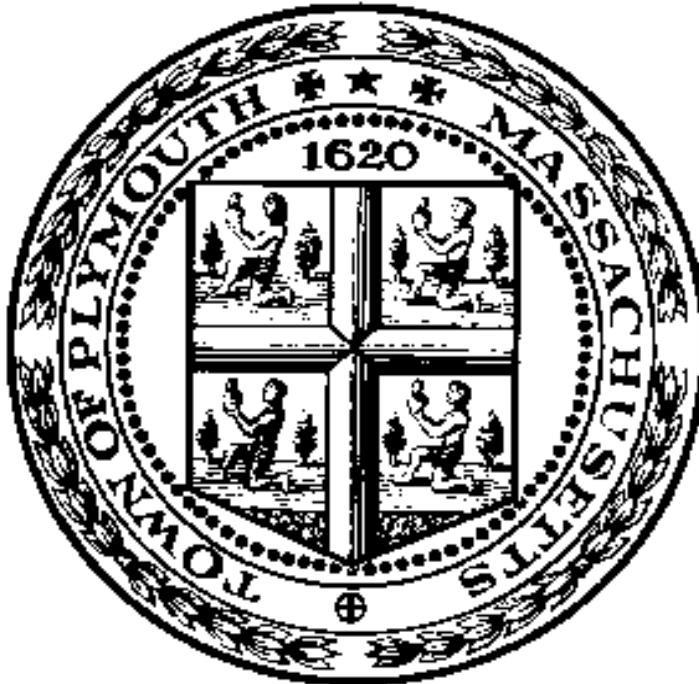


TOWN OF PLYMOUTH

REPORT
& RECOMMENDATIONS
OF THE
ADVISORY AND FINANCE
COMMITTEE



Presented at the
April 6, 2024

SPRING ANNUAL
TOWN MEETING

SPRING ANNUAL TOWN MEETING

April 6, 2024

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REPORT & RECOMMENDATIONS

REPORT & RECOMMENDATIONS OF THE ADVISORY & FINANCE COMMITTEE
Spring Annual Town Meeting - Saturday, April 6, 2024

ARTICLE 1: No action

ARTICLE 2: Reports of Boards, Officers and Committees.

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

SELECT BOARD

RECOMMENDATION: Approval (Unanimous, 11-0-0)

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

ARTICLE 3: Revolving Fund Spending Limits

To see if the Town will vote pursuant to G.L. c. 44, §53E 1/2 to establish the fiscal year 2025 spending limits for each revolving fund established by Chapter 143 of the General By-laws, Departmental Revolving Funds, or take any other action relative thereto.

SELECT BOARD

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

The Advisory & Finance Committee recommends Town Meeting approve Article 3. Approval of this article will set the FY2025 spending caps for each of the revolving funds listed herein pursuant to G.L. c. 44, §53E 1/2.

ARTICLE 4: Continuation of Committees.

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

SELECT BOARD

RECOMMENDATION: Approval (Unanimous, 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 4. Approval of this article will authorize the Plymouth Harbor Committee, the Manomet Steering Committee, and the West Plymouth Steering Committee to continue to operate for the next three years, with a further review in three years at the 2027 Annual Town Meeting.

ARTICLE 5: No action

ARTICLE 6: Salaries of Elected Town Officials.

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

SELECT BOARD

RECOMMENDATION: Approval \$22,500 (Unanimous, 11-0-0)

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

ARTICLE 7A: General Fund Operating Budgets

To see what action the Town will take to provide a reserve fund and to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town, including debt and interest, for the ensuing twelve month period beginning July 1, 2024, or take any other action relative thereto.

SELECT BOARD**Sub-Committee Report A's Section of the Budget****RECOMMENDATION: Approval \$15,539,316 (Unanimous, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$15,539,316, which is a net decrease of \$97,500 to the Select Board's Budget, as detailed in Sub-Committee Report A.

Sub-Committee Report B's Section of the Budget**RECOMMENDATION: Approval \$89,993,326 (Unanimous, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$89,993,326 as detailed in Sub-Committee Report B.

Sub-Committee Report C's Section of the Budget**RECOMMENDATION: Approval \$35,625,967 (Unanimous, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$35,625,967 as detailed in Sub-Committee Report C.

Sub-Committee Report D's Section of the Budget**RECOMMENDATION: Approval \$13,955,644 (Unanimous, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$13,955,644 as detailed in Sub-Committee Report D.

Sub-Committee Report E's Section of the Budget**RECOMMENDATION: Approval \$5,986,440 (Unanimous, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$5,986,440 as detailed in Sub-Committee Report E.

Sub-Committee Report F's Section of the Budget

RECOMMENDATION: Approval \$119,144,244 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$119,144,244 as detailed in Sub-Committee Report F.

ARTICLE 7B: Water Enterprise Budget

To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the water enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2024, or take any other action relative thereto.

SELECT BOARD

RECOMMENDATION: Approval \$6,406,848 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$6,406,848 as detailed in Sub-Committee Report G – Water Enterprise. The Committee also recommends approval of the Indirect Cost for the Water Enterprise in the amount of \$1,703,260.

ARTICLE 7C: Sewer Enterprise Budget

To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the sewer enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2024, or take any other action relative thereto.

SELECT BOARD

RECOMMENDATION: Approval \$8,590,035 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$8,590,035 as detailed in Sub-Committee Report G – Sewer Enterprise. The Committee also recommends approval of the Indirect Cost for the Sewer Enterprise in the amount of \$520,500.

ARTICLE 7D: Solid Waste Enterprise Budget

To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the solid waste enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2024, or take any other action relative thereto.

SELECT BOARD

RECOMMENDATION: Approval \$919,621 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$919,621 as detailed in Sub-Committee Report G – Solid Waste Enterprise. The Committee also recommends approval of the Indirect Cost for the Solid Waste Enterprise in the amount of \$361,756.

ARTICLE 7E: Airport Enterprise Budget

To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the airport enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2024, or take any other action relative thereto.

SELECT BOARD

RECOMMENDATION: Approval \$3,747,358 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$3,747,358 as detailed in Sub-Committee Report G – Airport Enterprise. The Committee also recommends approval of the Indirect Cost for the Airport Enterprise in the amount of \$446,834.

ARTICLE 7F: Cable Public Access Enterprise Budget

To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the cable public access enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2024, or take any other action relative thereto.

SELECT BOARD

RECOMMENDATION: Approval \$1,545,000 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$1,545,000 as detailed in Sub-Committee Report G – Cable Public Access Enterprise.

ARTICLE 8: Facility Capital Maintenance Stabilization Fund & the Nuclear Stabilization Fund

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to the Facility Capital Maintenance Stabilization Fund and the Nuclear Stabilization Fund, as authorized by the provisions of G.L. c. 40, §5B as amended, or take any other action relative thereto.

SELECT BOARD

8A - Facility Capital Maintenance Stabilization Fund

RECOMMENDATION: Approval \$500,000 (10-4-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 5. Approval of this article will authorize the Town to raise and appropriate from the levy to the Facility Capital Maintenance Stabilization Fund for future use as it relates to capital maintenance of Town owned buildings.

