR Violation" report, determine the dates and inclusion of photos, and whether the data should be put into an Excel sheet or whether it should be directly printed to the violations. The functionality for both will exist. This will greatly streamline the violation process as individual plates never have to be cross referenced. The photos will allow for the user to perform a visual check to ensure the system decrypted the plate properly, as we don't want to send a violation to a citizen just because the system may have misread their plate.

StickerTracker Online: The customer is presented with a page resembling the Town's website, so they don't feel "whisked away" to another provider. We want them to feel comfortable and as if they are in Town Hall, not our company's office building. They enter their first name, last name, and street address. They are presented with matches from the resident records in the StickerTracker database, and select themselves in the results. If the customer is NOT in the database, this means they are either a tenant owner or a nonresident. A record was not created for them in the PK synchronization because they do not own property. They will declare which of the two categories they are, and on the next screen, they will be required to upload supporting documents, as required by the Town. For instance, a resident owner will be required to upload a vehicle registration only – we already know they are a current resident. A tenant resident will not exist in the system, so they will be required to upload required supporting documents, as well as enter all their contact information so we may create a record in StickerTracker. A nonresident is typically required to upload a driver's license and a registration, as well as their personal information to again create a record. Bonsai Logic will inform the customers which documents are required by the Town of Plymouth in an explanatory paragraph. This information can be updated anytime. The customer will receive an email after submitting their order, explaining that they must wait until it is approved or denied. After approval or denial, they will receive a corresponding email informing them of their approval or citing the reason for the declination. Sticker numbers, dates of validity, and other metrics are entered during the approval process. In StickerTracker 3.0, the templates of these emails can be changed directly through the interface of StickerTracker itself.

Requirements:

Any machine that wants to use StickerTracker must have an active (and reliable) internet connection. Outside of that, there are no requirements for StickerTracker. We recommend using Google Chrome as the browser to access

StickerTracker 3.0, which will be located at <http://Plymouth2.ma.sticker.trackersuite.us>. StickerTracker Online has been optimized for mobile devices, and looks great on an iPad or iPhone. Some towns have set up iPad kiosks all over Town Hall to allow for easy purchasing for citizens. We will leave up the legacy portal at <http://Plymouth.ma.sticker.trackersuite.us> for historical reference until the Town is comfortable severing ties with the old database.

TimeLine:

Depending on software development requests, we will have StickerTracker 3.0, the online system, and all synchronizations live and functional within 15 days of receiving the invoiced one-time setup fees for both the online module as well as the assessor's synchronization.

Chargebacks:

Whenever accepting credit cards, there is the possibility for a chargeback. This means the customer reports the charge as fraudulent or unrecognized. This can happen because of genuine fraud (though Bonsai Logic hasn't come across that yet), a customer forgetting about the charge (which has been the most common), or any other reason that the customer reports to their credit card company they do not recognize the charge. Typically, their credit card company will immediately refund them, and through Stripe, Bonsai Logic will fulfill the requirements of submitting proof to "win" the "dispute." This typically includes a short paragraph discussing transaction date and time, includes a receipt, and any other information we can provide. If the dispute is ruled in favor of the customer, Bonsai Logic will be charged the full amount of the original purchase plus a Stripe dispute fee. **Bonsai Logic will then alert the Town of Plymouth to revoke the sticker and also invoice the Town of Plymouth for the original transaction plus the dispute fee of \$15 (at the time of this writing).** If the dispute is ruled in favor of the Town/Bonsai Logic, no action will be taken. In both situations, Bonsai Logic will alert the Town of Plymouth immediately of the dispute, and then provide evidence as needed to attempt resolution. Please note: to properly refund a customer, BONSAI LOGIC must initiate the refund, not the Town. We do not advise initiating refunds through Stripe as it will improperly refund the customer. Direct any refunds to Bonsai Logic via email at danya.mahota@bonsaillogic.com. We will quickly perform the full refund and send you a copy of the receipt if you would like to provide the citizen with a copy.

Pricing:

StickerTracker 3.0 is far more capable than its predecessor and designed to integrate directly with the new StickerTracker Online Module. It offers significant reporting enhancements, a greatly improved user interface with fewer keystrokes, and is far more extendable if the Town would like to process any other payments online. We are seeking to lower the processing costs and will continue to update the Town and lower the costs as we manage to increase volume. **A LSL (Lifetime Site License) is \$5000.** This is for unlimited users, unlimited workstations, and the software can be used in any manner desired, as long as the annual maintenance and support is in place. Any development enhancements, defined as functions that do not currently exist within the software, may be quoted to the Town as developmental offerings, however any bug fixes are covered entirely by both the LSL and the annual support agreement. This proposal does not cover developmental feature requests, which are billed at \$125/hour and gladly discussed and quoted without cost to the Town.

Bonsai Logic offers this online module 24/7/365 at no annual cost to the Town, provided they are willing to allow for a citizen-facing processing and convenience fee of 4.5% per transaction with a minimum of \$1.50. This means a \$100 item

will cost a citizen \$104.50 online. There is a \$995 one-time initial setup fee for the online portal. There also carries a \$1.50 minimum processing fee to avoid being upside down on smaller ticket transactions. If the Town of Plymouth is amenable to this citizen-based transactional fee, there is no annual charge to the Town of Plymouth for the online platform. Out of the 4.5% that Bonsai Logic collects, we will pay the processing fee of roughly 3.15%, and retain the remainder as payment for the portal and associated services. Bonsai Logic does not currently offer online ACH payments, but we are working on a solution, and will integrate it if desired by the Town of Plymouth when available at NO COST.

Bonsai Logic is flexible with pricing options. While we recommend the citizen-facing fee for online and in-house StickerTracker transactions, a separate annual contract with the Town of Plymouth can be enacted, but the 3% processing fee will have to be paid by either the citizen or the Town. That is to say, the Town can select any one of the following options for online system integration and credit card processing:

- 1) *(recommended)* A 4.5% fee directly to the citizen with a \$1.50 minimum/transaction, \$0 annual cost to the Town, AND the Town receives full dollar amount of the items sold online, or
- 2) A 2.9% fee +.30/transaction (cost of processing) to the citizen, AND the Town has a separate annual contract with Bonsai Logic for providing the system. The Town would ultimately receive the same dollar amount as the item deposited...a \$100 item would yield \$100 for the Town, or
- 3) ZERO fee to the citizen, but the Town will absorb the processing fee of 2.9%+.30/transaction, PLUS have a separate contract to Bonsai Logic for providing the system. This means a \$100 item would only yield \$96.80, AND the Town would have a separate contract with Bonsai Logic.

Separately, synchronization with the assessor's database (if the Town is using PK systems) carries a one-time setup fee of \$900. There is no annual contract charge for this service. This brings the total amount to deploy StickerTracker 3.0, the online module, and the assessor's synchronization to \$6895, including the assessor's daily synchronization.

Thank you for the opportunity to provide the Town of Plymouth with Bonsai Logic's advanced StickerTracker system and online module.

Bonsai Logic

Town of Plymouth

8.6.18

8.6.18



Plymouth, MA License Plate Recognition System 2018 PlateTracker and StickerTracker

Objective:

To implement an automated number plate recognition (ANPR, or LPR) system that quickly and easily validates vehicles via license plate number instead of traditional stickers as they enter the Plymouth resident area of the transfer station. The goal is to greatly reduce the percentage of manually verified vehicles, from potentially thousands of vehicles per day to a very small number. It will also be very helpful with violations, as staff will be able to easily review violators after they have come and gone. Additionally, it can offer the Town of Plymouth a far more sophisticated reporting schema to establish traffic and other desirable information.

The system will synchronize on a nearly live basis with Bonsai Logic's StickerTracker database in the Cloud. If a resident purchases validation online, this will ensure that they will be valid by their arrival time at the transfer station. It will also offer additional security measures. For instance, a vehicle "hotlist" exists in the system, so employees can flag individual plates for any reason. In the event police or another entity are actively looking for a certain registered vehicle, our system will allow for automatic vehicle entry monitoring, with an audio and visual cue to staff. The hotlist can be very useful, as it can track repeat offenders without having to confront them each time. The system will also offer superior enforcement versus a sticker system, because once the vehicles physically passes a staff member, the ability to perform a further check is lost. With this system, they can refer to the vehicle photo for further analysis at a later time. This means the Town will not have to "chase down" offenders, because it will have a photographic history of who entered, and who violated. This "softens" the citizen-facing enforcement while providing the staff with all the necessary tools to better enforce frequent violators.

Our objective is to capture a minimum of 92% of vehicles as they drive by the cameras, with a target of 95.6%, and of those photographed, obtain a 95% accurate photo identification rate. This will greatly reduce the number of vehicles that require manual identification, as nearly all of them (95% of 95%) will be automatically handled by the system, which is a significant reduction from having to manually verify each and every vehicle with one's eyes. Bonsai Logic is committed to our customers and looks forward to remaining a partner with Plymouth in building the best long term solution possible.

Features:

***Recognition of vehicles within 75 feet travelling up to 124mph with efficacy greater than 94%.** Plates that are crooked, missing, deformed, covered with mud, or otherwise visually blocked will preclude a successful read. However, staff will be alerted with an audible tone and can examine the photograph taken and verify it manually.

***Vehicle hotlist** to help locate stolen vehicles or other vehicles of interest. This could be useful to police or other Town Personnel or Agencies, which could be useful to flag any plate for whatever reason. This is primarily used by our clients to “track” repeat offenders, so that when confronted, there is a “real” history to reference during the enforcement process.

***Instant and integrated communication with Bonsai Logic’s StickerTracker database**, so no data reconciliation is necessary. This is revolutionary and will greatly increase the efficiency of the program, as well as save the Town money in purchasing and dispensing transfer stickers.

***Low profile installation and visibility.**

***Infrared (IR) equipped night vision cameras** for nearly the same read rate at night in pitch black as during the daytime.

***Easy Revocation / altering of citizen record** – No more need to “go and get the sticker” from the vehicle, or for the citizen to go to Town Hall for a replacement sticker if theirs is damaged or lost! The plate number can simply be changed in the StickerTracker software, and that change will be synchronized in virtual real time within our PlateTracker system. This is a favorite feature of citizens.

***Improved violation management** – Log into the LPR computer every day (remotely), and you can pull a report of all vehicles that were unregistered. This list can be exported to Excel and set up to easily mail merge violations. We understand that issuing violations has become a very time consuming process for the Town, and we are dedicated in this project to greatly reducing the human effort required to create this list daily. We will eliminate every step possible to make it as easy as possible to create a mail merge of printed templates daily.

***Mobile enforcement** – We will provide cell phones if desired so that mobile staff can visually read a plate, and then vocally speak the plate into the phone. The phone will tell them if they are valid, and what they are valid for.

***Future purchasing** – A citizen may go online with our StickerTracker Online module, and purchase a “permit” for a future time period. For instance, if a citizen wants to purchase 7 days of validity at the Transfer station for when they are here in August, but perform the transaction in July, this can be done automatically. The vehicle will be marked VALID for those 7 days and automatically become invalid on day 8.

How it works:

The system scans the plate, and uses a locally installed application to check with the StickerTracker database that is synchronized with Bonsai Logic’s Cloud. This offers virtually instant validation with different audible alerts for valid or invalid vehicles. If a resident were to purchase validation at Town Hall, their vehicle would already be permissible by the time they arrived at the transfer station. This system also will allow for Plymouth to utilize Bonsai Logic’s new online payment system, so in 2018 residents of Plymouth will be able to renew their own plate via the Internet with a credit card. PlateTracker can alert the office personnel with either audio or visual cues to ensure efficient access control. For those wandering staff” who are not necessarily situated in front of the software, but still

need to verify validity of vehicles, we provide a cell phone into which the staff can read the plate out loud and it will tell them what the vehicle is valid for.

Requirements:

A two camera system will be required per lane; one for rear plate capture, and one for front plate capture. This proposal covers a standard 10' - 12' foot single lane. Best practice has shown that it is best to utilize two cameras per lane, as license plate situations are varied regarding the presence and condition of front and rear license plates. Bonsai Logic will provide and set up the terminal (computer) that will interface with the camera system, and that will synchronize with your StickerTracker database.

We recommend placing the cameras under an overhang to protect the cameras and reduce glare on the camera. The Town will be responsible for providing high speed internet at the terminal location; the speed of the internet will affect the system's ability to cross reference the information in Bonsai Logic's StickerTracker. Slow performance will negatively affect performance and read time will be reduced.

We recommend Comcast or alternative high-speed internet, and a consistent reading of at least 30mbps download speed and 10mbps upload speed. WiFi access is required for staff that will walk around with cell phones and be able to verify vehicles. Bonsai Logic will work with the Town to determine the locations of conduit and any other below-grade work. The Town will bury weather-approved conduit and install the 4x4 posts needed to mount the cameras. Bonsai Logic will then install all the wiring and other components of the system. We will require an area inside the office that will be dedicated to our hardware. There will be 3-6 boxes that ideally we will mount to a piece of plywood and install somewhere in the office near the computer. We will provide all the necessary materials for functionality. The Town will be responsible for the installation of the conduit and the 4x4 posts. Bonsai Logic can provide these services if desired; but they will be optional and not included in this proposal. If an exterior service panel is preferred, to reduce the equipment footprint in the guardhouse, we can keep just the computer and the monitor in the building, and place all other components outside. This will require an electrician to run 115v line to the service panel location; this will not be provided by Bonsai Logic, however we will work closely with the Town to determine exactly locations of installation for all aforementioned items. This proposal does not include the service panel. We can furnish a modified proposal if desired, but as it is not required for Plymouth's deployment, it is not included. A service panel places nearly all components of the LPR system into an exterior enclosure to reduce inside footprint as well as increase serviceability.

TimeLine:

We will commence system deployment within 45 days of receiving payment. In between proposal acceptance and system deployment, we will work with the Town to determine the locations to install the 4x4 posts and provide the wires that will be run through the conduit that the Town will install. We do not expect any significant disruption to normal business during system deployment, so life as usual will continue at the transfer station. We will aim for full system functionality within 90 days of taking payment, but reserve the right to take up to 120 days to fully optimize the system. We recommend running PlateTracker in tandem with the existing sticker system for at least a few months to allow

optimization of the system, and also for staff to familiarize themselves with the process.

Pricing:

Base system, 2 cameras per lane (and an additional 2 cameras for color viewing, non-LPR cameras), all equipment, also includes a cell phone (Samsung S5 or S6 grade).

Bonsai Logic will install and configure the two-camera PlateTracker system for an upfront cost of **\$24,472/inbound lane. This is a final cost that includes all hardware, software, above mentioned installation, and unlimited user training.** There will be an annual application hosting and maintenance agreement that is \$7,500. This includes unlimited sitewide licenses for StickerTracker 3.0 as well, which currently the Town is currently paying for separately, so this number may be subtracted from the annual services estimate for a more accurate figure. The cost of the cameras, highest quality cabling, networking equipment, custom PC, site planning, and recognition equipment are the bulk of this cost. Should this cost prove too high, we can offer payment options to work with the Town's budget. Annual fees will be prorated for the first year of use; and will not be billed for the first two months the system is running, until it is streamlined and ready for "prime time." This proposal also includes the StickerTracker Online portal, so that the Town can now accept credit card payments and perform Beach and Transfer station sales online – which will directly integrate with PlateTracker. That is to say, a citizen could go online and purchase validation at the transfer station, and be marked as valid within 6 minutes of the transaction being approved online.

The cameras, computer, phone, and all related hardware is being sold to the Town by Bonsai Logic and are Town property and responsibility. We will provide onsite technical support to resolve any issues in the system, but any hardware failure or repair costs will be to the Town. Bonsai Logic is providing a one-year hardware warranty on the custom PC we are building and providing. This includes a mouse, keyboard, and monitor. The phone does not have cellular service, but works on WiFi onsite only. Additional phone are available at \$200/phone and one is included in this proposal. All other hardware components also carry a one year defect warranty, and Bonsai Logic will handle the process of changing equipment in the event of a failure as expediently as possible, as we respect the tremendous significance of system downtime.

Any software bug-related issues we will address as part of our annual service fee. We will provide onsite technical support for non-system related issues at the rate of **\$125.00/hour**. Any custom development required outside of current system capabilities will be quoted at **\$125/hour**. Labor will not be billed until we are live with the system, all setup costs, time, and materials are included above. It is REQUIRED that Town personnel not use this machine for pleasure or recreation, and it remains solely dedicated to the system 100% of the time. Bonsai Logic suggest keeping the camera system functioning alongside the traditional sticker route for the Spring until official launch in July. This will allow both the Town and Bonsai Logic enough time to analyze any performance gaps and appropriate solutions. This is a relatively new technology and we plan to continue to utilize it as a backbone of our integrated point of sale systems for years to come, so we will remain vigilant on all improvements to the technology.

Thank you for the opportunity to provide Plymouth with Bonsai Logic's license plate reading system. We

are convinced that this will be a very large improvement over the current solution, which has proven to be time consuming for staff. We will improve upon and streamline this process to make it a more secure and easy to work with solution. Our technology is rock solid and has already scanned hundreds of thousands of vehicles, and since deploying it, we have had rave reviews from our Town personnel as well as citizens. We look forward to further assisting the Town of Plymouth in both increasing citizen convenience as well as reducing staff effort.

Bonsai Logic

The Town of Plymouth

8.6.18

8.6.18

4J – DPW – Building Maintenance – COA HVAC

RECOMMENDATION: Approval \$29,325 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This funding will help fix issues that have plagued this building since inception. While it disturbs us that this happened with a brand-new building we have been assured that this will resolve them. This funding will come from free cash.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY19 FALL ANNUAL TOWN MEETING REQUEST FORM**

Department:	Building Maintenance	Priority	2
Project Title and Description:	Council on Aging HVAC Repairs	Total Project Cost:	\$29,325

Department/Division Head: Wayne Walkden, DPW

Cost estimate was developed: Internally ☐ Externally ☒

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>			<i>FY19</i>	\$29,325	
<i>Labor and Materials</i>	\$25,500		<i>FY20</i>		
<i>Administration</i>	\$1,275	Project Management, As-Built	<i>FY21</i>		
<i>Land Acquisition</i>			<i>FY22</i>		
<i>Equipment</i>			<i>FY23</i>		
<i>Other</i>					
<i>Contingency</i>	\$2,550	10%			
Total Capital	\$29,325				

Possible sources and amounts of funding, if known: _____

Project Justification and Objective:

The Building Maintenance Division has been working with the COA Director to resolve HVAC issues that plague the facility. One of two boiler has been shut down for several months. Corrosive condensate has been leaking throughout improperly pitched ductwork in multiple locations throughout the building. Roof top unit pans overflow due to a lack of appropriate controls. Various repair technicians working directly for the COA have failed to identify the root cause of these issues. Garcia, Galuska, DeSousa Engineers have evaluated the system and have provided specifications to resolve these issues.

Justification for Request at Fall Annual Town Meeting:

Poor operation of the HVAC system at COA, the need for ongoing repairs, one of two boilers out of operation as we approach winter, justify this request for funding to make urgent repairs

For Capital Project Requests:

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

For Capital Equipment Requests:

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

Attach additional information, estimates, or justification.



TOWN OF PLYMOUTH

Department of Public Works
159 Camelot Drive
Plymouth, Massachusetts 02360
FAX: (508)-830-4165

MEMO

Date: August 15, 2018

To: Marlene McCollem, Asst. Town Manager
Lynne Barrett, Director of Finance

cc: Melissa Arrighi, Town Manager
Jonathan Beder, DPW Director

From: Wayne Walkden, Facilities Manager

WW

Re: Council on Aging/Senior Center
Request for funding for HVAC Repairs

The Plymouth DPW Building Maintenance Division is requesting \$29,325 for HVAC-related repairs at the Council on Aging. In response to failed attempts to resolve recurring HVAC issues in the building, Garcia, Galuska, DeSousa Engineers (GGD) were brought in to assess the situation. In July 2018, GGD completed a report and design that included the following repairs:

1. The design of a replacement stainless steel double wall venting system for an existing condensing heating hot water boiler. The existing boiler vent system was not pitched and sealed properly when originally installed. Failed attempts have been made to re-seal and supplement the existing vent system, leading us to this point of replacement.
2. Treatment of the Existing Heating Hot Water System to avoid conflicts with Boiler operating limits, which has required one of the Boilers to be shut down.
3. The design of a control system to detect drain pan high-condensate levels for existing roof-mounted air-handling units (RTU-1 & RTU-2) and generate an alarm at the existing BMS while simultaneously stopping the operation of the problematic unit. Repairs are necessary because the RTU-2 drain pan has over-flowed in the past and leaked into the building causing significant ceiling and wall damage within the main lobby, as reported by the building staff.

The Building Maintenance Division respectfully requests approval of this funding that will allow to resolve these issues using a single-phase approach.



GARCIA • GALUSKA • DESOUSA
Consulting Engineers Inc.

370 Faunce Corner Road, Dartmouth, MA 02747-1217

PROJECT:	Plymouth Center for Active Living HVAC Repairs	
JOB NO:	674 002 00.00	
CLIENT:	Town of Plymouth	
DATE:	7/20/2018	BY: MVD

ITEM OF WORK	NO.	UNIT PRICE	AREA	PRICE/S.F.	TOTAL
Replace 6" I.D. Boiler Venting with New for (1) Boiler	1	\$11,000			\$ 11,000.00
Chemical Treatment of Existing HHW system	1	\$12,500			\$ 12,000.00
Controls to Shut Down RTU's 1 & 2 Upon Drain Pan Overflow	2	\$1,250			\$ 2,500.00
SUBTOTAL					\$ 25,500.00
HVAC General Conditions (as-builts, coordination, shop drawings, testing & balancing, Cx support, Project management)	5%				\$ 1,275.00
Construction Contingency	10%				\$ 2,550.00
TOTAL					\$ 29,325.00

Cost estimates have been derived for owner reference only based on recently observed construction costs of similar scope

**4L – Marine and Environmental Affairs – Sampling required for
Dredge Permitting**

RECOMMENDATION: Approval \$200,000 (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this appropriation. This sampling is required by EPA prior to the dredging to determine the disposal site of dredge spoils. Timing is critical to coincide with the state grant application for the Commonwealths Dredge Program and coincide with the dredge contractor. Funding for this will come from free cash.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY19 FALL ANNUAL TOWN MEETING REQUEST FORM**

Department: Department of Marine and Environmental Affairs		1
Project Title and Description: Dredge permitting/sampling requirements	Total Project Cost:	\$200,000

Department/Division Head: David Gould/Chad Hunter

Cost estimate was developed: Internally ☐ Externally ☒

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>	\$200,000		<i>FY19</i>		
<i>Labor and Materials</i>			<i>FY20</i>		
<i>Administration</i>			<i>FY21</i>		
<i>Land Acquisition</i>			<i>FY22</i>		
<i>Equipment</i>			<i>FY23</i>		
<i>Other</i>					
<i>Contingency</i>					
Total Capital	\$200,000				

Possible sources and amounts of funding, if known:

Project Justification and Objective: Funding is requested to conduct required EPA biological sampling for the Town controlled dredge areas. The funding will be used to conduct approximately 36 grab samples throughout the dredge footprint and then conduct biological testing of the samples collected. The EPA is requiring the additional biological sampling due to previous sample findings of pesticide derivatives. This testing will determine the possibilities for disposal of dredge spoils.

Justification for Request at Fall Annual Town Meeting: Funding for the sampling is time sensitive to prepare a \$2.5m grant application for the Commonwealth's Dredge Program (App timeline May-June 2019). To be competitive for this grant program, regulatory permitting must be in place to allow for the dredge to occur during the next dredge cycle (October 1 –January 31). The Town also hopes to coordinate with the ACOE dredge contractor to save further on mobilization and de-mobilization costs during the winter of 2019/2020.

For Capital Project Requests:

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

For Capital Equipment Requests:



TOWN OF PLYMOUTH
DEPARTMENT OF MARINE & ENVIRONMENTAL AFFAIRS
26 COURT STREET, PLYMOUTH, MA 02360
PHONE (508) 747-1620, EXTENSION 10127



MEMORANDUM

TO: PAM HAGLER – FTM CAPITAL REQUEST

FROM: CHAD HUNTER, HARBORMASTER

SUBJECT: DREDGE PERMITTING & SAMPLING

DATE: SEPTEMBER 5, 2018

Pam,

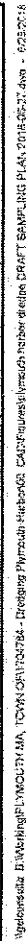
Funding of \$200k is requested to conduct required Environmental Protection Agency (EPA) biological sampling for the Town of Plymouth controlled dredge areas. The funding will be used to conduct approximately 36 samples throughout the dredge footprint and then conduct biological testing of the samples collected. The EPA is requiring the additional biological sampling due to previous sample findings of pesticide derivatives. This testing will determine the possibilities for disposal of dredge spoils including possible off-shore or upland disposal. The Town had hoped to avoid the additional sampling requirement and utilize the recent Army Corp of Engineers (ACOE) sampling due to the close proximity; EPA has determined the Town has to conduct additional sampling.

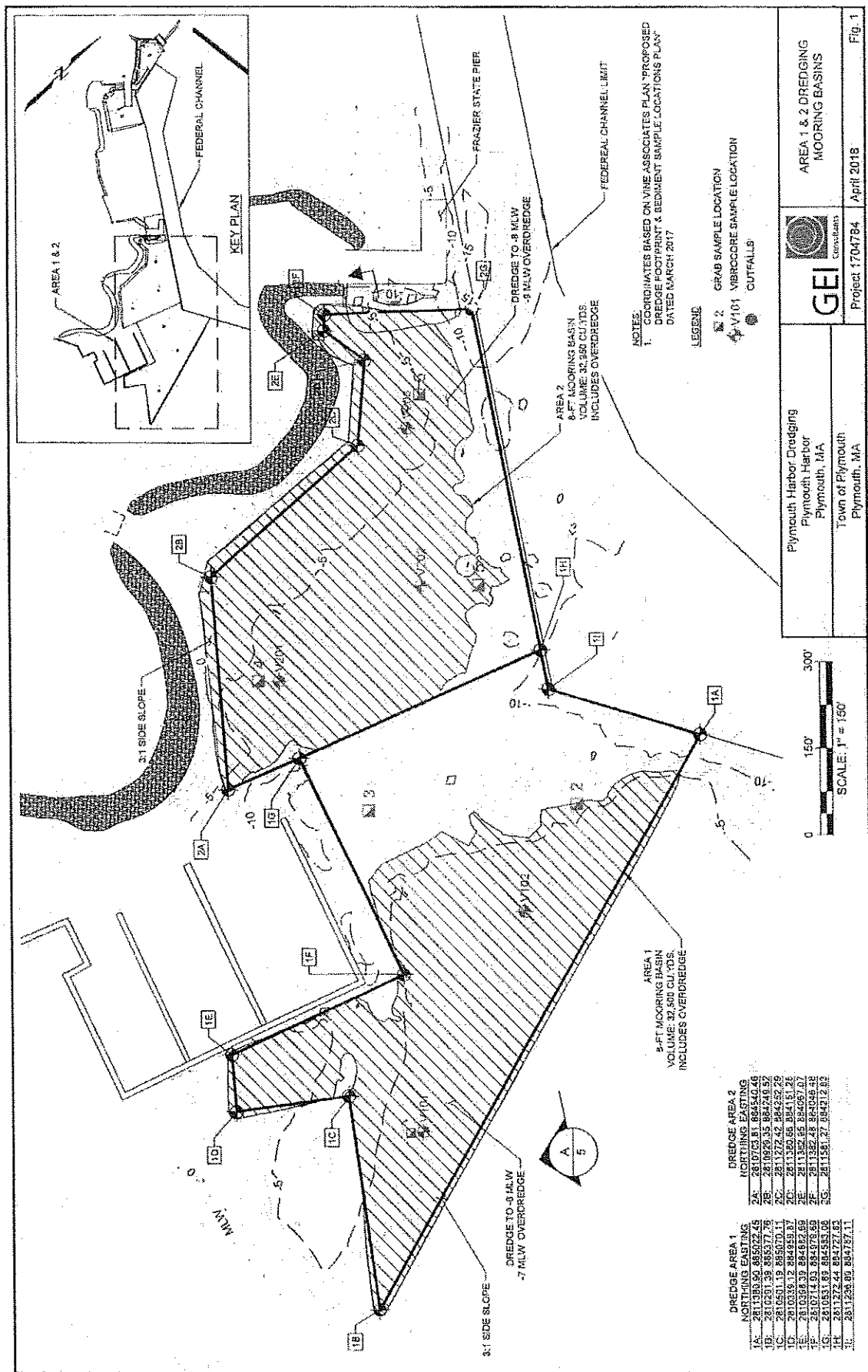
Secretary of Housing and Development Jay Ash recently visited Plymouth to discuss the needed dredging in Plymouth Harbor and the importance of dredging to remain a vibrant port for commercial fishermen, provide suitable berth for the Mayflower II return and open the port to small cruise and tall ships. Secretary Ash was very responsive to Plymouth's dredge needs and stressed the importance of having dredge permitting in place when applying for the Commonwealth's new dredge grant program.

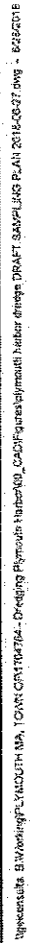
Funding for the sampling is time sensitive to prepare a \$2.5m grant application for the Commonwealth's Dredge Program (App timeline May-June 2019). To be competitive for this grant program, regulatory permitting must be in place to allow for the dredge to occur during the next dredge cycle (October 1 –January 31 2020). The Town also hopes to coordinate with the Army Corp of Engineers (ACOE) dredge contractor to save further on mobilization and de-mobilization costs during the winter of 2019/2020. Attached you will find sample sites and dredge locations prepared by GEI Consultants for review.

Respectfully submitted,

Chad Hunter -Plymouth Harbormaster









Consulting
Engineers and
Scientists

September 10, 2018

Mr. David Gould
Town of Plymouth
Town Hall
11 Lincoln Street
Plymouth, MA 02360

RE: Plymouth Harbor Dredging

(GEI 1704784)

Subj.: Engineering Services – Dredge Material Sampling & Testing

Dear Mr. Gould:

As per our recent discussions, this letter sets out a proposed scope and budget for the performance of additional sampling, testing and regulatory coordination associated with the US Army Corps of Engineers (USACE) Section 404 Review and other permitting applications.

The USACE reviewed our request for a sampling and testing plan to retest the harbor sediments for offshore disposal at the Massachusetts Bay Disposal Site and has proposed additional testing. USACE reviewed the information with EPA and have determined that discrete samples should be tested for pesticides and bulk chemistry prior to any decision on retesting of the sediments. USACE has also confirmed that EPA will require biological testing because the sediments failed to be approved for offshore disposal in 2008.

The alternative to offshore disposal is upland disposal for which chemical testing would be required by MA DEP. The sampling and testing plan as agreed with MA DEP has a total of 33 proposed sample locations for chemistry. MA DEP would normally allow some compositing of samples prior to chemical testing but, based on comments by USACE, we are proposing to perform chemical testing on discrete samples. These results can then be submitted to USACE and, in the event that contamination levels do not allow retesting for offshore disposal, can also be used for requesting approval for upland disposal.

If retesting of this material for offshore disposal is to be pursued, biological testing will also be required. When last tested in 2008, two composite samples were used. We would recommend budgeting for three composite samples because more separation of the proposed dredge areas may be desirable for the Town and may well be required by EPA.

Additional Dredge Material Sampling

- Sample 33 designated locations
- Sampling target core elevations -6' MLW to -8' MLW and -10' MLW
- 25-30 gallons of material to be collected per composite

Additional Dredge Material Chemical Testing

- Perform grain size and bulk chemistry testing on 33 samples
- Chemical testing to follow MAP DEP and USACE requirements
- Prepare report and submit to agencies

Biological testing

- 10 and 28 day bioassay testing with no grainsize required
- Testing on 3 Composite Samples
- Collection and testing of disposal site sample


PROPOSED BUDGET FOR SERVICES:

GEI fees for oversight, coordination, reporting, etc	\$ 8,000
Additional Material Sampling (subcontractor)	\$ 15,500
Additional Dredge Material Chemical Testing (subcontractor)	\$ 36,500
Biological testing - 3 composite samples (subcontractor)	<u>\$ 140,000</u>
Total Budget for Services:	\$ 200,000

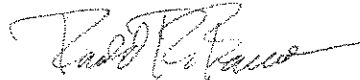
The above listed fees are our best estimates and will be confirmed when the required testing program and number of samples is defined by the US Army Corps of Engineers. All services will be billed on a time and expense basis. We hope the above is satisfactory for your needs. If you have any questions or need additional information, please do not hesitate to contact us.

Very truly yours,

BOURNE CONSULTING ENGINEERING
A DIVISION OF GEI CONSULTANTS, INC.



Russell J. Titmuss, PE
Senior Project Manager



Ronald R. Bourne, PE
Principal

Enclosure

ARTICLE 5:

ARTICLE 5: To see if the Town will vote to amend the votes taken under Article 9-Item C of the April 1, 2017 Annual Town Meeting, and Article 17 of the April 7, 2018 Special Town Meeting (Library project) to appropriate the additional amount of \$1,200,000 to pay costs of the design, preservation, rehabilitation, restoration, or reconstruction of the roof and HVAC system at the Main Library Branch, on Town-owned property shown as Lot 60C on Plymouth Assessors' Map 27, Parcel number 27-000-060C-000, including the costs for a Project Manager to oversee the project, and all costs incidental and related thereto, thereby increasing the total amount appropriated for such purposes from \$1,904,746 to \$3,104,746, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: \$1,200,000 Approval (Unanimously, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 5. Approval of this Article will amend Article 9C of April 2017 ATM and Article 17 of April 7, 2018 Special TM to appropriate the additional amount of \$1,200,000 for design & reconstruction of the roof and HVAC system at the Main Library Branch. The committee values the importance of the library and all the services and programming offered to the public as well as the assets contained within and protected by the roof.



September 17, 2018

Town of Plymouth
ATTN: Pamela Hagler
Town Office Building
26 Court Street Plymouth, MA 02360

RE: Library Roof and Chiller Replacement Budget Memo

Dear Ms. Hagler,

Today we received bids for roofing general contractor for the Plymouth Roof and Chiller Replacement Project. We had four contractors submit pricing based on the filed trade sub bids we received on September 10, 2018.

Bids from today were from reputed and qualified DCAAM certified contractors. Bid value fell into two close groupings. Two low bidders were in the \$2,500,000 and \$2,800,000 range, with the lowest bidder being Greenwood Industries at \$2,494,000.

Total Project Cost including general construction at \$2,494,000; Professional fees at \$247,021; Miscellaneous costs at \$34,720; construction contingency (10%) at \$277,574 and Hazmat costs of \$15,000 comes to a grand total of \$3,068,315.00

This cost is considerably higher than our budget of 1,797,353.50. An additional funding request of \$1,200,000.00 will be submitted to the Fall Annual Town Meeting to allow a contract to be executed.

We understand that this is significant, and a huge deviation from current project budget. However, please find below some salient points to understand the current project budget:

1. We received competitive bids for the skylight system from two vendors
2. We received competitive bids for the HVAC which makes up the second largest scope on the project. With 7 bids received the lowest qualified bid was \$916,745
3. We also received 4 competitive for roofing scope which is the largest scope of work

Generally, the bids have come in about 40% higher than our estimates. We believe the current state of the market is significantly responsible for these higher bids. At our last Building Committee meeting we shared our experiences on other project where we are seeing about 20%-25% increase in bids.

Based on recent bid results expectations for the bids on this project would have been around the 25%



higher range. We also expected going into fall, which is typically a better market for procurement, would help better bids. But given the amount of construction going on in Massachusetts and New England, it has been challenging to get an accurate estimate. We are in a contractor's market where there is enough work for all contractors and the that they are pricing jobs at a premium.

Another important consideration for the higher costs is the expected work to be done over winter which was not contemplated when the last budget was developed. Winter conditions/construction scope includes skylights/windows and HVAC which have contributed to higher pricing as well.

We will be reviewing the bids with our design team to understand the variance from our estimate, but we believe the higher bids reflect primarily market conditions and excess amount of work available to the contractors.

Please do not hesitate to call me with any questions you may have regarding our total project costs and bids we received today.

Sincerely,

Vamshidhar Thakkallapalli
Founder

Phone: 401-481-5693
184 Nathaniel Drive, Whitinsville, MA 01588
TERVACORP.COM

Bid 21822
Town of Plymouth, Public Library
Roof, Chiller, Skylight Replacement & Associated Work
General Bid Results
September 17 2018, 2:00pm

Bid Company	Bid Value	Bid Form	Bid Deposit	DCAMM Certificate of Eligibility	DCAMM Update Statement	Receipt of Addenda 1, 2, 3	Alternate #1	Cost of Work by General Contractor	Sub-Bids
General Bid (Roofing)									
Capeway Roofing Systems, Inc.	\$2,799,400	✓	✓	✓	✓	✓	\$9,800	\$1,418,375	Chapman Waterproofing Kapiloff's Glass Araujo Brothers Veterans Development Corp. Systems Contracting Inc.
GIBSON Roofs, Inc.	\$2,813,000	✓	✓	✓	✓	✓	\$20,400	\$1,431,975	Chapman Waterproofing Kapiloff's Glass Araujo Brothers Veterans Development Corp. Systems Contracting Inc.
Greenwood Industries, Inc.	\$2,494,000	✓	✓	✓	✓	✓	\$14,000	\$1,112,975	Chapman Waterproofing Kapiloff's Glass Araujo Brothers Veterans Development Corp. Systems Contracting Inc.
Titan Roofing, Inc.	\$2,518,000	✓	✓	✓	✓	✓	\$12,000	\$1,136,975	Chapman Waterproofing Kapiloff's Glass Araujo Brothers Veterans Development Corp. Systems Contracting Inc.

ARTICLE 6: To see if the Town will vote to amend the vote taken under Article 9-Item B4 of the April 2, 2016 Annual Town Meeting (Water Street Pump Station Upgrades) to appropriate the additional amount of \$1,500,000 to pay costs of the design, preservation, rehabilitation, restoration, reconstruction, and equipping of the Water Street Pump Station, on Town-owned property shown as Lot 1A on Plymouth Assessors' Map 14A, and all costs incidental and related thereto, thereby increasing the total amount appropriated for such purposes from \$6,000,000 to \$7,500,000;, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: \$1,500,000 Approval (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this article. Approval of this article will allow the Sewer Department to continue with this project that was put out to bid this past spring and under contract. Due to the bid coming in higher than expected the grit & screening equipment was removed from the original contract with the intent to come back to this town meeting to get the additional funding to complete the project.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY19 FALL ANNUAL TOWN MEETING REQUEST FORM**

Department: DPW Sewer Project Title and Description: Water ST Pump Station Upgrades project article 20169B4 amendment	Total Project Cost:	1,500,000
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Department/Division Head: Garry Frizzell

Cost estimate was developed: Internally ☐ Externally ☒

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>			FY19		
<i>Labor and Materials</i>	\$1,500,000		FY20		
<i>Administration</i>			FY21		
<i>Land Acquisition</i>			FY22		
<i>Equipment</i>			FY23		
<i>Other</i>					
<i>Contingency</i>					
Total Capital	\$1,500,000				

Possible sources and amounts of funding, if known: _____

Project Justification and Objective: Purchase and installation of grit & screening equipment. See attached memo and spreadsheet.