8B - Nuclear Stabilization Fund

RECOMMENDATION: Not Recommended (2-12-0)

The Advisory & Finance Committee recommends Town Meeting does not approve Article 8B - Nuclear Stabilization Fund. Many of the Committee members felt that current budget shortfall was cause for pause and therefore doesn't recommend putting funds into the Nuclear Stabilization Fund at this time.

ARTICLE 9: Capital Improvements.

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for the construction and/or repair and/or purchase and/or lease and/or replacement of departmental buildings and/or equipment and/or capital facilities for various departments of the Town and/or for feasibility and other types of studies, including the payment of costs incidental or related thereto, and to authorize contracts or lease/purchase agreements for such purposes for terms of three or more years, as follows, or take any other action relative thereto.

ITEM	DEPARTMENT	PROJECT DESCRIPTION
A1	Information Technology	VM Upgrade
A2	Information Technology	Network Switch Upgrade
A3	Information Technology	Fiber Network Expansion
A4	Information Technology	Laserfiche Upgrade
A5	Police	Firearms Replacement
A6	Police	Replacement of Security Gate
A7	Police	Street Lighting
A8	Fire	Rehabilitation of Pumping Engine #7
A9	Fire	Rehabilitate and Re-Power 33' Safeboat
A10	Harbormaster	State Pier Float Maintenance
A11	Harbormaster	Skiff Dock Replacement
A12	School	Redesign and Construction of South Elementary Well
A13	School	Indian Brook Intercom Replacement
A14	School	Nathaniel Morton 3rd Floor Ceiling Replacement
A15	School	Replace Dump Truck
A16	School	PCIS Flooring Replacement in Main Hallways
A17	School	Purchase School Bus
A18	School	Manomet Elementary Rubber Roof Replacement
A19	DPW Engineering	Implementation of Stormwater Compliance Plan
A20	DPW Engineering	Engineering Services for Sandwich St Culvert
A21	DPW Engineering	Townwide Drainage Repairs
A22	DPW Highway	Replace Sweeper - H304
A23	DPW Highway	Replace 10-Wheel Dump Truck
A24	DPW Highway	Replace 2007 6-Wheel Dump Truck
A25	DPW Highway	Replace F350 Dump Truck

A26	DPW Highway	Replace F350 Dump Truck
A27	DPW Administration	Roadway Preservation
A28	DPW Facility Maintenance	Main Library Window Replacement
A29	DPW Fleet	Replace 2 Vehicle Lifts
A30	DPW Fleet	Fuel Efficiency Vehicles
A31	Energy & Environment (HHS)	Replacement of Animal Control Vehicle
A32	DPW Crematory	Rebuild of Retort #3
A33	DPW Cemetery	Replace Pickup Truck #73 with 24 F350 1-Ton
A34	DPW Cemetery	Vine Hills Cemetery Fence
A35	DPW Parks & Forestry	Replace Fencing at Sirrico Memorial Playground
A36	DPW Parks & Forestry	(2) Commercial Mowers
A37	Center For Active Living	Facility Intercom System
A38	Recreation	Master Plan for Forges Field
A39	DPW Sewer	CMOM Program
A40	DPW Sewer	Sewer System Improvements
A41	DPW Sewer	#53 Mack Tank Truck Replacement
A42	DPW Sewer	Security Cameras Water Street Pump Station
A43	DPW Sewer	Vehicle #52 Ford F250 Replacement
A44	DPW Water	W443 1-Ton Dump Replacement
A45	Airport	Runway 6/24 And Taxiway Extension
B1	Harbormaster	Town Wharf Rehabilitation
B2	School	South Elementary 5/6 RTUs Replacement
B3	Sewer Enterprise	WWTP Effluent Tertiary Filter
B4	Water Enterprise	Water System Improvements

or take any other action relative thereto.

SELECT BOARD

RECOMMENDATION: Approval \$ 33,778,688 – See Votes Below.

The Advisory & Finance Committee recommends Town Meeting approve Article 9. The Town Manager recommended funding \$33,778,688 worth of capital items requested for FY25. The Advisory & Finance Committee agrees with this recommendation. (See pages 25-26 for the CIC spreadsheet). The recommended capital items fall within the following two overarching categories:

- **(13-1-0) General Fund items** totaling \$13,301,499 to be funded with \$9,126,626 from Free Cash, \$1,500,000 raise and appropriate from Levy, \$89,873 from the Fire Prevention Revolving Fund, \$100,000 from the Recreation Revolving Fund, \$215,000 from the Waterways fund, and \$2,270,000 from borrowing.
- **(14-0-0) Enterprise Fund items** totaling \$20,477,189 to be funded with \$1,471,000 from Sewer Enterprise Fund Retained Earnings, \$123,389 from Water Enterprise Fund Retained Earnings, \$380,000 from Airport Enterprise Fund Retained Earnings, \$11,282,800 from borrowing and \$7,220,000 from Airport Grants that do not require Town Meeting appropriation.

ARTICLE 10: Conveyance of Tax Title Property to Affordable Housing Trust

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 the Affordable Housing Trust for the purpose of affordable housing and authorize the Affordable Housing Trust to execute any and all instruments as may be necessary to effectuate the vote taken hereunder or take any other action relative thereto.

PARCEL ID	LOCATION	LEGAL REFERENCE	RECORDING DATE
074-000-033-021	Off Snowberry Lane	Bk. 44311, Pg. 50	May 12, 2014
096-000-019-049	Off Colchester Drive	Bk. 14194, Pg. 255	March 11, 1996
114-000-002A-000	Off Wareham Road	Bk. 3726, Pg. 211	November 11, 1971

AFFORDABLE HOUSING TRUST

RECOMMENDATION: Approval (10-0-3)

The Advisory & Finance Committee recommends Town Meeting approve Article 10. Approval of this article will transfer the listed parcels from the Town Treasurer to the Affordable Housing Trust for the purpose of affordable housing. These parcels were taken by the Town through a tax lien proceeding.

ARTICLE 11: Conveyance of Tax Title Property to Open Space Committee

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 the Conservation Commission for conservation purposes pursuant to G.L. c. 40, section 8C; and further to authorize the Conservation Commission to execute any and all instruments as may be necessary to effectuate the vote taken hereunder, or take any other action relative thereto.

Parcel ID	Location	Legal Reference	Recording Date
059-000-002-000	Woodland Near Island Pond	Bk. 3556, Pg. 704	October 24, 1969
059-000-003-000	Woodland Near Island Pond	Bk. 12109, Pg. 16	November 6, 2003

OPEN SPACE COMMITTEE

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

The Advisory & Finance Committee recommends Town Meeting approve Article 11. Approval of this article will transfer the listed parcels from the Town Treasurer to the Conservation Commission for Conservation purposes. These parcels were taken by the Town through a tax lien proceeding.

ARTICLE 12: Chapter 90 Roads

To see if the Town will vote to accept and expend such sum or sums of money allotted or to be allotted to the Town from the Commonwealth of Massachusetts under the provisions of M.G.L. Chapter 90 or under any other state roadway reimbursement programs for FY25, and to authorize the Board of Selectmen to enter into a contract or contracts with the Massachusetts Department

of Transportation Highway Division for such purposes; and further, to authorize the Treasurer with the approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts, or to take any other action relative thereto.

DEPARTMENT OF PUBLIC WORKS—ENGINEERING DIVISION

RECOMMENDATION: Approval (Unanimous, 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 12. Approval of this article will enable the Town to accept State Highway (Chapter 90) Funds for repairs and reconstruction of public roads. While the estimated amount of Chapter 90 funds for FY2025 was not known at the time this report was prepared, Plymouth did receive more than \$1.59 million for FY2024. The Town expects a similar amount in FY2025 unless there is change in policy and/or the state's financial health.

ARTICLE 13: Town Promotion Fund

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

SELECT BOARD

RECOMMENDATION: Approval \$1,332,583 (Unanimous, 12-0-0)

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

ARTICLE 14: Amend Zoning Bylaw – Accessory Dwelling Unit (ADU)

To see if the Town will vote to amend the Zoning Bylaw Section 201.3 Definitions and to create a new section entitled Accessory Dwelling Units to allow studio and one bedroom accessory apartments by right under certain conditions and subject to criteria, in all Residential and Mixed Use Zoning Districts as well as amend any other definitions, procedures, and provisions for said installations. Text, map, and other information can be found on file with the Town Clerk, or by visiting the Town of Plymouth website using the following link: <https://www.plymouth-ma.gov/DocumentCenter/View/4372/Draft-Accessory-Dwelling-Unit-Bylaw>.

or take any other action relative thereto.

PLANNING BOARD

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

The Advisory & Finance Committee recommends Town Meeting approve Article 14. Approval of this article will amend the Zoning Bylaw to allow Accessory Dwelling Units by right. The intent is to increase the number of moderately priced long term rental units in the Town and to

allow residents on fixed incomes who wish to remain in their homes the option to supplement their income through the rental of such a unit.

ARTICLE 15: Expand Historic District

To see if the Town will vote under the provisions of MGL Chapter 40C, to expand the Plymouth Historic District as shown on a plan entitled "Plymouth Historic District Expansion 2024" dated November 1, 2024, prepared by Office of Planning and Development and is on file with the Town Clerk and by substituting § 90-2. Establishment in the Town General Bylaw with the following language:

§ 90-2. Establishment.

There is hereby established in the Town of Plymouth an historic district as shown on a plan entitled "Plymouth Historic District Expansion 2024" prepared for the Historic District Commission, Town of Plymouth, Massachusetts, dated November 1, 2023, prepared by Office of Planning and Development, a copy of which is on file in the Town Clerk's office. or take any action relative thereto.

HISTORIC DISTRICT COMMISSION

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

The Advisory & Finance Committee recommends Town Meeting approve Article 15. Approval of this article will expand the current Downtown & Waterfront District to include Union St., Lincoln St., Bradford St., including the Plymouth Marina, Plymouth Yacht Club, Nathaniel Morton School and 11 Lincoln St, and all properties located within this area.

ARTICLE 16A: Affordable Housing - Plymouth Area Coalition for the Homeless

To see if the Town will vote to appropriate from the Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, or borrow the sum of \$3,000,000 to grant to Plymouth Area Coalition for the Homeless, Inc. for the purposes of constructing 26 family shelter units and education center with a deed restricted for affordable housing on the property located at 54 Industrial Park Road Plymouth Massachusetts, lot 12A-6, on assessors map 102 and further to authorize the Select Board to accept an affordable housing restriction pursuant to G.L. c. 44B, Section 12 and G.L. c. 184, Sections 31-33 at 54 Industrial Park Road, Plymouth Massachusetts or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Not Recommended (6-8-0)

The Advisory & Finance Committee recommends Town Meeting does not approve Article 16A. The opinions expressed in opposition to this article were so varied that it would be difficult to attribute a specific reason for the failure but a common concern was the borrowing of funds so CPC could grant those funds to Plymouth Area Coalition for the Homeless for this project.

ARTICLE 16B: Affordable Housing – 132 Court St

To see if the Town will vote to appropriate from Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, or borrow the sum of \$960,000 to grant to MEGRYCO, Inc. for the purposes of constructing 6 affordable units with a deed restricted for affordable housing on the property located at 132 Court Street Plymouth Massachusetts, shown on assessors map 14, as Lot 6-1 and further to authorize the Select Board

to accept an affordable housing restriction pursuant to G.L. c. 44B, Section 12 and G.L. c. 184, Sections 31-33 at 132 Court Street, Plymouth Massachusetts or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$960,000 (12-1-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16B. Approval of this Article will authorize a grant to MERGRYCO, Inc. for the purpose of constructing 6 affordable deed restricted units at 132 Court Street.

ARTICLE 16C: Affordable Housing – Cranberry Commons at Redbrook

To see if the Town will vote to appropriate from Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, or borrow the sum of \$4,000,0000 to grant to the Grantham Group, LLC. for the purposes of constructing a 52 units in a multi-family complex building with a deed restricted affordable housing on the property located at Cranberry Commons at Redbrook Plymouth Massachusetts, shown on assessors map 115 as lot 1348 and further to authorize the Select Board to accept an affordable housing restriction pursuant to G.L. c. 44B, Section 12 and G.L. c. 184, Sections 31-33 at 237 Wareham Road, Plymouth Massachusetts or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$4,000,000 (Unanimous, 14-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16C. Approval of this Article will grant \$4,000,000 to the Grantham Group for the purposes of constructing 62 units in a multi-family complex building for local senior citizens. The Committee initially voted not to recommend this article but after reconsideration of new materials which included the addition of 10 more units of affordable senior housing, revised parking ratio of 1 space per unit, a sidewalk on the project side, and no additional funding requested the committee voted unanimously to recommend this project to Town Meeting.

ARTICLE 16D: Open Space - Jenney Pond/Town Brook Trails

To see if the Town will vote to appropriate \$3,000,000.00 for the creation and/or restoration and rehabilitation of land for recreational use pursuant to the Community Preservation Act, which land is commonly known as Jenney Pond and Town Brook Park, and is shown as Assessors Map 19, Lot C-6 and C-8A, and specifically for the trail creation, improvements and enhancements and as funding therefor to appropriate said sum from the Community Preservation Fund estimated annual revenues, fund balance, or reserves, and/or borrow pursuant to G.L. c.44B or any other enabling authority and to authorize the Treasurer, with the approval of the Select Board to borrow said sum and issue notes and bonds therefor; and, in connection therewith, to authorize the Select Board to grant to a nonprofit or charitable corporation a restriction in said land meeting the requirements of G.L. c.184, §§31-33; or take any other action related thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$3,000,000 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16D. Approval of this Article will create, improve and enhance the trails along the Town Brook. The funding will be used to upgrade the existing paths, electrical wiring and conduit, lighting, landscaping, drainage, stone walls, and aesthetics of the Town Brook Trail from Main Street Extension Bridge to Brewster Gardens, supplemental funding to replace the footbridge at Jenney Pond along with associated ADA sidewalks and lighting.

ARTICLE 16E: Reduce Borrowing - Pilgrim Hall Museum

To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 9D of the 2023 Fall Annual Town Meeting for the historical preservation, restoration and rehabilitation for the Pilgrim Hall Meeting Museum, located at 75 Court Street Plymouth MA, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2025 Community Preservation Act estimated annual revenues or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE**RECOMMENDATION: Approval \$2,466,799 (Unanimous, 14-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 16E. Approval of this Article will authorize the Town to use available Fiscal Year 2025 Community Preservation Act revenues to reduce the borrowing commitment for the historical preservation, restoration and rehabilitation for the Pilgrim Hall Meeting Museum.