Justification for Request at Fall Annual Town Meeting: The project is underway and this equipment is essential to protect the newly installed sewer forcemain and the wastewater treatment facility. The purchase of this equipment cannot wait until the spring annual town meeting.

For Capital Project Requests:

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

For Capital Equipment Requests:

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

Attach additional information, estimates, or justification:



TOWN OF PLYMOUTH

Department of Public Works
159 Camelot Drive
Plymouth, Massachusetts 02360
FAX: (508) 830-4165

MEMO

Date: August 9, 2018

To: Marlene McCollem, Asst. Town Manager
Lynne Barrett, Director of Finance

cc: Melissa Arrighi, Town Manager
Jonathan Beder, DPW Director
Gary Frizzell, Wastewater Manager

From: Chad Whiting, Asst. Wastewater Manager *CHW*

Re: Amendment to Water St Pump Station Article 20169B4

The DPW Sewer Division is requesting an amendment to increase the current funding of the Water Street Pump Station Upgrade Article 20169B4 in the amount of \$1.5 Million. This request is necessitated as final design and bidding of the project has been completed and the construction economy has changed significantly in the last couple of years.

The project bids received were significantly higher than anticipated. The contract was awarded to the low bidder-Robert B. Our and the scope of work was reduced. The Town elected to remove the grit system for a reduction of \$620,790 and seek funding at the Fall Town Meeting. After the project was awarded, two of the filed sub-bidders for electrical and painting have withdrawn their bids creating an additional deficit of \$466,675.55.

The Town elected to remove the screenings equipment for a further reduction of \$446,843 to keep Robert B. Our under contract. The Water Street Pump Station project is a not only critical to the system, it is a specialized project that not just any contractor can perform. The headworks must remain in operation while undergoing a complete replacement of all equipment. Robert B Our is experienced with this type of work and has demonstrated success on several other projects.

The contractor's competency, condition of the existing equipment, and the volatility of the construction market in the current economy are the main reasons for us to reduce the scope and keep the project moving forward vs. rebidding. The next lowest bidder Waterline Industries was 1.6 million higher than Robert B Our (see attached table).

The grit and screening equipment are essential to protect the newly installed force main. The Sewer division respectfully requests your approval of this funding to ensure reliability and protection of public health and the environment. Please let us know if you have any questions or require additional information.

WATER STREET PUMP STATION UPGRADES
PLYMOUTH, MA
ADDITIONAL FUNDING NEEDED

		Notes
1	Original contract Price	As Bid Including all Filed Sub-Bids
2	Change Order No. 1	Remove Removal of Grit System
3	Change Order No. 2	Removal of Screening System
4	Change Order No. 3	Electrical and Painting Filed Sub-Bids
5	Additional Bond (CO#3)	1% for General Contractor
	Current Contract	Needs to be confirmed
	Available Funds	
	Potential Initial Contingency	2.4%
	<u>Required Equipment</u>	
	Reinstate Grit System	
	Reinstate Screen	
	Equipment Sub Total	
	Additional Contingency	
	<u>Total Needed</u>	

Cost Comparison
Water Street Pump Station Rehabilitation
Plymouth, MA

Item No.	Item Description	Vetia (Preliminary) Extended Amount	Engineer's Opinion of Probable Costs	RBO Extended Amount	Waterline Extended Amount	D&C Extended Amount	WES Extended Amount	Notes
1a	Ba. Screen System and Appurtenant Work	\$480,000.00	\$620,000.00	\$446,843.00	\$375,000.00	\$385,000.00	\$600,000.00	From Item 4a-Screen & Wash Press
1b	Grit System and Appurtenant Work	\$490,000.00	\$615,000.00	\$620,790.00	\$325,000.00	\$85,000.00	\$900,000.00	From Item 4b-Grit Equipment
1c	Sewage Pumps and Appurtenant Work	\$530,000.00	\$784,000.00	\$770,483.00	\$1,000,000.00	\$750,000.00	\$1,000,000.00	From Item 4c-Influent Pumps
1d	Concrete Surface Treatment	x	\$126,676.00	\$37,900.00	\$41,850.00	\$62,000.00	\$124,000.00	
1e	Concrete Spall Repair	x	\$15,000.00	\$14,400.00	\$32,000.00	\$144,000.00	\$160,000.00	
1f	Pump Station Rehabilitation and Appurtenant Work	\$1,410,000.00	\$1,919,756.00	\$1,631,489.00	\$2,410,766.00	\$3,150,000.00	\$2,504,477.00	Incorporates Item 1-Building Improvements, Item 2-Site Improvements, Item 4c-Grates and Grating, Item 4e-Odor Control System, Item 7-Instrumentation and Control
sub	Masonry	x	\$78,565.00	\$41,000.00	\$41,000.00	\$41,000.00	\$41,000.00	
sub	Miscellaneous and Ornamental Iron	x	\$66,971.00	\$105,700.00	\$44,577.00	\$77,000.00	\$77,000.00	
sub	Painting	x	\$75,000.00	\$75,575.00	\$75,575.00	\$75,575.00	\$75,575.00	
sub	Plumbing	\$220,000.00	\$118,725.00	\$87,000.00	\$129,567.00	\$150,188.00	\$120,000.00	From Item 3-HVAC and Plumbing
sub	HVAC	\$540,000.00	\$608,114.00	\$557,000.00	\$716,677.00	\$433,124.00	\$637,000.00	From Item 6- Electrical Upgrades
sub	Electrical	\$970,000.00	\$824,495.00	\$1,181,928.00	\$947,767.00	\$750,000.00	\$750,000.00	From Item 8- Engineering Services
1e		\$100,000.00	\$1,353,810.00	\$1,353,810.00	\$1,353,810.00	\$1,353,810.00	\$1,353,810.00	Item 9-Bonds and Insurance
		\$350,000.00						Item 5-Force Main Improvements
Total Cost:		\$5,090,000.00	\$7,057,109.00	\$6,968,916.00	\$7,673,487.00	\$7,936,695.00	\$8,322,810.00	

Town Article
Shortage

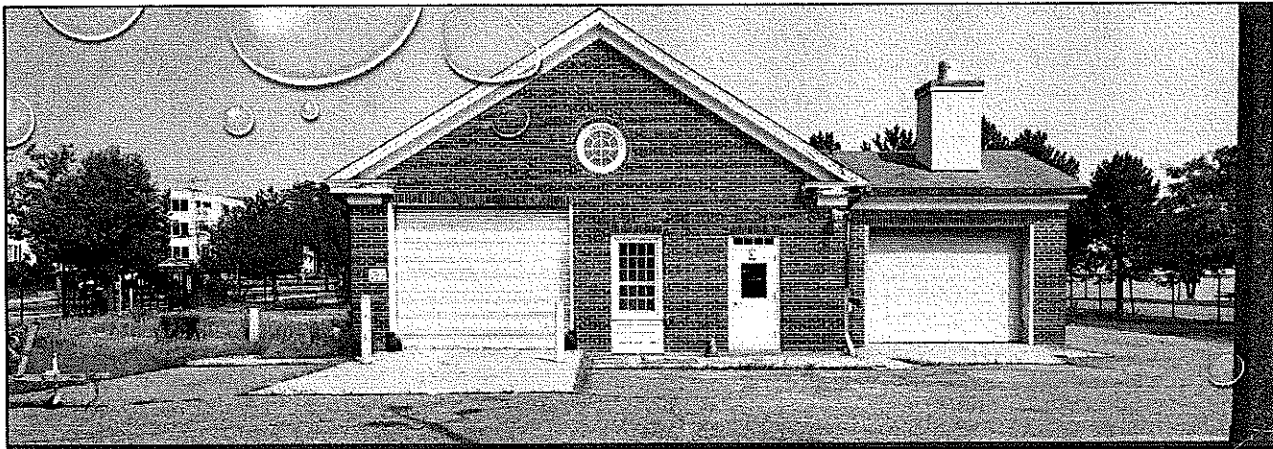
\$6,000,000
\$1,087,109.00
N/A

\$6,000,000
\$1,075,587
\$1,936,695

\$6,000,000
\$968,916
\$6,000,000

American and R. J. Forbes withdrew their respective bids which increase the overall project costs by \$466,675.55

Included in bids
Not Used



WATER ST PUMP STATION HEADWORKS

GRIT & SCREENINGS EQUIPMENT REPLACEMENT

HISTORY

- APRIL 2016 TOWN MEETING APPROVED \$6 MILLION
- FORCE MAIN FAILURE OCCURRED
- FINAL DESIGN COMPLETED & PROJECT BIDS OPENED APRIL, 2018
- REDUCED SCOPE AND AWARDED THE PROJECT TO ROBERT B OUR
- ELECTRICAL & PAINTING SUB BIDDERS WITHDREW BIDS
- REDUCED SCOPE AGAIN TO KEEP PROJECT MOVING

WHY ADDITIONAL FUNDING REQUESTED?

- ACTUAL BIDS CAME IN **\$1,878,916** HIGHER THAN ORIGINAL VEOLIA ESTIMATE
- EQUIPMENT REMOVED FROM THE SCOPE IS ESSENTIAL TO PROTECT SYSTEM OPERATIONS
- FILED SUB-BIDDERS FOR ELECTRICAL & PAINTING WITHDREW BIDS **\$466,675.55**
- VOLATILITY OF THE ECONOMY & RISING COSTS OF CONSTRUCTION MATERIALS

ADDITIONAL PROJECT FUNDING

SCREENING EQUIPMENT	\$446,483
GRIT SYSTEM	\$620,790
PROJECT CONTINGENCY (8%)	<u>\$426,909.20</u>
TOTAL ADDITIONAL FUNDS REQUIRED	\$1,494,182.20

Item No	Item Description	Veolia (Preliminary) Extended Amount	RBO Extended Amount	Waterline Extended Amount	D&C Extended Amount	WES Extended Amount
1a	Bar Screen System and Appurtenant Work	\$480,000.00	\$446,843.00	\$375,000.00	\$385,000.00	\$600,000.00
1b	Grit System and Appurtenant Work	\$490,000.00	\$620,790.00	\$525,000.00	\$585,000.00	\$900,000.00
1c	Sewage Pumps and Appurtenant Work	\$530,000.00	\$770,383.00	\$1,000,000.00	\$750,000.00	\$1,000,000.00
1d	Concrete Surface Treatment	x	\$27,900.00	\$41,850.00	\$62,000.00	\$124,000.00
1e	Concrete Spall Repair	x	\$14,400.00	\$37,000.00	\$144,000.00	\$160,000.00
1f	Pump Station Rehabilitation and Appurtenant Work	\$1,410,000.00	\$1,631,489.00	\$7,410,766.00	\$3,150,000.00	\$2,504,427.00
sub	Masonry	x	\$41,000.00	\$41,000.00	\$41,000.00	\$41,000.00
sub	Miscellaneous and Ornamental Iron	x	\$105,700.00	\$44,577.00	\$77,000.00	\$77,000.00
sub	Painting	x	\$75,573.00	\$75,573.00	\$75,573.00	\$75,573.00
sub	Plumbing	\$220,000.00	\$82,000.00	\$129,567.00	\$150,188.00	\$120,000.00
sub	HVAC		\$637,000.00	\$716,877.00	\$433,124.00	\$637,000.00
sub	Electrical	\$540,000.00	\$1,181,928.00	\$947,767.00	\$750,000.00	\$750,000.00
	Engineering Services	\$970,000.00	\$1,333,810.00	\$1,333,810.00	\$1,333,810.00	\$1,333,810.00
	Bonds & Insurance	\$100,000.00				
	Force Main Improvements (not used)	\$350,000.00				
Total Cost:		\$5,090,000.00	\$6,968,916.00	\$7,673,587.00	\$7,936,695.00	\$8,322,810.00



REASON FOR REPLACEMENT

- PROTECTION OF NEWLY INSTALLED SEWER FORCE MAIN
- PROTECTION OF WASTEWATER TREATMENT PLANT
- PROTECTION OF PUBLIC HEALTH & ENVIRONMENT
- CURRENT EQUIPMENT UNRELIABLE AND INEFFICIENT

ARTICLE 7:

ARTICLE 7: To see if the Town will vote to amend the amount appropriated under Article 9 of the 2018 Spring Annual Town Meeting to pay costs of various capital projects, or otherwise amend said vote, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval (\$34,000) (Unanimous 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve this budget amendment. This is a decrease of \$9,500 for Item 9-A-13 Sterilis Medical Waste Device project and a decrease of \$24,500 for Item 9-A-16 Town Forest Red Pine Cutting project because the grant funds were paid directly to the vendor.

2018 Fall Town Meeting – Article 7:

To see if the Town will vote to amend the amount appropriated under Article 9 of the 2018 Spring Annual Town Meeting to pay costs of various capital projects, or otherwise amend said vote, or take any other action relative thereto.

BOARD OF SELECTMEN

2018 Spring Annual Town Meeting voted in Article 9 to appropriate \$16,732,672 to pay costs of various capital projects. 9-A items made up \$3,132,672 of the total and of that \$34,000 was to be transferred from grants. The grants ended up being paid directly to the vendors and not to the town. Therefor decreases to the appropriations for the following items are needed:

Decrease appropriation for Item 9-A-13 by \$9,500 from \$42,229 to \$32,729:

ITEM	FUND	DEPARTMENT	PROJECT DESCRIPTION	AMOUNT	FUNDING SOURCE
13	GF	Public Health	Sterilis Medical Waste Device	\$ 42,229	\$32,729: Free Cash
				\$ 32,729	\$9,500: MHA Grant

Decrease appropriation for Item 9-A-16 by \$24,500 from \$37,000 to \$12,500:

ITEM	FUND	DEPARTMENT	PROJECT DESCRIPTION	AMOUNT	FUNDING SOURCE
16	GF	Marine & Environmental	Town Forest Red Pine Cutting	\$ 37,000	\$24,500: US Forest Svs Grant
				\$ 12,500	\$12,500: Environmental Affairs Fund

This creates revisions to the total appropriations and funding sources as follows:

- Article 9 Total: Reduce from \$16,732,672 to \$16,698,672
- 9-A Items: Reduce from \$3,132,672 to \$3,098,672
- Amount from Grants: Reduce from \$34,000 to \$0

For reference...

2018 Annual Town Meeting Motions as Voted:

ARTICLE 9:

To see if the Town will vote to appropriate the sum of \$16,732,672, to pay costs of various capital projects as shown below, and for the payment of all costs incidental or related thereto, and to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing, or otherwise; or to take any other action relative thereto.

9-A ITEMS:

Mr. Salerno moved that the Town appropriates the sum of \$3,132,672 to pay costs of various capital projects as shown below, and for the payment of all costs incidental or related thereto, and that to meet this appropriation, \$2,464,806 shall be transferred from Free Cash, \$49,180 shall be transferred from the Environmental Affairs Fund, \$278,886 shall be transferred from Sewer Retained Earnings, \$305,800 shall be transferred from Water Retained Earnings, and \$34,000 shall be transferred from grants.

ARTICLE 8:

ARTICLE 8: To see if the Town will vote to approve a payment in lieu of taxes agreement between the Town and Entergy Nuclear Generation Company for the property known as the Pilgrim Nuclear Generation Station, as on file with the Town Clerk, or take any other action relative thereto.

BOARD OF SELECTMEN

NO MOTION NO ACTION

ARTICLE 9A:

ARTICLE 9A: To see if the Town will vote to authorize the Board of Selectmen to grant to a third party in accordance with the provisions of G.L. c.44B, §12 and G.L. c. 184 Sections 31-33 a conservation restriction on a parcel of land off Boot Pond Road shown on Assessors Map 85 as Parcel 31 and containing 9.2 acres more or less as consideration for the release of one acre of land on Obery Street from the terms and provisions of the Conservation Restriction dated October 17, 2008 and recorded with Plymouth County Registry of Deeds in Book 36713, Page 87 and filed with Plymouth County Registry District of the Land Court as Document No. 644858, and further, if and as needed, to authorize the Board of Selectmen to file with General Court a petition for special legislation to effectuate this vote, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

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

The Advisory & Finance Committee recommends Town Meeting approve Article 9A. Approval of this article will execute a perpetual conservation restriction on a parcel of land off Boot Pond Road, Map 85 Parcel 31 containing 9.2 acres in consideration for the release of one acre of land on Obery St from the Conservation Restriction dated October 17, 2008. This 1 acre of land is needed to accommodate road improvements on Obery St.



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 August 24, 2018
Re: ANNUAL FTM 2018: CPA Article 9A

ARTICLE 9A: To see if the Town will vote to authorize the Board of Selectmen to execute a perpetual conservation restriction pursuant to G.L. c. 184 Sections 31-33 on a parcel of land off Boot Pond Road shown on Assessors Map 85 as Parcel 31 and containing 9.2 acres more or less as consideration for the release of one acre of land on Obery Street from the terms and provisions of the Conservation Restriction dated October 17, 2008 and recorded with Plymouth County Registry of Deeds in Book 36713, Page 87 and filed with Plymouth County Registry District of the Land Court as Document No. 644858 or take any other action relative thereto.
COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimous Article 9A at its meeting held Thursday August 23, 2018

SUMMARY & INTENT:

Town Meeting originally approved CPA Art 9B Fall Town Meeting 2005 placing a conservation restriction on 120 acres. 1 acre of that land will be removed from the restriction to accommodate road improvements at Obery Street. A conservation restriction will be placed on 9.2 acres off Boot Pond Road. The Town as holder of the restriction and the County of Plymouth as landowner are required to comply with the "no net loss policy" of the Executive Office of Energy & Environmental Affairs any time there is a request to release conservation restrictions on land protected by Article 97 of the Massachusetts Constitution.

Article 9A

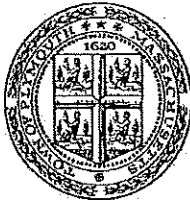
The Community Preservation Committee does an excellent job documenting their project. Please refer to their Fall Annual Town Meeting 2018 Community Preservation Act book for information about this article. It will also be available on the Town's Website (Quick Links-Town Meeting Information).

ARTICLE 9B: To see if the Town will vote to appropriate from the Community Preservation Fund the sum of \$1,400,000.00 as a grant to the Plymouth Housing Authority for the purpose of acquisition, creation, preservation and support of community housing, particularly 24 units of rental housing on property located at 550 – 558 State Road, and in connection therewith, to authorize the Board of Selectmen to acquire, pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33, an affordable housing restriction in such property, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: 1,400,000 Approval (11-1-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 9B. Approval of this article would authorize \$1,400,000 of Community Preservation funds be granted to the Plymouth Housing Authority for acquiring an affordable housing restriction for 24 units of rental housing property at 550 – 558 State Road and to authorize the Board of Selectmen to accept the affordable housing restriction. This is a private public partnership, which would create much needed affordable housing in a cost-efficient way.



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 August 24, 2018
Re: ANNUAL SATM 2018: CPA Article 9B

ARTICLE 9B: To see if the Town will vote to raise Community Preservation receipts or transfer from Community Preservation available funds the sum of \$1,400,000.00 to grant to the Plymouth Housing Authority for the purpose of acquiring an affordable housing restriction pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33 for 24 units of rental housing on property located at 550 – 558 State Road and further to authorize the Board of Selectmen to accept the affordable housing restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously Article 9B at its meeting held Thursday August 23, 2018

SUMMARY & INTENT:

The Community Preservation Committee is recommending this Article to Fall Town Meeting 2018 to utilize CPA Affordable Housing Funds to buy down 24 units of housing from market rate to 24 deed restricted affordable housing. This is a private public partnership, which would create much-needed affordable housing in a cost efficient way. The Plymouth Housing Authority will still be required to qualify all tenants for each unit.

The current owner of 550-558 State Rd has permits for 24 two-bedroom market rate units in two buildings. The approved plan would be revised to reduce the number of new buildings on the site from two to one with 16 one-bedroom units of affordable housing in the new building and 5 one-bedroom and 2 two-bedroom units in the existing building.

Article 9B

The Community Preservation Committee does an excellent job documenting their project. Please refer to their Fall Annual Town Meeting 2018 Community Preservation Act book for information about this article. It will also be available on the Town's Website (Quick Links-Town Meeting Information).

ARTICLE 9C:

ARTICLE 9C: To see if the Town will vote to appropriate from the Community Preservation Fund the sum of \$170,000.00 as a grant to Habitat for Humanity for the creation of affordable housing, particularly for the construction of three units of deed restricted affordable housing on the property located at 865 Long Pond Road, and further to authorize the Board of Selectmen to acquire, pursuant to G.L. c. 44B, Section 12 and G.L. c. 184, Sections 31-33, an affordable housing restriction in such property or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: \$170,000 Approval (Unanimously, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 9C. Approval of this article would authorize \$170,000 of Community Preservation funds be granted to Habitat for Humanity to construct 3 units of deed restricted affordable housing on town tax title land at 865 Long Pond Road that has been turned over to them. Habitat for Humanity is partnering with other funding sources to create deed restricted affordable housing for veterans.



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 August 24, 2018
Re: ANNUAL SATM 2017: CPA Article 9C

ARTICLE 9C: To see if the Town will vote to raise Community Preservation receipts or transfer from Community Preservation available funds the sum of \$170,000.00 to grant to Habitat for Humanity for purposes of constructing 3 units of deed restricted affordable housing on the property located at 865 Long Pond Road and further to authorize the Board of Selectmen to accept an affordable housing restriction pursuant to G.L. c. 44B, Section 12 and G.L. c. 184, Sections 31-33 at 865 Long Pond or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously Article 9C at its meeting held Thursday August 23, 2018

SUMMARY & INTENT:

The Community Preservation Committee recommended article 9C for Fall Town Meeting 2018 for the construction of 3 units of affordable housing on town tax title land, which has been turned over to Habitat for Humanity. Habitat for Humanity is partnering with other funding sources to create deed restricted affordable house for veterans.

Article 9C

The Community Preservation Committee does an excellent job documenting their project. Please refer to their Fall Annual Town Meeting 2018 Community Preservation Act book for information about this article. It will also be available on the Town's Website (Quick Links-Town Meeting Information).

ARTICLE 9D: To see if the Town will vote to appropriate from the Community Preservation Fund or borrow pursuant to G.L. c.44B, §11 or G.L. c.44 or any other enabling authority the sum of \$2,618,000.00 as a grant to the General Society of Mayflower Descendants for the restoration rehabilitation and preservation of the stone façade of the historic 1898 National Memorial Meeting House in Town Square, and to authorize the Board of Selectmen to accept an historic preservation restriction pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33 in such property, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$2,618,000 (Unanimously, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 9D. Approval of this article will authorize the Community Preservation Commission to borrow \$2,618,000 to grant to the General Society of Mayflower Descendants (GSMD) for restoration, rehabilitation and preservation of the stone façade of the 1898 National Memorial Meeting House in Town Square and to authorize the Board of Selectmen to accept an historic preservation restriction.

The meetinghouse requires considerable restoration both interior and exterior. Without funding this historic and architectural treasure will fall into further disrepair that may jeopardize the structure permanently.



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 August 24, 2018
Re: ANNUAL SATM 2018: CPA Article 9D

ARTICLE 9D: To see if the Town will vote to raise Community Preservation receipts, transfer from Community Preservation available funds or borrow \$2,618,000.00 to grant to the General Society of Mayflower Descendants for the restoration rehabilitation and preservation of the stone façade of the 1898 National Memorial Meeting House in Town Square, and to authorize the Board of Selectmen to accept an historic preservation restriction pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted in favor unanimously of Article 9D at its meeting held Thursday August 23, 2018.

SUMMARY & INTENT: The Community Preservation Committee is recommending 9D to Fall Town Meeting 2018 for the historical restoration of the stone façade of the 1898 National Pilgrim Memorial Meeting House located in Plymouth Town Square. After 400 hundred years, the Unitarian Universalist Church will transfer ownership of the property and the building to the General Society of Mayflower Descendants (GSMD). The GSMD is a non-profit historical research society and museum founded in 1898 and has operated its international headquarters on Winslow Street in Plymouth since 1941. The agreement is as follows.

The Unitarians have already deeded the property to a Trust. Once the GSMD has raised \$3,000,000.00, the Unitarians will no longer be represented on Trust and the deed will convey to the GSMD. No CPA funds would be used until the GSMD has sole control of the building. The GSMA will be responsible for all interior historical preservation and electrical, plumbing, heating, cooling and technology upgrades.

The building will be available for the Town's use when requested by the Board of Selectmen free of charge based on availability. The building will be used by GSMD for displays, exhibits and meetings. The building will be available for rent to the general public for meetings, events, weddings, funerals and other services. The GSMD has agreed to establish an endowment for the future care, maintenance and capital improvements. In addition, the GSMD is required to utilize all future rental revenue from these activities for the operational costs of the Meeting House.

Article 9D

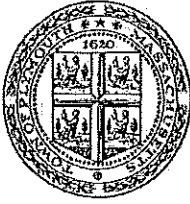
The Community Preservation Committee does an excellent job documenting their project. Please refer to their Fall Annual Town Meeting 2018 Community Preservation Act book for information about this article. It will also be available on the Town's Website (Quick Links-Town Meeting Information).

ARTICLE 9E: To see if the Town will vote to appropriate from the Community Preservation Fund the sum of \$380,000 for the restoration, rehabilitation and preservation of the historic 1749 Court House located in Town Square including but not limited to, preservation of the post and beam construction under the roof, upgrades to utilities in compliance with current building codes, and installation of historically appropriate roofing materials, and to establish a G.L. c.40, §3 revolving fund into which shall be credited receipts from lease or rental of the building to be expended for the upkeep and maintenance of such building; and further to accept the last clause of paragraph 2 of said G.L. c.40, §3 to allow for any balance in such fund to remain and be expended for facilities upkeep and maintenance, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$380,000 (Unanimously, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 9E. Approval of the article would authorize \$380,000 of Community Preservation funds for the restoration of the roof, gutters, down spout, windows and doors to the 1749 Court House to make the exterior weather tight. An additional request to authorize the Board of Selectmen to establish a revolving fund for future maintenance and capital improvements is being requested. The committee supports the need to preserve this historic courthouse.



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 August 24, 2018
Re: ANNUAL FATM 2018: CPA Article 9e

ARTICLE 9E: To see if the Town will vote to raise Community Preservation receipts or transfer from Community Preservation available funds the sum of \$380,000 for the restoration, rehabilitation and preservation of the 1749 Court House located in Town Square including but not limited to, preservation of the post and beam construction under the roof, upgrades to utilities in compliance with current building codes, and installation of historically appropriate roofing materials and to authorize the Board of Selectmen to establish a revolving fund for the future maintenance and capital improvement for the 1749 Court House, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously Article 9E at its meeting held Thursday August 23, 2018

SUMMARY & INTENT:

The Community Preservation Committee is recommending Article 9E to Fall Town Meeting 2018 for the historical restoration of the roof, gutters, down spout, windows and doors to the 1749 Court House. The 1749 Court House was the Town Hall from 1832 to 1953 and has been the Town of Plymouth Museum since its last restoration during the urban renewable effort in the early 1960's. The Town of Plymouth Department of Public Works has already secured \$118,000.00 to up-grade the electrical, heating and cooling systems for the building. Town secured \$28,198.41 insurance money for damage to the roof over this past winter. The insurance money would be applied to the roof. As the Town works to improve the HVAC system, the CPA funds will be used to make the exterior tight to the weather. An improved 1749 Court House would help with the tourist industry as it relates to economic development in our downtown. Also the building with upgrades can host events and exhibits, which would produce revenue to help fund future maintenance and capital improvements. The CPC is requesting that a revolving fund be set up to reserve funds for future maintenance.

Article 9E

The Community Preservation Committee does an excellent job documenting their project. Please refer to their Fall Annual Town Meeting 2018 Community Preservation Act book for information about this article. It will also be available on the Town's Website (Quick Links-Town Meeting Information).

ARTICLE 9F:

ARTICLE 9F: To see if the Town will vote to amend the vote taken under Article 16D of the Spring 2018 Annual Town Meeting by reducing the debt service budget of \$94,276 by \$24,642 to \$69,634, and by reducing accordingly the amount appropriated therefor, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval (\$24,642) (11-1-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 9F. Approval of this article will amend Article 16D Spring 2018 ATM by reducing the debt service budget of \$94,276 by \$24,642 to \$69,634. The Director of Finance recommended this action.



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 August 24, 2018
Re: ANNUAL SATM 2018: CPA Article 9F

ARTICLE 9F: To see if the Town will vote to amend Article 16D from the Spring 2018 Annual Town Meeting by reducing the debt service budget of \$94,276 by \$24,642 to \$69,634, or take any other action relative thereto.

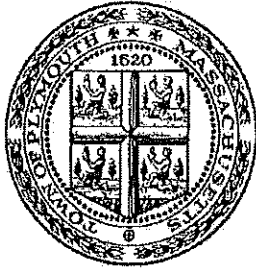
COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously Article 9f at its meeting held Thursday August 23, 2018

SUMMARY & INTENT:

The Community Preservation Committee is recommending this Article 9f to Fall Town Meeting 2018 to adjust the CPA fund to accommodate paying down debt as recommended by the Director of the Finance Department.



TOWN OF PLYMOUTH
 ACCOUNTING & FINANCE DEPARTMENT
 26 COURT STREET, PLYMOUTH, MA 02360
 PHONE (508) 747-1620 EXTENSION 10177

TO: ADVISORY & FINANCE COMMITTEE
 BOARD OF SELECTMEN

FROM: LYNNE A. BARRETT
 DEPARTMENT OF FINANCE

SUBJECT: FATM ARTICLE 2A, 2B & 9F CPC – DEBT SERVICE BUDGET
 ADJUSTMENTS – ALL FUNDS

DATE: AUGUST 30, 2018

As part of the budget process for fiscal 2019 several assumptions with regards to debt service for all funds were made; interest rates, how much we would need to borrow, long term or short term and the timing of when it would happen.

The following adjustments are required to short term interest in each fund based on the bond anticipation notes the Town did this past June 2018:

Purpose	Fund	BAN Proceeds	Actual Interest Payment (Rounded Up)	Budgeted	FATM Increase (Decrease) to Budget
Series B -Non-Taxable BAN:					
Beach Nourishment	GF	150,000.00	4,488.00		4,488.00
Rehab Plymouth Beach Seawall	GF	600,000.00	17,950.00	33,000.00	(15,050.00)
Town (T) Wharf Project	GF	10,000.00	300.00	3,000.00	(2,700.00)
Road Pavement Preservation Plan	GF	3,500,000.00	104,709.00	150,000.00	(45,291.00)
Library Roof / Chillers / Ducts / Drains	GF	842,000.00	25,190.00	25,263.00	(73.00)
School Street Retaining Wall	GF	202,000.00	6,044.00	18,000.00	(11,956.00)
Newfield St. Bridge Construction	GF	1,700,000.00	50,859.00	102,000.00	(51,141.00)
2 Schools and Senior Center	GF	5,600,000.00	164,542.00	234,900.00	(70,368.00)
Parking Deck Project	GF			89,856.00	(89,856.00)
Plymouth Beach Revetment	GF			24,450.00	(24,450.00)
Total General Fund Line 62					(306,387.00)

Purpose	Fund	BAN Proceeds	Actual Interest Payment (Rounded Up)	Budgeted	FATM Increase (Decrease) to Budget
Water System Expansion Design, Permitting & Engineering	Water	1,360,000.00	40,687.00	48,000.00	(7,313.00)
Taylor Ave Water Main	Water	1,700,000.00	50,859.00	54,000.00	(3,141.00)
Meter Replacement Program	Water	105,000.00	3,142.00	12,000.00	(8,858.00)
Total Water Fund Line 78					(19,312.00)
Sewer Pipe Line & Point Repairs	Sewer	500,000.00	14,959.00	15,000.00	(41.00)
Water St. Pump Station Upgrades	Sewer	4,000,000.00	119,667.00	180,000.00	(60,333.00)
Total Sewer Fund Line 73					(60,374.00)
Series A - Taxable BAN					
Simes House Renovation	CPA	642,523.00	4,130.00	28,564.00	(24,434.00)
Series B -Non-Taxable BAN					
1820 Courthouse Reconstruction	CPA	2,500,000.00	74,792.00	75,000.00	(208.00)
Total CPA Fund (Art 9F)					(24,642.00)

This budget amendment will also require a reduction of \$45,291 to the amount taken from the Pavement Management Stabilization Fund to fund the interest payment.

Secondly, the following adjustments are required to the Sewer Enterprise debt budget for the borrowing for the Sewer Emergency Financing. The Massachusetts Clean Water Trust delayed the borrowing dates for our first of four notes from April until September of 2018 therefore the payment schedule for principal and half of the interest is deferred. Please make the following adjustments:

Description of Loan Payments Fiscal 2019	Massachusetts Clean Water Trust - Series 21			Budgeted	FATM Increase (Decrease) to Budget
	CWP-16-07	CWP-16-07-A	Total		
Principal	0	0	0	401,667	(401,667)
Interest	60,022	32,687	123,611	252,247	(128,636)
Admin Fees	3,752	2,043	8,479	18,075	(9,596)
Loan Origination Fee	36,599	19,931	62,182	66,275	(4,093)
Total Sewer Fund Line 73	100,373	54,661	194,272	738,264	(543,992)

Thank you for your consideration in this matter.

Community Preservation Fund
Available Funds Balances

For

Housing
Historic
Open Space/Recreational

Accounts

Community Preservation Fund - Available Funds

	Balance 6/30/2018 - CP2	FY2019 Annual Town Meeting Action for 7/1/2018	Balances Available for FY2019 Town Meetings - FATM, April STM & ATM	FATM October 2018	Balances Remaining
Fund Balances:					
Reserved for Open Space	282,869.00	282,982.00	565,851.00		565,851.00
Reserved for Community Housing	1,311,328.00	282,982.00	1,594,310.00		1,594,310.00
Reserved for Historic Resources	282,869.00	282,982.00	565,851.00		565,851.00
Budgeted Reserve	-	887,481.00	887,481.00		887,481.00
Unreserved - for any Purpose					-
Undesignated Fund Balance	684,589.55		684,589.55		684,589.55
					-
Grand Total	2,561,655.55	1,736,427.00	4,298,082.55	-	4,298,082.55

8/28/2018
Lynne A. Barrett

107

ARTICLE 10: To see if the Town will vote to raise and appropriate, transfer or borrow a sum of money for the purposes of constructing or reconstructing the surface of the playgrounds located at Nelson Memorial Park, Forges Field, and Elmer Raymond Jr. Park to bring such surfaces into accord with state and federal accessibility requirements, including demolition and site preparation and all incidental and related expenses, or take any other action relative thereto.

DISABILITIES COMMISSION

RECOMMENDATION: Approval \$200,000 (Unanimously, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 10. Approval of this article will authorize \$200,000 for the Parks Department to reconstruct the playground surface at Forges Field only and bring the surface into accord with state and federal accessibility requirements. The goal is to develop a plan to bring the remaining playgrounds into compliance over a period of time and demonstrate to the Architectural Access Board that planning and implementation are being developed.



TOWN OF PLYMOUTH

169 Camelot Drive
Plymouth, Massachusetts 02360

FAX: (508) 830-4147

Parks and Forestry Division
(508) 830-4162 ext. 116

MEMO

Date: September 17, 2018

To: Marlene McCollem, Asst. Town Manager
Lynne Barrett, Director of Finance

cc: Melissa Arrighi, Town Manager
Jonathan Beder, DPW Director

From: Ted Bubbins, Park Superintendent

Re: \$200,000 Funding Request - Architectural Access Board Violations

In May of 2018 the Park Division received violation notices from the Architectural Access Board for noncompliance of accessibility to three different play structures, Forges Field, Nelson Park and Elmer Raymond Park.

The Park Division is requesting funding from the 2018 Fall Annual Town Meeting of \$200,000 to bring Forges Field into compliance. The Park Division does expect to bring further funding requests forward in the FY20 budget process for Nelson Park and Elmer Raymond Park.

The violation notices state that we are in violation of M.G.L. c. 22, - 13A and the rules and regulations promulgated thereunder.

Specifically section 19.7 Playgrounds, which states: *An accessible route, complying with 521 CMR 20:00: ACCESSIBLE ROUTE shall be provided to reach playground equipment and surrounding playground.*

In the violations received it was clear that the town needed to respond to the Access Board with the steps we have taken or plan to take to comply with the current regulations to avoid the closing of any playground or fines of up to \$1000 per day for being in violation.

In response to this I have consulted with and asked O'Brien & Sons a certified playground inspection, design and planning firm to assist us with a complete plan including design and cost to bring these playgrounds into compliance.

The Park Division respectfully requests your approval of this funding request.



Ted Bubbins


From: Joe Dufour <JoeDufour@obrienandsons.com>
Sent: Monday, September 10, 2018 7:37 PM
To: Ted Bubbins
Subject: RE: accessibility numbers
Attachments: Forges Field MEO18465 2D.PDF; Elmer Raymond MEO15488 2D.PDF

Hi Ted,

I have some information for you. My designer was able to work up Elmer Raymond and Forges Field. These two are easier because they are full PIP surfacing. I have listed the "Budget numbers" below for you to work with. These numbers do not reflect state contract discount or any volume discount of any kind. They are quick budget numbers with a prevailing wage rate install. Give me about 2-3 weeks and I can get you a specific quote for each job.

It's probably going to be another two days before I have anything on Nelson Park.

Elmer Raymond playground	
Poured-In-Place rubber safety surfacing	
Total of 4,275 S.F. (Materials and Installation):	\$85,500.00
Compacted dense-grade sub-base (Materials and Installation):	\$17,000.00
Excavation:	\$12,825.00
Total Project:	\$115,325.00



Forges Field playground	
Poured-In-Place rubber safety surfacing	
Total of 6,756 S.F. (Materials and Installation):	\$128,364.00
Compacted dense-grade sub-base (Materials and Installation):	\$27,024.00
Excavation:	\$20,268.00
Total Project:	\$175,656.00

Feel free to call me on my cell phone if you have any questions, I will be on the road for the next two days.

Joe.

From: Ted Bubbins <TBubbins@townhall.plymouth.ma.us>
Sent: Monday, September 10, 2018 3:50 PM

Ted Bubbins

From: Joe Dufour <JoeDufour@obrienandsons.com>
Sent: Monday, September 17, 2018 9:50 PM
To: Ted Bubbins
Subject: Nelson Playground
Attachments: MEO18466 2D.PDF

Hi Ted,

Here are the budget numbers for Nelson park playground. We did a combination of PIP rubber and Wood fiber safety surfacing. I think that the MAAB should be okay with this design. As we talked about, this is just improving the surfacing, we are not changing the equipment. If you have extra money in the budget, we could add some independent inclusive play pieces.

Let me know if you have any questions.

Nelson Park playground	
Poured-In-Place rubber safety surfacing	
Total of 3,486 S.F. (Materials and Installation):	\$66,234.00
Compacted dense-grade sub-base (Materials and Installation):	\$14,000.00
Wood fiber safety surfacing	
Total of 4,656 S.F. at 12" depth (Materials and Installation):	\$12,760.00
Excavation (8,142 S.F.):	\$24,400.00
Total Project:	\$117,394.00

Thanks,
Joe.