ARTICLE 16F: Reduce Borrowing - Stephens Field

To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16B Spring 2015 Town Meetings for the restoration and rehabilitation of Stephens Field as previously amended, by reducing the amount to be borrowed by a sum of money and appropriating a sum of money from Fiscal Year 2025 Community Preservation Act revenues or transfer from Community Preservation available funds or reserves for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE**RECOMMENDATION: Approval \$871,041 (Unanimous, 14-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 16F. Approval of this Article will authorize the Town to use available Fiscal Year 2025 Community Preservation Act revenues to reduce the borrowing commitment for the restoration and rehabilitation of Stephens Field.

ARTICLE 16G: FY25 Annual Budget

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2025 Community Preservation Budget including debt service and to appropriate from the Community Preservation Fund Fiscal Year 2025 estimated annual revenues a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2025, and to set aside sums for future appropriation for the following purposes as recommended by the

Community Preservation Committee: a sum of money for the acquisition, creation, and preservation of land for open space, including restoration and rehabilitation of land for recreational use; a sum of money for acquisition, preservation, restoration and rehabilitation of historic resources; and a sum of money for the acquisition, creation, preservation and support of community housing, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$273,653 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16G. Approval of this Article will allow the Community Preservation Committee to allocate 10% of the estimated annual revenues of the Community Preservation Fund (CPA) for future spending in community housing. Additionally, 4% of the estimated annual revenues of the CPA will be set aside for funding administrative and operational expenses and an amount will be set aside for interest expense on debt.

ARTICLE 17: Amend Bylaw CH23, Article I Dog Control

To see if the Town will vote to amend General bylaws, Chapter 23, Animals, Article I, Dog Control, by deleting it in its entirety and replacing with the proposed language as on file with the Town Clerk, or take any other action relative thereto.

TOWN CLERK

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

The Advisory & Finance Committee recommends Town Meeting approve Article 17. Approval of this Article will amend General bylaws, Chapter 23, Animals, Article I, Dog Control, by deleting it in its entirety and replacing with the proposed language as on file with the Town Clerk.

ARTICLE 18: MBTA Communities

To see if the Town will vote to amend the Plymouth Zoning Bylaw by adding a new district, Section 206.6 - Multifamily Overlay District, and amend other sections of the Zoning Bylaw as necessary to create an as-of-right Multifamily Overlay District in compliance with the Commonwealth's MBTA Communities law (MGL 40A, Section 3A), including establishing dimensional, affordable housing, signage, parking and procedural requirements related thereto, and to amend the Official Zoning Map (Sheet 2) to delineate the district, or take any other action relative thereto. The full text of the zoning amendments, proposed Zoning Map and other information can be found on file with the Town Clerk, inspected at the Planning Board Office or by visiting the Town of Plymouth website using the following link on the Town's website at <https://www.plymouth-ma.gov/1246/MBTA-Communities>.

or take any action relative thereto.

PLANNING BOARD

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

The Advisory & Finance Committee recommends Town Meeting approve Article 18. Approval of this Article will amend the the Plymouth Zoning Bylaw by adding a new district, Section 206.6 - Multifamily Overlay District, and amend other sections of the Zoning Bylaw as necessary to create an as-of-right Multifamily Overlay District in compliance with the Commonwealth's MBTA Communities law (MGL 40A, Section 3A), including establishing

dimensional, affordable housing, signage, parking and procedural requirements related thereto, and to amend the Official Zoning Map (Sheet 2) to delineate the district. The State has mandated that communities such as Plymouth comply with the Commonwealth of Massachusetts Housing Choice Initiative. In 2021, the Massachusetts Legislature enacted the law requiring all 177 cities and towns in the MBTA service area to adopt zoning that encourages multifamily housing.

ARTICLE 19: Amend CH90 §E Historically Significant Buildings

To see if the Town will vote to amend its General Bylaws, Chapter 90 section E., The Preservation of Historically Significant Buildings, subsection 3.3 by adding the underline text and deleting the ~~strikethrough~~ text as follows:

Upon receipt of the application the Commission shall vote an Initial Determination within twenty-one ~~fourteen~~ days as to whether the Significant Building is Preferably Preserved or Not Preferably Preserved.

or take any other action relative thereto.

HISTORIC DISTRICT COMMISSION

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

The Advisory & Finance Committee recommends Town Meeting approve Article 19. Approval of this Article will amend General Bylaws, Chapter 90 section E., The Preservation of Historically Significant Buildings, subsection 3.3 to increase the determination period from 14 days to 21 days relative to the Demolition Delay Bylaw.

ARTICLE 20: WITHDRAWN

ARTICLE 21: Amend Zoning Bylaw § 207-11 Ground-Mounted Solar Photovoltaic Systems

To see if the Town will vote to amend its Zoning Bylaws governing Ground-Mounted Solar Photovoltaic Systems (§ 207-11). The intent is to ensure that when there are nearby residents who are not naturally shielded from a proposal, a plan to adequately do so MUST be presented to the Planning Board, who in turn MUST make the implementation of such a plan a recommendation to the Building Commission.

This plan further makes changes to the Financial Surety section of the bylaw concerning bonds and adds language to the abutter notification requirements.

SEE ATTACHED

Or take any other action relative thereto.

BY PETITION: MARK PACHECO, et al

§ 207-11. Ground-Mounted Solar Photovoltaic Systems [Amended 10-23-2018 FTM by Article 22; Amended 4-8-19 SATM by Article 22]

4. Information Required with Zoning Permit for all GMSPS.

- d) **Financial Surety.** Except for a municipally owned GMSPS or a GMSPS designed to cover a parking lot, a project designed to generate in excess of 2MW, any project designed at, or in excess of, 4-acres (174,240 sq./ft) of ground mounted coverage shall require a performance guarantee in the form of a cash bond in an amount approved by the Building Commissioner to cover the cost of GMSPS removal in the event the town must remove the installation and stabilize the Development Site with loam and seed.

5. Other Requirements.

- a) **Notification.** When site plan review is required, at least fourteen days prior to site plan review by the Planning Board, notice of the time and place of said review shall be sent by mail by the GMSPS Owner/Operator, postage prepaid to abutting owners of land within three hundred feet of the property line of the parcel or parcels upon which the GMSPS proposes to be situated, as said abutters appear on the most recent applicable tax list. The assessors maintaining any applicable tax list shall certify the names and addresses of parties in interest and such certification shall be conclusive for all purposes. At least 60 business days prior to the commencement of work on a project, the GMSPS Owner/Operator shall notify abutters within 300 feet of when work will commence and that site plans are available for public review at Town Hall.
- In order to minimize impacts, as is in part the intent of this bylaw, the Town encourages the notification by the GMSPS Owner/Operator to any residential neighbors for whom a proposed GMSPS installation creates an undue impact upon the character of the neighborhood, on property values, or on scenic, historic, and environmental resources.*
- g) **Standards and Conditions.** When site plan review is required, exempting the municipality, or a GMSPS proposal designed to cover a parking lot, the following **SHALL** apply:
- An applicant **SHALL** present to the town **FOR PLANNING BOARD REVIEW** and **RECOMMENDATION** a stamped, engineered plan which includes screening, as defined in §201-3 of the Bylaw, which accomplishes the goal of largely minimizing the impacts of solar facilities on surrounding **RESIDENTIAL** properties.*
 - As determined by the Planning Board following the input of Inspectional Services, said **RESIDENTIAL** properties **SHALL** be defined as those **MORE LIKELY THAN NOT** to be impacted with regard to the character of neighborhoods, on property values, and on the scenic, historic, and environmental resources of the Town.*

- b) *The Planning Board MAY waive this provision for a particular abutting property IF the applicant obtains the notarized, written permission of said property's LANDOWNERS.*
2. *As per § 207-11-C-2-g, the Planning Board SHALL make a recommendation for screening which largely accomplishes the goal of adequately and sufficiently reducing the impacts of the GMSPS.*
- h)** *Severability. If any section, provision, or portion of this bylaw is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.*

RECOMMENDATION: Approval (11-0-1)

The Advisory & Finance Committee recommends Town Meeting approve Article 21. Approval of this Article will amend its Zoning Bylaws governing Ground-Mounted Solar Photovoltaic Systems (§ 207-11). The effect of this amendment would be to provide additional clarification of screening measures and notification to abutting residences, while updating performance guarantee requirements.

ROLL CALL VOTING CHARTS

ADVISORY & FINANCE COMMITTEE - ROLL CALL VOTING CHART

Y - For

N - Against

A - Abstain R - Recuse

X - Absent

Ch - Chair did not vote

ARTICLES

		Gail Butler	Louis Cabana	Brian Dunn	Daniel Green	Bruce Howard	Joseph Lalley	Timothy Lawlor	Steve Nearman	Lorenzo Pizarro	Christine Richards	Bethany Rogers	Ashley Shaw	Emily Tompkins	Jeff Wright	James Young	Jennifer Zarou-Abraham	Robert Zupperoli	VOTE TOTAL FOR-AGAINST-ABSTAIN
2	Reports of Boards & Committees	Y	Y	Y	Y	Y	X	Y	Ch	Y	Y	X	X	Y		Y		Y	11-0-0
3	Revolving Fund Spending Limits	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			X	Y	Y	Y		13-0-0
4	Continuation of Committees	Y	Y	Y	Y	Y	X	Y	Ch	Y	Y	X	X	Y		Y		Y	11-0-0
6	Salaries of Elected Town Officials	Y	Y	Y	Y	Y	X	Y	Ch	Y	Y	X	X	Y		Y		Y	11-0-0
7A	General Fund Budget:																		
	By Subcommitte:																		
	A	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y	X	Y	Y	13-0-0
	B	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y	X	Y	Y	13-0-0
	C	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y	X	Y	Y	13-0-0
	D	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y	X	Y	Y	13-0-0
	E	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y	X	Y	Y	13-0-0
	F	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y	X	Y	Y	13-0-0
7B	Water Enterprise Budget	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y	X	Y	Y	13-0-0
7C	Sewer Enterprise Budget	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y	X	Y	Y	13-0-0
7D	Solid Waste Enterprise Budget	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y	X	Y	Y	13-0-0
7E	Airport Enterprise Budget	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y	X	Y	Y	13-0-0
7F	Cable Public Access Enterprise Budget	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y	X	Y	Y	13-0-0
8A	Facility Capital Maintenance Stabilization Fund	Y	Y	Y	Y	N	Y	Y	Ch	N	Y	N	Y	N		Y		Y	10-4-0
8B	Nuclear Stabilization Fund	N	N	N	N	N	N	N	Ch	N	N	N	N	Y		N		Y	2-12-0
9	Capital Improvements - GENERAL FUND	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y		Y		Y	13-1-0
	Capital Improvements - ENTERPRISE FUND	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y		Y		Y	14-0-0

		Council Member Voting Record																		VOTE TOTAL		
		Gail Butler, Louis Cabana, Brian Dunn, Daniel Green, Bruce Howard, Joseph Lalley, Timothy Lawlor, Steve Neerman, Lorenzo Pizarro, Christine Richards, Bethany Rogers, Ashley Shaw, Emily Tompkins, Jeff Wright, James Young, Jennifer Zarou-Abraham, Robert Zupperoli																		FOR-AGAINST-ABSTAIN		
		ARTICLES																				
10	Conveyance of Tax Title Property	Y	Y	Y	A	Y	Y	Y	Ch	Y	A			X	A	Y	Y	Y	10-0-3			
11	Conveyance of Tax Title Property	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			X	Y	Y	Y	Y	13-0-0			
12	Chapter 90 Roads	Y	Y	Y	Y	Y	X	Y	Ch	Y	Y	X	X	Y		Y		Y	11-0-0			
13	Promotion Fund	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	X	Y	X	Y	12-0-0			
14	Accessory Dwelling Unit (ADU)	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	X	Y	X	Y	12-0-0			
15	Expand Historic Districk	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	X	Y	X	Y	12-0-0			
16A	Area Coalition for the Homeless	N	N	Y	N	Y	N	N	Ch	N	N	Y	Y		Y		N		6-8-0			
16B	Affordable Housing - 132 Court St	N	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y		Y	Y	12-1-0			
16C	Affordable Housing - Cranberry Commons at Redbrook	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y	Y	Y	Y	14-0-0			
16D	Open Space - Jenney Pond / Town Brook Trail	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y		Y	Y	13-0-0			
16E	Reduce Borrowing - Pilgrim Hall Museum	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y		Y		Y		14-0-0			
16F	Reduce Borrowing - Stephens Field	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y		Y		Y		14-0-0			
16G	FY25 Budget	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	Y		Y	Y	13-0-0			
17	Amend Bylaw Chap 23, Animals, Article I Dog Control	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			X	Y	Y	Y	Y	13-0-0			
18	MBTA Communities	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	X	Y	X	Y	12-0-0			
19	Amend MGBL Chap 90 ecstion E Historically Significant Buildings	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	X	Y	X	Y	12-0-0			
20	WITHDRAWN								Ch													
21	Amend Zoning Bylaw 207-11 Solar	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y			Y	X	Y	X	A	11-0-1			