Joe Dufour | CPSI
Park & Playground Consultant
M.E. O'Brien & Sons
800-835-0056 x117

www.obrienandsons.com
www.shapedbyplay.com

Disclaimer

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CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

JAY ASH
SECRETARY OF HOUSING AND
ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts
Division of Professional Licensure
Office of Public Safety and Inspections
Architectural Access Board

1 Ashburton Place, Rm 1310 • Boston • Massachusetts • 02108
V: 617-727-0660 • www.mass.gov/aab • Fax: 617-727-0665

JOHN C. CHAPMAN
UNDERSECRETARY OF
CONSUMER AFFAIRS AND
BUSINESS REGULATION

CHARLES BORSTEL
COMMISSIONER, DIVISION OF
PROFESSIONAL LICENSURE

THOMAS HOPKINS
EXECUTIVE DIRECTOR

TO: Plymouth Recreation Dept
26 Court St
Plymouth, MA 02360

Docket Number C 18 015

RE: Forges Field
80 Jordan Road
Plymouth

DATE: 5/8/2018

Enclosed please find a copy of the following material regarding the complaint against the above location:

- | | |
|--|---|
| <input checked="" type="checkbox"/> First Notice | <input type="checkbox"/> Stipulated Order |
| <input type="checkbox"/> Second Notice | <input type="checkbox"/> Letter of Meeting |
| <input type="checkbox"/> Notice of Hearing | <input type="checkbox"/> Application for Variance |
| <input type="checkbox"/> Correspondence | <input type="checkbox"/> Decision of the Board |

Please review all enclosed documents carefully.

cc: Local Building Inspector
Independent Living Center
Local Commission on Disability
Complainant



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

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COMMISSIONER, DIVISION OF
PROFESSIONAL LICENSURE

THOMAS HOPKINS
EXECUTIVE DIRECTOR

May 8, 2018

Plymouth Recreation Dept
26 Court St.
Plymouth, MA 02360

Docket Number C18 015

RE: Forges Field 80 Jordan Road

Plymouth

Dear Sir/Madam:

Upon information received by the Architectural Access Board, the facility referenced above has been reported to violate M.G.L. c. 22, § 13A and the Rules and Regulations (521 CMR) promulgated thereunder. Reported violations, include the following items:

Section: Reported violation:

19.7	Playgrounds: An accessible route, complying with 521 CMR 20, Accessible Route shall be provided to reach playground equipment and around the playground. Complainant states that no accessible routes are provided to any play equipment.
------	--

Under Massachusetts law, the Board is authorized to take legal action against violators of its regulations, including but not limited to, an application for a court order preventing the further use of an offending facility. The Board also has the authority to impose fines of up to \$1,000.00 per day, per violation, for willful noncompliance with its regulations.

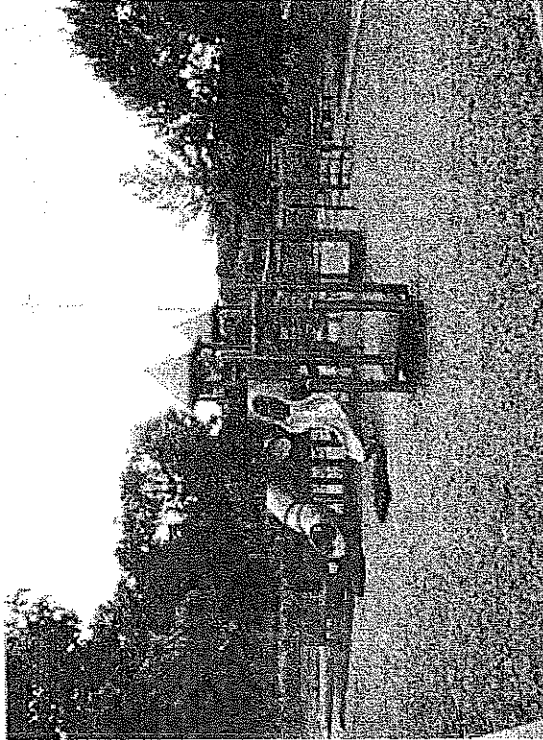
You are requested to notify this Board, in writing, of the steps you have taken or plan to take to comply with the current regulations. Please note the current sections may be different from the sections that are cited above. Unless the Board receives such notification within 14 days of receipt of this letter, it will take necessary legal action to enforce its regulations as set forth above. If you have any questions, you may contact this office.

cc: Local Building Inspector
Local Disability Commission
Independent Living Center
Complainant

Sincerely,

Walter White WS
Walter White
Chairperson

Forges Field Recreation Area
83 Jordan Road
Installed 2000
Picture 7-2018



8 of 15



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

JAY ASH
SECRETARY OF HOUSING AND
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CHARLES BORSTEL
COMMISSIONER, DIVISION OF
PROFESSIONAL LICENSURE

THOMAS HOPKINS
EXECUTIVE DIRECTOR

TO: Plymouth Recreation Dept
26 Court St.
Plymouth, MA 02360

Docket Number C18 014

RE: Nelson Memorial Park
235 Water Street
Plymouth

DATE: 5/8/2018

Enclosed please find a copy of the following material regarding the complaint against the above location:

- | | |
|--|---|
| <input checked="" type="checkbox"/> First Notice | <input type="checkbox"/> Stipulated Order |
| <input type="checkbox"/> Second Notice | <input type="checkbox"/> Letter of Meeting |
| <input type="checkbox"/> Notice of Hearing | <input type="checkbox"/> Application for Variance |
| <input type="checkbox"/> Correspondence | <input type="checkbox"/> Decision of the Board |

Please review all enclosed documents carefully.

cc: Local Building Inspector
Independent Living Center
Local Commission on Disability
Complainant



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

JAY ASH
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CHARLES BORSTEL
COMMISSIONER, DIVISION OF
PROFESSIONAL LICENSURE

THOMAS HOPKINS
EXECUTIVE DIRECTOR

May 8, 2018

Docket Number C18 014

Plymouth Recreation Dept
26 Court St.
Plymouth, MA 02360

RE: Nelson Memorial Park 235 Water Street

, Plymouth

Dear Sir/Madam:

Upon information received by the Architectural Access Board, the facility referenced above has been reported to violate M.G.L. c. 22, § 13A and the Rules and Regulations (521 CMR) promulgated thereunder. Reported violations, include the following items:

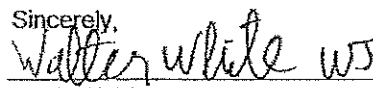
Section: Reported violation:

19.7	Playgrounds: An accessible route, complying with 521 CMR 20, Accessible Route shall be provided to reach playground equipment and around the playground. Complainant states the playground, which was renovated in 2009, has sand for the entirety of its surface area and does not provide firm, stable and slip resistant routes to each piece of play equipment and around the exterior perimeter of the playground.
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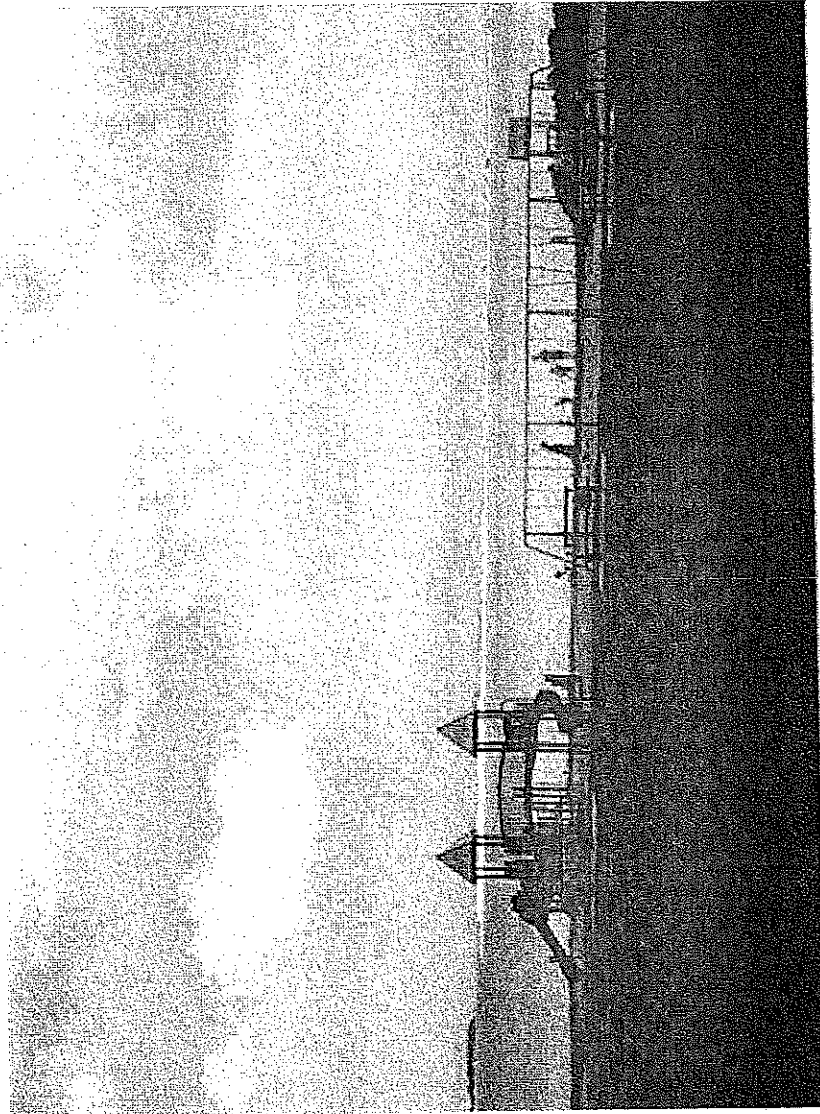
Under Massachusetts law, the Board is authorized to take legal action against violators of its regulations, including but not limited to, an application for a court order preventing the further use of an offending facility. The Board also has the authority to impose fines of up to \$1,000.00 per day, per violation, for willful noncompliance with its regulations.

You are requested to notify this Board, in writing, of the steps you have taken or plan to take to comply with the current regulations. Please note the current sections may be different from the sections that are cited above. Unless the Board receives such notification within 14 days of receipt of this letter, it will take necessary legal action to enforce its regulations as set forth above. If you have any questions, you may contact this office.

cc: Local Building Inspector
Local Disability Commission
Independent Living Center
Complainant

Sincerely,

Walter White
Chairperson

Nelson Park
Corner of Nelson St and Water Street
Installed 1996
Picture 7/2018



3 of 15



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

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CHARLES BORSTEL
COMMISSIONER, DIVISION OF
PROFESSIONAL LICENSURE

THOMAS HOPKINS
EXECUTIVE DIRECTOR

TO: Plymouth Recreation Dept
26 Court St
Plymouth, MA 02360

Docket Number C 18 016

RE: Elmer Raymond Jr. Park
1138 Long Pond Road
Plymouth

DATE: 5/9/2018

Enclosed please find a copy of the following material regarding the complaint against the
above location:

- | | |
|--|---|
| <input checked="" type="checkbox"/> First Notice | <input type="checkbox"/> Stipulated Order |
| <input type="checkbox"/> Second Notice | <input type="checkbox"/> Letter of Meeting |
| <input type="checkbox"/> Notice of Hearing | <input type="checkbox"/> Application for Variance |
| <input type="checkbox"/> Correspondence | <input type="checkbox"/> Decision of the Board |

Please review all enclosed documents carefully.

cc: Local Building Inspector
Independent Living Center
Local Commission on Disability
Complainant



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
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JOHN C. CHAPMAN
UNDERSECRETARY OF
CONSUMER AFFAIRS AND
BUSINESS REGULATION

CHARLES BORSTEL
COMMISSIONER, DIVISION OF
PROFESSIONAL LICENSURE

THOMAS HOPKINS
EXECUTIVE DIRECTOR

May 9, 2018

Docket Number C18 016

Plymouth Recreation Dept
26 Court St
Plymouth, MA 02360

RE: Elmer Raymond Jr. Park 1138 Long Pond Road , Plymouth

Dear Sir/Madam:

Upon information received by the Architectural Access Board, the facility referenced above has been reported to violate M.G.L. c. 22, § 13A and the Rules and Regulations (521 CMR) promulgated thereunder. Reported violations, include the following items:

Section: Reported violation:

19.7	Playgrounds: An accessible route, complying with 521 CMR 20, Accessible Route shall be provided to reach playground equipment and around the playground.
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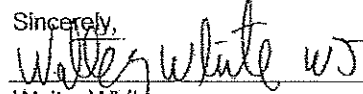
Complainant states that an accessible route isn't provided to all playground equipment.	
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Under Massachusetts law, the Board is authorized to take legal action against violators of its regulations, including but not limited to, an application for a court order preventing the further use of an offending facility. The Board also has the authority to impose fines of up to \$1,000.00 per day, per violation, for willful noncompliance with its regulations.

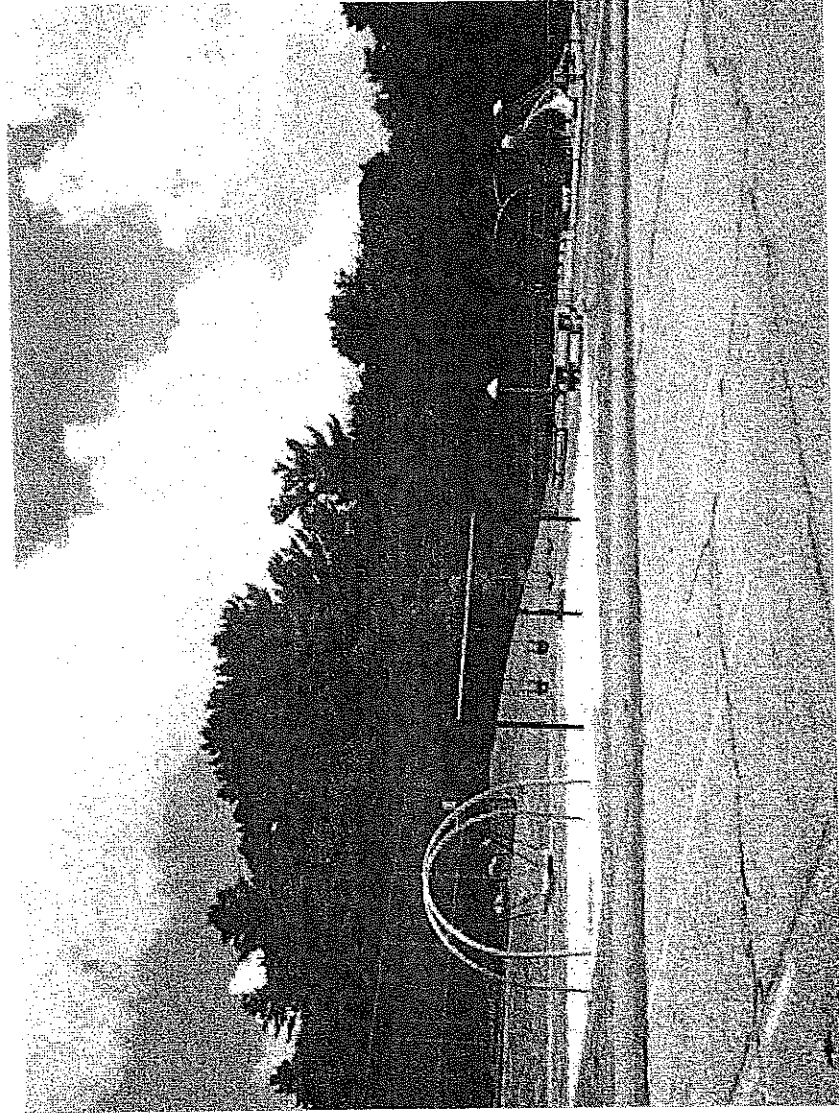
You are requested to notify this Board, in writing, of the steps you have taken or plan to take to comply with the current regulations. Please note the current sections may be different from the sections that are cited above. Unless the Board receives such notification within 14 days of receipt of this letter, it will take necessary legal action to enforce its regulations as set forth above. If you have any questions, you may contact this office.

cc: Local Building Inspector
Local Disability Commission
Independent Living Center
Complainant

Sincerely,


Walter White
Chairperson

Elmer Raymond Park
1138 Long Pond Road
Installed 2016
picture 7-2018



ARTICLE 11:

ARTICLE 11 : To see if the Town will vote to raise and appropriate, transfer or borrow the sum of \$200,000, for the purposes of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements between the Board of Health and residential property owners; including without limitation, the payment of all costs thereof as defined in G.L. c.21C, § 1; and to meet this appropriation the Treasurer with approval of the Board of Selectmen is authorized to borrow said sum pursuant to G.L. c.44, or any other enabling authority, which amount may be borrowed through the Massachusetts Clean Water Trust or otherwise; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$200,000 (Unanimous 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 11. Approval of this article will allow the town to borrow \$200,000 through the Massachusetts Water Pollution Abatement Trust to fund the Title V Betterment Loan Program.

Memo

To: Town Manager
Board of Selectmen
Advisory and Finance Committee

From: Lee Hartmann, Dir. of Planning & Development

Date: June 25, 2018

Re: Septic System Repair program – 2018 Fall Annual Town Meeting

ARTICLE 11:

To see if the Town will vote to raise and appropriate, transfer or borrow \$200,000, for the purposes of financing the following water pollution abatement facility projects: sewer tie-ins or the repair, replacement and/or upgrade of septic systems, pursuant to agreements between the Board of Health and residential property owners; including without limitation, the payment of all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; and to meet this appropriation the Treasurer with approval of the Board of Selectmen is authorized to borrow \$200,000 under G.L. c.44 or any other enabling authority, which amount may be borrowed through the Massachusetts Water Pollution Abatement Trust or otherwise; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project.

Office of Community Development

TITLE V BETTERMENT LOAN PROGRAM

Town Meeting has approved Twelve prior rounds (nine at \$200,000 two at \$300,000 and one at \$400,000) for this greatly needed and successful septic system improvement program. Due to the popularity of the program, the funds are expended quickly (all current funds have been allocated). The Department of Planning and Development is recommending that the Town Treasurer borrow \$200,000 from the Massachusetts Water Pollution Abatement Trust. The state provides these funds to the Town at a 2% interest rate. The funds are made available to local homeowners for sewer hook-ups, septic system repair or replacement (systems must be failed to qualify). In cases where Town sewer is available, these funds can also be used to cover the costs associated with sewer connections. Loans up to \$15,000 are available per household at 5% interest (interest charge covers the Town's cost of administering the program). Loans are recorded as liens on the property and are billed by the Assessors' Office as a tax bill attachment. Terms of the loan range from five to fifteen years depending on the amount borrowed (up to \$5,000 -5yrs; \$5,001 to \$10,000 -10yrs; \$10,001 to \$15,000 -15yrs.).

To date, this program has enabled 270 homeowners to repair/replace their failed systems. This program is administered by the Office of Community Development on behalf of the Town.

ARTICLE 12:

ARTICLE 12: To see if the Town will vote to transfer from available funds a sum of money to the following Stabilization Fund, as authorized by the provisions of G.L. c. 40, §5B,

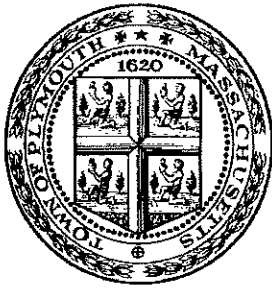
- a. Pavement Management Plan Debt Stabilization Fund

or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$990,930.31 (7-5-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 12. Approval of this article transfer \$990,930.31 from Free Cash into the Pavement Management Debt Stabilization Fund. This amount reflects the exact amount of the excess fiscal year 2018 motor vehicle excise tax over the amount that was budgeted. This is the same formula that has been utilized since its inception. This stabilization fund was established at the 2017 Spring Special Town Meeting to fund costs associated with improving roads. An original recommendation for \$1,273,056.50 was voted and upon reconsideration of information the committee voted to approve the amended request of \$990,930.31.



TOWN OF PLYMOUTH
ACCOUNTING & FINANCE DEPARTMENT
26 COURT STREET, PLYMOUTH, MA 02360
PHONE (508) 747-1620 EXTENSION 10177

TO: ADVISORY & FINANCE COMMITTEE
BOARD OF SELECTMEN

FROM: LYNNE A. BARRETT
DEPARTMENT OF FINANCE

SUBJECT: FATM ARTICLE 12 – PAVEMENT MANAGEMENT STABILIZATION FUND

DATE: AUGUST 14, 2018 – ***CORRECTED AMOUNT MEMO***

Spring 2017 Special Town Meeting voted unanimously to establish a Pavement Management Plan Debt Stabilization Fund, as authorized by the provisions of G.L. c. 40 § 5B, for the purpose of funding principal, interest, and other borrowing costs associated with the Pavement Management Plan. The current balance in the fund is \$1,401,313.44.

I am now recommending that ***\$990,930.31*** be transferred from Free Cash into the Pavement Management Plan Debt Stabilization Fund. This amount reflects the excess of Motor Vehicle Excise Tax receipts over the amount that was budgeted.

If you have any questions regarding this please let me know and I respectfully request your support.

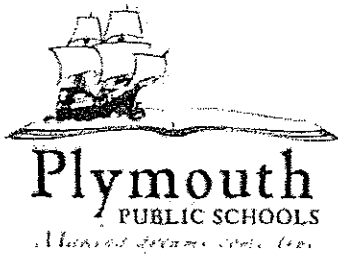
Motor Vehicle	Motor Vehicle Excise Revenue By Fiscal Year				MVE Receivable Outstanding at June 30 of each Year			
	2019	2018	2017	2016	2018	2017	2016	2015
1994					20,747.40	20,747.40	20,747.40	20,747.40
1995					22,938.42	22,938.42	22,938.42	22,938.42
1996					27,860.60	27,860.60	27,860.60	27,860.60
1997					35,898.12	35,898.12	35,898.12	35,898.12
1998					30,991.69	30,991.69	30,991.69	30,991.69
1999	(232.08)	(1,945.06)	(2,188.96)	(2,189.95)	26,768.31	26,768.31	26,768.31	26,768.31
2000	-	(179.94)	(329.53)	(149.97)	31,552.02	31,730.01	32,059.58	32,209.55
2001	-	(93.36)	(125.75)	(960.82)	33,004.38	33,096.66	33,217.04	34,177.86
2002	-	-	44.92	(567.06)	33,262.61	33,262.61	33,192.39	33,759.45
2003	-	(149.44)	(897.53)	(481.70)	43,045.12	43,183.21	43,881.27	44,362.97
2004	-	(445.53)	(923.23)	(1,306.67)	45,870.13	46,294.77	46,838.65	52,286.26
2005	-	(185.57)	(609.23)	(278.42)	55,819.60	55,999.64	56,274.38	56,552.80
2006	-	(807.99)	(1,217.30)	(551.29)	67,958.98	68,763.57	70,063.84	70,615.13
2007	-	(753.09)	(965.94)	(910.84)	67,432.20	68,179.88	69,704.26	70,615.10
2008	(133.28)	(1,023.75)	(1,068.81)	(756.70)	48,793.84	49,810.83	50,959.72	51,716.42
2009	(53.42)	(425.65)	(1,216.61)	(1,405.69)	41,194.70	41,619.17	42,764.93	44,182.81
2010	(34.25)	(1,072.87)	(1,146.95)	(3,060.59)	41,106.38	42,174.93	43,161.91	46,271.25
2011	(41.11)	(805.01)	(2,738.52)	(4,777.31)	42,455.04	43,257.67	45,852.92	50,630.23
2012	(54.14)	(3,428.58)	(5,673.34)	(6,694.36)	33,413.25	36,826.89	42,255.82	49,092.06
2013	(576.90)	(4,649.26)	(10,754.33)	(21,982.09)	33,922.11	38,631.63	49,910.39	73,579.73
2014	(1,307.09)	(11,718.72)	(29,421.40)	(140,312.06)	44,312.91	56,249.45	89,362.08	237,637.88
2015	(1,740.28)	(23,478.16)	(120,269.62)	(1,584,829.70)	47,490.44	73,596.30	197,114.59	890,334.22
2016	(6,686.08)	(138,580.99)	(1,453,488.37)	(6,848,526.08)	83,482.04	227,220.36	838,382.35	-
2017	(42,648.96)	(1,627,802.84)	(7,210,200.65)	-	207,504.15	848,765.19	-	-
2018	(753,523.73)	(7,572,072.50)	-	-	924,657.38	-	-	-
2019	-	-	-	-	-	-	-	-
	(807,031.32)	(9,389,618.31)	(8,843,191.15)	(8,619,741.30)	2,091,481.82	2,003,867.31	1,950,200.66	2,003,228.26
Budget	8,503,671.00	8,398,688.00	8,295,000.00	7,600,000.00	845,206.45			
	1.25%	1.25%			Bill Commitments since 6/30/2018 for 2018			
Transferred into the PMP Stabilization Fund								
(Over)								
Under								
Budget	7,696,639.68	(990,930.31)	(548,191.15)	(1,019,741.30)				

ARTICLE 13: To see if the Town will vote to amend the General Bylaws, Chapter 143, Department Revolving Funds, specifically by rescinding the entire row in the chart under Section 1 establishing the G.L. c.44, §53E ½ School Custodial Details revolving fund, thereby eliminating such fund, and further, to transfer any balance remaining in said fund to use of school property; c. 71, § 71E or take any other action relative thereto.

SCHOOL COMMITTEE

RECOMMENDATION: Approval (Unanimous 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 13. Approval of this article will rescind the bylaw G.L. c.44, §53 E ½ School Custodial Details, thereby eliminating the fund, and transfer any remaining balance to c. 71, §71E revolving fund. Due to a legislative revision to Chapter 71 the School Committee voted this spring to establish a revolving fund under 71E thus is what precipitating this change.



Plymouth Public Schools

Administration Building
253 South Meadow Road
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: Advisory & Finance Committee; Board of Selectman
CC: Marlene McCollem, Assistant Town Manager; Keri Gillette; Lynne Barrett
FROM: Gary L. Costin, School Business Administrator *gjc*
RE: 2018 FTM Warrant
DATE: August 3, 2018

Please include the following request on the October 2018 Fall Annual Town Meeting Warrant:

REQUESTED ACTIONS

1. This memo seeks to rescind the below vote from the 2018 Spring Annual Town Meeting that authorized the threshold for Custodial Overtime spending.

- Article 3, Chapter 44, Section 53 E 1/2 Revolving Accounts:

Authorization for \$150,000. SCHOOL COMMITTEE. Explanation: This article authorizes a school custodial details revolving account under Chapter 44, Section 53 1/2. Overtime salaries related to building usage will be charged to this account. This provision requires an annual reauthorization by the town meeting. The school district reauthorization request for FY19 is \$150,000 in total annual expenditures.

2. In addition, please remove the Custodial Revolving Account from the Town of Plymouth General By-Laws.

EXPLANATION

Pursuant to M.G.L. c.71, §71E Section 71E, written as follows, the School Committee has established a Use of School Property Fund that will incorporate all Building Use revenue and expenditures, including Custodial Overtime revenue and expenditures, and Parking Fees revenue and expenditures:

"In any city, town or regional school district that accepts this section, all monies received by the school committee in connection with the conduct of adult education and continuing education programs, including, but not limited to: (1) adult physical fitness programs conducted under section 71B; (2) summer school programs and enrichment programs, authorized by the school committee and in connection with the use of school property under section 71; and (3) including parking fees, shall be deposited with the treasurer of the city, town or regional school district and held as separate accounts. The receipts held in such a separate account may be expended by the school committee without further appropriation for the purposes of the program or programs from which the receipts held in such account were derived or, in the case of the use of school property account, for expenses incurred in making school property available for such use, notwithstanding section 53 of chapter 44.

A city, town or regional school district may appropriate funds for the conduct of any such program or for expenses incurred in making school property available for such use, which funds shall be expended by the school committee in addition to funds provided from other sources."

The Plymouth Public Schools does not discriminate on the basis of race, color, religious creed, national origin, sex, gender identity, sexual orientation, genetic information, ancestry, status as a veteran or U.S. uniformed military service member, disability, or age in admission to, treatment in, or employment in its services, programs, and activities.

ARTICLE 14: To see if the Town will vote to transfer the care, custody, management and control of the land and building located on 10 Oak Street, Plymouth, commonly known as the Oak Street School, shown as Lots 41 and 42A on Plymouth Assessors' Map 15, from the School Committee for school purposes to the Board of Selectmen for general municipal purposes and for the purposes of conveyance, including leasing, and to authorize the Board of Selectmen to convey the same for such sum and upon such conditions determined by the Board of Selectmen to be in the best interests of the Town, and pursuant to the requirements of G. L. c. 30B, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval (11-2-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 14. Approval of this article will transfer the care, custody, management and control of the Oak Street School property (10 Oak St) from the School Committee to the Board of Selectmen for the purpose of conveyance and to authorize the Board of Selectmen to sell or lease the property as deemed in the best interest of the Town.

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 Members

From: Melissa G. Arrighi, Town Manager

Date: August 23, 2018

Re: Fall Annual Town Meeting, Article 14 – Disposition of Oak Street School and Article 15 – Disposition of South Meadow Road School Administration Building

ARTICLE 14: To see if the Town will vote to transfer the care, custody, management and control of a certain parcel of land and building located on 10 Oak Street, shown as Lot 41 on Assessors Map 15, from the School Department for school purposes to the Board of Selectmen for general municipal purposes or for the purpose of conveyance, including sale or transfer or license or lease, and further, to authorize the Board of Selectmen to convey said land pursuant to the requirements of MGL c.30B, the Uniform Procurement Act, and on such terms and conditions as may be deemed to be in the best interests of the Town, or take any other action relative thereto.
BOARD OF SELECTMEN

ARTICLE 15: To see if the Town will vote to transfer the care, custody, management and control of a certain parcel of land and building located on 253 South Meadow Road, shown as Lot 20-5 on Assessors Map 108, from the School Department for school purposes to the Board of Selectmen for general municipal purposes or for the purpose of conveyance, including sale or transfer or license or lease, and further, to authorize the Board of Selectmen to convey said land pursuant to the requirements of MGL c.30B, the Uniform Procurement Act, and on such terms and conditions as may be deemed to be in the best interests of the Town, or take any other action relative thereto.
BOARD OF SELECTMEN

The School Department has made the decision to relocate its maintenance functions at the 10 Oak Street site to available space at the former Town Hall (11 Lincoln Street). In addition, the School has also elected to move the school administration functions, overcrowded at the building at 253 South Meadow Road, to offices at 11 Lincoln Street. With no further need of the Oak Street school for education purposes, or the South Meadow Road building for school administration functions, the School Committee voted in support of officially turning the buildings back to the care, custody, and oversight of the Board of Selectmen.

The sale or long term lease or transfer of Town Property requires a vote of Town Meeting. This article requests permission for the Selectmen to sell or lease or license or otherwise transfer the building and land. Past policy direction has been to identify Town owned properties not being utilized and either put them back into production through sale, lease, or lease with purchase option:

1. Mount Pleasant School [soon to be residential and office units]
2. CURA building [now a church]

3. Old Council on Aging building on Court Street [sold and subsequently demolished]
4. Old pactv building on Court Street [current Chamber of Commerce Building]
5. Howland Street Building [now art studios]
6. South Street Fire Station [now a residence]
7. Old Cedarville Fire Station [now a veterinary office]

It is critical that we ensure that buildings do not sit empty for very long. Not only is it very costly to insure a vacant building, it is at greater risk for vandalism. Town meeting, through their legislative authority, votes the ability for the Selectmen to sell/transfer public property; the Selectmen, in their executive role, are the custodians of public property and they determine its' future use.

I would respectfully ask for your support in passing Article 14 and Article 15. Thank you.

Unofficial Property Record Card - Plymouth, MA

General Property Data

Parcel ID 015-000-041-000	Account Number 1747
Prior Parcel ID 1100 -G01 -015*0034*	
Property Owner PLYMOUTH TOWN OF	Property Location 10 OAK ST
SCHOOL DEPT	Property Use Education
Mailing Address 253 SOUTH MEADOW RD	Most Recent Sale Date 1/1/1932
	Legal Reference 475-517
City PLYMOUTH	Grantor
Mailing State MA Zip 02360	Sale Price 0
ParcelZoning R20S	Land Area 0.435 acres

Current Property Assessment

Card 1 Value	Building Value 169,900	Xtra Features Value 2,100	Land Value 207,400	Total Value 379,400
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Building Description

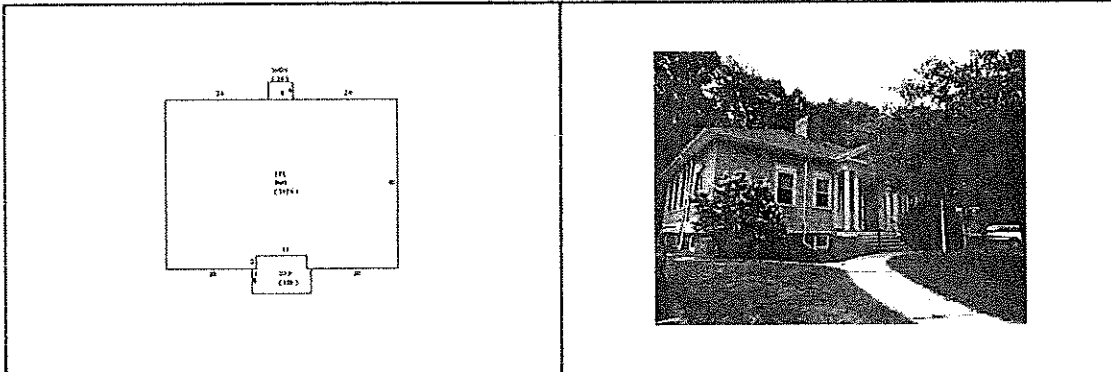
Building Style GOVT BLDGS	Foundation Type LOOSE MSRY	Flooring Type HARDWOOD
# of Living Units 1	Frame Type WOOD	Basement Floor CONCRETE
Year Built 1900	Roof Structure HIP	Heating Type FORCED H/W
Building Grade AVERAGE	Roof Cover Asphalt	Heating Fuel GAS
Building Condition Average	Siding Frame/Shingl	Air Conditioning 100%
Finished Area (SF) 4248	Interior Walls PLASTER	# 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 10

Legal Description

Narrative Description of Property

This property contains 0.435 acres of land mainly classified as Education with a(n) GOVT BLDGS style building, built about 1900 , having Frame/Shingl exterior and Asphalt roof cover, with 1 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.

ARTICLE 15:

ARTICLE 15: To see if the Town will vote to transfer the care, custody, management and control of the land and building located on 253 South Meadow Road, Plymouth, commonly known as the School Administration Building, shown as Lot 20-5 on Plymouth Assessors' Map 108, from the School Committee for school purposes to the Board of Selectmen for general municipal purposes and for the purposes of conveyance, and to authorize the Board of Selectmen to convey such land and building for such sum and upon such conditions determined by the Board of Selectmen to be in the best interests of the Town, and pursuant to the requirements of G. L. c. 30B, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval (11-2-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 15.

Approval of this article will transfer the care, custody, management and control of the School Administration Building property (253 South Meadow Rd) from the School Committee to the Board of Selectmen for the purpose of conveyance and to authorize the Board of Selectmen to sell or lease the property as deemed in the best interest of the Town.

Unofficial Property Record Card - Plymouth, MA

General Property Data

Parcel ID 108-000-020-005	Account Number 57924
Prior Parcel ID 6813 -C01 -108*0049C	
Property Owner PLYMOUTH TOWN OF	Property Location 253 SO MEADOW RD
SCHOOL DEPT	Property Use Education
Mailing Address 253 SOUTH MEADOW RD	Most Recent Sale Date 6/20/1995
	Legal Reference 13638/266
City PLYMOUTH	Grantor
Mailing State MA Zip 02360	Sale Price 450,000
ParcelZoning AP	Land Area 0.970 acres

Current Property Assessment

Card 1 Value	Building Value 617,600	Xtra Features Value 12,500	Land Value 220,300	Total Value 850,400
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Building Description

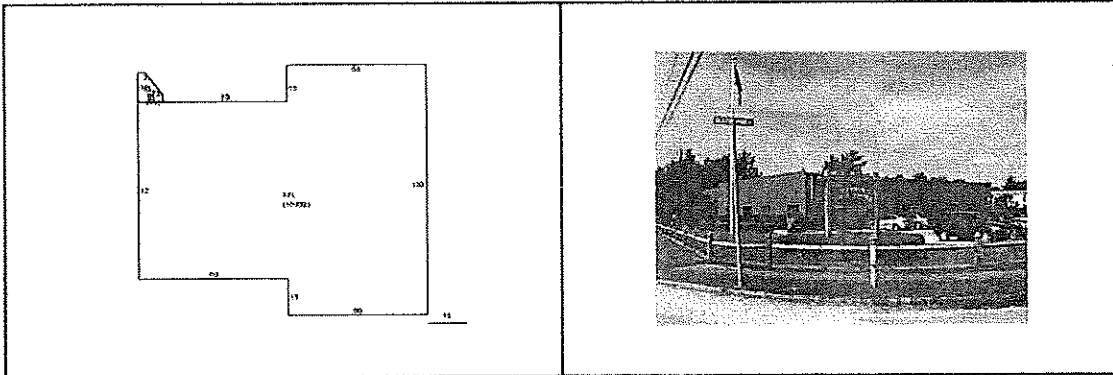
Building Style OFFICE	Foundation Type SLAB	Flooring Type CARPET
# of Living Units 1	Frame Type CONCRETE	Basement Floor N/A
Year Built 1986	Roof Structure FLAT	Heating Type FORCED H/A
Building Grade AVERAGE+	Roof Cover Membrane	Heating Fuel GAS
Building Condition Average	Siding CONC BLOCK	Air Conditioning 100%
Finished Area (SF) 10032	Interior Walls DRYWALL	# of Bsmt Garages 0
Number Rooms 0	# of Bedrooms 0	# of Full Baths 0
# of 3/4 Baths 0	# of 1/2 Baths 1	# of Other Fixtures 9

Legal Description

Narrative Description of Property

This property contains 0.970 acres of land mainly classified as Education with a(n) OFFICE style building, built about 1986, having CONC BLOCK exterior and Membrane roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 1 half bath(s).