CAPITAL
IMPROVEMENTS
COMMITTEE

Town of Plymouth
Capital with CIC Rank - Amend
January 11, 2024

Article	Priority	Fund	Dept Priority	Project Title	CIC Rank	Total Project Cost	Free Cash	Borrowing	Enterprise Retained Earnings	Other Funding	Source
ATM 9	155 - Information Technology	General Fund	1	VM Upgrade	3	\$300,000	\$300,000				
ATM 9	155 - Information Technology	General Fund	2	Network Switch Upgrade	19	\$445,071	\$445,071				
ATM 9	155 - Information Technology	General Fund	3	Fiber Network Expansion	20	\$250,000	\$250,000				
ATM 9	155 - Information Technology	General Fund	4	Laserfiche Upgrade	39	\$407,000	\$407,000				
ATM 9	210 - Police	General Fund	1	Firearms Replacement	1	\$154,000	\$154,000				
ATM 9	210 - Police	General Fund	2	Replacement of Security Gate	36	\$20,975	\$20,975				
ATM 9	210 - Police	General Fund	3	Street Lighting	21	\$40,000	\$40,000				
ATM 9	220 - Fire	General Fund	1	Rehabilitation of Pumping Engine #7	25	\$176,748	\$176,748				
											Fire Prevention Revolving Fund
ATM 9	220 - Fire	General Fund	2	Rehabilitate and Re-Power 33' Safeboat	2	\$179,747	\$89,874			\$89,873	
ATM 9	295 - Harbormaster	General Fund	1	Town Wharf Rehabilitation	9	\$900,000	\$0	\$820,000		\$80,000	Waterways Fund
ATM 9	295 - Harbormaster	General Fund	2	State Pier Float Maintenance	23	\$25,000	\$0			\$25,000	Waterways Fund
ATM 9	295 - Harbormaster	General Fund	3	Skiff Dock Replacement	24	\$110,000	\$0			\$110,000	Waterways Fund
ATM 9	300 - School	General Fund	1	South Elementary 5/6 RTUs Replacement	4	\$1,450,000	\$0	\$1,450,000			
ATM 9	300 - School	General Fund	2	Redesign and Construction of South Elementary Well	5	\$240,000	\$240,000				
ATM 9	300 - School	General Fund	3	Indian Brook Intercom Replacement	6	\$63,645	\$63,645				
				Nathaniel Morton 3rd Floor Ceiling							
ATM 9	300 - School	General Fund	4	Replacement	22	\$267,500	\$267,500				
ATM 9	300 - School	General Fund	5	Replace Dump Truck	33	\$108,741	\$108,741				
				PCIS Flooring Replacement in Main Hallways	38	\$121,272	\$121,272				
ATM 9	300 - School	General Fund	6	Purchase School Bus	27	\$125,692	\$125,692				
ATM 9	300 - School	General Fund	7	Manomet Elementary Rubber Roof Replacement	7	\$388,500	\$388,500				
ATM 9	411 - DPW Engineering	General Fund	1	Implementation of Stormwater Compliance Plan	11	\$190,000	\$190,000				
				Engineering Services for Sandwich St Culvert	42	\$342,000	\$342,000				
ATM 9	411 - DPW Engineering	General Fund	2	Townwide Drainage Repairs	26	\$500,000	\$500,000				
ATM 9	420 - DPW Highway	General Fund	1	Replace Sweeper - H304	31	\$456,000	\$456,000				
ATM 9	420 - DPW Highway	General Fund	2	Replace 10-Wheel Dump Truck	34	\$756,000	\$756,000				
ATM 9	420 - DPW Highway	General Fund	3	Replace 2007 6-Wheel Dump Truck	35	\$1,025,010	\$1,025,010				
ATM 9	420 - DPW Highway	General Fund	4	Replace F350 Dump Truck	13	\$140,400	\$140,400				
ATM 9	420 - DPW Highway	General Fund	5	Replace F350 Dump Truck	14	\$140,400	\$140,400				
				R & A from Levy					\$1,500,000		
ATM 9	421 - DPW Administration	General Fund	1	Roadway Preservation	12	\$3,000,000	\$1,500,000				
STM Art 4	421 - DPW Administration	General Fund	2	DPW Admin Building Property Acquisition, Design Services & OPM	15 / 16	\$3,400,000	\$515,008	\$1,045,000		\$1,839,992	Sale of RE & Old Article Funding
ATM 9	422 - DPW Facility Maintenance	General Fund	1	Main Library Window Replacement	28	\$101,545	\$101,545				
ATM 9	425 - DPW Fleet	General Fund	1	Replace 2 Vehicle Lifts	8	\$59,686	\$59,686				
ATM 9	425 - DPW Fleet	General Fund	2	Fuel Efficiency Vehicles	43	\$35,000	\$35,000				
ATM 9	427 - Energy & Environment (HHS)	General Fund	1	Replacement of Animal Control Vehicle	30	\$60,000	\$60,000				

Town of Plymouth
Capital with CIC Rank - Amend
January 11, 2024

Article	Priority	Fund	Dept Priority	Project Title	CIC Rank	Total Project Cost	Free Cash	Borrowing	Enterprise Retained Earnings	Other Funding	Source
ATM 9	490 - DPW Crematory	General Fund	1	Rebuild of Retort #3	17	\$110,400	\$110,400				
ATM 9	491 - DPW Cemetery	General Fund	1	Replace Pickup Truck #73 with 24 F350 1-Ton	40	\$135,534	\$135,534				
ATM 9	491 - DPW Cemetery	General Fund	2	Vine Hills Cemetery Fence	37	\$57,200	\$57,200				
ATM 9	492 - DPW Parks & Forestry	General Fund	1	Replace Fencing at Sirrico Memorial Playground	10	\$96,086	\$96,086				
ATM 9	492 - DPW Parks & Forestry	General Fund	2	(2) Commercial Mowers	41	\$37,347	\$37,347				
ATM 9	541 - Center For Active Living	General Fund	1	Facility Intercom System	18	\$35,000	\$35,000				
ATM 9	630 - Recreation	General Fund	1	Master Plan for Forges Field	29	\$250,000	\$150,000			\$100,000	Recreation Revolving Fund
	General Fund Total					\$16,701,499	\$9,641,634	\$3,315,000	\$0	\$3,744,865	
ATM 9	440 - DPW Sewer	Sewer Enterprise	1	CMOM Program	1	\$500,000				\$500,000	
ATM 9	440 - DPW Sewer	Sewer Enterprise	2	Sewer System Improvements	2	\$200,000				\$200,000	
ATM 9	440 - DPW Sewer	Sewer Enterprise	2	#53 Mack Tank Truck Replacement	2	\$579,000				\$579,000	
ATM 9	440 - DPW Sewer	Sewer Enterprise	3	Security Cameras Water Street Pump Station	3	\$104,000				\$104,000	
ATM 9	440 - DPW Sewer	Sewer Enterprise	4	WWTP Effluent Tertiary Filter	4	\$9,492,000				\$9,492,000	
ATM 9	440 - DPW Sewer	Sewer Enterprise	5	Vehicle #52 Ford F250 Replacement	5	\$88,000				\$88,000	
	Sewer Enterprise Total					\$10,963,000	\$0	\$9,492,000	\$1,471,000	\$0	
ATM 9	450 - DPW Water	Water Enterprise	1	Water System Improvements	1	\$1,790,800				\$1,790,800	
ATM 9	450 - DPW Water	Water Enterprise	2	W443 1-Ton Dump Replacement	2	\$123,389				\$123,389	
	Water Enterprise Total					\$1,914,189	\$0	\$1,790,800	\$123,389	\$0	
ATM 9	482 - Airport	Airport Enterprise	1	Runway 6/24 And Taxiway Extension	1	\$7,600,000				\$380,000	Airport Grants (No Vote)
	Airport Enterprise Total					\$7,600,000	\$0	\$0	\$380,000	\$7,220,000	
				Total		\$37,178,688	\$9,641,634	\$14,597,800	\$1,974,389	\$10,964,865	
Art 9				Total for Article 9 - ATM		\$33,778,688	\$9,126,626	\$13,552,800	\$1,974,389	\$9,124,873	
Art 4				Total for Article 4 - STM		\$3,400,000	\$515,008	\$1,045,000	\$0	\$1,839,992	
ATM 16D	427 Energy & Environment	Community Preservation	2	Town Brook Trail Improvements	32	\$3,000,000	\$0			\$3,000,000	Community Preservation
		Community Preservation Total		Article 16D Total		\$3,000,000	\$0	\$0	\$0	\$3,000,000	
		Grand Total				\$40,178,688	\$9,641,634	\$14,597,800	\$1,974,389	\$13,964,865	