Property Images



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

ARTICLE 16: To see if the Town will vote to amend the General Bylaws, Ch. 149 – Sewers, as provided below, with strikethrough language to be deleted and bold underlined language to be inserted:

§ 149-2. Sewer Connections. [Adopted 10-26-2004 ATM by Art. 25]

A. SEWER CONNECTION REQUIRED

Owners of all properties used for human occupancy, employment, recreation or other purposes within an area of the Town in which there is now located or in the future may be located a common sewer, to be sewered as identified in the final wastewater facilities plan dated June 16, 1997 provided that said common sewer is within 100-feet of the street front property line and abutting on any public or private way in which there is a common sewer, is hereby required at his/her expense, if there exists sufficient capacity within the Town's sewer system, to connect said building by sufficient drain to the common sewer as follows:

- (1) For all new construction of residential, commercial, industrial, and/or mixed-use buildings.** ~~The owner of any occupied structure to be constructed shall, if there exists sufficient capacity within the Town's sewer system, connect said building by a sufficient drain to the common sewer;~~
- (2) The owner of any occupied structure served by a Soil Absorption System (SAS) requesting any change of use, or alteration to a structure that results in increased wastewater flow, including single-family dwellings.** ~~constructed prior to March 31, 1995, if there exists sufficient capacity within the Town's sewer system, may increase the sewer flow from such building only upon connecting such building by a sufficient drain to the common sewer;~~

- (3) The owner of any occupied structure, excluding residential structures containing less than 3-dwelling units, served by a Soil Absorption System (SAS) shall be required to connect to the common sewer within 180-days of receiving official notice from the Department of Public Works constructed subsequent to March 31, 1995, if there exists sufficient capacity within the Town's sewer system, may increase the sewer flow from such building, provided that the Board of Health certifies that the SAS is sufficient to handle the existing sewer flow, and further provided that the increased flow is directed by a sufficient drain to the common sewer; and
- (4) The owner of any occupied structure served by a Soil Absorption System (SAS) determined by the Board of Health to be failing shall connect said building by a sufficient drain to the common sewer.

Or take any other action relative thereto.

BOARD OF SELECTMEN

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

The Advisory & Finance Committee recommends Town Meeting approve this article. The changes to the bylaw will help strengthen the requirements to connect to the sewer system. This will help increase the number of users in the sewer district which will in turn generate more revenue for the system.

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 Members

From: Marlene McCollem, Assistant Town Manager

Date: August 18, 2018

Re: **Annual Fall Town Meeting, Article 16 – Amendment to Ch. 149 - Sewers**

ARTICLE 16: To see if the Town will vote to amend the General Bylaws, Ch. 149 – Sewers, as provided below, with strikethrough language to be deleted and bold underlined language to be inserted:

§ 149-2. Sewer Connections. [Adopted 10-26-2004 ATM by Art. 25]

A. SEWER CONNECTION REQUIRED

Owners of all properties used for human occupancy, employment, recreation or other purposes within an area of the Town in which there is now located or in the future may be located a common sewer, to be sewered as identified in the final wastewater facilities plan dated June 16, 1997 provided that said common sewer is within 100-feet of the street front property line and abutting on any public or private way in which there is a common sewer, is hereby required at his/her expense, if there exists sufficient capacity within the Town's sewer system, to connect said building by sufficient drain to the common sewer as follows:

- (1) For all new construction of residential, commercial, industrial, and/or mixed-use buildings. The owner of any occupied structure to be constructed shall, if there exists sufficient capacity within the Town's sewer system, connect said building by a sufficient drain to the common sewer;
- (2) The owner of any occupied structure served by a Soil Absorption System (SAS) requesting any change of use, or alteration to a structure that results in increased wastewater flow, including single-family dwellings. constructed prior to March 31, 1995, if there exists sufficient capacity within the Town's sewer system, may increase the sewer flow from such building only upon connecting such building by a sufficient drain to the common sewer;
- (3) The owner of any occupied structure, excluding residential structures containing less than 3-dwelling units, served by a Soil Absorption System (SAS) shall be required to connect to the common sewer within 180-days of receiving official notice from the Department of Public Works constructed subsequent to March 31, 1995, if there exists sufficient capacity within the Town's sewer system, may increase the sewer flow from such building, provided that the Board of Health certifies that the SAS is sufficient to handle the existing sewer flow, and further provided that the increased flow is directed by a sufficient drain to the common sewer; and
- (4) The owner of any occupied structure served by a Soil Absorption System (SAS) determined by the Board of Health to be failing shall connect said building by a sufficient drain to the common sewer.

Or take any other action relative thereto.
BOARD OF SELECTMEN

Currently Chapter 149 of the General Bylaws requires that a property owner, located within the sewer service area, connect to the sewer system in three instances: (1) when new construction is proposed on

a vacant lot, (2) when a structure served by a pre-Title V system is altered in a way that increases wastewater flow, and (3) when an existing septic system fails. There is also a current provision that allows for split discharge from structures served by a functioning Title V system. In these instances, any permitted increase in flow would be discharged to the sewer, and the septic system would continue to be used for the existing flow.

The above amendment proposes two changes to the bylaw:

- Paragraph (2) removes the provision allowing for split discharge. This amendment requires that when there is a proposed structural alteration or change in use resulting in increased flow, the existing septic system shall be abandoned and all the wastewater from the property will be discharged to the sewer.
- Paragraph (3) removes existing grandfathering provisions for commercial, industrial, multifamily and mixed-use properties. This proposed change authorizes the Sewer Division and Department of Public Works to notify existing owners of commercial, industrial, multifamily, etc. property that they must abandon existing on-site systems and connect to the municipal system, if the property is located within 100-feet of a sewer main.

Under this proposed change, there are approximately 50 properties that would receive notice to connect. They are clustered in the Industrial Park, and on Obery and Samoset Streets.

There are a number of benefits gained by the above amendment:

- Additional users will be tied into the system and the increased revenue will assist in providing relief to the existing ratepayers who are responsible for the cost of the force main failure. This was discussed extensively at the Selectmen's rate hearing in May 2018 when sewer rates were increased approximately 30%.
- There is excess capacity at the wastewater treatment plant (WWTP). The WWTP is permitted for 3.0 million gallons per day (MGD). The actual average use is between 1.4-1.6 MGD. Increasing flow to the WWTP will better utilize the capital investment the town has already made in the plant and increase operational efficiencies.
- Treating the effluent at the WWTP, instead of relying on septic systems, significantly reduces the nutrient load released into the ground and surface waters. This will lead to improved water quality in Plymouth Harbor and Cape Cod Bay.

Thank you for your consideration.

ARTICLE 18:

ARTICLE 18: To see if the Town will vote to amend the General Bylaws, Ch. 100 – Junk Dealers and Collectors, as provided below, with strikethrough language to be deleted and bold underlined language to be inserted:

§ 100-2. Shopkeepers.

- A.** Every keeper of a shop for the purchase, sale or barter of junk, old or precious metals or secondhand articles within this town shall keep a book in which shall be written at the time of every purchase of any such article a description thereof and the name, age and residence of the person from whom and the day and hour when such purchase was made, and such book shall at all times be open to the inspection of the Selectmen or any person by them authorized to make such inspection, and every keeper of such shop shall put in some suitable and conspicuous place on his or her shop a sign having his or her name and occupation legibly inscribed thereon in large letters.
- C.** The licensee shall cause to be delivered to the Plymouth Police Department on a weekly basis, a copy of all transactions recorded in their book **transmitted electronically through databases approved by the Chief of Police.** ~~If, during the preceding week, such licensee has taken no articles for sale or liquidation, he/she shall make out and deliver to the Police Department a report of such fact.~~
[Added 4-2-2011 by ATM Article 33]

§ 100-5. Identification [Added 4-2-2011 by ATM Article 33]

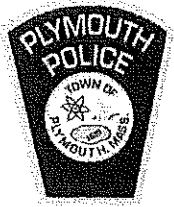
- A.** For all jewelry transactions, the licensee shall take a color photograph of each individual item in as much detail possible. **The licensee shall note any personal inscriptions, identification of weight or any other permanent markings.** The licensee shall photograph, in color, any person selling articles and keep the photographs with said books as part of his records.

Or take any other action relative thereto.

BOARD OF SELECTMEN

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

The Advisory & Finance Committee recommends Town Meeting approve Article 18. Approval to amend the General By-Law – Ch. 100 Junk Dealers and Collectors will add new verbiage for electronically transmitted transactions and to require more detail for jewelry transactions. The Police Department has contracted with “Lead on Line” a National Network of law enforcement agencies and reporting businesses. The system provides Statewide and Nationwide search capabilities as well as suspect summary reports. Many shopkeepers already use this online service for reporting their transactions. This will be a superior investigative tool for detectives.



PLYMOUTH POLICE DEPARTMENT



20 Long Pond Road, Plymouth, MA 02360
Phone (508) 830-4218 - Fax (508) 830-4217
www.plymouthpolice.com

Michael E. Botieri
Chief of Police

To: Administration & Finance Committee / Board of Selectmen
From: Chief Michael E. Botieri
Rea: Article 18 – Proposed Changes to Town Bylaws
Date: August 30, 2018

The Plymouth Police Department has contracted with "Leads on Line" which is a National Network comprised of thousands of law enforcement agencies and reporting businesses. Leads on Line is an easy online reporting system for Pawn shops and secondhand stores. Pawnshops, gold buyers, game stores, and other secondhand businesses can easily report transactions via Leads on Line. In most cases they will simply send a file each day or connect their software with Leads on Line in real time via a web service. Leads on Line is free for reporting businesses.

Leads on Line is a superior investigative tool for detectives. The system will cross reference suspects as well as property in order to assist with real time identification. With the increase in online transactions to include eBay sites and craigslist, this tool would be invaluable once the data is submitted. A lead on Line allows residents to download photos, receipts, descriptions and model number to their property. This information will be pre-entered into the system and a real time notification will occur should the item be pawned. Leads on Line will be a valuable tool for our investigators. The system provides Statewide and Nationwide search capabilities as well as suspect summary reports and a Compstat Mapping system.

I am proposing the following changes to Chapter 100 of the Town Bylaws (Junk Dealers and Collectors) in order to utilize this new electronic filing system for Pawn Shops and Junk Dealers:

- 100-2. Shopkeepers (currently "C") There is a typo on first paragraph title that should be changed to "A"
- 100-2. Shopkeepers Paragraph C. New verbiage added for electronic transmitting, and deletion of last sentence.
- 100-5. Identification Paragraph A. New verbiage for jewelry transactions – More detailed information to identify property.

Michael E. Botieri
Chief of Police

Chapter 100

JUNK DEALERS AND COLLECTORS

§ 100-1. License required.

§ 100-2. Shopkeepers.

§ 100-3. Minors.

§ 100-4. Junk collectors.

§ 100-5. Identification.

[HISTORY: Adopted by the Annual Town Meeting of the Town of Plymouth 4-16-1974 by Art. 58 as Art. 7 of the 1974 Bylaws. Amendments noted where applicable.]

GENERAL REFERENCES

Hawkers, peddlers and transient vendors -- See Ch. 85.
Solid waste -- See Ch. 157

§ 100-1. License required.

- A. All dealers in and keepers of shops for the purchase, sale or barter of junk, old or precious metals or secondhand articles in this town shall be licensed by the Selectmen. For the purpose of this bylaw, the term "precious metals" shall include any precious metal such as gold, silver or platinum without regard to the form or amount. [Added 4-2-2011 by ATM Article 33]

§ 100-2. Shopkeepers.

- A. Every keeper of a shop for the purchase, sale or barter of junk, old or precious metals or secondhand articles within this town shall keep a book in which shall be written at the time of every purchase of any such article a description thereof and the name, age and residence of the person from whom and the day and hour when such purchase was made, and such book shall at all times be open to the inspection of the Selectmen or any person by them authorized to make such inspection, and every keeper of such shop shall put in some suitable and conspicuous place on his or her shop a sign having his or her name and occupation legibly inscribed thereon in large letters.

- B. Such shop and all articles of merchandise therein may at all times be examined by the Selectmen or by any person by them authorized to make such examination, and no article purchased or received by such shopkeeper shall be sold or altered or removed from premises **[Amended 10-24-2011 ATM by Art. 28]** until a period of at least one week thirty days has elapsed from the date of its purchase or receipt. **[Amended 4-2-2011 by ATM Article 33]**
- C. The licensee shall cause to be delivered to the Plymouth Police Department on a weekly basis, a copy of all transactions recorded in their book transmitted electronically through databases approved by the Chief of Police. ~~If, during the preceding week, such licensee has taken no articles for sale or liquidation, he/she shall make out and deliver to the Police Department a report of such fact.~~ **[Added 4-2-2011 by ATM Article 33]**
- D. All shopkeepers shall produce a receipt identifying the business name, address, and license number. It shall contain an accurate and detailed description of all items including but not limited to: all distinguishing marks, model names or numbers, serial numbers, etchings or engravings. Jewelry items shall include a complete description including the material, ring size, weight, chain length, shapes, karat weight and color. **[Added 4-2-2011 by ATM Article 33]**
- E. All shopkeepers shall refrain from paying cash for precious metals and articles purchased that will be liquidated, melted down, or resold. The preferred method of payment should be a business check which can be traced back to the recipient. **[Added 4-2-2011 by ATM Article 33]**

§ 100-3. Minors.

No keeper of such shop shall directly or indirectly purchase or receive, by way of barter or exchange, any of the articles aforesaid of a minor knowing or having a reason to believe him or her to be such.

§ 100-4. Junk collectors.

- A. All junk collectors who collect, by purchase or otherwise, junk, old metals or secondhand articles from place to place in this town shall be licensed by the Selectmen.
- B. Whoever violates this section shall be liable to a penalty of \$50 \$100 **[Amended 4-2-2011 by ATM Article 33]** for each offense. **[Added 4-10-2001 by ATM Article 31]**

§ 100-5. Identification

[Added 4-2-2011 by ATM Article 33]

- A. For all jewelry transactions, the licensee shall take a color photograph of each individual item in as much detail possible. The licensee shall note any personal inscriptions, identification of weight or any other permanent markings. The licensee shall photograph, in color, any person selling articles and keep the photographs with said books as part of his records.
- B. The licensee shall obtain positive identification, make a color copy of, and record the full name, address, date of birth, and who shall be required to sign documentation avowing to the accuracy of the information listed, and ownership of said items being sold.

ARTICLE 19: To see if the Town will vote to accept MGL Chapter 200A, Section 9A—Disposition of Abandoned Funds, providing a statutory procedure for providing notice and disposing of abandoned funds in the custody of the Town, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval (Unanimous 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 19. Approval of this article will record the official acceptance of MGL 200A 9A Disposition by Town Meeting which will codify the current practice.



TOWN OF PLYMOUTH

26 Court Street
Plymouth, Massachusetts 02360
(508) 747-1620

DT: August 16, 2018

FR: Pamela L. Borgatti *PLB*
Treasurer/Collector

TO: Board of Selectmen
Advisory & Finance Committee

RE: Local Acceptance – M.G.L. c. 200A, §9A Disposition of Abandoned Funds

This article requests Town Meeting accept M.G.L. c. 200A, §9A for the Disposition of Abandoned Funds otherwise known as Tailings. Local acceptance of M.G.L. c. 200A, §9A will allow the reclassification of unclaimed checks that are one year or older to be taken into the General Fund as revenue after certain procedures have been followed.

For your reference, attached with this memo you will find a copy of M.G.L. c. 200A, §9A for the Disposition of Abandoned Funds.

Please let me know if you have any questions or concerns regarding this matter. Your thoughtful consideration and positive recommendation is greatly appreciated.

MGL 200A, Section 9A: Disposition of abandoned funds by city or town; notice of period during which funds may be claimed; city treasurer authorized to hear claims; appeal; disbursement

Section 9A. (a) In any city, town or district that accepts this section in the manner provided in section 4 of chapter 4, there shall be an alternative procedure for disposing of abandoned funds held in the custody of the city, town or district as provided in this section.

(b) Any funds held in the custody of a city, town or district may be presumed by the city, town or district treasurer to be abandoned unless claimed by the corporation, organization, beneficiary or person entitled thereto within 1 year after the date prescribed for payment or delivery; provided, however, that the last instrument intended as payment shall bear upon its face the statement "void if not cashed within 1 year from date of issue". After the expiration of 1 year after the date of issue, the treasurer of a city, town or district may cause the financial institution upon which the instrument was drawn to stop payment on the instrument or otherwise cause the financial institution to decline payment on the instrument and any claims made beyond that date shall only be paid by the city, town or district through the issuance of a new instrument. The city, town or district and the financial institution shall not be liable for damages, consequential or otherwise, resulting from a refusal to honor an instrument of a city, town or district submitted for payment more than a year after its issuance.

(c) The treasurer of a city, town or district holding funds owed to a corporation, organization, beneficiary or person entitled thereto that are presumed to be abandoned under this section shall post a notice entitled "Notice of names of persons appearing to be owners of funds held by (insert city, town or district name), and deemed abandoned". The notice shall specify the names of those persons who appear from available information to be entitled to such funds, shall provide a description of the appropriate method for claiming the funds and shall state a deadline for those funds to be claimed; provided, however, that the deadline shall not be less than 60 days after the date the notice was either postmarked or first posted on a website as provided in this section. The treasurer of the city, town or district may post such notice using either of the following methods: (1) by mailing the notice by first class mail, postage prepaid, to the last known address of the beneficiary or person entitled thereto; or (2) if the city, town or district maintains an official website, by posting the notice conspicuously on the website for not less than 60 days. If the apparent owner fails to respond within 60 days after the mailing or posting of the notice, the treasurer shall cause a notice of the check to be published in a newspaper of general circulation, printed in English, in the county in which the city or town is located.

(d) In the event that funds appearing to be owed to a corporation, organization, beneficiary or person is \$100 or more and the deadline as provided in the notice has passed and no claim for the funds has been made, the treasurer shall cause an additional notice, in substantially the same form as the aforementioned notice, to be published in a newspaper of general circulation in the county in which the city, town or district is located; provided, however, that the notice shall provide an extended deadline beyond which funds shall not be claimed and such deadline shall be at least 1 year from the date of publication of the notice.

(e) Once the final deadline has passed under subsection (d), the funds owed to the corporation, organization, beneficiary or person entitled thereto shall escheat to the city, town or district and the treasurer thereof shall record the funds as revenue in the General Fund of the city, town or district and the city, town or district shall not be liable to the corporation, organization, beneficiary or person for payment of those funds or for the underlying liability for which the funds were originally intended. Upon escheat, the funds shall be available to the city, town or district's appropriating authority for appropriation for any other public purpose. In addition to the notices required in this section, the treasurer of the city, town or district may initiate any other notices or communications that are

directed in good faith toward making final disbursement of the funds to the corporation, organization, beneficiary or person entitled thereto.

Prior to escheat of the funds, the treasurer of the city, town or district shall hear all claims on funds that may arise and if it is clear, based on a preponderance of the evidence available to the treasurer at the time the claim is made, that the claimant is entitled to disbursement of the funds, the treasurer shall disburse funds to the claimant upon receipt by the treasurer of a written indemnification agreement from the claimant wherein the claimant agrees to hold the city, town or district and the treasurer of the city, town or district harmless in the event it is later determined that the claimant was not entitled to receipt of the funds. If it is not clear, based on a preponderance of the evidence before the treasurer at the time of the claim that the claimant is entitled to disbursement of the funds, the treasurer shall segregate the funds into a separate, interest-bearing account and shall notify the claimant of such action within 10 days. A claimant affected by this action may appeal within 20 days after receiving notice thereof to the district, municipal or superior court in the county in which the city, town or district is located. The claimant shall have a trial de novo. A party adversely affected by a decree or order of the district, municipal or superior court may appeal to the appeals court or the supreme judicial court within 20 days from the date of the decree.

If the validity of the claim shall be determined in favor of the claimant or another party, the treasurer shall disburse funds in accordance with the order of the court, including interest accrued. If the validity of the claim is determined to be not in favor of the claimant or another party or if the treasurer does not receive notice that an appeal has been filed within 1 year from the date the claimant was notified that funds were being withheld, then the funds, plus accrued interest, shall escheat to the city, town or district in the manner provided in this section.

If the claimant is domiciled in another state or country and the city, town or district determines that there is no reasonable assurance that the claimant will actually receive the payment provided for in this section in substantially full value, the superior court, in its discretion or upon a petition by the city, town or district, may order that the city, town or district retain the funds.

ARTICLE 20: To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation to amend the Town Charter as recommended by the Charter Review Committee in its report entitled, "Town of Plymouth Proposed Charter Amendments 2018 Fall STM," dated October, 2018, on file with the Town Clerk; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and authorizing the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of the petition, or take any other action relative thereto.

CHARTER REVIEW COMMITTEE

RECOMMENDATION: Recommendation in Supplement I

ARTICLE 22:

ARTICLE 22: To see if the Town will vote to amend the Zoning Bylaw Section 207.11 Ground-Mounted Solar Photovoltaic Systems to apply the 5 acre limitation in subsection B(2) to land located only in any residential district as well as amend any other definitions, procedures, and provisions for said installations, or take any other action relative thereto.

PLANNING AND COMMUNITY DEVELOPMENT

RECOMMENDATION: Approval (Unanimous 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 22. Approval of this article will add the language “in any Residential District” to the Zoning Bylaw Section 207.11 Ground-Mounted Solar Photovoltaic previously approved, April 2017 Annual Town Meeting, but omitted from the written bylaw.

2018 Fall Annual Town Meeting

FINAL REPORT AND RECOMMENDATION TO AMEND
SECTION 207-11 GROUND-MOUNTED SOLAR PHOTOVOLTAIC SYSTEMS
OF THE ZONING BYLAW

18 SEP 11 AIO 31

DATE OF PUBLICATION OF PUBLIC HEARING:

August 8, 2018

August 15, 2018

DATE OF PUBLIC HEARING:

August 27, 2018

VOTE: On August 27, 2018, the Planning Board voted (5-0) to support the following amendment and map to Town Meeting:

PROPOSED AMENDMENT:

Underlined wording to be inserted.

§ 207-11. Ground-Mounted Solar Photovoltaic Systems

(B)2. Prohibited:

- a. A GMSPS that actively occupies more than five acres in area in any Residential District.

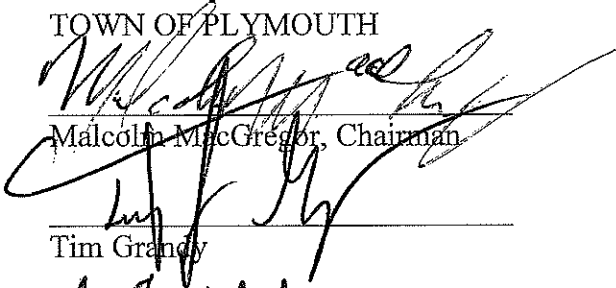
NEED AND JUSTIFICATION

A petitioned article, Article 30 of the April 2017 Annual Town Meeting, included the follow provision "A GMSPS that actively occupies more than five acres (reduced from 15 acres) in area **in any Residential District** (bold language added)." However, the petition failed to identify the "in any Residential District" as new language. Unfortunately, Town Counsel did not pick-up on this addition and the language "in any Residential District" was not included within the revised zoning bylaw.

INTENT

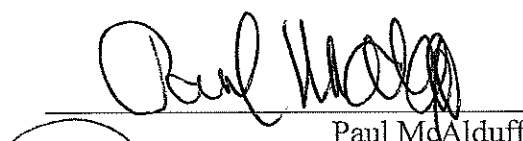
This amendment seeks to correct this oversight and insert the language previously approved by Town Meeting.

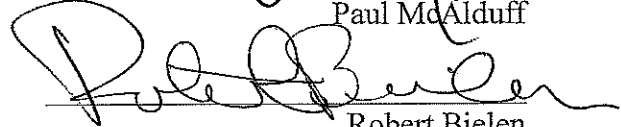
TOWN OF PLYMOUTH


Malcolm MacGregor, Chairman


Tim Grandy


Russ Appleyard


Paul McDuff


Robert Bielen

BEING A MAJORITY OF THE PLANNING BOARD

DATE SIGNED BY THE PLANNING BOARD:

September 10, 2018

DATE FILED WITH TOWN CLERK:

September 11, 2018

c:

Town Clerk
Board of Selectmen
Advisory and Finance Committee

ARTICLE 23:

ARTICLE 23: To see if the Town will vote to amend the Zoning Bylaw Section 201.3 Definitions, the Use Table and the Use Table Footnotes to allow dog kennels by special permit in the Rural Residential (RR) District and by-right in the Light Industrial (LI), Airport (AP), Highway Commercial (HC) and Mixed Commerce (MC) districts as well as amend any other definitions, procedures, and provisions for said installations, or take any other action relative thereto.
PLANNING AND COMMUNITY DEVELOPMENT

RECOMMENDATION: Approval (11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 23. Approval of this zoning bylaw amendment will define commercial dog kennels and restrict new commercial dog kennels to approved locations.

2018 Fall Annual Town Meeting

Article 23

'18 SEP 11 AIO :27

FINAL REPORT AND RECOMMENDATION TO AMEND
REGULATING DOG KENNELS THROUGH THE ZONING BYLAW

DATE OF PUBLICATION OF PUBLIC HEARING:

August 8, 2018

August 15, 2018

DATE OF PUBLIC HEARING:

August 27, 2018

VOTE: On August 27, 2018, the Planning Board voted (5-0) **to support** the following amendment and map to Town Meeting:

PROPOSED AMENDMENT:

Insert the Following:

201-3. Definitions.

COMMERCIAL DOG KENNEL - A collection of dogs on a Lot, whether maintained for breeding, boarding, sale and training, including more than three dogs, three months old or older, provided however, that a veterinary hospital shall not be considered a Dog Kennel.

Also see attached Use Table amendment.

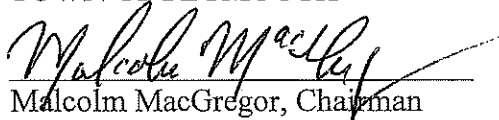
NEED AND JUSTIFICATION

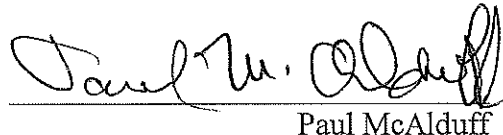
Currently, the Zoning Bylaw does not include a commercial dog kennel use. In absence of any guidance from the Zoning Bylaw, the Building Commissioner has only allowed the use in Plymouth's Light Industrial District. This amendment seeks to expand the number of zoning districts where kennels are allowed. The amendment allows kennels by- right in the Light Industrial, Airport, Highway Commercial and Mixed Commerce Districts

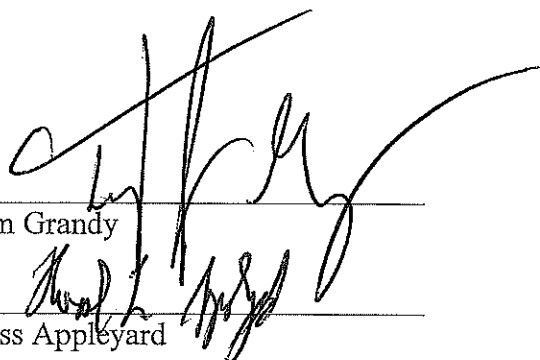
INTENT

The intent of this amendment is to define commercial dog kennels and where they are allowed within the Town of Plymouth.

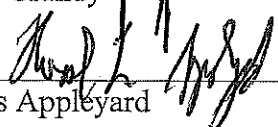
TOWN OF PLYMOUTH


Malcolm MacGregor, Chairman

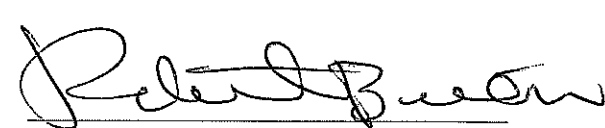

Paul McAluff



Tim Grandy



Russ Appleyard



Robert Bielen

BEING A MAJORITY OF THE PLANNING BOARD

DATE SIGNED BY THE PLANNING BOARD:

September 10, 2018

DATE FILED WITH TOWN CLERK:

September 11, 2018

c:

Town Clerk
Board of Selectmen
Advisory and Finance Committee

Plymouth Zoning Bylaw Use Table

Key: Y = permitted by right; SP = Special Permit and X = not permitted (prohibited)

	Residential Districts					Mixed Use Districts			Commercial Districts							
	RR	R-40	R-25	R-20SL	R-20MF	DH	LI/WF	WF	NC	TC	GC	AC	LI	AP ²³	MC	HC
F Accessory																
1 Scientific research and development or related production	SP	X	X	X	X	SP	SP	SP	SP	SP	SP	SP	Y	Y	Y	Y
2 Temporary Construction and Office Trailer	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP
3 Wind Energy Conversion System (WECS)	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP
4 Dog Kennel	X	X	X	X	X	X	X	X	X	X	X	X	Y	Y	Y	Y

ARTICLE 24: To see if the Town will vote to amend its Zoning Bylaw, Section 206-1 – “Aquifer Protection District” as it relates to the delineation of the district, uses allowed, special permit uses and prohibited uses or activities and to revise the Town’s Official Zoning Map to revise the boundaries of the Aquifer Protection District, or take any other action relative thereto.

PLANNING AND COMMUNITY DEVELOPMENT

RECOMMENDATION: Approval (Unanimous 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 24. Approval of this article will amend the zoning bylaw to revise the boundaries of the Aquifer Protection District, restrict high risk uses and define allowed and special permit uses within that district. The Advisory & Finance Committee felt that the protection of the public’s drinking water is a priority.

2018 Fall Annual Town Meeting

RECEIVED
TOWN CLERK'S OFFICE
PLYMOUTH, MA

RECEIVED
TOWN CLERK'S OFFICE
PLYMOUTH, MA
Article 24

18 SEP 11 A10:30
FINAL REPORT AND RECOMMENDATION TO AMEND
AQUIFER PROTECTION SECTION OF THE ZONING BYLAW
AND REVISE THE AQUIFER PROTECTION DISTRICT BOUNDARIES
ON THE TOWN'S OFFICIAL ZONING MAP

DATE OF PUBLICATION OF PUBLIC HEARING: August 8, 2018

August 15, 2018

DATE OF PUBLIC HEARING:

August 27, 2018

VOTE: On August 27, 2018, the Planning Board voted (5-0) **to support** the following amendment and map to Town Meeting:

PROPOSED AMENDMENT:

Please see attached language and map.

NEED AND JUSTIFICATION

Public drinking water is Plymouth's most valuable natural resource. The amendment seeks to further protect this resource. An aquifer protection "Zone II" is that area of an aquifer which contributes ground water to a public drinking water well. Zone IIs for all current and future wells have been identified and included within the Town's Aquifer Protection District.

The Town of Bourne has re-delineated the Zone IIs for two wells. A portion of the Zone IIs are located within the Town of Plymouth. As part of the Massachusetts Department of Environmental Protection (DEP) wellhead protection process, abutting communities are required to add these Zone IIs to their Aquifer Protection Bylaw. The re-delineated Bourne Zone IIs are roughly the same size as the Existing Zone IIs and are located in close proximity to the current Zone IIs.

As Plymouth looks at establishing a well on the Forges Field property, DEP also requests that the zone II for this future well also be mapped.

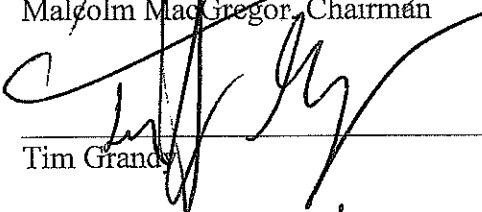
In addition, four of Plymouth's municipal wells are also located within commercial development corridors. Plymouth has been fortunate to benefit from a considerable amount of economic development in these corridors. Unfortunately, this positive economic development has the potential to negatively impact Plymouth's drinking water. Over the years, concern has grown over the potential environmental impacts of vehicle maintenance facilities as well as the storage of petroleum products. This amendment seeks to prohibit such facilities in areas that provide direct water recharge to the Town's wells. These uses are still allowed in non-recharge areas. In addition, a range of other commercial uses are still allowed on commercially zoned land located within Zone IIs.

INTENT

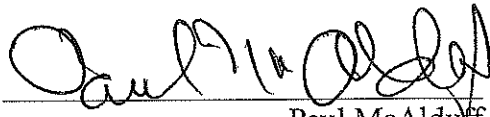
The intent of these amendments is to more accurately map the Zone IIs for wells located within the Town of Bourne and Forges Field and to restrict vehicle service facilities and the storage of petroleum productions in areas that contribute ground water to Plymouth's municipal wells.

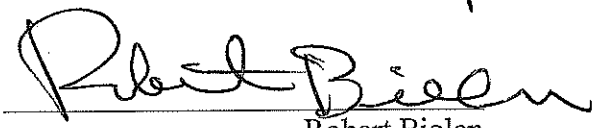
TOWN OF PLYMOUTH


Malcolm MacGregor, Chairman


Tim Grandy


Russ Appleyard


Paul McAlduff


Robert Bielen

BEING A MAJORITY OF THE PLANNING BOARD

DATE SIGNED BY THE PLANNING BOARD:

September 10, 2018

DATE FILED WITH TOWN CLERK:

September 11, 2018

c:

Town Clerk
Board of Selectmen
Advisory and Finance Committee

§206-1. Aquifer Protection Overlay District (APOD).

A. Intent

1. To protect, preserve and maintain the existing and potential groundwater supply and surface water quality for present and future residents of the Town.
2. To prevent pollution of ground and surface water and water supplies.
3. To assure the continued availability of the potable and recreational water supply of the Town.
4. To promote and protect the public health, safety and general welfare.

B. Scope and Authority. The Aquifer Protection District shall be considered as overlying other zoning Districts. Any Use permitted in the portions of the Districts so overlaid shall be governed by the restrictions of the underlying District.

C. Administration.

For the purposes of this Section, the designated SPGA shall be (1) the Planning Board in the case of Special Permits issued by the Planning Board in accordance with the provisions of the Bylaw and for residential subdivision control, or (2) the Zoning Board of Appeals in the case of Special Permits issued by the Zoning Board of Appeals in accordance with the provisions of the Bylaw. If no other Special Permits are required, the SPGA shall be the Zoning Board of Appeals. ~~In reviewing an Aquifer Protection District proposal, the SPGA shall be governed by the Special Permit. The SPGA may adopt regulations for carrying out its duties under this Section.~~

D. Definitions. As used in this Section, the following words and terms shall have the meanings specified herein:

1. **Aquifer.** A geologic formation composed of rock, sand and/or gravel that contains significant amounts of potentially recoverable water.
2. **Aquifer Protection Map.** The Aquifer Protection Map adopted by Town Meeting reflecting the most current location and extent of aquifer protection areas regulated under this Section of the Bylaw.
3. **Bulk Stations and Terminals.** An establishment where commodities, including both liquids and solids, are received by pipelines, tank car, tank vehicle, or other container, and are stored or blended in bulk for the purpose of distribution by pipeline, tank car, tank vehicle, or container.
4. **Complete Management Plan.** A material management plan that addresses the storage, handling, and disposal equipment and procedures for handling of a toxic or hazardous material. Said plan shall also address the emergency handling and cleanup procedures for each individual material in use, and shall be consistent with OSHA's Process Safety Management (PSM) standard. As referred to Paragraphs H (4), H (5) and H (6) of this Section.
5. **Gross Density.** Gross density shall be calculated upon the total land area less that portion to be used for road right-of-way or common access drive purposes.

6. **Hazardous Waste.** Any waste material as defined in Massachusetts Hazardous Waste Regulations, 310 CMR Section 30.010, as amended. This includes, but is not limited to, waste oil, waste solvents, waste oil-based paint and waste pesticides.
7. **Historic(al) High Groundwater.** That elevation that may be determined by (1) direct observation of subsurface conditions in test pits witnessed by a certified soils evaluator using the current Title V criteria; or (2) calculating the groundwater elevations using the Frimpter Method (USGS OFR80-1205). Groundwater elevations depicted on plans shall be prepared by a qualified professional, as defined in this Section.
8. **Landfill.** Any open dumping, whether or not a facility established in accordance with a valid site assignment for the purposes of disposing solid waste into or on the land, pursuant to 310 CMR 19.006.
9. **Monitoring System.** As defined in 527 CMR 9.00.
10. **Municipal Sewerage System.** A public sewerage system operated by a municipality, or a privately owned and operated sewage treatment plant duly licensed by the DEP pursuant to requirements of the Massachusetts Clean Waters Act and the regulations adopted under 314 CMR 1.00 through 9.00.
11. **Household or Domestic Quantities.** Any of the following:
 - a. Up to 660 gallons of oil on site at any time to be used for heating of a Structure or to supply an emergency generator; or
 - b. Propane used for standard household or commercial heating or cooking purposes; or
 - c. Up to twenty-five (25) gallons (or the dry weight equivalent) of other toxic or hazardous materials, including oil not used for heating or to supply an emergency generator; or
 - d. A quantity of hazardous waste at the Very Small Quantity Generator level as defined in the Massachusetts Hazardous Waste Regulations, 310 CRM Section 30.353, as amended.
12. **Petroleum Product.** Petroleum or petroleum by-product including, but not limited to: fuel oil; gasoline; diesel; kerosene; aviation jet fuel; aviation gasoline; lubricating oils; oily sludge; oil refuse; oil mixed with other wastes; crude oils; or other liquid hydrocarbons regardless of specific gravity. Petroleum product shall not include liquefied petroleum gas including, but not limited to, liquefied natural gas, propane or butane.
13. **Qualified Professional.** Any professional or team of professionals that demonstrates appropriate expertise related to the disciplines that may be cited in this Section of the Bylaw. Proof of expertise may be provided through the inclusion of one or more certifications including, but not limited to, Massachusetts Certified Professional Engineers, Certified Soils Evaluators, or Professional Geologists or Hydrogeologists. Proof of expertise may also be provided through a documented record of fifteen (15) or more years of

professional experience in the appropriate field with no record of negligence or wrongdoing.

14. **Toxic or Hazardous Materials.** Any substance or mixture of physical, chemical, or infectious characteristics posing a significant, actual or potential hazard to water supplies or other hazards to human health if such substance or mixture were discharged to land or water. Toxic or hazardous materials include without limitation: synthetic organic chemicals, petroleum products, heavy metals, radioactive or infectious wastes, acids and alkalis, solvents and thinners, and all substances defined as hazardous or toxic under G. L. c.21C, c. 21E and 310 CMR 30.00, as amended, and all substances defined as “regulated substances” under G. L. c.148, §38B, as amended and also including such products as solvents and thinners in quantities greater than normal household use. Any chemical, combustible liquid, compressed gas, explosive, flammable aerosol, gas, liquid or solid, health hazard, mixture, organic peroxide, oxidizer, physical hazard, pyrophoric, unstable (reactive) or water reactive, as defined under Title 29 of the Code of Federal Regulations, Section 1910.1200(c) and any other chemical, material or substance identified as hazardous based on available scientific evidence. Hazardous materials shall include any of the above-mentioned substances that may be leached from outdoor stockpiles of manufactured materials including, but not limited to, auto parts or treated wood. Hazardous materials do not include hazardous wastes, tobacco products, wood products, foods, drugs, alcoholic beverages, cosmetics, and any hazardous material used in household quantities.
15. **Underground Storage Tank.** As defined in 527 CMR 9.00 and G. L. c. 148, § 38B, as amended.
16. **Very Small Quantity Generator (VSQG)** generates less than 100 kilograms in a month, generates no acutely hazardous waste, and accumulates no more than 1,000 kilograms at any time, as defined in 310 CMR 30.00.
17. **Water Supply Master Plan.** “Master Plan for the Plymouth, Massachusetts Water System”-(2 volumes) prepared by Wright-Pierce and dated April 2006, as amended.

E. Establishment and Delineation of Aquifer Protection District. For the purposes of this District, there are hereby established within the Town certain aquifer protection areas, consisting of aquifers and/or aquifer recharge areas. Aquifers and aquifer recharge areas are defined by standard geologic and hydrologic investigations.

1. The Aquifer Protection District includes the aquifer itself, the land above the aquifer and the aquifer's most Significant recharge areas consisting of:
 - a. **Area 1.** Commonwealth of Massachusetts Department of Environmental Protection (DEP) approved Zone I (as defined by DEP in 310 CMR 22.00, as amended) to Public Water Supply Wells as displayed on the Aquifer Protection Map.

- b. **Area 2.** DEP approved Zone IIs and IIIs (as defined by DEP in 310 CMR 22.00 as amended) to Public Water Supply Wells and watersheds contributing surface runoff to those areas defined in Area 1, above, as displayed on the Aquifer Protection Map.
 - c. **Area 3.** Contributing Areas to significant Recreational Water Bodies: the area contiguous or noncontiguous to recreational lakes, water bodies or tributaries thereto in which ground or surface water flow is in the direction of and contributory to the lake, water body or tributary as displayed on the Aquifer Protection Map.
2. The boundaries of this Aquifer Protection District are delineated on a map ~~at a scale of 1 inch = 10,000 square feet~~ entitled "Aquifer Protection Map" ~~[Added 5-12-1981 ATM by Art. 31, Amended 4-12-1993 ATM by Art. 23, Replaced October 24, 2011 ATM by Art. 17]~~ and is hereby made part of the Town of Plymouth Zoning Bylaw. These boundaries reflect the best hydrogeologic information available as of the date of the map. Said Map is also available in digital form and is maintained on the Town's Geographic Information System.
 3. Where the boundaries as delineated are in dispute, the burden of proof shall be upon the owners of the land in question to demonstrate where they should properly be located. At the request of the owner(s), the Director of Inspectional Services may engage qualified professional and may charge the owner(s) for all or part of the cost of the investigation. Where properties are partially within delineated boundaries, applicable regulations shall be determined based upon approved locations of discharge into the ground.

F. Multiple Uses. A proposed development project may be subject to more than one use described in the accompanying 206-1. Aquifer Protection District (AA) Use Table in this Section.

G. Allowed Uses. Allowed uses in the Aquifer Protection District are set forth in the Table and are subject to the following:

1. ~~Where such uses include significant changes to the stormwater management patterns at the site,~~ Allowed ~~these~~ uses shall include a system of stormwater management which is consistent with the Town of Plymouth's Stormwater Design Guidelines and the DEP Stormwater Management Standards and Design Guidelines, as amended, and which shall be designed to prevent untreated discharges to wetland and surface waters; preserve hydrologic conditions that closely resemble pre-development conditions; reduce or prevent flooding by managing peak discharges and volumes of runoff; minimize erosion and sedimentation; result in no significant degradation of groundwater quality; and reduce suspended solids and other pollutants to improve water quality and provide increased protection of sensitive natural resources.
2. Uses which render impervious more than fifteen percent (15%) or 2,500 square feet of any lot, whichever is greater, shall provide artificial recharge for additional runoff resulting from the impervious surfaces.

H. Special Permit Uses subject to the following:

~~1. When deemed necessary by the SPGA, the SPGA may require that, due to the location, complexity, scale, or characteristics of the activity in question, it is necessary to retain at the full expense of the applicant an independent engineering consultant to assess the present or potential hazard to water supplies or human health or to review the findings of any report or submissions made hereunder.~~

2.1. In all cases, the SPGA maintains the authority to require documentation of the waste stream for a specific use or facility as a condition of granting of the Special Permit under this Section of the Bylaw, and the costs of achieving compliance shall be borne by the applicant.

3.2. Expansion of existing nonconforming uses shall not be granted unless the SPGA expressly finds that such expansion shall result in no net change, or a net improvement to existing conditions with respect to water quality and groundwater recharge over the existing use, and in no case shall such permit be issued for a prohibited use under this Section of the Bylaw.

4.3. The following Special Permit uses are subject to the conditions contained in Paragraph H(~~45~~) below:

- a. All uses that store fuel or oil in quantities greater than 500 gallons; or
- b. All uses that have parking for more than 200 vehicles; or
- c. All uses that as a result of site work have grades of less than five feet (5') above maximum groundwater elevation; or
- d. All uses that retain less than thirty percent (30%) of the site's area in its natural state (except as required for a single-family residence); or
- e. Boat or motor vehicle service or repair facilities or car washes accessory to other primary uses.

5.4. Special Permits issued for uses in Paragraph H(~~34~~) above shall be subject to the following conditions:

- a. Car washes must recycle water at the facility in a manner consistent with other local, state and federal regulations.
- b. The applicant must submit the following prior to issuance of a Building Permit: Location plans for at least three monitoring wells on the site; a monitoring program; a schedule for the relevant sampling and testing of wastewater disposed of on site; a schedule for the regular sampling of groundwater; and a Complete Management Plan where toxic or hazardous materials, fuel or oil may be used on the premises, subject to review and acceptance by the Director of Inspectional Services in consultation with the Water Superintendent, DPW Director, and Fire Chief. If within forty five (45) days after submittal the Director of Inspectional Services has not disapproved the submitted well locations, program and schedule, or a mutually agreed upon extension of time has not been reached, the monitoring wells and sampling program shall be deemed approved. The monitoring wells and reports of the monitoring program are to be

submitted to the Water Superintendent, DPW Director, and Fire Chief in accordance with the approved schedule, with a copy to the SPGA. The cost of the monitoring program, and future inspections if any, shall be borne by the owner of the premises.

e. If at or within the boundaries of the premises the groundwater quality resulting from the aforementioned activity falls below:

- i. The standards established by DEP in Drinking Water Standards of Massachusetts, as amended; or
- ii. For parameters where no DEP standards exist, below current EPA criteria as published in the Federal Register; OR,
- iii. Where no such criteria exists, below standards established by the SPGA in consultation with the Board of Health and Water Superintendent; OR,
- iv. Where existing groundwater quality is already below those standards, upon determination that the proposed activity results in further degradation, written notice of any violation shall be given by the Director of Inspectional Services to the owner of the premises specifying the nature of the violation and specifying a time for compliance, including any cleanup of spilled materials, when and if any of the following criteria are met. The costs of achieving compliance shall be borne by the owner of the premises.

- c. The applicant shall have a qualified professional conduct annual inspections of floor drains, fuel storage facilities, drainage and water recycling systems. Said professional shall certify annually to the Director of Inspectional Services, Water Superintendent, DPW Director, and Fire Chief that these facilities are functioning properly and as designed.

6.5. For uses which include the storage, handling or use of toxic or hazardous materials in quantities greater than normal household quantities, and where storage is for or incidental to:

- i. Waste oil retention facilities required by statute, rule or regulation; or
- ii. Emergency generators required by statute, rule or regulation; or
- iii. Treatment works approved under 314 CMR 5.00 for treatment of ground or surface waters; or
- iv. Replacement or upgrading of existing storage vessels without increasing the total capacity of the vessels to be replaced or upgraded providing there is compliance with all local, state and federal laws;

And provided that storage must be:

- i. Above ground level; AND
- ii. On an impervious surface; AND

- iii. Either in container(s) or above-ground tank(s) within a building or outdoors in covered container(s) or above ground tank(s) in an area that has a containment system designed and operated to contain a spill of 110% of the total volume of the single largest container.
 - a. The SPGA may grant such approval only upon a finding that, because of quantity, quality, concentration or physical, chemical, or infectious characteristics, and the effectiveness of storage, handling, and disposal equipment and procedures, the proposed activity does not pose a significant present or potential hazard to water supplies or human health; AND
 - b. This Special Permit process shall also be required whenever additional new substances or substantial changes in quantity of existing or permitted substances are to be used in the Aquifer Protection District; AND
 - c. The applicant must submit a Complete Management Plan prior to issuance of a Building Permit.
- I. **Dimensional and Intensity Requirements.** Except as expressly limited above, the requirements of the underlying district shall apply.

§ 206-1. Aquifer Protection District (AA) Use Table		Area 1	Area 2	Area 3
Line Reference	As stated in Paragraph F of §206-1, a proposed development project may be subject to more than one use described in the accompanying Aquifer Protection District (AA) Use Table in this Section. A - Allowed Use SP - Special Permit Use P - Prohibited Use			
1	Residential, commercial or industrial use except as expressly prohibited.	P	A	A
2	Single-family or two-family Dwelling and accessory uses or additions thereto on any lot of record as of the effective date of the 1981 Aquifer Protection Map.	A	A	A
3	New single- or two-family Dwelling, and additions and/or accessory uses thereto, not on a lot of record as of the effective date of the 1981 Aquifer Protection Map discharging all wastewater via a municipal sewerage system or a Title 5 compliant on-site septic system, unless as otherwise specified in this Table.	P	A	A
4	New residential development not on a lot of record as of the effective date of the 1981 Aquifer Protection Map and subject to a Special Permit must have a gross density of one Dwelling unit (four bedrooms) per 40,000 square feet of land; or discharge all wastewater via the municipal sewerage system.	P	A	A
5	a. All uses allowed in Wetlands Areas and consistent with the Wetlands Protection Act.	A	A	A
	b. Unless consistent with 310 CMR 22.21(2)(b)(6):¹ The mining of land incidental to the construction of building foundations, roads or utility works, or the installation of Best Management Practices for stormwater management, which involve the removal of soil, loam, sand, gravel or any other mineral substances within five feet of the historical high groundwater, unless the substances removed are re-deposited within 45 days of removal on site to achieve a final grading greater than five feet above the historical high water mark, and except for excavations for the construction of building foundations, the installation of utility works, or wetland restoration work conducted in accordance with a valid Order of Condition issued pursuant to MGL, e. 131, § 40 (the Wetlands Protection Act).	P	P	P
6	c. <u>The mining of land consistent with 310 CMR 22.21(2)(b)(6)² and incidental to the construction of building foundations, roads or utility works, or the installation of Best Management Practices for stormwater management, which involve the removal of soil, loam, sand, gravel or any other mineral substances within five feet of the historical high groundwater, unless the substances removed are re-deposited within 45 days of removal on site to achieve a final grading greater than five feet above the historical high water mark, and except</u>	P	A	A

² Note the Town of Plymouth is more restrictive than DEP.

§ 206-1. Aquifer Protection District (AA) Use Table		Area 1	Area 2	Area 3
Line Reference	As stated in Paragraph F of §206-1, a proposed development project may be subject to more than one use described in the accompanying Aquifer Protection District (AA) Use Table in this Section. A - Allowed Use SP - Special Permit Use P - Prohibited Use			
	<u>for excavations for the construction of building foundations, the installation of utility works, or wetland restoration work conducted in accordance with a valid Order of Condition issued pursuant to MGL. c. 131, § 40 (the Wetlands Protection Act).</u>			
	<u>ed.</u> All uses that as a result of site work have grades of five feet or more above maximum groundwater elevation, unless as otherwise specified in this Table.	P	A	A
	<u>de.</u> Permanent removal, or re-grading of the existing soil cover, which results in a finished grade at a level less than five (5) feet above the historical high groundwater, except ten (10) feet for earth removal as specified in §203-2(C)(4)(i) or unless as otherwise specified in this Table.	P	SP	SP
76	Passive or active recreation.	P	A	A
87	Normal operation and maintenance of existing water bodies and dams and water control, supply and conservation devices.	A	A	A
98	Minor road repair and overlay, including total reconstruction or expansion, or <u>street-road</u> improvements when performed by a municipal entity; however, no expansion may take place in an Area 1.	A	A	A
9	All other road repair and overlay, including total reconstruction or expansion, or street improvements.	SP	SP	SP
10	The laying of drinking water, sewer or drainage lines, or repair, replacement or expansion of existing structures and piping.	P ³	A	A
11	Dam removal, so long as all other local, state and federal permits that may be required are in place.	A	A	A
12	The replacement or repair of an existing non-sanitary wastewater treatment facility that will not result in a design capacity greater than the design capacity of the existing non-sanitary wastewater treatment facility, or the construction of a non-sanitary wastewater treatment facility, as approved by the DEP, exclusively designed for the treatment of contaminated ground or surface water and operating in compliance with 314 CMR 5.05(3) or 5.05(13).	A	A	A
13	Construction, maintenance, repair or enlargement of drinking water facilities and accessory structures, including underground storage tanks which are not expressly prohibited; the installation of new wells, the laying of water lines, repair and replacement of pipe and appurtenances, and associated grading.	A	A	A
14	All uses that have parking for more than 200 vehicles.	P	SP	SP
15	All uses that retain less than 30% of the site's area in its natural state (except as required for a single-family or two-family residence and	P	SP	SP

³ Except as approved by DEP-as required.

§ 206-1. Aquifer Protection District (AA) Use Table		Area 1	Area 2	Area 3
Line Reference	As stated in Paragraph F of §206-1, a proposed development project may be subject to more than one use described in the accompanying Aquifer Protection District (AA) Use Table in this Section. A - Allowed Use SP - Special Permit Use P - Prohibited Use			
	additions and/or accessory uses thereto), unless as otherwise specified in this Table.			
16	Uses which render impervious more than 15% or 2,500 square feet of any lot or parcel, whichever is greater that do not provide artificial recharge for additional runoff resulting from the impervious surfaces	P	SP	SP
17	Storage of animal manure covered and contained within a Structure demonstrated to prevent the generation and escape of contaminated runoff and/or leachate.	P	SP	SP
18	Open storage of animal manure.	P	P	P
19	Animal feedlots exceeding ten animals per acre, except as may be protected under MGL c.40A, s.3.	P	P	P
<u>20</u>	<u>Animal feedlots exceeding ten animals per acre as may be protected under MGL c.40A, s.3.</u>	<u>P</u>	<u>A</u>	<u>A</u>
21 <u>20</u>	Storage of commercial fertilizers, as defined in MGL c. 128, s. 64 , for non-agricultural uses, unless and only as permitted by Special Permit within a Structure demonstrated to prevent the generation and escape of contaminated runoff and/or leachate.	P	SP	SP
22 <u>21</u>	The application of pesticides, including herbicides, insecticides, fungicides, and rodenticides, for non-domestic or non-agricultural uses in accordance with state and federal standards. If applicable, the applicant shall provide documentation of compliance with a Yearly Operating Plan (YOP) for vegetation management operations under 333 CMR 11.00-, or a Department of Food and Agriculture approved Pesticide Management Plan or Integrated Pest Management (IPM) program under 333 CMR 12.00.	P	SP	SP
23 <u>22</u>	The application of fertilizers for non-domestic or non-agricultural uses. Such applications shall be made in a manner so as to minimize adverse impacts on groundwater due to nutrient transport, deposition and sedimentation.	P	SP	SP
24 <u>23</u>	Motor vehicle s Service facilities, repair facilities or car washes <u>as a primary use</u> or accessory to other primary uses.	P	<u>PSP</u>	SP
25 <u>24</u>	Boat or motor vehicle service or repair facilities or car washes except those accessory to other primary uses; commercial laboratories; and establishments conducting dry cleaning on the premises.	P	P	P
<u>26</u>	<u>Boat or motor vehicle service or repair facilities or car washes accessory to other primary uses; commercial laboratories; and establishments conducting dry cleaning on the premises.</u>	<u>P</u>	<u>P</u>	<u>SP</u>
27 <u>25</u>	Storage of liquid petroleum products, as an accessory use, in normal Household Quantities including for emergency generators.	A	A	A

§ 206-1. Aquifer Protection District (AA) Use Table		Area 1	Area 2	Area 3
Line Reference	As stated in Paragraph F of §206-1, a proposed development project may be subject to more than one use described in the accompanying Aquifer Protection District (AA) Use Table in this Section. A - Allowed Use SP - Special Permit Use P - Prohibited Use			
286	Storage of liquid petroleum products greater than in normal Household Quantities, unless as otherwise restricted in this Table.	P	A	A
297	Waste oil retention facilities unless approved by the Board of Health or required by G. L. c.21, §52AA.	P	A	A
3028	The storage of more than 5,000 gallons of gasoline, oil or similar petroleum products.	P	P	SP
3129	All uses that store fuel or oil in quantities greater than 500 gallons, unless as otherwise specified in this Table.	P	<u>SPP</u>	SP
320	Petroleum, fuel oil, and heating oil Bulk Stations and Terminals including, but not limited to, those listed under SIC codes 5983 and 5171, not including liquefied petroleum gas. SIC Codes are established by the U.S. Office of Management and Budget and may be determined by referring to the publication "Standard Industrial Classification Manual".	P	P	P
334	Storage and/or transmission of petroleum or refined petroleum products <u>in excess of 500 gallons, except normal household use, outdoor maintenance, and heating of a structure; waste oil retention facilities required by statute, rule, or regulation; emergency generators required by statute, rule, or regulation; and treatment works approved under 314 CMR 5.00 for treatment of ground or surface waters, provided that storage listed above is in freestanding containers within buildings or above ground with secondary containment adequate to contain a spill the size of the container's total storage capacity. Storage tanks may be located within a building or other special enclosure which is sealed so that any leakage is trapped and may be removed without entering into the ground.</u>	P	<u>SPP</u>	SP
34	<u>Storage and/or transmission of petroleum or refined petroleum products, for normal household use, outdoor maintenance, and heating of a structure; waste oil retention facilities required by statute, rule, or regulation; emergency generators required by statute, rule, or regulation; and treatment works approved under 314 CMR 5.00 for treatment of ground or surface waters, provided that storage listed above is in freestanding containers within buildings or above ground with secondary containment adequate to contain a spill the size of the container's total storage capacity. Storage tanks may be located within a building or other special enclosure which is sealed so that any leakage is trapped and may be removed without entering into the ground.</u>	<u>P</u>	<u>A</u>	<u>A</u>
352	Storage of liquid Hazardous or Toxic materials and/or liquid petroleum products in quantities greater than normal household use, unless as otherwise specified in this Table.	P	<u>SPP</u>	SP

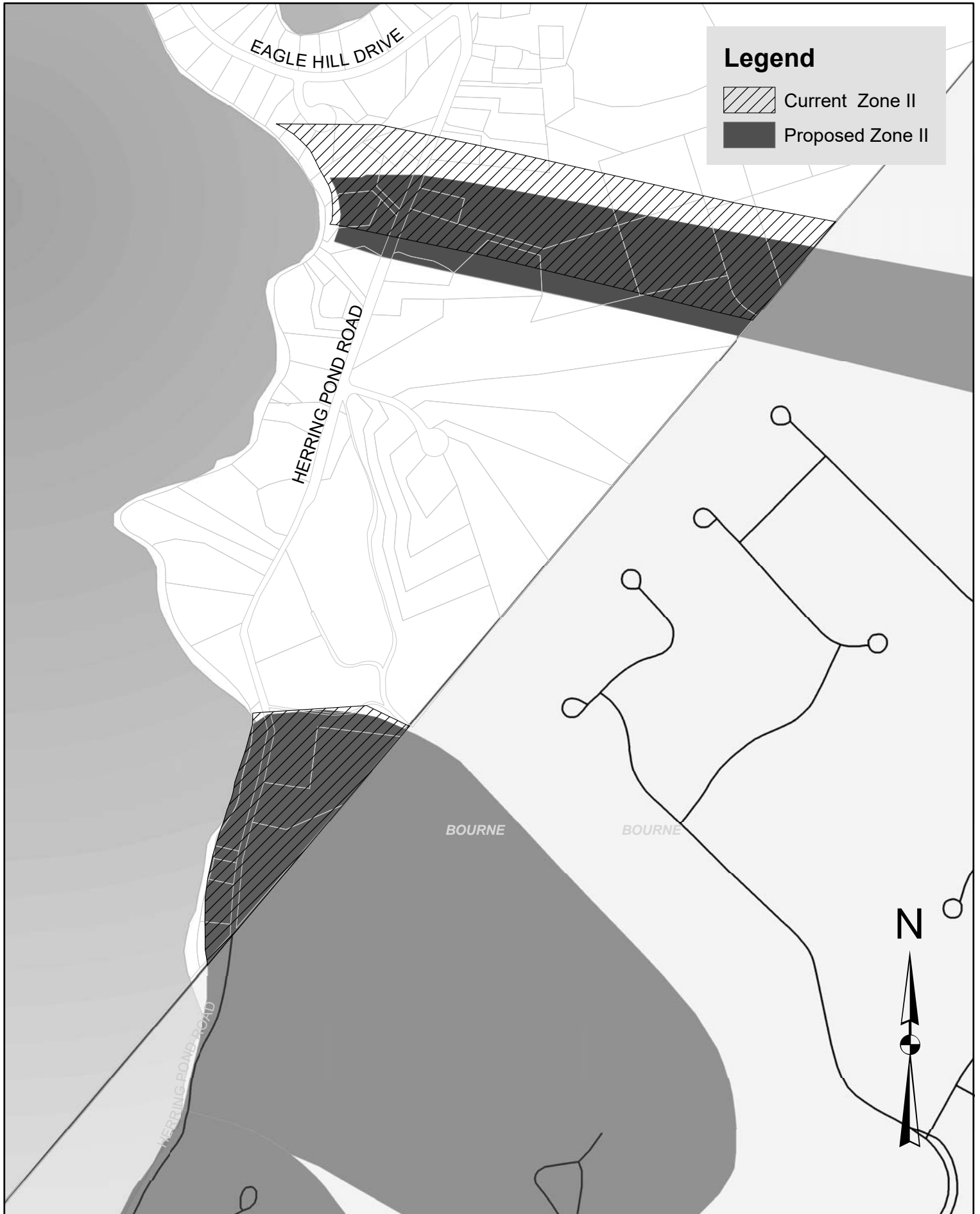
§ 206-1. Aquifer Protection District (AA) Use Table		Area 1	Area 2	Area 3
Line Reference	As stated in Paragraph F of §206-1, a proposed development project may be subject to more than one use described in the accompanying Aquifer Protection District (AA) Use Table in this Section. A - Allowed Use SP - Special Permit Use P - Prohibited Use			
3336	Replacement of existing tanks or existing systems for the keeping, dispensing or storing of gasoline, if in compliance with all applicable laws.	A	A	A
3674	Facilities that generate, treat, store, or dispose of Hazardous waste unless as otherwise specified in this Table.	P	P	P
3785	Facilities that generate, treat, store, or dispose of Hazardous waste that are Very Small Quantity Generators, or Household hazardous waste collection centers or events operated pursuant to 310 CMR 30.390 , or Waste oil retention facilities required by G. L. c. 21, §52A , or Treatment works approved by the DEP designed in accordance with 314 CMR 5.00 for the treatment of contaminated ground or surface waters, or Storage of sludge and septage, which is in compliance with 310 CMR 32.30 and 310 CMR 32.31.	P	SP	SP
3896	The treatment or disposal works that are subject to 314 CMR 5.00 for wastewater other than sanitary sewage, inclusive of treatment or disposal works related to activities under the Standard Industrial Classification (SIC) Codes set forth in 310 CMR 15.004(6) (Title 5) , except the following: 1. The replacement or repair of an existing system(s) that will not result in a design capacity greater than the design capacity of the existing system(s); 2. The replacement of existing subsurface sewage disposal system(s) with wastewater system(s) that will not result in a design capacity greater than the design capacity of the existing system(s); 3. Treatment works approved by the Massachusetts DEP designed for the treatment of contaminated groundwater or surface waters and operated in compliance with 314 CMR 5.05(3) or 5.05 (13) ; and 4. Publicly owned treatment works (POTWs) that meet the wastewater management criteria for siting, design and water quality set forth in the latest version of the Massachusetts DEP's (Interim) Guidelines on Reclaimed Water, and any subsequent Guidelines.	P	SP	SP
39407	Landfills, open dumps, and solid waste disposal facilities, including without limitation, authorized or unauthorized landfills as defined in this bylaw.	P	P	P
40138	The use of sodium chloride for ice control.	P	P	P
41239	Storage of sodium chloride, chemically treated abrasives or other chemicals used for the removal of ice and snow on roads in quantities greater than for normal individual household use, unless and only	P	SP	SP

§ 206-1. Aquifer Protection District (AA) Use Table		Area 1	Area 2	Area 3
Line Reference	As stated in Paragraph F of §206-1, a proposed development project may be subject to more than one use described in the accompanying Aquifer Protection District (AA) Use Table in this Section. A - Allowed Use SP - Special Permit Use P - Prohibited Use			
	through Special Permit provided such storage is within a Structure designed to prevent the generation and escape of contaminated runoff and/or leachate.			
4230	Disposal or stockpiling of snow or ice brought in from outside the Aquifer Protection District.	P	P	P
4341	Disposal or stockpiling of snow or ice.	P	SP	SP
4452	Automobile graveyards and Junkyards as defined in G.L. c.140B, §1.	P	P	P
4563	Commercial establishments for manufacturing electronics or those for plating, finishing, etching or polishing electronics or metals.	P	P	P
4674	Industrial and commercial uses which discharge process wastewater or which discharge process liquids on site.	P	P	P
4785	The use of septic system cleaners which contain Toxic or Hazardous materials.	P	P	P
4896	Disposal of brush and stumps.	P	P	P
49507	Storage of Hazardous or Toxic materials in quantities greater than household use.	P	SPP	SP
50148	Manufacturing of Hazardous or Toxic materials.	P	P	P
51249	Facilities that generate, treat, store or dispose of Toxic or Hazardous waste.	P	SPP	SP
5230	The disposal of liquid or leachable wastes, except by individual on-site domestic sewage disposal systems serving single or multi-family residences or serving business, industrial or institutional uses discharging not more than 1,000 gallons per day per 40,000 square feet of lot area in compliance with Title V of the State Environmental Code.	P	P	P
534	<u>The disposal of liquid or leachable wastes by individual on-site domestic sewage disposal systems serving single or multi-family residences or serving business, industrial or institutional uses discharging not more than 1,000 gallons per day per 40,000 square feet of lot area in compliance with Title V of the State Environmental Code.</u>	<u>P</u>	<u>A</u>	<u>A</u>
5451	The landfilling or disposal of solid or liquid or leachable wastes, including the landfills receiving only wastewater and/or septage residuals including those approved by the DEP pursuant to G.L. c. 21, §26 through s. 53; MGL c. 111 s. 17; MGL c.83 s.6 and s.7, and regulations promulgated thereunder.	P	P	P



Article 25 - Future Forges Field Wells Zone II

2018 Fall Annual Town Meeting



Article 25 - Sagamore Wells Zone II
2018 Fall Annual³³³ Town Meeting

ARTICLE 25: To see if the Town will vote to amend the Zoning Bylaw to create a Cedarville Village Enterprise District (CVED) that allows for a range of light industrial and commercial uses and to amend the Zoning Bylaw and Official Zoning Map #1 to designate of all or a portion of the Hedges Pond Road corridor including Lots 21, 22A, 22B, 23, 24, 25, 36A and 54-1 on Assessors' Map 55 (also shown on a plan on file with the Town Clerk) within the Cedarville Village Enterprise District (CVED), as well as amend any other definitions, procedures, and provisions for said District, or take any other action relative thereto.

PLANNING AND COMMUNITY DEVELOPMENT

RECOMMENDATION: Approval (Unanimous 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 25. Approval of this article will create a new zoning district, Cedarville Village Enterprise District (CVED) and rezone 50 acres of residential land and 24 acres of general commercial land to the new zoning district for light industrial and commercial uses.



Town of Plymouth
Department of Planning & Development

To: Board of Selectmen
Planning Board
Advisory and Finance Committee

From: Lee Hartmann, Dir. of Planning & Development

Date: August 28, 2018

Re: FATM 2018 – Articles 25, 26 and 27

The Planning Board is pleased to present for the Town's consideration a series of three articles to the Fall Annual Town Meeting that seek to create an economic opportunity for the Town and to also sets aside land for open space presentation.

1. Article 25 rezones land owned by the Town (and by others) from residential to commercial as described in the attached Planning Board recommendation to Town Meeting.
2. Article 26 gives the Board of Selectmen authorization to sell or transfer the land under such terms and conditions as they deem appropriate. As part of the land transfer a development agreement will be executed by the Board of Selectmen detailing how development will proceed. The agreement can include items of concern raised by the community including prohibiting the construction of wind energy facilities, limitations on earth removal and imposing milestones for when site work and construction can proceed.
3. Approximately 135 acres of unprotected Tax Title land will be set aside as permanent open space in Article 27 to minimize any potential impacts of development on this property as well as impacts from development already occurring within the Hedges Pond Road corridor.

In addition, over the years the need for a number of traffic mitigation measures have been identified including road widening on Hedges Pond Road and signalization at the State Road/Herring Pond Road intersection and the at the Route 3, Exit 2 highway ramps. The Town may be able to construct many of these improvements by leveraging the development of this property in conjunction with other area commercial development in this area.

This initiative is supported by:

- ✓ Planning Board
- ✓ Plymouth Regional Economic Development Foundation
- ✓ The Open Space Committee
- ✓ Cedarville Steering Committee

We look forward to your support and to working with the community on this exciting initiative.

Underline to be Inserted

§203-2. Natural Features Conservation.

C. Earth Removal Regulation.

3. Earth Removal Operations Requiring a Zoning Permit but not a Special Permit

All earth removal operations not included in Section 2 of this Section require a Zoning Permit but do not require a Special Permit under this section, provided that:

The Building Commissioner shall forward copies of the zoning permit application and plans to the Planning Board for review. The Planning Board will consider if in their opinion the Earth Removal Operation requires the Special Permit Minimum Conditions and Safeguards set forth in Section 4 below in addition to the Zoning Permit Minimum Conditions and Safeguards set forth in this Section 3. Said advisory opinion shall be forwarded to the Building Commissioner within 21 days of receipt of said application and plans.

If the Building Commissioner makes a determination that:

- a. The earth removal is;
 - i. Objectively necessary and incidental to an identified lawful principal use, a lawful structure, an approved subdivision road, or lawful utility installation; and
 - ii. Not of such scale or other characteristics as to require special conditioning in order to avoid possible objectionable negative effects (such as heavy equipment noise, vibration, dust or vehicular traffic) to abutting properties, the Town, or the environment; and
 - iii. Is otherwise in compliance with this Bylaw and all other applicable legal requirements.

OR

- b. The earth removal is occurring on property in the Light Industrial and Commercial (GC, AC, LI, AP, MC, ~~and~~ HC and CVED) Districts and is necessary and incidental to a lawful end use which has received all required local and state permits for the use and which end use has been fully designed.

Then a special permit shall not be required.

Insert the following new section:

§205-18. Cedarville Village Enterprise District (CVED)

The Cedarville Village Enterprise District is intended to provide land for a limited mix of office, light industrial, and commercial uses appropriate for development near residential neighborhoods. The special permit provides for review and decision on a case-by-case basis of certain development proposals that have special site characteristics or seek relief from certain requirements that normally apply in the district. This district is not appropriate for residential uses or industries typically classified as heavy industry, or uses that which are noxious or offensive due to odor, dust, or other pollution.

2018 Fall Annual Town Meeting

Article 25

FINAL REPORT AND RECOMMENDATION
OF THE PLANNING BOARD
ON THE PROPOSED AMENDMENT TO THE ZONING BYLAW
TO CREATE THE CEDARVILLE VILLAGE ENTERPRISE DISTRICT (CVED)
OR TAKE ANY OTHER ACTION RELATIVE THERETO

'18 SEP 11 AM 31

DATE OF PUBLICATION OF PUBLIC HEARING: August 8, 2018

August 15, 2018

DATE OF PUBLIC HEARING:

August 27, 2018

VOTE: On August 27, 2018, the Planning Board voted (5-0) **to support** the following amendment to the Fall Annual Town Meeting.

PROPOSED AMENDMENTS

To see if the Town will vote to amend the Zoning Bylaw to create a Cedarville Village Enterprise District (CVED) that allows for a range of light industrial and commercial uses and to amend the Zoning Bylaw and Official Zoning Map #1 to designate of all or a portion of the Hedges Pond Road corridor including Lots 21, 22A, 22B, 23, 24, 25, 36A and 54-1 on Assessors' Map 55 (also shown on a plan on file with the Town Clerk) within the Cedarville Village Enterprise District (CVED), as well as amend any other definitions, procedures, and provisions for said District or take any other action relative thereto.

Map change (see attached plan)

Bylaw changes (See attached text changes)

NEED & JUSTIFICATION:

The Town continues to explore options to increase its non-residential tax base and to provide quality employment opportunities for its residents. This initiative represents one such option.

In 1977, the Town acquired a series of parcels totaling 175 acres on Hedges Pond Road for a future sanitary landfill. The land includes the former (now closed and capped) Cedarville landfill. Due to changes in environmental laws and permitting requirements, the Town abandoned plans for the landfill on this site in the late 1980s. The Town has not identified any other long or short term plans for this property.

The site's location within a village center and its close proximity to Exit 2 of Route 3 makes it an excellent site for economic development activity.

A portion of the property is zoned Medium Lot Residential (R25) and a portion is zoned General Commercial. It is located adjacent to the existing Hedges Pond Road and is located within the Cedarville Village Service Area. In addition, this article proposes to designate

approximately 134 acres as Conservation Land (Article 27) which will provide significant buffers to the residential neighborhoods in the area.

The Cedarville Steering Committee is supportive of the proposal.

EFFECT:


The effect of this amendment is to rezone 74 acres from Medium Lot Residential (50 acres) and General Commercial (24 acres) to a new zoning district, Cedarville Village Enterprise District. The district will allow for a range of office and high tech uses while minimizing higher traffic volume uses such as retail. The district also prohibits heavier industrial uses.

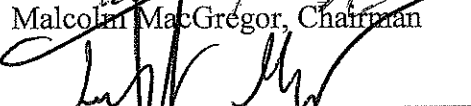
In addition, to minimize impacts on nearby residential neighborhood 134 acres of land held for Tax Title purposes (Article 27) will be permanently protected as conservation land.


INTENT:

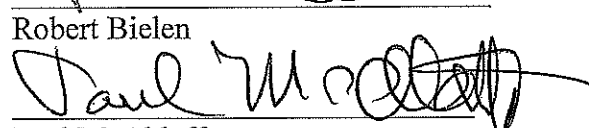
The intent of this amendment is to create an opportunity for much needed economic development, generation of commercial tax revenue and the creation of employment opportunities for the residents of the Town of Plymouth.