BURKE'S LAW

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

NON-DPW ARTICLES

Account #	Article Month & Year	Multi Year	Description of Article	Original	Current	Current Year Expended	Current Year Encumb	Balance
				Appropriation (in MUNIS)	Prior Years Actual Exp			
2022F4A8	FATM OCTOBER 2022	Y	WEBSITE UPGRADE & 311 SYSTEM	87,500.00	79,900.01	7,599.99	-	- 7,599.99
2022F8	FATM OCTOBER 2022	Y	PROPERTY ACQUISITION STATE RD	90,000.00	78,881.00	11,119.00	-	- 11,119.00
2023F4A1	FATM OCTOBER 2023	Y	DOWNTOWN CORRIDOR HEAT ISLAND	126,400.00	-	126,400.00	-	126,400.00 -
			TOTAL 123 - TOWN MANAGER	303,900.00	158,781.01	145,118.99	-	126,400.00 18,718.99
15501508	ATM APRIL 2012	Y	INFO TECH ART 8/DEPT EQUIP	72,499.75	70,497.82	2,001.93	-	- 2,001.93
42201508	ATM APRIL 2012	Y	BLDG MAINT/ART 8 DEPT EQUIP	31,680.00	29,280.00	2,400.00	-	- 2,400.00
42201608	ATM APRIL 2013	Y	MAINT ART 8/DEPT EQUIPMENT	70,800.00	43,425.00	27,375.00	-	- 27,375.00
			TOTAL 138 - PROCUREMENT	174,979.75	143,202.82	31,776.93	-	31,776.93
20219A3	ATM APRIL 2021	Y	TOWNWIDE CAMERA SYSTEM	222,189.00	148,246.00	73,943.00	71,587.30	- 2,355.70
20229A2	ATM APRIL 2022	Y	ASSESSPRO APS SERVER UPGRADE	39,000.00	-	39,000.00	29,000.00	- 10,000.00
20229A3	ATM APRIL 2022	Y	ACTIVITY DIRECTORY STRUCTURE	50,000.00	-	50,000.00	-	40,772.00 9,228.00
20229A4	ATM APRIL 2022	Y	VOIPP IMPLEMENTATION COMPLETN	20,000.00	-	20,000.00	-	- 20,000.00
20239A1	ATM APRIL 2023	Y	PUBLIC SAFETY MDT REPLACEMENTS	190,565.00	-	190,565.00	-	- 190,565.00
20239A2	ATM APRIL 2023	Y	MUNICIPAL NETWORK EXPANSION	250,000.00	-	250,000.00	-	207,794.14 42,205.86
20239A3	ATM APRIL 2023	Y	RECORDS DIGITIZATION	604,681.00	-	604,681.00	116,641.51	375,573.49 112,466.00
20239A4	ATM APRIL 2023	Y	VOIP IMPLEMENTATION COMPLETION	20,000.00	-	20,000.00	-	- 20,000.00
20239A5	ATM APRIL 2023	Y	MFA IMPLEMENTATION	42,000.00	-	42,000.00	14,668.75	27,331.25 -
20239A6	ATM APRIL 2023	Y	CYBER POSTURE ASSESSMENT & IMP	50,000.00	-	50,000.00	29,847.00	20,153.00 -
20239A7	ATM APRIL 2023	Y	EXPAND WIRELESS INFRASTRUCTURE	78,500.00	-	78,500.00	-	- 78,500.00
2023F4A2	FATM OCTOBER 2023	Y	SECURITY CAMERA UPGRADE-LABOR	25,875.00	-	25,875.00	-	25,875.00 -
			TOTAL 155 - INFORMATION TECHNOLOGY	1,592,810.00	148,246.00	1,444,564.00	261,744.56	697,498.88 485,320.56
2023S4A1	STM APRIL 2023	Y	CHARTER & BYLAW CODIFICATION	16,290.00	-	16,290.00	4,408.50	10,286.50 1,595.00
			TOTAL 161 - TOWN CLERK	16,290.00	-	16,290.00	4,408.50	10,286.50 1,595.00
2023F8	FATM OCTOBER 2023	Y	MASTER PLAN	430,000.00	-	430,000.00	-	- 430,000.00
			TOTAL 175 - PLANNING & DEVELOPMENT	430,000.00	-	430,000.00	-	430,000.00

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

NON-DPW ARTICLES

Account #	Article Month & Year	Multi Year	Description of Article	Original	Current	Current Year Expended	Current Year Encumb	Balance	
				Appropriation (in MUNIS)	Prior Years Actual Exp				
20169A36	ATM APRIL 2016	Y	CAD RMS SYSTEM	320,537.00	283,875.85	36,661.15	780.00	820.03	35,061.12
20209A39	ATM AUGUST 2020	Y	POLICE SHOTGUN REPLACEMENT	35,395.00	34,074.51	1,320.49	-	270.00	1,050.49
20219A2	ATM APRIL 2021	Y	STORAGE BUILDING IMPROVEMENTS	37,259.00	20,211.51	17,047.49	-	-	17,047.49
2021FA2	FATM OCTOBER 2021	Y	RADIO REPLACEMENT CRUISERS	231,037.00	205,688.83	25,348.17	19,840.86	5,441.26	66.05
20229A5	ATM APRIL 2022	Y	MOBILE DATA TERMINAL REPLACMNT	214,314.00	176,277.09	38,036.91	9,192.62	199.91	28,644.38
20239A10	ATM APRIL 2023	Y	TRAINING/ROLLCALL RM AV UPDATE	66,000.00	-	66,000.00	-	-	66,000.00
20239A8	ATM APRIL 2023	Y	CRIME SCENE VEHICLE REPLACEMEN	73,760.00	-	73,760.00	-	-	73,760.00
20239A9	ATM APRIL 2023	Y	FUEL PUMP REPLACEMENT	44,987.00	-	44,987.00	-	44,987.00	-
2023S4A2	STM APRIL 2023	Y	POLICE DEPARTMENT STUDY	120,000.00	-	120,000.00	78,715.00	10,100.00	31,185.00
			TOTAL 210 - POLICE	1,143,289.00	720,127.79	423,460.54	108,528.48	61,818.20	252,814.53
2021S6	STM APRIL 2021	Y	FIRE STATION FEASIBIL/FACILITY	185,000.00	58,500.00	126,500.00	-	-	126,500.00
20229A6	ATM APRIL 2022	Y	TANKER 1 PUMPING ENGINE	493,852.00	-	493,852.00	83.17	489,174.00	4,594.83
20229A8	ATM APRIL 2022	Y	AIR COMPRESSOR & TANK REFILL S	86,947.00	18,487.64	68,459.36	-	-	68,459.36
2022F4A6	FATM OCTOBER 2022	Y	PUMPING ENGINE	907,588.00	-	907,588.00	-	907,343.38	244.62
20239A11	ATM APRIL 2023	Y	SELF CONTD BREATHING APPARATUS	312,962.00	-	312,962.00	243,367.64	-	69,594.36
20239A12	ATM APRIL 2023	Y	FIRE PREV & CODE ENF VEHICLES	135,115.00	-	135,115.00	-	125,331.50	9,783.50
2023F4A3	FATM OCTOBER 2023	Y	PUMPING ENGINE 5 REPL & EQUIP	925,596.00	-	925,596.00	-	925,000.00	596.00
			TOTAL 220 - FIRE	3,047,060.00	76,987.64	2,970,072.36	243,450.81	2,446,848.88	279,772.67
2022S4A2	HUMAN SERVICES	Y	E-PERMITTING SYSTEM	137,893.00	121,364.40	16,528.60	3,969.76	462.05	12,096.79
			TOTAL 241 - BUILDING AND ZONING	137,893.00	121,364.40	16,528.60	3,969.76	462.05	12,096.79
2018F4D	FATM OCTOBER 2018	Y	MOORING PLAN	69,747.00	49,506.97	20,240.03	1,390.01	18,850.02	-
2019F4M	FATM OCTOBER 2019	Y	FLOATING DOCK & GANGWAY	140,000.00	98,593.69	41,406.31	-	-	41,406.31
			TOTAL 295 - HARBOR MASTER	209,747.00	148,100.66	61,646.34	1,390.01	18,850.02	41,406.31