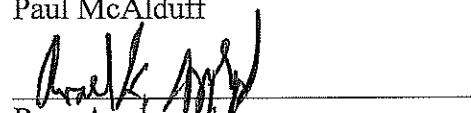
TOWN OF PLYMOUTH


Malcolm MacGregor, Chairman


Timothy Grandy


Robert Bielen


Paul McAlduff


Russ Appleyard

BEING A MAJORITY OF THE PLANNING BOARD

DATE SIGNED BY THE PLANNING BOARD:

September 10, 2018

DATE FILED WITH TOWN CLERK:

September 11, 2018

cc: Town Clerk
Board of Selectmen
Advisory and Finance Committee

Plymouth Zoning Bylaw Use Table

Key: Y = permitted by right; SP = Special Permit and X = not permitted (prohibited)

Commercial Districts

CVED

A Residential	
1 Single Family Dwelling	X
2 Two Family Dwelling	X
3 Multi-Family Dwelling	X
4 Open Space Mixed Use Development	X
5 Village Open Space Development	X
6 Traditional Rural Village Development	X
7 Rural Density Development	X
8 Recreational Campground	X
9 Recreation Development	X
10 Retirement Mobile Home Park Planned Unit Development	X
11a Transfer of Development Rights - Sending Parcel	X
11b Transfer of Development Rights - Receiving Parcel	X

Commercial Districts

B Civic, Cultural or Recreational	
1 Boat Landing	X
2 Commercial Recreation (Including Golf)	SP
3 Commercial Sightseeing or Ferrying	X
4 Cultural & Recreational Facility	Y
5 Day Camp	X
6 Outdoor Recreation, Sporting Area	Y
7 Club, Non-profit	Y
8 Recreation Facility	Y
9 Recreational Campground	X

Commercial Districts

C Institutional	
1 Cemetery	Y
2 Child Care Facility	Y
3 Hospitals, Long Term Care Facility and similar institution	SP
4 Public Parks and Community Recreation Center	Y
5 Congregate Housing	X
6 Assisted Living/Independent Facility	X
7 Elderly Housing	X
8 School	Y
9 School, College, University, Commercial-For Profit	SP
10 Public Safety Buildings	Y
11 Town building and use ²⁹	Y

Commercial Districts

D Commercial	
1 Adult use	X
2 Agriculture 5 or more Acres	Y
3 Agriculture on 3 acres but less than 5 acres	Y
4 Agriculture on less than 3 Acres	Y

Key: Y = permitted by right; SP = Special Permit and X = not permitted (prohibited)

5 Automobile Minor Repair Shop	Y
6 Automobile Repair, Body Shop	X
7 Automobile Service Station	X
8 Automotive Filling Station	X
9 Automotive Sale	X
10 Aviation Related Commercial Use	X
11 Barber, Beauty Shop	X
12 Boat Sales	Y
13 Clinic and Medical Office Building	Y
14 Communication Tower or Antenna	SP
15 Convenience Retail and Service	X
16 Restaurant Establishment	X
17 Restaurant, Fast Food	X
18 Financial Institution	Y
19 Funeral Home	Y
20 Hotel, Inn & Motel	SP
21 Marine Yard	SP
22 Minor Planned Shopping Center	X
23 Nightclub	X
24 Office Park, Laboratory/Research Campus	SP
25 Office (not in office park)	Y
26 Parking Lot & Garage	Y
27 Personal Service Establishment	X
28 Planned Commercial Park	X
29 Planned Shopping Center	X
30 Professional and Business Service	Y
31 Rental Agency	Y
32 Retail	X
33 Seafood Sales	X
34 Service and Repair Establishments (Non-automotive)	SP
35 Specialty Retail	X
36 Theater & Cinema	X
37 Vehicular Related Use	X
38 Medical Marijuana	X
39 Marijuana Establishment	X

Commercial Districts

E Industrial	
1 Aviation Related Use	X
2 Construction Trade	Y
3 Concrete Mixing Plant, Asphalt Plant	X
4 Heavy Equipment Sale & Service	SP
5 Industry, Heavy	X
6 Industry, Light	Y
7 Power Generation Facility	X
8 Laundry and Dry-cleaning Establishment	X
9 Passenger Terminal	X
10 Renewable/Alternate Energy Manufacturing	Y
11 Salvage or Junk Yard (Including Automotive)	X
12 Earth Removal, Incidental	Y
13 Earth Removal, Accessory	SP ²⁶

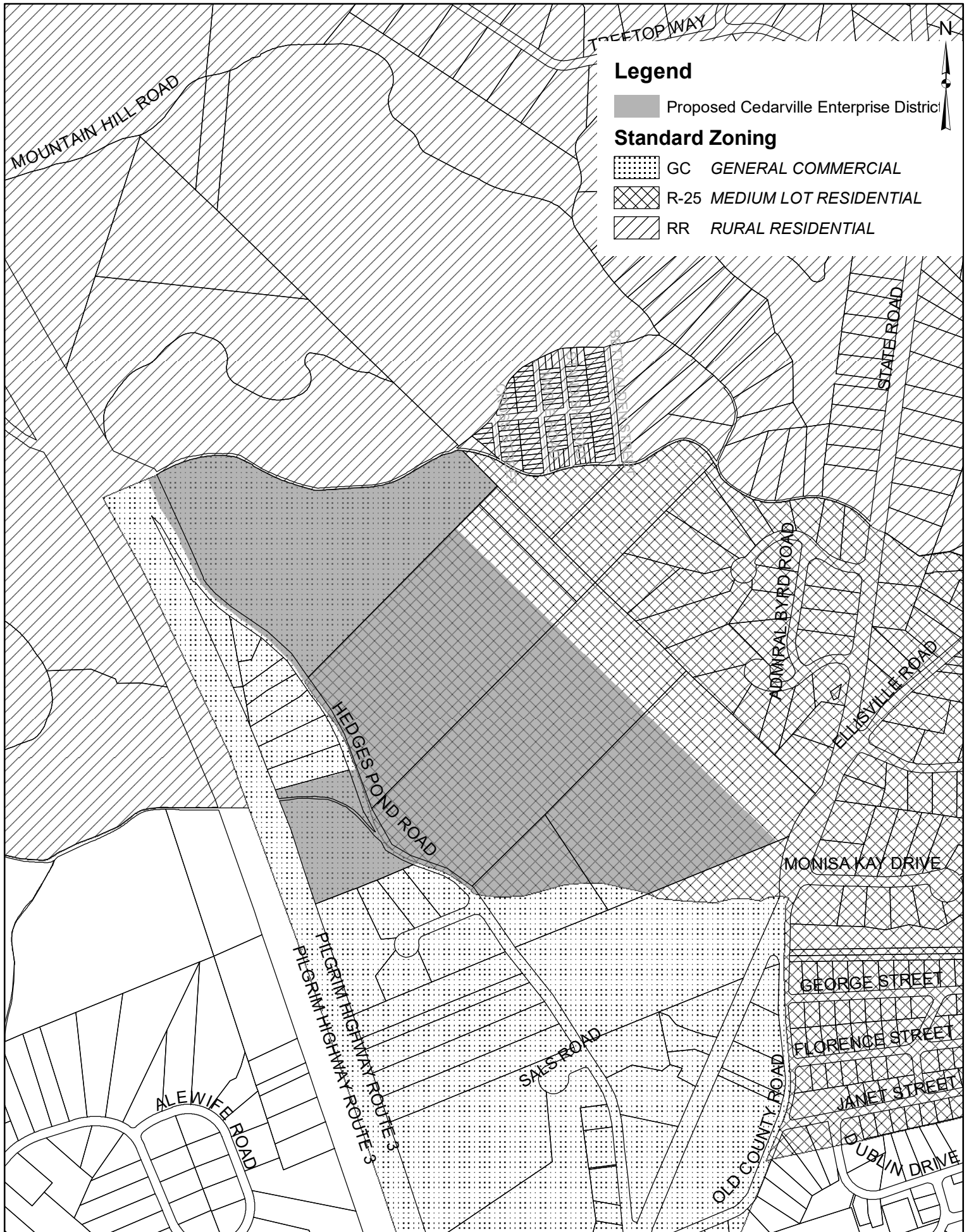
Key: Y = permitted by right; SP = Special Permit and X = not permitted (prohibited)

14 Earth Removal, Principal	X
15 Trucking & Freight Terminal	X
16 Utility Plants and Substation	SP
17 Utility line, pole or other support structure above 40'	SP
18 Wind Energy Facility	X
19 Wholesaling, Warehousing, & Distribution	Y
Commercial Districts	

F Accessory	
1 Scientific research and development or related production	Y
2 Temporary Construction and Office Trailer	Y
3 Wind Energy Conversion System (WECS)	X

Dimensional Table

Tract Size (acres)	Tract Frontage	Density (1 du/x sf; table lists x sf)	Lot Size (sf)	Lot Width (ft)	Lot Depth (ft)	Side Setback Yard (ft) single ²	Side Setback total (ft) ²	Front (ft) Setback ²	Rear Setback (ft) ³	Lot Coverage (percent)	Floor Area Ratio	Height ⁷	Buffer
Commerce Districts													
WF ⁸	NA	NA	20,000	70	70	10	NA	10	10	50	1	35	NA
NC	NA	NA	20,000	90	150	0/10/40 ^{10a}	NA	30/60 ^{10a}	40	40	0.5	25	50
TC	NA	NA	20,000	90	150	15	NA	30	30	30	0.5	35	NA
GC ^{11r}	NA	NA	20,000	90	150	0/10/40/15a, c & d	NA	40 ^{2,11 & d}	30/50 ^{11b,c}	50 ^{11a}	1.0 ^{11a}	35	50
AC	NA	NA	40,000	200	150	40	NA	40	50/30 ¹²	30	0.75	35	50
U	NA	NA	40,000	200 ^{13a}	150	30/150 ^{13b}	NA	50 ^{13a}	30/150 ^{13a}	50	0.75	35 ^{7d}	50
AP - Industrial Uses	NA	NA	40,000	200 ^{14a}	150	30/150 ^{14b}	NA	50	30/150 ^{14a}	50	0.75	35 ^{7d}	50 ¹⁴
AP - Commercial Uses	NA	NA	20,000	90	150	10/40 ^{15a}	NA	40	30/50 ^{15b}	50	1	35 ^{7d}	50
MC	NA	NA	40,000	200	150	40	NA	40 ¹⁶	50	30	0.75	35	NA
HC	NA	NA	40,000	200	150	40	NA	40	30/50 ¹⁷	50	1	35 ¹⁶	NA
QVED	NA	NA	40,000	100	150	30	NA	30	30	50	0.75	35	NA



ARTICLE 26:

ARTICLE 26: To see if the Town will vote to transfer the care, custody, management and control of all or portions of Lots 22B, 23 and 24 on Assessors' Map 55 from the Conservation Commission for open space/conservation purposes or from the board or officer with custody of the land for the purposes for which it is currently held to the Board of Selectmen for General Municipal purposes and for the purpose of conveyance on such terms and conditions and for such monetary considerations as the Selectman shall determine, and to authorize the Board of Selectmen to convey such land and to execute any and all instruments as may be necessary to effectuate the vote taken hereunder, or take any other action relative thereto.

PLANNING AND COMMUNITY DEVELOPMENT

RECOMMENDATION: Approval (Unanimous 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 26. Approval of this article will transfer the control of the rezoned land from Article 25 to the Board of Selectmen to sell or transfer under such terms and conditions as they deem appropriate. The terms of the transfer require they execute a development plan detailing how development will proceed.

ARTICLE 27:

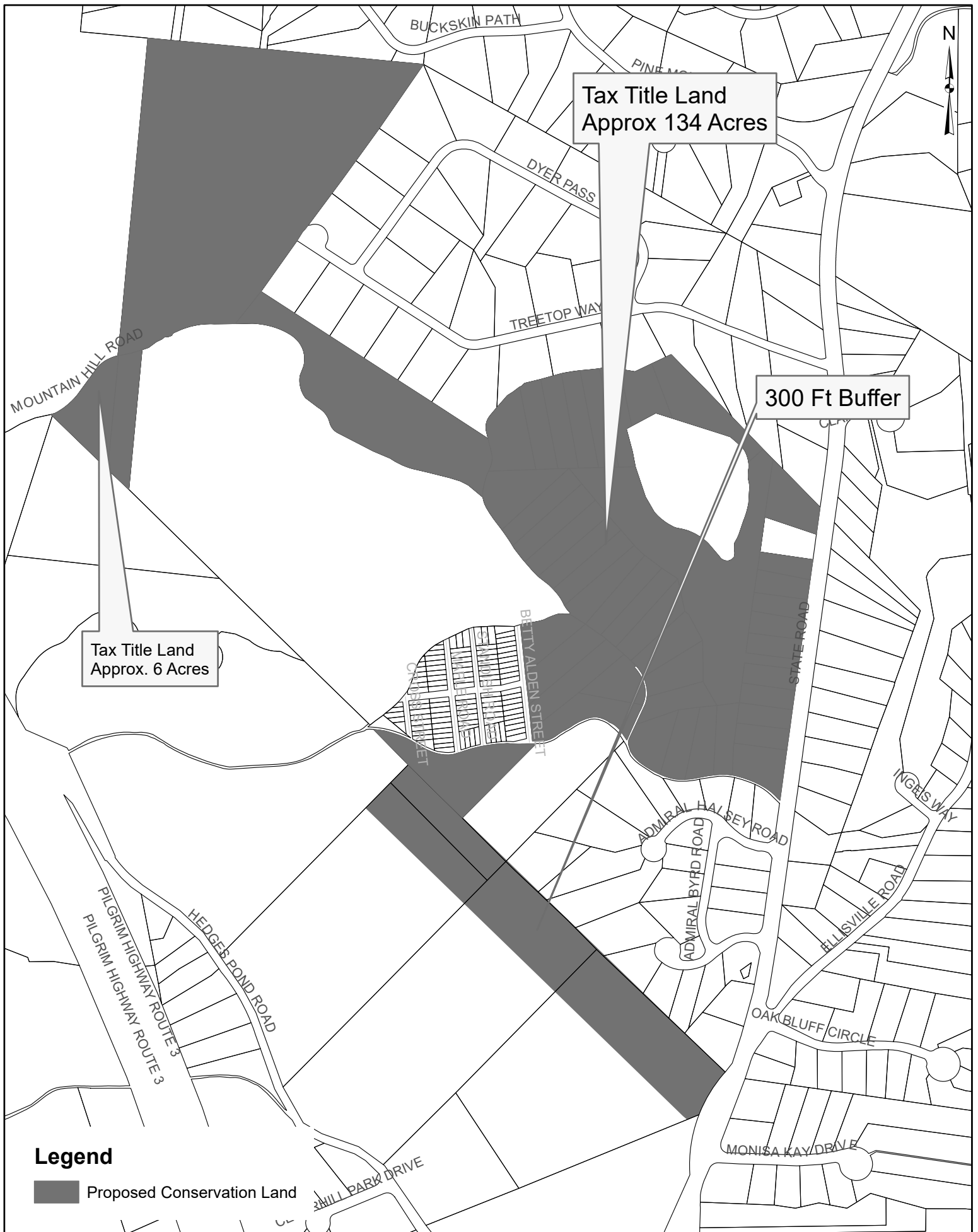
ARTICLE 27: To see if the Town will vote to transfer the care, custody, management and control of the parcels listed below as on file with the Town Clerk, from the Town Treasurer for tax title purposes or from the Board of Selectmen for general municipal purposes to the Conservation Commission for conservation 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	Parcel ID	Parcel ID	Parcel ID
053-000-033-001	053-000-033-014	053-000-033-026	053-000-033-038
053-000-033-003	053-000-033-015	053-000-033-027	053-000-033-039
053-000-033-004	053-000-033-016	053-000-033-028	053-000-033-040
053-000-033-005	053-000-033-017	053-000-033-029	053-000-033-041
053-000-033-006	053-000-033-018	053-000-033-030	053-000-033-042
053-000-033-007	053-000-033-019	053-000-033-031	055-000-026-000
053-000-033-008	053-000-033-020	053-000-033-032	055-000-027-000
053-000-033-009	053-000-033-021	053-000-033-033	061-000-028-000
053-000-033-010	053-000-033-022	053-000-033-034	061-000-029-000
053-000-033-011	053-000-033-023	053-000-033-035	061-000-030-000
053-000-033-012	053-000-033-024	053-000-033-036	061-000-030-000
053-000-033-013	053-000-033-025	053-000-033-037	061-000-031-000
Portions of:	055-000-022B-000	055-000-023-000	055-000-024-000

PLANNING AND COMMUNITY DEVELOPMENT

RECOMMENDATION: Approval (10-1-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 27. Approval of this article will transfer control of 135 acres of Tax Title land, as shown in the chart, to the Conservation Commission for protection as conservation land and to mitigate the impacts on nearby residential neighborhoods by creating open space.



ARTICLE 28: To see if the Town will vote to accept an easement on a structure, a water tank, and associated land area located at 7 River Run Way, Plymouth, Massachusetts, shown on Assessors Map 114 as Parcel 7-1 in order to install, access, maintain, repair, upgrade, inspect and operate public safety communications infrastructure, including antennae and related equipment, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval (Unanimous 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 28. This article will accept a permanent easement for the public safety transmitter to remain on the water tank as long as necessary. The transmitter provides improved public safety communication coverage in the vicinity of Plymouth South Elementary School and is an important communications infrastructure.

Memo

To: Advisory and Finance Committee
From: Lee Hartmann, Dir. of Planning & Development
Date: August 28, 2018
Re: Article 28 – Public Safety Transmitter

ARTICLE 28: To see if the Town will vote to accept an easement on a structure, a water tank, and associated land area located at 7 River Run Way, Plymouth, Massachusetts, shown on Assessors Map 114 as Parcel 7-1 in order to install, access, maintain, repair, upgrade, inspect and operate public safety communications infrastructure, including antennae and related equipment.

BOARD OF SELECTMEN

The Town has executed a temporary license agreement with Agawam Water Capital LLC that allowed for the installation and operation of public safety communications infrastructure on the Redbrook water tank. The equipment includes a public safety transmitter as well as related ground level equipment. The water tank is located off Bourne Road in the vicinity of Plymouth South Elementary School. The transmitter provides improved public safety communication coverage in this area of Town.

As with all licenses it is revocable. The purpose of this article is to accept a permanent easement from Agawam Water Capital LLC which allows the transmitter to remain on the water tank for as long as necessary.

ARTICLE 29:

ARTICLE 29: To see if the Town will vote to transfer the care, custody, management and control of the parcels listed below as on file with the Town Clerk, from the Town Treasurer for tax title purposes to a non-profit tribal council for the purpose of re-claiming ancient burial grounds, to reserve easement rights for drainage and public access to existing trails and to authorize the Board of Selectmen 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	Legal Reference	Lot Size	Foreclosure Date
055-000-013A-037	Bk: 24925, P: 273	+/- 5.7 Acres	4/28/2003

By Petition: Kathryn Hunt et al

RECOMMENDATION: Approval (Unanimous 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 29.

This article conveys control of a 5.7-acre tax title property (Parcel ID 055-000-013A-037) off Dinah Path to the Herring Pond Wampanoag Tribal Council, Inc. to protect and preserve this ancestral burial ground. They welcome the public to continue to access the existing trail systems and the town will reserve easement rights for drainage.

PETITION FOR TOWN MEETING ACTION

PETITION CONTACT INFORMATION

Contact Person: Kathryn Hunt

Phone Number: 508-833-4920

Email: melissaferretti@hotmail.com

Address: 192 Herring Pond Road, Plymouth

WE, THE UNDERSIGNED RESIDENTS AND REGISTERED VOTERS OF THE TOWN OF PLYMOUTH DO HEREBY SUBMIT THE FOLLOWING PETITION FOR TOWN MEETING VOTE:

To see if the Town will vote to transfer the care, custody, management and control of the parcels listed below as on file with the Town Clerk, from the Town Treasurer for tax title purposes to a non-profit tribal council for the purpose of re-claiming ancient burial grounds, to reserve easement rights for drainage and public access to existing trails and to authorize the Board of Selectmen 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	Legal Reference	Lot Size	Foreclosure Date
055-000-013A-037	Bk:24925, P: 273	+/-5.7 Acres	4/28/2003

Print Name

Signature

Address

KATHRYN HUNT

Kathryn Hunt

192 HERRING POND RD.

~~LAURIE LENTINI - Apt 12~~

~~*Laurie Lentini*~~

~~163 SANDWICH ST.~~

Dominic Lentini

Dominic Lentini

81 South MEADOW Rd.

Laurie Lentini

Laurie Lentini

81 S. Meadow Rd.

Sarah Trainor Butts

Sarah Butts

67 Warren Ave.

LORNA Dwyer

Lorna Dwyer

879 OLD SANDWICH ROAD

STEPHEN DWYER

S Dwyer

879 OLD SANDWICH RD.

Andrea Brown

Andrea Brown

7 Endicott Glen

David P Curtis

David Curtis

11 Harvard Dr.

Maureen Curtis

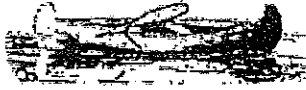
Maureen Curtis

11 Harvard Drive

DANNY A HUNT

Danny A Hunt

192 Herring Pond Rd



Herring Pond Wampanoag Tribal Council, Inc.

128 Herring Pond Road • Plymouth, MA 02360

Date: July 31, 2018

To: Town of Plymouth

From: Herring Pond Wampanoag

RE: Dinah Path Parcel ID: 055-000-013A-037

To Whom It May Concern:

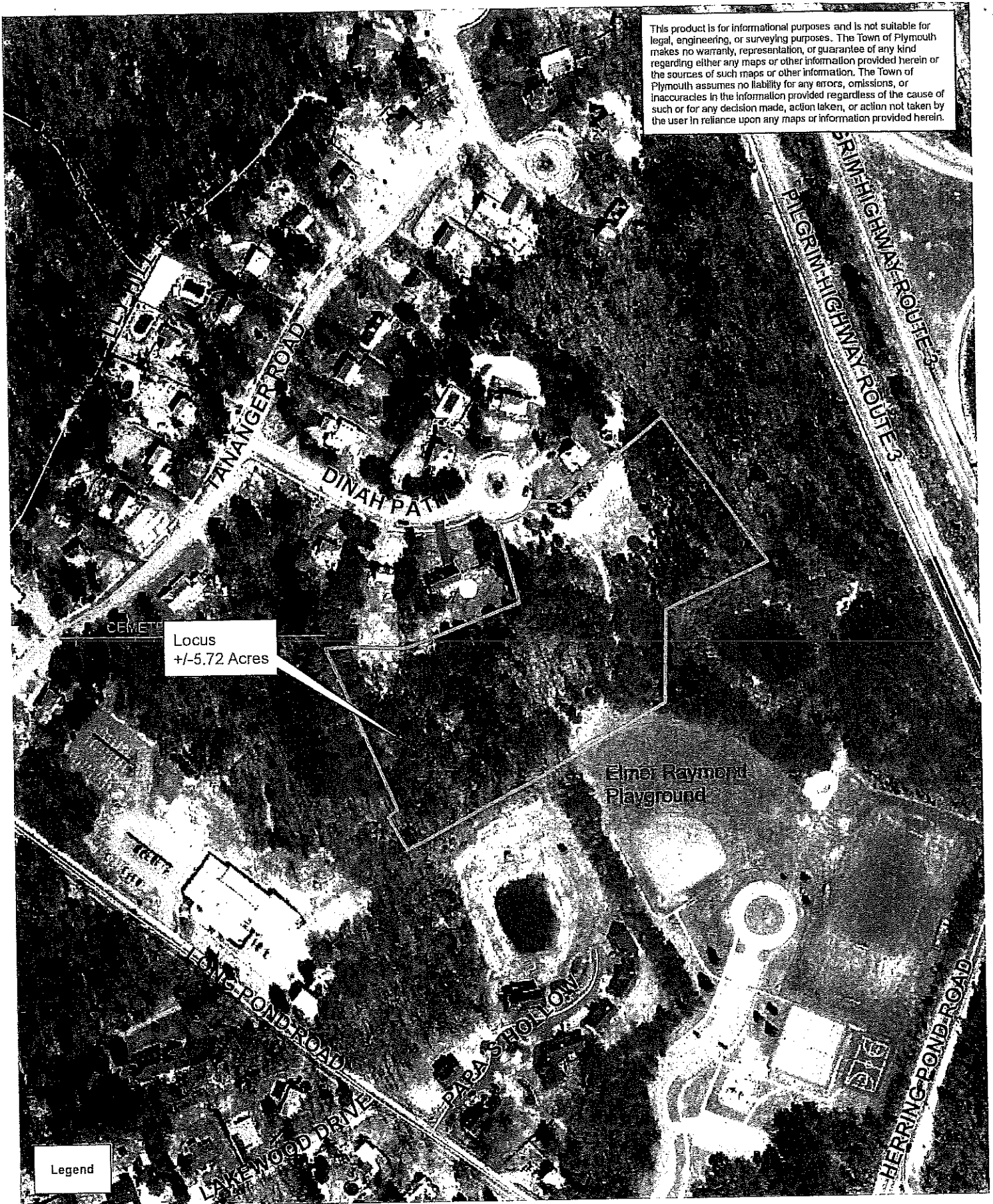
We are the Plymouth tribe of Indians, named present day as the Herring Pond Wampanoag Tribe also identified in historical documents as Comassakumkanit, The Herring Pond Indians, The Pondville Indians, and The Praying Indians. We are a Non Profit 501- C 3 tribal organization and we are also registered as a public charity. Our community consists of approximately 138 enrolled tribal members. Our sacred places include our meetinghouse and our cemeteries which all date back to the 18th century. To us, these are the places of our ancestors and we are obligated to protect, and to preserve them.

We are seeking to acquire ancestral land that is located off Dinah Path Parcel ID 055-000-013A-037, Bk:24925, P: 273 that contains ancestral burial grounds. We would welcome the public to continue to access this land and the existing trail system there and recognize that a portion of the property does contain surface water drainage system

Sincerely

Herring Pond Wampanoag Tribe, Inc.

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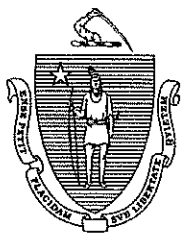


Tax Title #9294, Burial Ground Lot
055-000-013A-037

361

Prepared on June 13, 2018 for:
Herring Pond Wanpanoug Tribal Council, Inc.
128 Herring Pond Road
Plymouth, MA 02360





The Commonwealth of Massachusetts
House of Representatives
State House, Boston 02133-1054

MATHEW J. MURATORE
STATE REPRESENTATIVE
1ST PLYMOUTH DISTRICT

STATE HOUSE, ROOM 39
TEL. (617) 722-2014
Mathew.Muratore@MAhouse.gov

Committees:
Tourism, Arts and Cultural Development
Health Care Financing
State Administration and Regulatory Oversight

September 17, 2018

Dear Town Meeting Members:

I write to you on behalf of Herring Pond Wampanoag Tribal Council, Inc., a nonprofit 501(c)(3), previously described in historical documents as Comassakumkanit, Herring Pond Indians, Praying Indians, and Pondville Indians. The Council requested my support for Article 29 at the upcoming Fall Town Meeting. Article 29 would allow the Town of Plymouth to convey to the Herring Pond Wampanoag Tribal Council, Inc. a 5.72 acre parcel located between Dinah Path and Elmer Raymond Playground that once belonged to their ancestors and was taken by the town in lieu of taxes owed.

The parcel, Tax Title # 9294/ Burial Ground Lot 055-000-013A-037, contains an ancient burial ground and meeting place of their ancestors dating back to the 18th century. The Council would like to restore and maintain the burial ground and have a place to conduct religious ceremonies.

I understand that the property in question will remain undeveloped in perpetuity and allow continued public access to the existing hiking trail. There is also a drainage easement on a portion of the property used for maintenance and repairs of the existing stormwater drainage system that will remain. Further, it is also my understanding that the Tribal Council has received support from both the Board of Selectmen and Finance Committee.

Since the parcel originally belonged to the ancestors of these Native American people and the Council is willing to care for the property, allow continued trail use by the public, keep the property undeveloped, and has support by both the Board of Selectmen and Finance Committee, I wholeheartedly support this land transfer and ask for your consideration.

Thank you for your time and consideration of Article 29.

Sincerely,

A handwritten signature in black ink that reads "Mathew J. Muratore".

Mathew J. Muratore
State Representative
1st Plymouth District

ARTICLE 30:

ARTICLE 30: To see if the town will vote to amend Zoning Bylaw 205-27 (L) paragraph (2) to increase the buffer zone between Marijuana Establishments and schools in this manner: “(2) A minimum setback of ~~500~~ 2500 feet is required from any public or private school (with Kindergarten through Grade 12 students).” Or take any other action relative thereto.

By Petition: Wynn Gerhard et al

NO MOTION NO ACTION

RECEIVED
TOWN CLERK'S OFFICE
PLYMOUTH, MA

PETITION FOR TOWN MEETING ACTION

18 AUG -6 A8:53

PETITION CONTACT INFORMATION

Contact Person Wynn Gerhard; Belinda Brewster

Address 39 Megansett Dr. #4, Plymouth MA;

Phone 508 7475504; 508 746-7636

Email wynn_gerhard@gmail.com; Belinda@copydirect.biz

WE, THE UNDERSIGNED RESIDENTS AND REGISTERED VOTERS OF THE TOWN OF PLYMOUTH DO HEREBY SUBMIT THE FOLLOWING PETITION FOR TOWN MEETING VOTE:

To see if the Town will vote to amend Zoning Bylaw 205-27 (L) paragraph (2) to increase the buffer zone between Marijuana Establishments and schools in this manner:

"(2) A minimum setback of 500 2500 feet is required from any public or private school (with Kindergarten through Grade 12 students)."

or to take any other action relative thereto.

PRINT NAME	SIGNATURE	ADDRESS
✓ Wynn Gerhard	<u>Wynn Gerhard</u>	<u>39 megansett Dr. #4 Plymouth</u>
✓ Belinda Brewster	<u>Belinda Brewster</u>	<u>39 Forge Drive, Plymouth</u>
✓ Wrestling Brewster	<u>Wrestling Brewster</u>	<u>39 Forge Dr. Plymouth</u>
✓ Paula Butterfield	<u>Paula Butterfield</u>	<u>22 Hillview Ln, Plymouth</u>
✓ 508 BUTTERFIELD	<u>508 Butterfield</u>	<u>22 Hillview Ln, Plymouth</u>
✓ Pamela Rando	<u>Pamela Rando</u>	<u>78 Casa Bella Way, Plymouth</u>
✓ Marcia Sylva	<u>Marcia Sylva</u>	<u>13 Penn St. Plymouth</u>
✓ Kim Sim	<u>Kim Sim</u>	<u>20 Wren St. Plymouth</u>
✓ Maria da Silva	<u>Maria da Silva</u>	<u>14A Hall St. Plymouth</u>
✓ Patricia Weiter	<u>Patricia Weiter</u>	<u>1 Sparrow Way Ply. Ma</u>
✓ Christine Sampson	<u>Christine Sampson</u>	<u>145 Summer St. Ply. Ma</u>
✓ Rudy L. Sampson	<u>Rudy L. Sampson</u>	<u>145 Summer St. Plymouth</u>
✓ Michael M. Cowan	<u>Michael M. Cowan</u>	<u>786 State Rd Unit E, Plym.</u>
✓ James W. Peterson	<u>James W. Peterson</u>	<u>24 Lawrence Rd Plymouth, MA</u>
✓ Kari Petersen	<u>Kari Petersen</u>	<u>24 Lawrence Rd. Plymouth</u>

♦ THE FIRST SIGNATORY ON THE FIRST PAGE OF THE PETITION IS THE PETITIONER OF THE ARTICLE AND WILL BE LISTED AS SUCH ON THE TOWN MEETING WARRANT.

T:\PETITION FOR TOWN MEETING ACTION.doc

ARTICLE 30

From: Lauren F. Goldberg <LGoldberg@k-plaw.com>
Sent: Wednesday, September 5, 2018 3:02 PM
Subject: RE: draft Plymouth warrant

Marlene,

You have requested an opinion concerning an article that proposes a buffer of 2500 feet between marijuana establishments and schools. In my opinion, this provision is in clear conflict with state law.

Pursuant to G.L. c.94G s.5(b)(3), and as restated in 935 CMR 500.100(3), the Cannabis Control Commission may not approve a license for a marijuana establishment that is located within 500-feet of a pre-existing public or private school providing education in kindergarten or any of grades 1 through 12, unless a city or town adopts an ordinance or by-law that reduces the distance requirement. Thus, in our opinion, while municipalities may decrease the 500-foot buffer distance by adoption of a bylaw or ordinance for such purposes, a municipality may not increase such buffer between marijuana establishments and K-12 schools to a distance greater than 500 feet. In our further opinion, a bylaw that imposes a 2500-foot buffer between a marijuana establishment and a K-12 school would not receive approval from the Attorney General, who reviews such bylaws for consistency with state law and the constitution.

Very truly yours,

Lauren

Lauren F. Goldberg, Esq.
KP | LAW
101 Arch Street, 12th Floor
Boston, MA 02110

ARTICLE 31:

ARTICLE 31: To see if the town will vote to amend Chapter 2 Section 7 of the Town Charter by adding the following section 7-2; **Residents of the Town of Plymouth shall have parity with representative town meeting members in the order of speaking at town meeting on any article in a warrant**, or take any other action relative thereto.

By Petition: Steven Striar et al

RECOMMENDATION: Not Approve (3-10-0)

The Advisory & Finance Committee recommends Town Meeting NOT approve Article 31.

The majority felt there was ample opportunity for residents to provide input on articles prior to Town Meeting. In addition, Town Meeting members are elected and are charged with representing their precinct and community. This Article would defeat the purpose of representative Town Meeting.

Amended

RECEIVED
TOWN CLERK'S OFFICE
PLYMOUTH, MA

PETITION FOR TOWN MEETING ACTION

'18 AUG -8 P12:09

WE, THE UNDERSIGNED RESIDENTS AND REGISTERED VOTERS OF THE TOWN OF PLYMOUTH DO HEREBY SUBMIT THE FOLLOWING PETITION FOR TOWN MEETING VOTE:

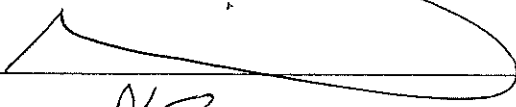


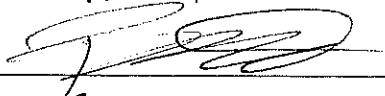

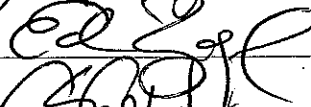
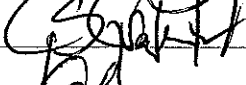

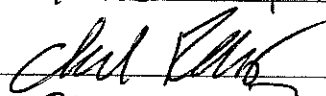
To see if the Town will vote to amend Chapter 2 Section 7 of the Town Charter by adding the following section 7-2; Residents of the Town of Plymouth shall have parity with representative town meeting members in the order of speaking at town meeting on any article in a warrant, or to take any other action relative thereto.

PRINT NAME

SIGNATURE

ADDRESS

PRECINCT

✓ STEVEN STRIAR		25 STEEPLE CHASE	5
✓ Gideon Striar		25 Steeple Chase	5
✓ Brett Parmer		60 Mountain Hill Rd	
✓ Patti Striar		25 Steeple Chase	5
✓ PETER CURRY		41 INDEPENDENCE ST.	8
✓ Ed Zagol		517 Long Pond Rd	
✓ Curtis Grevenitz		325 Ship Pond Rd	
✓ Karen Grevenitz		325 Ship Pond Rd	Plymouth
✓ MARY ELLEN PARKER	Mary Ellen Parker	81 MANOMET AVE	Plymouth 7
✓ RANDOLPH PARKER	RANDOLPH PARKER		
✓ Abel Parker		81 MANOMET AVE	Plymouth 7
✓ Alyssa Roach	Alyssa Roach	5 DUCK HILL LN.	Plymouth

+ THE FIRST SIGNATORY ON THE FIRST PAGE OF THE PETITION IS THE PETITIONER OF THE ARTICLE AND WILL BE LISTED AS SUCH ON THE TOWN MEETING WARRANT.

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12 Twelve

Margaret A. Keohane

Marci Cordeiro

Laurence R. Pigeon

AUG - 8 2018

PLYMOUTH

369

ARTICLE 32:

ARTICLE 32: To see if the Town will vote to amend Chapter 2 Section 7 by adding the following section 7-2; **Residents of the Town of Plymouth shall have parity with representative town meeting members in the order of speaking at town meeting on any article in a warrant,** or take any other action relative thereto.

By Petition: Steven Striar et al

RECOMMENDATION: Not Approve (Unanimous 0-13-0)

The Advisory & Finance Committee recommends Town Meeting NOT approve Article 32. The petitioner, Steven Striar, advised the Advisory & Finance Committee that Article 32 was flawed and he would not be pursuing it.

PETITION FOR TOWN MEETING ACTION

WE, THE UNDERSIGNED RESIDENTS AND REGISTERED VOTERS OF THE TOWN OF PLYMOUTH DO HEREBY SUBMIT THE FOLLOWING PETITION FOR TOWN MEETING VOTE:

To see if the Town will vote to amend Chapter 2 Section 7 by adding the following section 7-2;

Residents of the Town of Plymouth shall have parity with representative town meeting members in the order of speaking at town meeting on any article in a warrant, or to take any other action relative thereto.

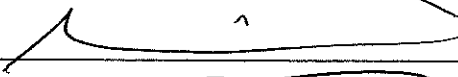
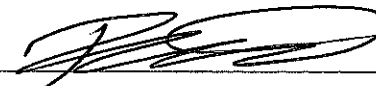

RECEIVED
 TOWN CLERK'S OFFICE
 PLYMOUTH, MA
 AUG 13 2013

PRINT NAME

SIGNATURE

ADDRESS

PREC.

✓ STEVEN STRIAR		25 STEEPLE CHASE	5
✓ Patti Striar		25 Steeple chase	5
✓ Gideon Striar		25 Steeple Chase	
✓ James R. Bagnall		16 Gerdan St.	APT 2R PLY
✓ John Sullivan	John G. Sullivan	28 Bowditch Ln	Plym
✓ Sean Donovan	Sean Donovan	34 Howard	Dr
✓ Richard Brech	W C Brech	345 Court	
✓ Margaret A. Parker	MARGARET PARKER JR	81 MANOMET AVE	7
✓ MARY ELLEN PARKER	Mary Ellen Parker	81 MANOMET AVE	Plymouth 7
✓ Alyssa Roach	Alyssa Roach	5 DUCK HILL Lane	Plymouth
✓ Abel Parker	Abel Parker	81 Manomet Ave	Plymouth 7
✓ Curtis Grevenitz	Curtis Grevenitz	325 Ship Pond Rd.	Plymouth
✓ Karen Grevenitz	Karen Grevenitz	325 Ship Pond Rd	Plymouth

+ THE FIRST SIGNATORY ON THE FIRST PAGE OF THE PETITION IS THE PETITIONER OF THE ARTICLE AND WILL BE LISTED AS SUCH ON THE TOWN MEETING WARRANT.

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13 Thirteen

AUG - 8 2013

PLYMOUTH

Margaret A. Keohan

Wesley Cordeiro

Laurence R. Pizer

ARTICLE 33:

ARTICLE 33: To see if the town will vote to amend Ch. 2 Sec. 4-5 of the Town Charter by adding the following to the end of the existing sentence; not in conflict with specific provisions of this charter.: The section, as amended would read; **The representative town meeting may adopt rules and regulations relating to its procedures and its methods of operation not in conflict with specific provisions of this charter.** Or take any other action relative thereto.

By Petition: Steven Striar et al

RECOMMENDATION: Not Approve (Unanimous 0-13-0)

The Advisory & Finance Committee recommends Town Meeting NOT approve Article 33. The committee felt unanimously that the current Charter language was appropriate and does not see how Town Meeting could adopt enforceable rules that conflict with the Charter.

PETITION FOR TOWN MEETING ACTION

WE, THE UNDERSIGNED RESIDENTS AND REGISTERED VOTERS OF THE TOWN OF PLYMOUTH DO HEREBY SUBMIT THE FOLLOWING PETITION FOR TOWN MEETING VOTE To see if the Town will vote to amend Ch.2 Sec.4 -5 of the Town Charter by adding the following to the end of the existing sentence; not in conflict with specific provisions of this charter: The section, as amended would read; The representative town meeting may adopt rules and regulations relating to its procedures and its methods of operation not in conflict with specific provisions of this charter. Or to take any other action relative thereto.

18 AUG 7 1991 13

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PLYMOUTH, MASS.

PRINT NAME

SIGNATURE

ADDRESS

PAGE

✓ STEVEN STRIAR		25 STEEPLE CHASE	5
✓ Patti Striar		25 Steeple chase	5
✓ Gideon Striar		25 Steeple Chase	
✓ James R. Benekete		16 Jenden St Apt 2R Ply	
✓ John G Sullivan		28 Bowspirit Ln Plym	
✓ Sean Dancan		34 Howard Dr	
✓ Richard Breck		345 Court St	
✓ J. Randolph Parker Jr		81 MANOMET AVE.	
MARY ELLEN PARKER	Mary Ellen Parker	81 MANOMET AVE	PLYMOUTH 7
✓ Alyssa Roach	alysse Roach	5 DUCK Hill Lane Plymouth	
✓ Abel Parker		81 Manomet Ave Plymouth	7
✓ Curtis Gravenitz		375 Ship Pond Rd Plym	
✓ Karen Gravenitz		375 Ship Pond Rd Plym	

+ THE FIRST SIGNATORY ON THE FIRST PAGE OF THE PETITION IS THE PETITIONER OF THE ARTICLE AND WILL BE LISTED AS SUCH ON THE TOWN MEETING WARRANT.

Margaret A. Keohan

Laurence R. Piper

13 Thirteen

AUG - 8 1991

PLYMOUTH

The free exchange of ideas amongst equals is a hallmark of Town Meeting. Not just among the Town Meeting Members but all those present. So when the members enact a policy forcing Plymouth citizens to yield to those same members queuing up during deliberations on warrant articles, it seems to fly in the face of this ideal.

This town meeting policy creates two classes of citizens. One that moves to the front of the line. Another that waits. I do not think that was the intent when Plymouth opted for Representative Town Meeting instead of Open Town Meeting. I believe the change was simply logistical.

I have asked several current and former Members about this issue. While none could recall exactly when or why this policy was put in place, most thought it was done in an effort to speed Town Meeting to its conclusion.

If that is the case, I would suggest it has been a tremendous success. If you value speed above all else. Including thoroughness, thoughtfulness and public participation and debate.

The fact is, Town Meeting has and continues to set a blistering pace from start to finish. Conducting the Towns business used to take days to spend millions of dollars. Now it only takes a few hours to spend hundreds of millions. Yet they continue to search for ways to shorten this already abbreviated process. Unfortunately, attempting to shave off a few more minutes through this policy sends the wrong message to both the citizens and their representatives.

To citizens it says don't involve yourself. Let us take care of it. Or, stick around, maybe the moderator will call you. If the question isn't moved when he gets to you. To Town Meeting members it's a reminder. Their voices and opinions are the ones that really matter.

To be clear, this is definitely not the only reason for public disengagement. It's the cumulative effect of all the small, seemingly insignificant policies, rules and procedures that are causing it. But this completely unnecessary and in a way demeaning policy can't help but have a negative effect on the already diminished level of public participation.

So, in a time of record low turnout for local elections and almost no citizen involvement in town government it is time we started looking at the reasons for this shift. It is time to look at the policies and practices that are driving people away. Please, let us start with this one.

The current language of Chapter 2 Section 4-5 of the Charter currently reads

‘ The representative town meeting may adopt rules and regulations relating to its procedures and its methods of operation.’

This charter amendment would add this qualifier, **‘not in conflict with specific provisions of this charter.’**

There should be no doubt that the legislative branch of our local government should have the ability and authority to establish rules and regulations governing themselves. However, they should not be able to use this language to circumvent specific provisions or protections afforded others by our town Charter.

Submitted By: Steven Strian
8/22/18

ARTICLE 34:

ARTICLE 34: To see if the Town will vote to install the following bylaw into the Plymouth Zoning Bylaws:
Workforce Housing District for the purpose of providing working class Plymouth citizens with affordable housing. This petition is based on Massachusetts Governor Charles Baker's \$1.8 billion bond for the purposes described above.
or take any other action relative thereto.
By Petition: Anatol Zukerman et al

RECOMMENDATION: Not Approve (0-13-0)

The Advisory & Finance Committee recommends Town Meeting NOT approve Article 34. The committee felt unanimously that due to the absence of actual bylaw language the article could move forward.

FINAL REPORT AND RECOMMENDATION ON THE
PETITION OF ANATOL ZUKERMAN ET AL INSTALL A WORKFORCE
HOUSING DISTRICT INTO THE ZONING BYLAW

DATE OF PUBLICATION OF PUBLIC HEARING: August 8, 2018
August 15, 2018
DATE OF PUBLIC HEARING: August 27, 2018

VOTE: On August 27, 2018, the Planning Board voted (5-0) **NOT to support** the following amendment to Town Meeting:

PROPOSED AMENDMENT:

To see if the Town will vote to...install the following bylaw into Plymouth Zoning Bylaws: Workforce Housing District for the purpose of providing working class Plymouth citizens with affordable housing. This petition is based on Massachusetts Governor Charles Baker's \$1.8 billion bond for the purposes described above.

Or to take any other action relative thereto....

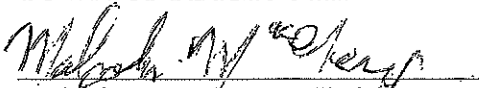
JUSTIFICATION

This petitioned article attempts to create a "by-right" workforce housing overlay district in the vicinity of Cherry Street (west of Route 3). The district will allow "by-right" (a special permit would not be required) up to 675 dwellings and 600,000 sf of retail, restaurant, office, industrial and institutional uses.

The language provided to the Planning Board at the public hearing is flawed and could never be implemented. Furthermore, the Planning Board does not support this petitioned article for the following additional reasons:

- It is a procedurally flawed petition.
- It includes numerous errors and improper references.
- It converts some of the last remaining industrial and commercial land to residential use.
- It has not been reviewed by Town Counsel.
- The traffic impacts are unknown.
- The sewer impacts are unknown.
- The water consumption impacts are unknown.

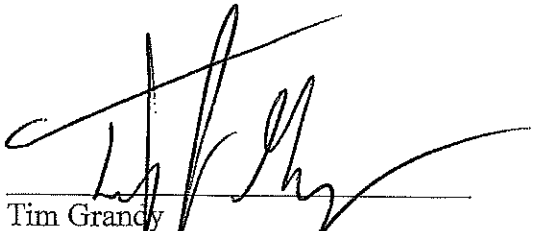
TOWN OF PLYMOUTH

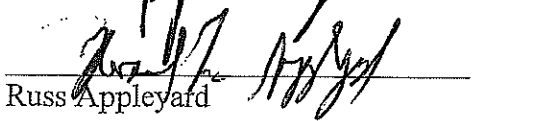

Malcolm MacGregor, Chairman


Paul McAluff

18 SEP 11 AM 2:28

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PLYMOUTH, MA



Tim Grandy


Russ Appleyard



Robert Bielen

BEING A MAJORITY OF THE PLANNING BOARD

DATE SIGNED BY THE PLANNING BOARD:

September 10, 2018

DATE FILED WITH TOWN CLERK:

September 11, 2018

c:

Town Clerk
Board of Selectmen
Advisory and Finance Committee

Workforce Housing Petition to Plymouth Town Meeting, October 2018

Presentation to Plymouth Advisory and Finance Committee, August 29, 2018

Updated August 29, 2018

The purpose of this petition is to create an overlay zone for moderately priced housing combined with localized employment, shopping, entertaining and environmentally healthy habitat. The incentive for this petition is several recently passed Massachusetts bills designed to achieve this goal. One of these bills "*An Act Financing the Production and Preservation of Housing for Low and Moderate Income Residents*" (H.4536) allocates \$1.8 billion for that purpose was signed by Governor Baker on May 31, 2018.

Another is the Housing Bond Bill grant program was signed by the Governor and became Chapter 99 of the Acts of 2018. Contained in that legislation is funding for a "Workforce Housing Fund". MassHousing has been designated to administer this fund.

In addition, the MassHousing Workforce Housing initiative included \$100 million of MassHousing resources to provide funding to multifamily developers of rental housing with some units reserved for middle-income residents (workforce housing units).

As you may know, the so called "affordable housing" program in Massachusetts determines the applicants' eligibility between 50% and 80% of the Area Median Income (AMI) per household. Unfortunately, 55% of Plymouth population including nurses, police officers, firefighters, teachers and young families cannot qualify for this assistance, but at the same time cannot afford market-priced housing. Which results in their exodus from Plymouth and the reduction of school enrollment.

Meanwhile, Plymouth population is rapidly growing because more affluent senior citizens move in and developers build expensive single-family houses for them. Plymouth is not alone in this alarming development: the Commonwealth ranks 44th in the national housing affordability. Apparently, this predominantly Democratic state with high taxation lags behind other states in terms of affordable housing.

Consequently, this process turns Plymouth into a bedroom town for the affluent, mostly senior citizens and their service providers. All municipalities in this state have this problem, so the state government has moved to motivate developers with taxpayers money in order to house the working class people.

In Massachusetts legislature the Workforce Housing enjoys bi-partisan support. Plymouth is one of the 69 municipalities included in Governor Baker's \$1.8 billion grant program and State Representative Matt Muratore is working with former Chairman of this Board Ken Buechs on further details of this program.

Recently, the Town of Plymouth with A. D. Makepeace Companies applied for \$3 million state grant to build 396 residential units of which 20 units are affordable. The Makepeace claims that all 396 units would be sold below \$400,000. According to Planning Director Lee Hartmann, this price conforms to the Workforce Housing eligibility criteria of up to 120% of the Area Median Income. This strikes me as too high a price for most of Plymouth citizens. Indeed, many houses in the Pinehills are sold from \$400,000. As you know the Pinehills has neither affordable nor Workforce Housing units.

While supporting this project in principle, I must remind you that currently 33,000 Plymouth citizens wait for moderately priced housing which needs roughly 11,000 units and 2 million square feet of commercial space. The overlay zone that we propose can potentially accommodate 675 residential units and 152,000 s. f. of commercial space for working families of Plymouth.

Specifically, we propose to locate this overlay zone within the former sand quarry between Cherry Street, the Plymouth town border with Kingston and Route 3 in the existing Mixed Commercial District. Currently there is only one commercial building at 39 Prestige Way that sells bath, kitchen and lighting equipment. The rest of the land is for sale. "T Ford" Company sells up to 35 acres for commercial/industrial use and Atlantic Properties sell 21 acres on the opposite side of Prestige Way for auto, hotel, retail and office use, totally 56 acres of mostly treeless land.

This overlay zone does not exclude the existing allowed mixed commercial uses, but adds a residential/commercial use. We envision compact mid-rise multi-family habitat which is prescribed by MassHousing and Smart Growth criteria and creates greater revenues for the Town than single-family housing. This land is located within a few minute drive from Kingston Train Station at Exit 8 which meets another criterion of Transportation Oriented Developments.

The advantages of compact mixed-use developments are well known. They include lesser cost of land, cheaper construction and engineering infrastructure, smaller damage to natural environment including water use, more open space, smaller cost of utilities and, consequently, less expensive housing and smaller property taxes.

As you can see from the enclosed photographs, the selected land for the overlay zone is sparsely developed with several lots for sale and recently built roads connecting Plymouth with Kingston. This obviously prospective area for future development can be mutually beneficial for both towns. If we want to save the natural environment while accommodating a growing population this land would be suitable more than the heavily wooded residential zones elsewhere in Plymouth.

Last year I presented my conceptual project called "Ten Minute Village" to the Planning Board and Board of Selectmen as a potential demonstration project for the Workforce Housing. The Planning Board liked the project and advised me to find a developer for it. I followed their advice and talked to seven developers so far, but none of them wanted to build it because developers build for maximum

profit and are not interested in solving social problems. This attitude is a primary cause of the growing housing crisis in Plymouth, in Massachusetts and in the entire United States.

Last Monday the Planning Board resolved not to recommend this petition to the Town Meeting. Director of Planning Department Lee Hartmann stated the following reasons for that decision:

- “It is a procedurally flawed petition”, but didn’t explain what is the procedural flow.
- “It includes numerous errors and improper references”. This refers, I assume, to the revised zoning language that I proposed but was not a part of the citizens petition. It was submitted in the hope that the Planning Department will issue the correct language but Director Hartmann has not done so.
- “It converts some of the last remaining industrial and commercial land to residential use.” This attitude of the Planning Board is based on the wish to increase the municipal revenues, but ignores the fact that Plymouth is facing housing crisis.
- “It has not been reviewed by Town Counsel.” The Town Counsel is usually scheduled last before the Town Meeting in October of 2018, and it will be reviewed by the Town Counsel

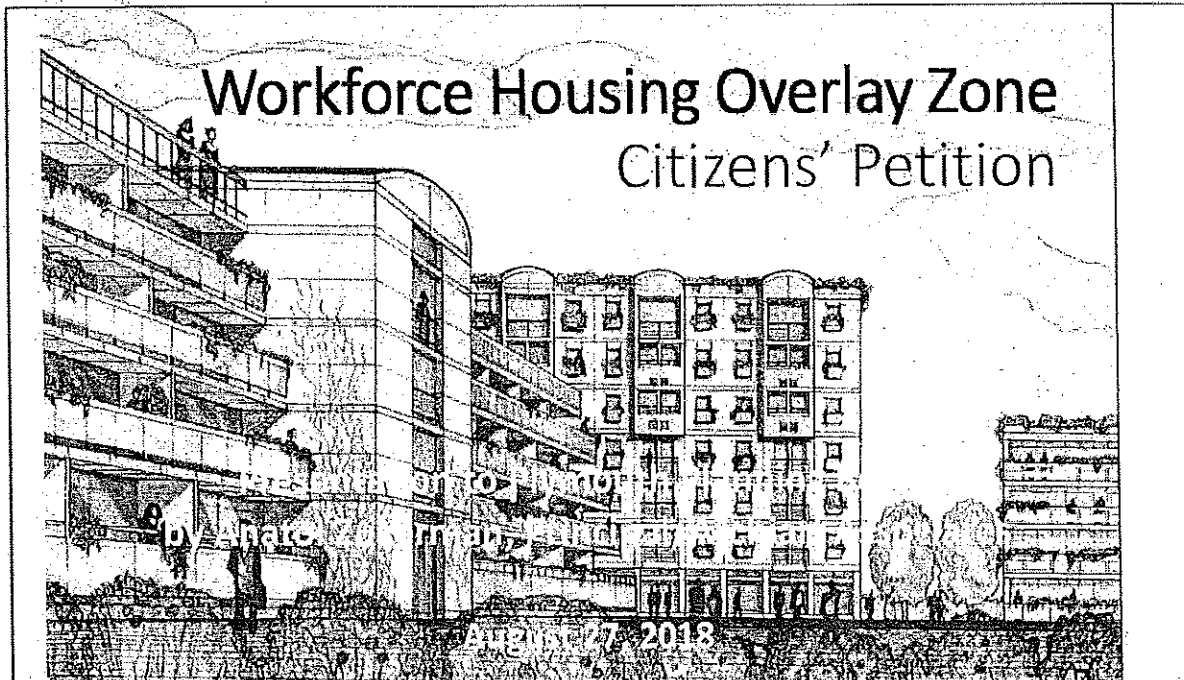
before Town Meeting.

- “The traffic, the sewer and the water consumption impacts are unknown.” The citizens who signed this petition have no means to conduct these studies and they don’t have to do that. We are not developers, but tax paying citizens who try to solve the current housing crisis in Plymouth. We submitted this petition in the hope that potential developers will have done these studies with specific projects.

This procedure indicates the structural flow in the function of the Planning Board. Instead of planning for the future development of Plymouth which is supposed to be their main function, the Board acts as a Building Committee trying to judge specific architectural, engineering and structural proposals of developers. None of them is a design or construction professional, but all of them try to judge specific architectural and construction problems.

Therefore, we are asking this Advisory and Finance Committee to recommend this petition for approval by Plymouth Town Meeting as an important instrument of solving the current housing crisis in our Town.

On behalf of the workforce Housing petitioners,
Anatol Zukerman, Architect
1 Shinglewood
Plymouth, MA 02360
E-mail: azukerman@rcn.com



Purpose of Citizens' Petition

- To address Plymouth's most pressing housing need: housing for moderate-income families
- By encouraging building of moderately-priced housing instead of high-end housing
- To create an overlay zone for workforce housing within mixed-use district in Plymouth
- To incent developers to build workforce housing in Plymouth with pre-approved zoning for that purpose
- Overlay district adds to mixed commercial uses – does not preclude existing uses

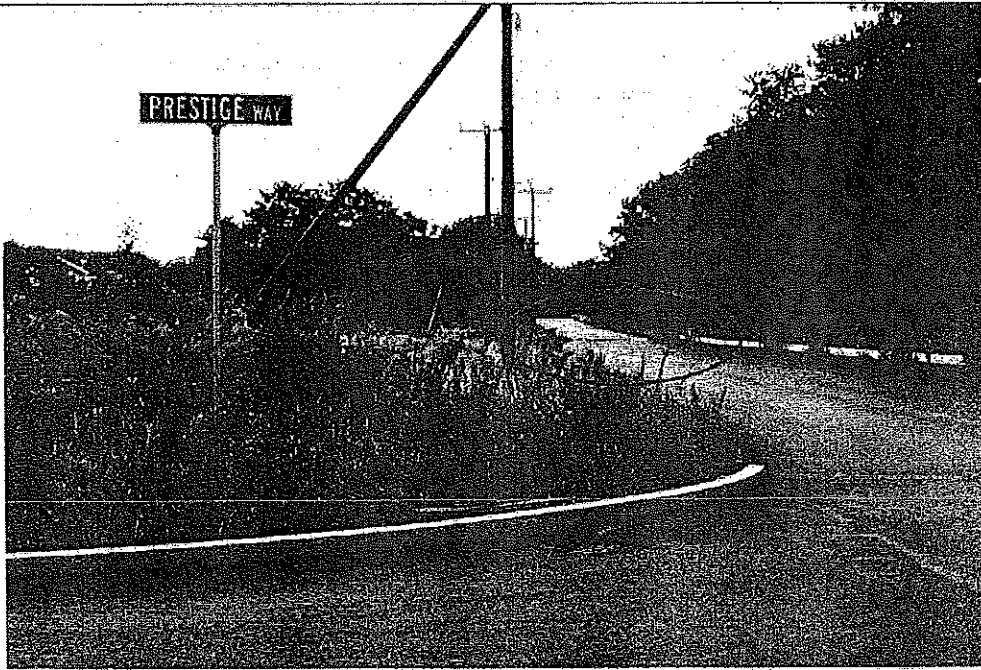
Land for Sale — T Ford Co.



Land for Sale — Atlantic Properties

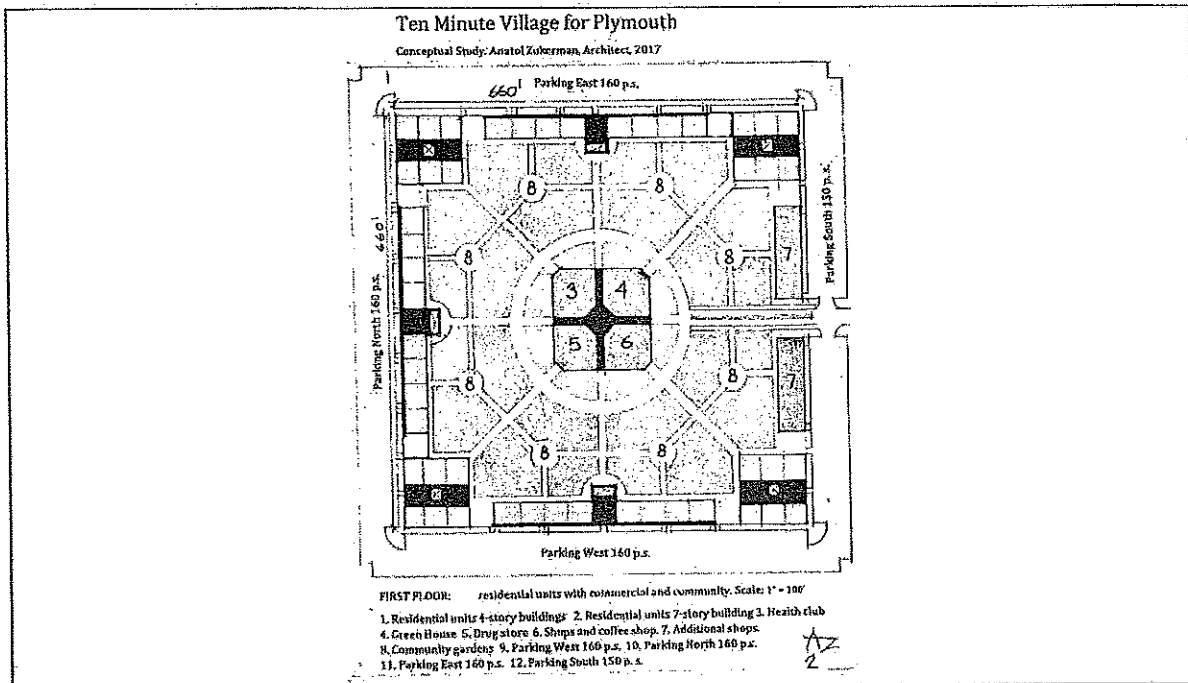


New Connection: Prestige Way to Kingston



Street Connection to Kingston, Looking North





Thank you for your time

ARTICLE 35: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for a White Horse Beach and Bartlett Pond Watershed Assessment Study, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$180,000 (Unanimously, 12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 35. Approval will authorize \$180,000 for a Watershed Assessment Study of the White Horse Beach, Bartlett Pond and Beaver Dam River area to monitor and determine the scope of bacterial contamination. Resolving this issue to help protect the public's health is the primary objective.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY19 FALL ANNUAL TOWN MEETING REQUEST FORM**

Department: Public Health		
Project Title and Description: Bartlett Pond Watershed Assessment	Total Project Cost:	180,000

Department/Division Head: Dr. Nate Horwitz-Willis

Cost estimate was developed: Internally ☐ Externally ☒

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>			<i>FY19</i>		
<i>Labor and Materials</i>			<i>FY20</i>		
<i>Administration</i>			<i>FY21</i>		
<i>Land Acquisition</i>			<i>FY22</i>		
<i>Equipment</i>			<i>FY23</i>		
<i>Other</i>	180,000				
<i>Contingency</i>					
Total Capital	180,000				

Possible sources and amounts of funding, if known: No additional sources of funding.

Project Justification and Objective: The Town of Plymouth, through the Public Health Department and Department of Marine and Environmental Affairs, would like to develop a management plan to prevent the occurrence of bacterial contamination and nutrient pollution. At the current time, Bartlett Pond has very limited information on the factors influencing the development of bacterial contamination, other potential human point or non-point sources of pollution, algal blooms, including its configuration, flows, nutrient levels, and ecosystem health.

Justification for Request at Fall Annual Town Meeting: This request is being proposed at the FATM due to the emergent bacterial contaminant and nutrient pollution issues in the area according to the primary. Resolving this issue is the primary objective identified by the White Horse Beach Work Group. A comprehensive watershed study will help protect the public's health since the public (primarily beachgoers) in this area may be exposed to this contamination and pollution. This study would encompass isotope hydrology, bacterial, and nutrient/eutrophication monitoring. An environmental engineering vendor or its equivalent will be selected to perform the study.

For Capital Project Requests:

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

For Capital Equipment Requests:

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

Attach additional information, estimates, or justification.

The SMAST study serves as an example for anticipated costs associated with the type of work around the environmental components. The SMAST study example lists the bacterial sampling, testing, and monitoring and this capital project seeks to expand upon that to incorporate seasonal sampling, testing, and monitoring for bacterial agents. Also, the watershed study will incorporate isotope hydrology testing as detailed by the USGS. The specific scope of the study is yet to be drafted by the White Horse Beach Work Group in addition to going out to bid for an environmental engineering firm or its equivalent to carry out the objectives of the watershed study.

Nathaniel
Horwitz-Willis

Digitally signed by Nathaniel
Horwitz-Willis
DN: cn=Nathaniel Horwitz-Willis,
o=Town of Plymouth, ou=Public
Health Department, email=nhorwitz-
willis@townhall.plymouth.ma.us,
c=US
Date: 2018.09.10 17:10:10 -04'00'

From: Nate Horwitz-Willis
To: [Melissa Arrighi](#)
Cc: [Marlene McColeen](#)
Subject: Memo retracting the backup documentation of the S Mast study
Date: Monday, September 10, 2018 5:07:00 PM
Attachments: [image003.png](#)

To: Melissa G. Arrighi, Town Manager and Board of Selectmen
Cc: Capital Improvements Committee, Finance Committee & Town Meeting Members

From: Dr. Nate Horwitz-Willis, Public Health Director

Please accept this memo as a retraction of the back-up S Mast documentation that was originally proposed. The study scope and objectives as outlined in the S Mast materials I submitted does not encompass many of the tasks the working group sought. The S Mast study was to be used as an example only and has since evolved. However, the S Mast study incorporates some components that will be used in the watershed study. The working group and I recommend a more comprehensive study which to include: A comprehensive watershed study will help protect the public's health since the public (primarily beachgoers) in this area may be exposed to bacterial contamination and nutrient pollution. This study would encompass isotope hydrology, bacterial, and nutrient/eutrophication monitoring. An environmental engineering vendor or their equivalent will be selected to perform the study.

Please see the following documentation that will be provided to the Capital Improvements Committee (CIC) to present this evening in the Ropewalk Meeting Room.



Town of Plymouth
Public Health
Prevent. Promote. Protect.

Dr. Nate Horwitz-Willis, DrPH, MPH, MPA
Director of Public Health
www.PlymouthPublicHealth.com
26 Court St
[Plymouth, MA 02360](#)
508-747-1620 ext 10119



Reston Stable Isotope Laboratory

[Home](#)[Lab](#)[Research](#)[LIMS](#)[Staff](#)[Sitemap](#)[Contact](#)

[RSIL Home](#) > [Lab](#) > Laboratory Services

Analytical Services and Prices (FY 2018)

The RSIL can accept samples for FY 2018 until 2 p.m. EDT Wednesday, September 19, 2018. If you have samples that will be collected after this date and can be submitted to RSIL by Monday, December 31, 2018, then you may be able to use the RSIL Advanced Request Form (see below) to initiate immediate preparation of a JV and use of FY 2018 funds for analytical services.

Analytical Services

- The submitter should fill out either the [Standard Submission Excel Form](#) or the [QWDATA Compatible Submission Excel Form](#) (an individual file is needed for each type of analysis). The file should be either e-mailed to isotopes@usgs.gov (preferred) or saved to a 3.5" diskette or a CD and submitted with samples. Submitters should not change the format of a Submission Excel file because laboratory personnel may not be able to import it without modifying it. Modifying the format of Submission Excel files may result in an additional charge for time needed to correct the formatting.

If users provide information on the [QWDATA Compatible Submission Excel Form](#), the QWDATA files, Sample_d.dat and Result_d.dat, will be uploaded on the QW Data Transfer System (QWDX) with USGS procedure codes ([List of RSIL lab codes, method codes, and procedure codes](#)) and an Excel spreadsheet of the results and confirmation of successful upload to QWDX system will be e-mailed to the sample submitter.

- [Advanced Request for Analytical Services Form](#). Request and pay in advance for isotopic analyses of samples to be collected next fiscal year.
- Submissions should be sent to:

Reston Stable Isotope Laboratory (RSIL)
U.S. Geological Survey
Mail Stop 431, Room 5B142
12201 Sunrise Valley Drive
Reston, VA 20192
+1 703-648-5950

- Please provide a prepared return shipping label if you ship your samples in a cooler. Otherwise, your cooler will not be returned to you.
- General turnaround time for analysis is 2-4 weeks, but may be longer due to seasonal sample load. For information on express services, please email isotopes@usgs.gov. Priority service is available with advance notice. Turn-around time for priority service is 24 to 48 hours for hydrogen and oxygen isotope ratios of water. The surcharge is an additional 50 percent. Please contact the laboratory to arrange.
- Laboratory services are provided for USGS programs and personnel. However, laboratory services can be provided to other federal, state, and county agencies, but these analytical costs will be higher than those listed because other costs, such as USGS overhead, must be added. Please contact the Reston Stable Isotope Laboratory for prices.

- The RSIL has a soil permit. Please contact the RSIL in advance of sending soil samples in order to obtain a U.S. Dept. of Agriculture entry label.
- Please contact isotopes@usgs.gov or Lauren Reid (lreid@usgs.gov, 703-648-5950) with any sample submission questions.

Prices for Each Type of Analysis

Noble gas stable-isotope measurements by mass spectrometry

Samples	Instructions	SOP	Lab Code	Price (each)
Low-level tritium (hydrogen-3) in water by helium-3 ingrowth (0.1 TU)	Instructions	--	600	\$350
Helium-3/helium-4 ($\delta^3\text{He}$) in helium dissolved in water	Instructions	--	610	Contact RSIL
Noble gas suite (helium, neon, argon, krypton, and xenon) dissolved in water	Instructions	--	620	Contact RSIL

Both H-2/H-1 and O-18/O-16 isotope-ratio mass spectrometric analysis of water (samples > 3.5 mL)

[Instructions](#) [Hydrogen-2 of water SOP](#) [Oxygen-18 of water SOP](#)

Number of Samples	Lab Code	Price (each)
1 - 3	1142	\$89
4 - 19	1142	\$69
20 - 39	1142	\$59
40 +	1172	\$49
Plus additional cost for samples < 3.5mL	--	\$30
NWQL 1142 submitted with ASR form	1142	\$106.81
11-mL vials with Polyseal caps for small samples (144 ea)	--	\$195

Only H-2/H-1 isotope-ratio mass spectrometric analysis of water

[Instructions](#) [SOP](#)

Number of Samples	Lab Code	Price (each)
All	1574	Contact RSIL

Only O-18/O-16 isotope-ratio mass spectrometric analysis of water

[Instructions](#) [SOP](#)

Number of Samples	Lab Code	Price (each)
All	489	Contact RSIL

Both H-2/H-1 and O-18/O-16 isotope-ratio mass spectrometric analysis of pore water in sediments and plant material (toluene extraction method)

[Instructions](#) [SOP](#)

Number of Samples	Lab Code	Price (each)
1 - 5	1700	\$265
6 +	1700	\$195

N-15/N-14 and O-18/O-16 of NO ₃ in water (user must provide NO ₃ concentration accurate to within ±10 percent)		
<u>Instructions</u> <u>SOP</u>		
Number of Samples	Lab Code	Price (each)
1 - 5	2900	\$224
6 - 20	2900	\$149
21 +	2900	\$128
Filter sample through 0.2 µM filter	--	\$10

N-15/N-14 of dissolved NO ₃ in water (user must provide NO ₃ concentration accurate to within ±10 percent)		
<u>Instructions</u> <u>SOP</u>		
Number of Samples	Lab Code	Price (each)
All	2899	Contact RSIL

N-15/N-14 of NH ₄ in water (user must provide NH ₄ concentration accurate to within ±20 percent)		
<u>Instructions</u> <u>SOP</u>		
Number of Samples	Lab Code	Price (each)
1 - 5	2898	\$350
6 +	2898	\$300

C-13/C-12 and O-18/O-16 of powdered calcite		
<u>Instructions</u>		
Number of Samples	Lab Code	Price (each)
1 - 9	1135	\$176
10 +	1135	\$157
Powder sample if needed	--	\$20

C-13/C-12 of DIC (sample precipitated as strontium carbonate)		
<u>Instructions</u> <u>SOP</u>		
Number of Samples	Lab Code	Price (each)
All	1710	Contact RSIL

O-18/O-16 of solids (AgNO ₃ , NaNO ₃ , KNO ₃ , Ag ₂ SO ₄ , BaSO ₄ , keratins, collagens, wood, plants, and other organic compounds). For O-18/O-16 of other materials, please contact RSIL.		
Number of Samples	Lab Code	Price (each)
1 - 5	891	\$89
6 - 20	891	\$68
20 +	891	\$50

O-18/O-16 of organic liquids		
Number of Samples	Lab Code	Price (each)
All	892	\$100

H-2/H-1 of solids (keratins, collagens, wood, plants, and other organic compounds)

Number of Samples	Lab Code	Price (each)
1 - 5	282	\$89
6 - 20	282	\$68
20 +	282	\$50

H-2/H-1 of organic liquids

Number of Samples	Lab Code	Price (each)
All	283	\$100

For H-2/H-1 in other materials that have exchangeable hydrogen, please contact RSIL

S-34/S-32 and O-18/O-16 analyses of sulfate in water

Samples	Instructions	SOP	Lab Code	Price (each)
Dissolved SO ₄ > 20 mg/L collected in 1 or 2 bottles	Instructions	SOP	1951 + 891	\$201
Dissolved SO ₄ < 20 mg/L collected on anion exchange resin	Instructions	SOP	1949 + 891	\$230

S-34/S-32 analyses of sulfate in water

Samples	Instructions	SOP	Lab Code	Price (each)
Dissolved SO ₄ > 20 mg/L collected in 1 or 2 bottles	Instructions	SOP	1951	\$151
Dissolved SO ₄ < 20 mg/L collected on anion exchange resin	Instructions	SOP	1949	\$180
Resin cartridge (shipping extra)	--	--	--	\$35

S-34/S-32 analyses of sulfur in powdered solids

Samples	Instructions	SOP	Lab Code	Price (each)
Powdered biological material, powdered sediments, and other powdered solids	Instructions	SOP	1800	\$80
Dissolved sulfide as pure Ag ₂ S	Instructions	--	1948	\$63
Dissolved sulfide as pure Ag ₂ S with filtration	Instructions	--	1948	\$93
Sulfate in rock or sediment	Instructions	--	1950	Contact RSIL
Powder solid sample if needed	--	--	--	\$20
Pure BaSO ₄ sample submitted weighed in tin capsule by customer	--	--	--	\$25/Contact RSIL

C-13/C-12 and/or N-15/N-14 of powdered vertebrates

Samples	Instructions	SOP	Lab Code	Price (each)

C-13/C-12 and N-15/N-14 , C concentration, and N concentration	Instructions	--	1832v	\$48
C-13/C-12 and C concentration	Instructions	--	2896v	\$28
N-15/N-14 and N concentration	Instructions	--	2893v	\$28
Freeze dry sample if needed	--	--	--	\$10
Powder solid sample if needed	--	--	--	\$20

C-13/C-12; N-15/N-14 of powdered plants, powdered invertebrates, and powdered sediments

Samples	Instructions	SOP	Lab Code	Price (each)
C-13/C-12, N-15/N-14, C concentration, and N concentration (determined from replicate analyses)	Instructions	SOP	1832	\$68
C-13/C-12 and C concentration	Instructions	--	2896	\$38
N-15/N-14 and N concentration	Instructions	SOP	2893	\$38
Freeze dry sample if needed	--	--	--	\$10
Powder solid sample if needed	--	--	--	\$20
Removal of calcium carbonate by acidification if needed	--	--	--	\$25

CO₂ sensor prep and calibration

Number of Samples	Lab Code	Price (each)
All	3201	\$1000

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University of
Massachusetts
Dartmouth

Scope of Work

Technical Support of the Town of Plymouth

Project: Bartlett Pond Diagnostic Assessment and Management Plan

July 31, 2017

Overview

Bartlett Pond, in southern Plymouth, recently experienced a blue-green algal/cyanobacteria bloom. The bloom caused the Town Public Health Department to post an advisory to avoid contact with the pond water. Cyanobacteria contain toxins that produce skin irritation with extended contact and liver damage if ingested at high enough concentrations. Cyanobacteria are typically part of most pond ecosystems, but blooms can occur when conditions favor their rapid growth, usually in warm, nutrient rich waters.

The Town of Plymouth, through the Department of Marine and Environmental Affairs, would like to develop a management plan to prevent the occurrence of future blooms. At the current time, Bartlett Pond has very limited information on the factors influencing the development of blooms, including its configuration, flows, nutrient levels, and ecosystem health. Development of a management plan to manage pond health and cyanobacterial blooms will require a pond-specific understanding of the pond ecosystem functions, including how water and nutrients vary and the factors that cause them to vary, including streamflow and tidal impacts, sediment recycling, and utilization within the system. Understanding how the pond functions relative to cyanobacteria growth and blooms can then be used to develop potential management actions which best meet the Town's goals.

In order to develop both the information about how cyanobacterial blooms develop in Bartlett Pond and the which management options will work best to control the blooms, the Town has asked the Coastal Systems Program from the School for Marine Science and Technology at UMass-Dartmouth (CSP/SMAST) to prepare a scope for a Bartlett Pond Diagnostic Assessment and Management Plan. The present scope describes the tasks necessary to address the town's goals, including a) field surveys to develop necessary data (bathymetry, streamflow, nutrient recycling, water quality, stormwater inflows, etc.) to form a pond-specific understanding of ecosystem functions, b) development of a pond assessment to identify key drivers for ecosystem conditions, phytoplankton/cyanobacteria growth and predictions of effectiveness of potential management actions, and c) identification and review of applicable management options, associated costs, and potential implementation schedules to achieve the Town's goals.

The project tasks are:

Task 1: Bartlett Pond Ecosystem/Water Quality Baseline

Bartlett Pond has had a very limited number of water quality samples (<5) collected since the 1970's¹, so development of a management plan will require more comprehensive data collection. The available sample results include some indications that conditions in Bartlett Pond change often with occasional brackish or salt water inflows to bottom waters and occasional sediment oxygen demand enough to create anoxic regeneration of nutrients into the deepest portions of the water column.

In this task, CSP/SMASST staff will complete a number of subtasks including review of past data and reconciliation with current data, collection of water column data, stream inflow and outflow readings, plankton and cyanobacteria sampling, sediment characterization of nutrient contributions and the other tasks listed below:

- A. Bathymetric and Rooted Plant Surveys: Staff will complete an updated bathymetric survey, while also determining the density of submerged aquatic rooted plants and identification of other visually identifiable benthic organisms. The bathymetric survey subtask will be completed with a differential GPS coupled to a survey-grade fathometer, while the plant survey will be completed with a submerged video camera linked to a dGPS and a frame-by-frame review of benthic plants and animals (mussels). Bathymetric survey results will be used to ensure that water column sampling occurs at the deepest location in the pond and to guide selection of sediment sampling locations for proper distribution.
- B. Water Column Water Quality Sampling: Staff will collect water column samples at 0.5 m and 1.0 m (and 1.5 m, if appropriate based on water depth) monthly between April and October at the deepest location in the pond, along with field profile measurements of dissolved oxygen, temperature, and water clarity. If it is determined that tidal influences in the pond are significant, sampling will be altered to target mid-ebb sampling in the early morning. Water column samples will also be collected at 0.5 m during each sampling visit at the two locations historically sampled to evaluate whether conditions are significantly different from the deepest location and whether historic data can be incorporated into the pond assessment. Collected samples will be analyzed at the CSP/SMASST Analytical Facility for the following constituents: total phosphorus, total nitrogen, chlorophyll, pheophytin, salinity, pH, alkalinity, ortho-phosphate, and various nitrogen species. During each sampling visit, staff will also collect samples to determine monthly phytoplankton population composition and dry weight bacterial counts (fecal coliform, *E. coli*, and *Enterococci*). Staff will also install two continuous monitoring devices that will record water level, temperature, salinity, and chlorophyll at 0.5 m and 1 m over the deepest location; these devices will record readings every 10 to 15 minutes between April and October and will be used to evaluate water level fluctuations, water column changes, and changes in phytoplankton biomass over the growing season.

¹ Eichner, E.M., B.L. Howes, and S. Horvet. 2015. Town of Plymouth Pond and Lake Atlas. Town of Plymouth, Massachusetts. Coastal Systems Program, School for Marine Science and Technology, University of Massachusetts Dartmouth. New Bedford, MA. 138 pp.

- C. Stream Monitoring: Staff will install continuous water level recorders at two locations: Brooks Road and Taylor Avenue (**Figure 1**). These will record water level readings every 10 to 15 minutes. In order to develop reasonable relationships between the water levels and stream flow, staff will also measure volumetric flow at least every month to develop robust rating curves. Water quality samples will be collected from the stream when flow readings are collected to determine the monthly discharge of nutrients (N&P) to pond waters and the pond nutrient retention. Stream samples will be analyzed at the CSP/SMASST Analytical Facility for the following constituents: total phosphorus, total nitrogen, salinity/conductivity, ortho-phosphate, and the various nitrogen species. Monthly measurements at the Taylor Avenue site will be collected to determine the level of tidal impacts and sampling will be focused on low tide in the Bay.
- D. Sediment Regeneration Monitoring: Staff will collect and incubate 5 to 7 sediment cores to measure sediment nutrient regeneration. Samples will be collected in April and water column samples will be collected before, during, and after core collection to ensure that water column contributions at the time of core collection are understood. A local location will be secured for the initial core incubation through coordination with the Department of Marine and Environmental Affairs staff. The bulk of the core incubation time will occur at the CSP/SMASST Analytical Facility.
- E. Stormwater Monitoring: Staff will determine the magnitude and water quality of direct stormwater inputs to Bartlett Pond using standard CSP/SMASST stormwater survey techniques. Staff will collect water quality samples and runoff flow measurements during at least three storms at three locations indicated by the Town (see **Figure 1**). Water quality samples will be assayed at the CSP/SMASST Analytical Facility for at least the following parameters: total phosphorus, ortho-phosphorus, total nitrogen, ammonia-N, nitrate/nitrite-N, dissolved organic nitrogen and total suspended solids. Separate samples will also be collected for bacterial indicators (fecal coliform, E. coli, and Enterococci), which will be assayed by the Town or a separate laboratory.

Task 1 TOTAL Cost: \$80,750

Task 2: Bartlett Pond Management Plan

Working with Town staff, CSP/SMASST will prepare a Bartlett Pond Management Plan, which will have two parts: a) Diagnostic Summary and b) Management Options Summary (with preliminary costing).

The Diagnostic Summary portion will review all the Task 1 results, including any historic data, to provide diagnosis of Bartlett ecosystem conditions, impairments that should be addressed, and target goals for satisfactory water quality. The diagnosis will also include review of the Bartlett Pond watershed and land use data (both historic and current), integration of water quality, precipitation, and runoff data, and development of water, phosphorus, and nitrogen budgets (and corresponding watershed analyses) to account for the balance between all nutrient and water inputs to the pond system and their removal from or burial within the pond system.

The Management Options Summary portion will review available management options with discussion of each, their applicability to identified impairments in Bartlett Pond, and their likely ease of implementation. The Management Options review will also include watershed and in-pond management options, their estimated costs of implementation, and any potential implementation issues (e.g., anticipated regulatory permitting). The Management Options

Summary will also include a selected set of recommended options for implementation based on the Town's input and efficacy for addressing the specific impairments in Bartlett Pond.

The overall Bartlett Pond Management Plan will be publicly presented as a draft Plan at a mutually-convenient meeting and submitted to the Town in an electronic version for appropriate distribution. Following receipt and discussion of comments, a final version of the Management Plan will be prepared and will include a list of selected options that the Town has selected based on local insights and information developed through this project.

Task 2 TOTAL Cost: \$34,200

Task 3: Bartlett Pond Management Plan Implementation and Regulatory Support

The Bartlett Pond Management Plan will include a management strategy and a list of recommended/preferred management activities. CSP/SMASST staff will work with Town staff to prepare an Implementation Schedule for the management activities. The schedule will include likely timelines for management options, responsible departments, and adaptive/compliance monitoring frequency and results review to ensure that water quality goals are attained and any compliance requirements are met. CSP/SMASST staff will also provide regulatory support for any permit applications or submittals.

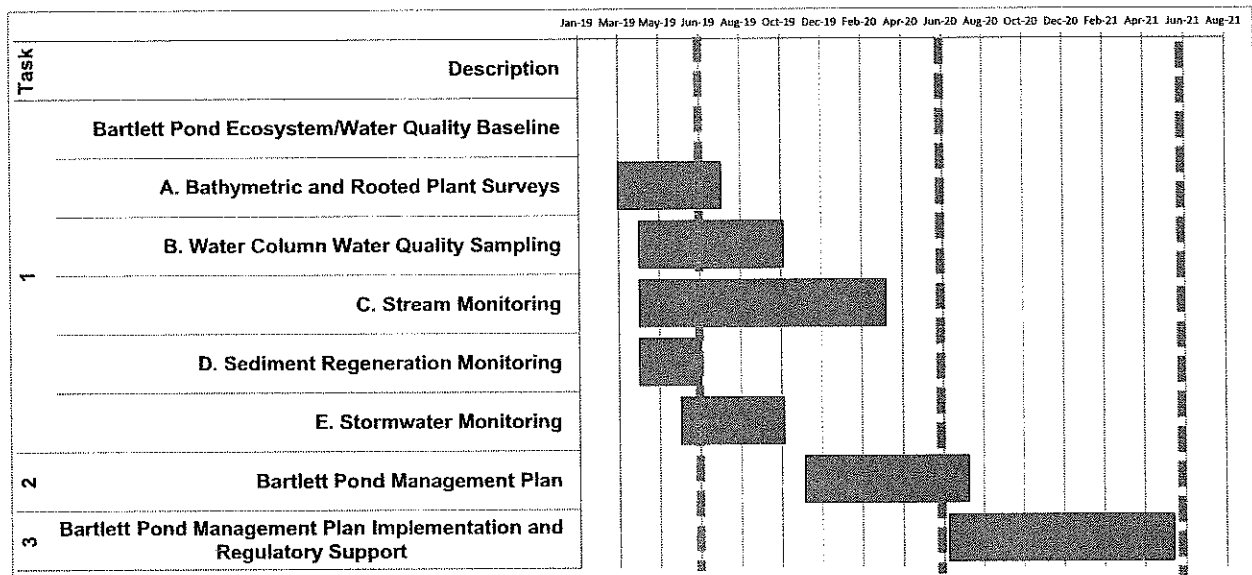
Task 3 TOTAL Cost: \$11,800

Total cost for Tasks 1 to 3 (above) shall not exceed: \$126,750.



Figure 1. Bartlett Pond: Prospective Stream and Stormwater Monitoring Locations. Stormwater sampling locations are based on information provided by Plymouth DMEA staff. Stream locations will be confirmed once field reconnaissance visits are completed (for example, staff will try to secure an upstream location closer to the pond, as indicated by the red triangle).

Town of Plymouth
Project: Bartlett Pond Diagnostic Assessment and Management Plan
TIMELINE



Note: Due to sampling requirements and the necessity to obtain water quality results during the key management period (*i.e.*, warmer months), sampling will bridge two fiscal years and extend well into the second fiscal year. This schedule of data collection, largely determined by the annual cycles, will also cause the subsequent synthesis of these data and development of the management plan/options into FY21. A final version of the management plan will be delivered by August 2020.

ARTICLE 36:

ARTICLE 36: To see if the Town will vote to install the following bylaw into Plymouth Zoning Ordinance: Any residential or commercial entity of Plymouth shall have the right to install solar equipment on any part of their structures, or to rent or lease any part of such structures to installers of solar equipment for the purposes of collecting solar energy in accordance with the established bylaws and practice of the Town of Plymouth. Or to take any other action relative thereto.

By Petition: Anatol Zukerman et al

NO MOTION NO ACTION

ARTICLE 36: SOLAR

PETITION FOR TOWN MEETING ACTION

WE, THE UNDERSIGNED RESIDENTS AND REGISTERED VOTERS OF THE TOWN OF PLYMOUTH DO
HEREBY SUBMIT THE FOLLOWING PETITION FOR TOWN MEETING VOTE:

To see if the Town will vote to...install the following bylaw into Plymouth Zoning Ordinance:

Any residential or commercial entity of Plymouth shall have the right to install solar equipment
on any part of their structures, or to rent or lease any part of such structures to installers of
solar equipment for the purpose of collecting solar energy in accordance with the established
bylaws and practice of the Town of Plymouth.

Or to take any other action relative thereto.

*See attachments.

PRINT NAME

SIGNATURE

ADDRESS

ANATOL ZUKERMAN *Anatol Zukerman* 1 SHINGLEWOOD, PLYMOUTH 02360

Linda Lancaster *Linda Lancaster* 1 Shinglewood, Plymouth 02360

Philip Ashman *Phil Ashman* 4 Cupola Lane, Plymouth 02360

Alice Ashman *Alice Ashman* 4 Cupola Ln., Plymouth 02360

Brian Harrington *Brian Harrington* 205 Valley Rd, Plym., 02:

Sheila Young *Sheila Young* 112 Horizon, Plymouth 02360

Donna Dwyer *Donna Dwyer* 34 Weatherlane

Kenneth Stone *Kenneth Stone* 10 Madison Reach,

Linda Stone *Linda Stone* 10 Madison Reach

Robin Block *Robin Block* 41 Cottage Cove Plymouth

Matthew Murton *Matthew Murton* 15 Gabriel Lane Plymouth

Horizon *Horizon* 4 Horizon

CLARK CORSON *Clark Corson* 8 Belltree, Plymouth

PETITION FOR TOWN MEETING ACTION

Attachment 1

The purpose of this petition is to establish the conformance of the Town of Plymouth to Massachusetts Solar Access Law Chapter 184: Section 23C that states:

"Any provision in an instrument relative to the ownership or use of real property which purports to forbid or unreasonably restrict the installation or use of a solar energy system as defined in section one A of chapter forty A or the building of structures that facilitate the collection of solar energy shall be void."

The Town of Plymouth has successfully implemented this Law except in the territory of the homeowners associations such as the Pinehills development which restricts the use of solar systems without publicly stating reasons for such restrictions. The Pinehills development that comprises 3,060 acres of land with roughly 3,000 houses is an integral part of Plymouth, and as such must follow the law and practice of this Town.

Solar installation is an expensive enterprise with roughly 5 years for the return of investment. Because the Pinehills Landowners Association prohibits leasing roofs to solar installers, our homeowners are deprived of this most affordable way of using solar energy. As a result, only 7 out of 3,000 homes are currently equipped with solar panels.

The 2017 Plymouth Town Meeting approved a Ground-Mounted Solar Photovoltaic Systems bylaw that regulates ground-mounted solar systems, but building-mounted solar systems still need the Town's regulation. In addition to improving environmental conditions this regulation is especially important for economic reasons because buildings with solar panels have greater resale value than buildings without solar panels. See:

costofsolar.com/is-my-home-worth-more-with-solar-energy/

As you can see from this information, for an average American home solar panels add up to \$17,000 to the sale price. As you know, solar energy has already become a major market force in the United States and continues to grow exponentially. This is the future of American energy production and the protection of the natural environment.

Therefore, we are asking Plymouth Town Meeting to support this petition for the purpose of increasing the use of solar energy and the economic prosperity of this Town. We are asking for the right of all Plymouth citizens to install solar systems on any part of their homes because currently this right is denied by The Pinehills Solar Design Guidelines in violation of Massachusetts Solar Access Law.

Specifically, we propose to install **§ 207-12. Roof-Mounted Solar Photovoltaic Systems (RMSPS)** in addition to the existing § 207-11 Ground-Mounted Solar Photovoltaic Systems (GMSPS) into Plymouth Zoning Bylaws with the following regulations:

- A. Intent.** The intent of this bylaw is to promote, by-right, subject to Plymouth Building Department review, in all Districts, the generation of solar energy in accordance with Massachusetts Solar Access Law Chapter 184: Section 23C.
- B.** RMSPS shall be installed by an established solar company and conform to all the regulations established by Massachusetts Solar Access Law.
- C. Standards.** The following standards apply to all RMSPS:
 - 1.Height:** A RMSPS shall not exceed the height of the ridge of the roof.
 - 2. Design:** A RMSPS shall be installed at 4 inches above the plane of the roof parallel to that plane.
 - 4. Information Required with Zoning Permit for all RMSPS.**
 - a. Drawings.** A site plan prepared by a Registered Landscape Architect and a roof plan, elevations and sections of a building prepared by a Registered Architect.
 - b. Materials.** Manufacturer's specifications for a proposed RMSPS shall be provided for all equipment and attendant facilities and include documentation of the major system components to be used, including panels, mounting system, rated name plate capacity, colors, inverter and interconnection details.
 - c. Safety.** The RMSPS Owner or Operator shall submit a copy of the project summary, electrical schematic to the Building Commissioner, with a copy for review by the Fire Chief. Instructions to deenergize the system shall be made available to public safety personnel. The owner or operator shall identify a responsible person for public inquiries throughout the life of the RMSPS.

A Comprehensive Review of Solar Access Law in the United States
www.solarabc.org

Section 3. Solar Rights

(Massachusetts model, others to consider: Hawaii and Wisconsin)

Solar energy systems; installation or use; restrictive provisions

Any provision in an instrument relative to the ownership or use of real property which purports to forbid or unreasonably restrict the installation or use of a solar energy system or the building of structures that facilitate the collection of solar energy shall be void. A community association shall not adopt and shall not enforce any rule related to the installation or maintenance of solar collectors, if compliance with a rule or rules would increase the solar collectors' installation or maintenance costs by an amount which is estimated to be greater than 10 percent of the total cost of the initial installation of the solar collectors, including the costs of labor and equipment. A community association shall not adopt and shall not enforce any rule related to the installation or maintenance of solar collectors, if compliance with such rules inhibits the solar collectors from functioning at their intended maximum efficiency. The [Agency] shall enforce the provisions of this law in accordance with the authority granted under [section x].

Energy Report

Reach 100% renewable by 2025(!)

July 22 next mtg. Wild Land Trust ^{16 towns} Sustainable South Shore

Team with Kingston, Wrentham

H2655 Com. on Revenue new bill for cranberry bogs to use
for other than agriculture.

Wind Turbines DBH - 40 in Europe 60 in Plymouth

GREAT ISLAND HOA

Solar Panel Design Guidelines

General Design Guidelines

Roof mounted solar energy systems are generally allowed in GIHOA provided that, prior to installation, a proposed solar energy system is reviewed and approved through the GIHOA Design Review process and deemed to be in compliance with the Solar Panel Design Guidelines in effect at the time of approval. Prior to seeking approval by GIHOA Design Review, an applicant must first obtain design review approval from the GIHOA.

Allowed Solar Installations:

- Solar roof shingles
- Direct / flush mounted solar panels
- Stand-off solar panels with parallel roof mountings of 8 inches or less in total height

Solar installations that are **not** allowed:

- Stand-off solar panels with parallel roof mountings of more than 8 inches
- Angled, rack mounted roof solar panels
- Ground mounted solar panels

All components of a solar system must be integrated into the design of the home. The color of solar system components (i.e. panel frames, mounting brackets, plumbing, conduits, etc.) must generally conform to the color of roof shingles to the extent practical. Solar shingles that mimic the look of a composite shingle should match the color of existing roof shingles.

Solar panels and/or solar shingles must be made with a non-glare, non-reflective surface.

Solar panels must be owned by the home owners and not owned by a third party. The homeowner must submit proof that they own the solar system within thirty days of the completion of any installation. If proof of purchase is not submitted in thirty days the homeowner will be fined and other actions will be initiated by the Great Island Homeowner's Association, Inc.

GIHOA Design Review Application Requirements for Roof Mounted Solar Energy Systems

An application for GIHOA Design Review for a roof mounted solar energy system must at a minimum include the following information:

- 1) Specify if the solar energy system is a Photovoltaic System or Solar Thermal System.
- 2) Specify if the proposed solar energy system consists of solar roof mounted panels or solar roof shingles.
- 3) A detailed diagram (drawn to scale) that shows the exact location of the proposed solar installation. Measurements of the roof area and panels must also be clearly indicated on the diagram so that a calculation can be made as to the percent of roof to be covered.
- 4) Specify if the proposed installation is in the rear or side of the home. The installation may not be installed in the front of the home facing the street of the applicants address.
- 5) Photos of the roof area that clearly shows where solar panels or shingles would be installed.
- 6) A specification sheet for the proposed panel (or shingle) that includes, at a minimum, information on panel dimensions, manufacturer, color of photovoltaic tiles, etc.
- 7) Solar Panel Installation Plan (see below for details)

Solar Panel Installation Plan

A Solar Panel Installation Plan must be submitted for GIHOA Design Review. The Installation Plan must include the following information at a minimum:

- 1) Detailed roof mounting specifications for solar panels including frames, brackets, etc.;
- 2) Specify the maximum "stand-off" distance between the roof and solar panels;
- 3) Calculation of total roof area to be covered by solar panels;
- 4) Specify roof pitch in area where solar panels will be installed;
- 5) Specify if panels will be installed on the rear or side of the home. The installation may not be installed in the front of the home facing the street of the applicants address;
- 6) Show the location of all connecting plumbing/conduit runs. Include information regarding diameter and color of these connecting elements. All connecting elements must be concealed to the maximum extent possible. Piping and electrical connections must be located directly under or within the perimeter of the panels and as inconspicuously as possible from all angles;
- 7) Show pattern of solar panels as they will be mounted on the roof. Panels must be installed adjacent to each other in a continuous pattern. The highest point of a solar panel must be lower than the ridge of the roof where it is attached; and
- 8) Identify installer and information including qualifications and experience with solar energy system installations. Installation should be done by a professional company with experience in installation and be fully insured.

Aesthetics

The Design Review application must clearly specify if any trees need to be removed or trimmed in order to optimize effectiveness of the solar energy system. If tree work is required, a plan must be submitted as part of the solar energy system Design Review application that shows the location of all trees that are proposed to be trimmed and/or removed. It should be noted that no trees will be allowed to be removed from designated natural open space areas or any area other than property owned by the applicant.

Notification to abutting property owners

Because the installation of roof mounted solar energy systems will be a visible change to the appearance of your home, it is recommended that applicants inform their immediate neighbors of their intention to seek GIHOA and Pinehills Design Review approval for the installation. Such notification may be informal but should be documented and noted in the information provided with your application. **Please note:** like in the case for all applications GIHOA and Pinehills Design Review, consent of neighbors or abutting property owners for is not a requirement for GIHOA and Pinehills Design Review Approval.

These guidelines are intended to comply with the requirements of Massachusetts General Laws, Chapter 184, Section 23C relative to the ownership and use of real property and the installation or use of a solar energy system.

Pinehills Landowners Association
Solar Panel Design Guidelines
Issued January 2013; Revised November 26, 2013

General Design Guidelines

Roof mounted solar energy systems are generally allowed in The Pinehills provided that, prior to installation, a proposed solar energy system is reviewed and approved through the Pinehills Design Review process and deemed to be in compliance with the Solar Panel Design Guidelines in effect at the time of approval. Prior to seeking approval by Pinehills Design Review, an applicant must first obtain design review approval from the applicable District Association.

Allowed Solar Installations:

- Solar roof shingles
- Direct / flush mounted solar panels
- Stand-off solar panels with parallel roof mountings of 8 inches or less in total height

Solar installations that are not allowed:

- Stand-off solar panels with parallel roof mountings of more than 8 inches
- Angled, rack mounted roof solar panels
- Ground mounted solar panels

All components of a solar system must be integrated into the design of the home. The color of solar system components (i.e. panel frames, mounting brackets, plumbing, conduits, etc.) must generally conform to the color of roof shingles to the extent practical. Solar shingles that mimic the look of a composite shingle should match the color of existing roof shingles.

Solar panels and/or solar shingles must be made with a non-glare, non-reflective surface.

Solar panels must be owned by the home owners and not owned by a third party.

Pinehills Design Review Application Requirements for Roof Mounted Solar Energy Systems
An application for Pinehills Design Review for a roof mounted solar energy system must at a minimum include the following information:

- 1) Specify if the solar energy system is a Photovoltaic System or Solar Thermal System.
- 2) Specify if the proposed solar energy system consists of solar roof mounted panels or solar roof shingles.
- 3) A detailed diagram (drawn to scale) that shows the exact location of the proposed solar installation. Measurements of the roof area and panels must also be clearly indicated on the diagram so that a calculation can be made as to the percent of roof to be covered.
- 4) Specify if the proposed installation is in the rear, side, or front of the home.
- 5) Photos of the roof area that clearly show where solar panels or shingles would be installed.

- 6) A specification sheet for the proposed panel (or shingle) that includes, at a minimum, information on panel dimensions, manufacturer, color of photovoltaic tiles, etc.
- 7) Solar Panel Installation Plan (see below for details)

Solar Panel Installation Plan

A Solar Panel Installation Plan must be submitted for Pinehills Design Review. The Installation Plan must include the following information at a minimum:

- 1) Detailed roof mounting specifications for solar panels including frames, brackets, etc.;
- 2) Specify the maximum "stand-off" distance between the roof and solar panels;
- 3) Calculation of total roof area to be covered by solar panels;
- 4) Specify roof pitch in area where solar panels will be installed;
- 5) Specify if panels will be installed on the rear, side, or front of the home;
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Notification to abutting property owners

Because the installation of roof mounted solar energy systems will be a visible change to the appearance of your home, it is recommended that applicants inform their immediate neighbors of their intention to seek Pinehills Design Review approval for the installation. Such notification may be informal but should be documented and noted in the information provided with your application. **Please note:** like in the case for all applications Pinehills Design Review, consent of neighbors or abutting property owners for is not a requirement for Pinehills Design Review Approval.

These guidelines are intended to comply with the requirements of Massachusetts General Laws, Chapter 184, Section 23C relative to the ownership and use of real property and the installation or use of a solar energy system.

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www.solarabc.org

Section 3. Solar Rights

(Massachusetts model, others to consider: Hawaii and Wisconsin)

Solar energy systems; installation or use; restrictive provisions

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Family child care home and large family child care home, as defined in section 1A of chapter 15D, shall be an allowable use unless a city or town prohibits or specifically regulates such use in its zoning ordinances or by-laws.

No provision of a zoning ordinance or by-law shall be valid which sets apart districts by any boundary line which may be changed without adoption of an amendment to the zoning ordinance or by-law.

No zoning ordinance or by-law shall prohibit the owner and occupier of a residence which has been destroyed by fire or other natural holocaust from placing a manufactured home on the site of such residence and residing in such home for a period not to exceed twelve months while the residence is being rebuilt. Any such manufactured home shall be subject to the provisions of the state sanitary code.

No dimensional lot requirement of a zoning ordinance or by-law, including but not limited to, set back, front yard, side yard, rear yard and open space shall apply to handicapped access ramps on private property used solely for the purpose of facilitating ingress or egress of a physically handicapped person, as defined in section thirteen A of chapter twenty-two.

No zoning ordinance or by-law shall prohibit or unreasonably regulate the installation of solar energy systems or the building of structures that facilitate the collection of solar energy, except where necessary to protect the public health, safety or welfare.

No zoning ordinance or by-law shall prohibit the construction or use of an antenna structure by a federally licensed amateur radio operator. Zoning ordinances and by-laws may reasonably regulate the location and height of such antenna structures for the purposes of health, safety, or aesthetics; provided, however, that such ordinances and by-laws reasonably allow for sufficient height of such antenna structures so as to effectively accommodate amateur radio communications by federally licensed amateur radio operators and constitute the minimum practicable regulation necessary to accomplish the legitimate purposes of the city or town enacting such ordinance or by-law.

Anatol Zukerman

From: Anatol Zukerman <azukerman@rcn.com>
Sent: Monday, November 14, 2016 12:21 PM
To: 'Emily Norton'
Subject: RE: solar vs. gas

Emily, this is the link that should answer your question about the solar restrictions:
<http://www.theglobalist.com/trumps-fourteen-points/>

Massachusetts General Law, Chapter 40A, Section 3 says:

“No zoning ordinance or by-law shall prohibit or unreasonably regulate the installation of solar energy systems or the building of structures that facilitate the collection of solar energy, except where necessary to protect the public health, safety or welfare.”

But HOAs restrict solar for aesthetic reasons which is illegal. I complained to Martha Coakley but she refused to act on this and advised me to pursue this issue in court. I called lawyers but they asked for \$25K to prosecute and I dropped the ball. Later on I asked State Rep. Wolf to change the language of Massachusetts Solar Access Law but he didn't do anything. I proposed to remove the words “or unreasonably regulate” but he didn't do anything. I'd like to continue this effort. Let me know your thoughts.

Anatol

From: Emily Norton [mailto:emily@emilynorton.org]
Sent: Monday, November 14, 2016 9:56 AM
To: Anatol Zukerman <azukerman@rcn.com>
Subject: Re: solar vs. gas

Hi Anatol, great to hear from you. I did not know something from me ran in a Plymouth paper, can you forward it to me? You make a great point about solar restrictions... would you have time to research what other states have done to limit this restriction, if anything?

From: Anatol Zukerman <azukerman@rcn.com>
Date: Monday, November 14, 2016 at 9:17 AM
To: <emily@emilynorton.org>
Subject: solar vs. gas

Hi, Emily,
We enjoyed your article in the Old Colony Memorial of Plymouth. We installed solar panels on our house and I'm on the town's Energy Committee. The Town is good with solar but our Great Island Homeowners Association doesn't allow solar panels on front roofs, on the ground and renting roofs to solar companies. 23% of Americans live in HOAs and most of them restrict the use of solar energy. The same in Sun City, SC where we spend winters. In our state we have Solar Access Law that prohibits such restrictions, but HOAs still restrict it under various pretexts.

I wonder if you'd write your next article on solar rights using our example. As a Sierra Club director you can help. Let me know if you need details.

Anatol

HOUSE No.

[Pin Slip]

The Commonwealth of Massachusetts

In the One Hundred and Ninetieth General Court
(2017-2018)

An Act relative to the Massachusetts Solar Access Law.

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

SECTION 1. Section 3 of Chapter 40A of the General Laws is hereby amended by inserting, after the words "or welfare." in line 101, the following:-

A damage to the above listed "public health, safety and welfare" shall be proven in the court of law by local authorities that seek to restrict the use of solar systems.

Eleven reasons to have a sunny outlook on solar panels

By John Rihra

Falling costs, a host of temporary incentives, and thousands in value-adds make this a great time to add solar power to your home. You can buy your own system at a big box store, or lease one from a solar provider. In addition to trimming energy costs and making your house more comfortable, you can take advantage of current rebates and tax credits that practically beg you to get on the solar bandwagon. Need more convincing? Here are the top reasons to go solar:

1. The price is (getting) right

As solar panels and installation methods get more efficient, the price of residential solar electricity has dropped a whopping 46 percent since 2010.

Meanwhile, the national average cost of an entire-household system — one big enough to power the everyday needs of a family of four — has fallen from about \$36,000 in 2010 to around \$24,000, factoring in permits and installation.

2. Rebates, incentives and credits — Oh, my! (But they won't last!)

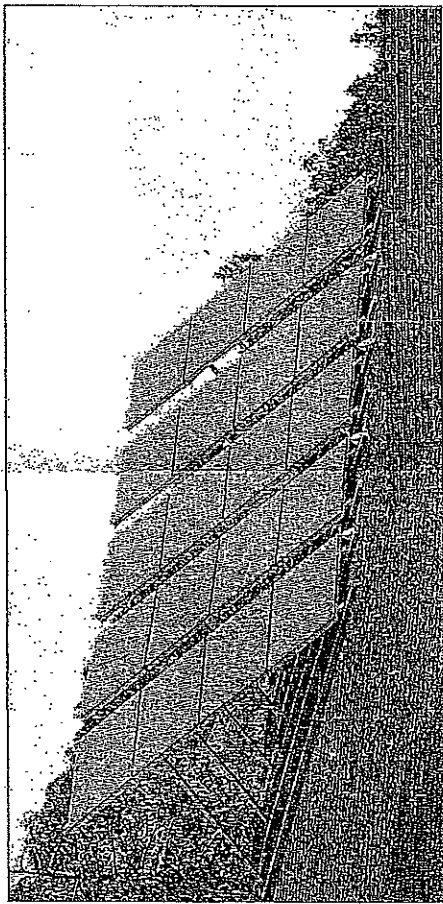
Rebates and incentives offered by the local, state and federal government could total as much as 50 percent of a system, depending on where you live. Some states even throw in exemptions for property taxes and sales taxes.

The biggest is the tax credit from the Feds. Until Dec. 31, 2016, you're eligible for a tax credit of 30 percent of the price of your installed system.

Tip: Make sure your solar installer gives you a rundown of local and state incentives. And double-check with your tax adviser.

3. Solar — it's the law

One big reason that states offer incentives is the RPS — the renewable portfolio standard. These are mandates some states have imposed on their util-



As prices for panels fall, solar energy is increasingly affordable. PHOTO COURTESY OF METRO

it'll take your energy savings to pay back the cost of a system.

After your payback is complete, years of pure energy savings add up. With annual savings averaging about \$600 (and going up 2 percent to 3 percent each year), you'll save thousands of dollars over the 25-year lifetime of a system.

5. You don't need lots of sun

Annual energy savings from solar is much more about your local electrical rates than the amount of sun in your locale. Places with the highest rates enjoy more savings and more rapid payback on their systems.

Here's a sampling of annual savings from solar energy from EnergySage.com: New York City: \$1,091 (224 sunny days per year, on average)

San Francisco: \$916 (259 sunny days)
Phoenix: \$701 (300 sunny days)
Boston: \$641 (200 sunny days)

6. You don't have to pay up front

One of the latest innovations in home solar is the leasing plan. With leasing, you pay nothing up front for your solar array. A crew comes over, sets you up with panels, a converter, a connection to the grid

to figure out the net metering rules in your locale.

10. Soft costs are lowering

As prices for panels fall, solar energy is increasingly affordable. But prices will only fall so far.

Today one of the biggest hurdles is soft costs — the price of obtaining permits, connecting your system to the grid and having everything inspected — whether your installation is pro or DIY. On average, soft costs add more than \$2,500 to the price of home solar.

Reducing paperwork and cutting red tape helps installers be more efficient and lets them pass savings on to you. Trimming soft costs is an initiative of the U.S. Department of Energy, which has a stated goal of reducing the 2011 costs of solar energy 75 percent by 2020.

11. Solar adds value

Studies by the Appraisal Institute, a worldwide association of real estate appraisers, say a home improvement that leads to documented energy savings can yield up to a 20-to-1 valuation. At that rate, if your solar array saves \$1,000 per year, you can expect a \$20,000 increase in your home's value.

That info is echoed by research from the Lawrence Berkeley National Laboratory that says every kilowatt of electricity your solar system is capable of generating adds about \$3,500 to the resale value of a home. For a typical 5 kW system, that's a \$17,500 bump.

Tip: To get your marketing edge, document your energy bill before and after your solar installation.

Bonus: You can save the planet

Add "save the planet" to the list of benefits and you'd be right — lowering reliance on fossil fuels reduces pollution for everybody. But if you're like most people, that's not a big motivator.

When asked what was the most convincing reason for installing solar power, only a narrow segment of respondents said "saving the planet."

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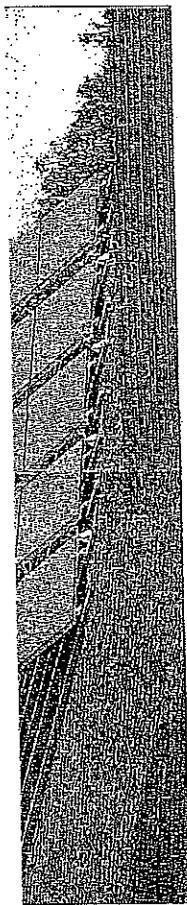
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3. Solar – it's the law
One big reason that states offer incentives is the RPS – the renewable portfolio standard. These are mandates some states have imposed on their utility companies, saying how much renewable energy (solar, wind) local utilities must provide their customers by such-and-such a date. Failure to comply means utilities will be fined heavily.

4. Payback times are shortening
As system prices fall, payback times – the number of years it takes to recoup your investment – are shortening. Payback times are now about half of what they used to be just five years ago; the average payback time is now around 11 years.

Local electrical rates determine how much money you'll save, and how long



As prices for panels fall, solar energy is increasingly affordable. PHOTO COURTESY OF METRO

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You sign a long-term lease agreement of 15 to 25 years and pay only for the solar-generated electricity, which is typically priced 10 percent to 25 percent lower than the cost charged by a local utility provider.

You'll still pay your utility company nominal monthly maintenance fees to keep the grid up and running, plus charges for any electricity you use in excess of what your solar system can provide.

Leasing is a good way to go if you're interested in adding solar but the upfront costs are a deal breaker. With leasing, you won't own the system and won't be able to

everything inspected – whether your installation is pro or DIY. On average, soft costs add more than \$2,500 to the price of home solar.

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When asked what was the most convincing reason for installing solar power, only 3 percent of respondents said "reducing environmental impact," according to a survey from national polling firm Zogby Analytics. The most popular answer from homeowners was "low upfront costs," followed closely by "save money on monthly utility bill."

John Riha has written seven books on home improvement and hundreds of articles on home-related topics. He's been a residential builder, the editorial director of Black & Decker Home Improvement Library, and the executive editor of Better Homes and Gardens magazine. Follow Riha on Google+. Visit HouseLogic.com for more articles like this. Reprinted from HouseLogic.com with permission of the National Association of Realtors.

reap the benefits of free electricity when the system is paid off, but you'll still trim your monthly electric bill.

7. Big builders are on board

Solar providers are hooking up with homebuilders in increasing numbers, creating houses powered by the sun and bringing solar power into the mainstream home-buying experience. Solar homebuilders are some of the nation's biggest, including Meritage and Pulte.

8. Big-box home improvement stores are on board

Solar panels and systems are no longer exotic specialty items. In fact, you'll find them at major retailers about as cheap as they can be found. For the DIYer determined to shave up to \$5,000 from the cost of solar installation, off-the-shelf panels and converters are available.

9. Net metering rocks

Net metering is the term for what happens when your solar panels generate enough electricity to send the excess back to the grid – in effect, making your meter run backwards.

The regular, grid-produced electricity you use, minus whatever you generate from your rooftop panels, equals the "net" – what your utility company ultimately charges you. If you make more juice than you use, you typically get a credit that rolls over to next month's bill.

It's a terrific benefit for owners of solar installations and one way that solar helps pay for itself.

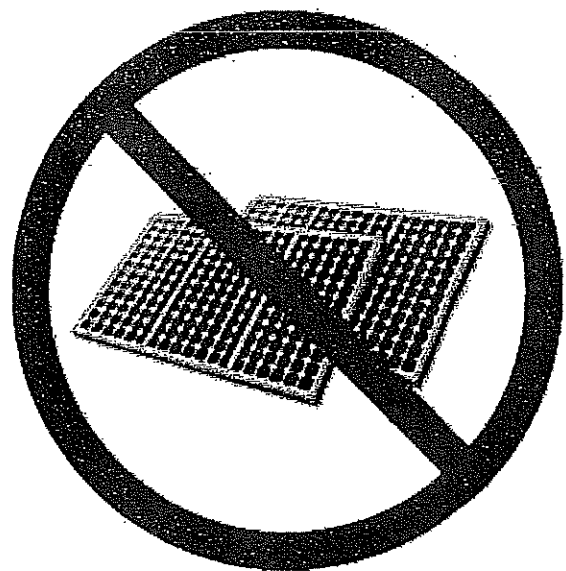
In an attempt to encourage the growth of renewable energy, almost all states have adopted laws that permit net metering. A 2006 federal law says all public utilities must provide net metering if requested by the state. Every state has its own approach, and you'll need to check with your local utility

solarGaines

Can my HOA stop me from installing solar panels?

While the government offers tax credits and other incentives for you to go solar, many homeowner associations seem to be behind the times. So can your HOA dictate everything you do on your personal property? Not anymore when it comes to solar power.

Many homeowners discover, after-the-fact, that their request to install solar is denied by homeowners association board members, due to clauses written in their HOA bylaws. Community officials believe solar panels change the pre-planned



aesthetics and landscape of the neighborhood, and generally look out of place. **solargaines** that solar panels may drastically lower home values, especially in cases where only a few homes within a community have panels installed.

Two dozen states, including Maryland have “solar access rights” laws that limit homeowner associations from banning solar panels. This law overrides your homeowners’ association contract that restricts you from installing the panels.

Unfortunately, this doesn’t mean your homeowner association can’t place a few community restrictions; HOA’s can still enforce where to put your panels, or how to install them— these laws usually say that some restrictions are still possible. But if your HOA denies your request to have solar panels installed, you can recite the law, or, in the worst case scenario, you can sue your HOA and let the courts decide.

In the meantime, it can’t hurt to try winning your HOA board members over with a few persuasive arguments;

- Solar panels provide major environmental benefits and they fight one of our biggest challenges for the future, climate change. The production of energy pollutes our air even more than cars do— overall, the majority of power plants in the U.S. are polluting the air. That pollution not only impacts climate change, but also serious health issues like asthma, bronchitis, pulmonary disease, and lowers our resistance to infections.
- Solar power increases the value of your home. For every \$1 saved in annual electricity costs, your home jumps up \$20 in value.
- Solar panels decrease energy costs, thereby helping you save a bundle of money – something everyone can agree with.

Additionally, keep in mind HOA board members abide by community bylaws, thus **solargaines** ty owners with some persuasive reasoning, you can modify your HOA bylaws.

New Laws on Horizon

Several bills that include provisions protecting homeowners rights to install solar have been introduced to the House of Representatives, and its very possible there may be a new federal law on the horizon that, among many, protects the rights of all Americans to install solar panels hoa rules forbidden, and enable ground mounts of solar panels.

The American Clean Energy and Security Act (H.R. 2454) would make it illegal to restrict the installation of solar panels HOA rules included. This federal law would basically override any HOA rules, and private contracts that prohibit solar panels, with exceptions.

- Historic properties: Home's listed on the Maryland Register of Historic Properties, or by the Maryland Inventory of Historic Properties are legally restricted from installing solar panels on a home.
- Ground mounted panels. The roof is typically where solar panels are installed, however, if your home is shaded by trees, a roof mount is not always possible. It's possible to mount solar panels in the ground, a short distance away from the home. However, the law only protects panels installed on the roof or affixed to exterior walls, and your HOA can then legally restrict ground mounted installed panels.

Dealing with homeowner associations can be frustrating, and even when the law is on your side, property owners often find that when seeking solar panels HOA rules still can be a prickly thorn. The bottom line is you'll have to make concessions as long as you live within an HOA community.

Anatol Zukerman

From: Chad Tudenggongbu [chad.tudenggongbu@iclei.org]
Sent: Thursday, September 04, 2014 10:55 AM
To: Anatol Zukerman
Subject: Ask An Expert Portal Question

Hi Anatol,

Thank you for submitting your question to the SunShot Solar Outreach Partnership's Ask An Expert portal.

Original Question:

Massachusetts Solar Access Law specifically prohibits local authorities to restrict and delay the installation of solar equipment. Yet our Home Owners Association routinely restricts and delays solar installation. According to the Internet, 53% of all American households belong to HOAs - and all of them restrict solar installations. Why is this breach of the existing laws not prosecuted?

Our Experts' Response:

Under Massachusetts law, homeowners' associations are prohibited from adopting a provision "which purports to forbid or unreasonably restrict the installation or use of a solar energy system...or the building of structures that facilitate the collection of solar energy" (Massachusetts General Laws ch. 184 § 23C). So while an HOA cannot outright forbid a solar installation, they do have some say on how these systems are installed or used. The only requirement on these limitations is that they do not "unreasonably restrict" solar development. This language is similar to that found in about a dozen other states, which prohibit total HOA bans on solar, but allow them to place "reasonable restrictions" on these systems. One of the central sources of confusion and conflict between HOAs and homeowners in these states is that no formal definition for "reasonable" is provided. In some states, individual associations have developed their own thoughtful definitions for what constitutes a "reasonable" restriction and in other states reasonability has been determined by the courts. Because all restrictions are not prohibited and due to the vagueness of the term "reasonable", it would be difficult for a homeowner to justify the time and expense of contesting these restrictions in court, except in cases with egregious restrictions that are very likely to be deemed unreasonable.

Recognizing this, some states have taken steps to minimize this confusion by placing quantifiable limits on the restrictions HOAs are permitted to apply to solar installations. In California, for example, restrictions on solar PV systems are allowed as long as they do not increase system costs by more than \$2,000 or decrease system performance by more than 20%.

While it is a common feature of state solar rights provisions to prohibit total HOA bans on solar, it is quite common for these laws to permit associations to place some restrictions on these systems. Whether a given association's solar restrictions are allowed under state law, however, often depends on the willingness of a homeowner (or the HOA) to engage in a potentially costly and lengthy legal battle and a final decision from the court. Because both parties are usually reluctant take on these responsibilities, this option is typically only exercised as a last resort.

Additional Resource:

A Beautiful Day in the Neighborhood: Encouraging Solar Development through Community Association Policies and Processes ([see here](#))

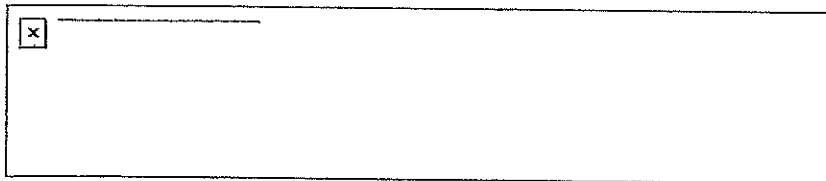
Solar Powering Your Community Association: Updating Design Guidelines for Solar ([see here](#))

Please visit [here](#) for more complimentary solar resources and [here](#) for technical assistance.

Best,

--
Chad Tudenggongbu
Program Officer
Renewable Energy Division
ICLEI-Local Governments for Sustainability USA
Hosted by the District of Columbia Department of the Environment

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ICLEI provides local governments with trainings, resources, peer exchanges, and technical assistance to increase use and integration of solar energy in communities across the US.

*Have a question about solar in your community? [Ask an expert today!](#)
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