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

NON-DPW ARTICLES

Account #	Article Month & Year	Multi Year	Description of Article	Original	Current	Current Year Expended	Current Year Encumb	Balance	
				Appropriation (in MUNIS)	Prior Years Actual Exp				
20209A10	ATM AUGUST 2020	Y	ROOF SCHOOLS - FFES WES IBES	247,100.00	178,736.25	68,363.75	-	5,480.00	62,883.75
20209A9	ATM AUGUST 2020	Y	IBES MODULAR ENVELOPES	61,500.00	17,061.54	44,438.46	6,738.46	-	37,700.00
20219A11	ATM APRIL 2021	Y	SES ROOF TOP UNIT DESIGN	35,000.00	29,950.00	5,050.00	-	-	5,050.00
2021FA3	FATM OCTOBER 2021	Y	TECH VAN 1	39,167.00	-	39,167.00	-	39,167.00	-
2021FA4	FATM OCTOBER 2021	Y	NMES ROOF	2,000,000.00	1,932,559.44	67,440.56	47,808.80	13,077.35	6,554.41
20229A10	ATM APRIL 2022	Y	SIDING ASSESSMENT SES & FFES	26,000.00	-	26,000.00	-	-	26,000.00
20229A9	ATM APRIL 2022	Y	ROOF ASSESSMENT & ADA REVIEW	85,500.00	22,000.00	63,500.00	-	-	63,500.00
20239A19	ATM APRIL 2023	Y	KUBOTA W/ MOWER & SNOW BLOWER	38,879.00	-	38,879.00	34,090.56	-	4,788.44
20239A21	ATM APRIL 2023	Y	FORD F250 UTILITY W/ PLOW	74,145.00	-	74,145.00	61,448.55	2,977.55	9,718.90
20239A22	ATM APRIL 2023	Y	FORD 7D VAN	77,201.00	-	77,201.00	-	69,893.00	7,308.00
20239A23	ATM APRIL 2023	Y	FORD F250 UTILITY W/ PLOW	74,145.00	-	74,145.00	61,448.55	2,977.55	9,718.90
20239A24	ATM APRIL 2023	Y	FORD ECONOVAN	49,557.00	-	49,557.00	-	49,557.00	-
			TOTAL 300 - SCHOOL	2,808,194.00	2,180,307.23	627,886.77	211,534.92	183,129.45	233,222.40
20239A15	ATM APRIL 2023	Y	SIDEWALK REPAIRS - CSES	34,719.00	-	34,719.00	29,222.00	-	5,497.00
			TOTAL 305 - COLD SPRING ELEMENTARY SCH	34,719.00	-	34,719.00	29,222.00	-	5,497.00
20239A20	ATM APRIL 2023	Y	REPLACE GYM FLOOR - HES	62,576.00	-	62,576.00	-	-	62,576.00
			TOTAL 307 - HEDGE ELEMENTARY SCHOOL	62,576.00	-	62,576.00	-	-	62,576.00
20239A14	ATM APRIL 2023	Y	BRICK&WINDOW SEAL REPAIR - MES	97,027.00	-	97,027.00	97,000.00	27.02	(0.02)
			TOTAL 309 - MANOMET ELEMENTARY SCHO	97,027.00	-	97,027.00	97,000.00	27.02	(0.02)
20239A13	ATM APRIL 2023	Y	REPAIR & PAINT WALLS - NMES	185,767.00	-	185,767.00	37,662.79	61,630.00	86,474.21
20239A16	ATM APRIL 2023	Y	REPLACE GYM FLOOR - NMES	120,591.00	-	120,591.00	-	-	120,591.00
			TOTAL 310 - NATHANIEL MORTON ELEM SCHO	306,358.00	-	306,358.00	37,662.79	61,630.00	207,065.21
20239A18	ATM APRIL 2023	Y	TRACK RESURFACING - PNHS	171,820.00	-	171,820.00	-	171,820.00	-
			TOTAL 331 - PLYMOUTH NORTH HIGH SCHO	171,820.00	-	171,820.00	-	171,820.00	-

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

NON-DPW ARTICLES

Account #	Article Month & Year	Multi Year	Description of Article	Original	Current	Current Year Expended	Current Year Encumb	Balance
				Appropriation (in MUNIS)	Prior Years Actual Exp			
20189A22	ATM APRIL 2018	Y	FEASIBILITY/JENNEY POND BY-PAS	36,680.00	35,504.40	1,175.60	-	- 1,175.60
2019F4I	FATM OCTOBER 2019	Y	JENNEY POND DREDGE/ENG/PERM	138,500.00	124,336.00	14,164.00	12,884.00	- 1,280.00
2020F4D	FATM OCTOBER 2020	Y	DAM BYPASS @ JENNEY ENG/PERM	75,000.00	74,657.73	342.27	-	- 342.27
2020F6	FATM OCTOBER 2020	Y	CYANOBACTERIA SAMPLING	17,500.00	2,905.00	14,595.00	3,470.00	3,455.00 7,670.00
20219A19	ATM APRIL 2021	Y	TOWN WHARF BULKHEAD	1,331,000.00	1,253,584.03	77,415.97	-	- 77,415.97
2021F7	FATM OCTOBER 2021	Y	EDNA STUDY	10,000.00	6,712.87	3,287.13	3,118.48	- 168.65
20229A20	ATM APRIL 2022	Y	REPOWER MU-5	30,000.00	27,262.09	2,737.91	1,140.96	- 1,596.95
20229A21	ATM APRIL 2022	Y	T-WHARF/TOWN WHARF INSPECTION	49,950.00	36,258.97	13,691.03	4,806.85	8,884.18 -
2022F4A5	FATM OCTOBER 2022	Y	JENNEY POND BYPASS	113,540.00	33,177.50	80,362.50	65,817.75	14,544.75 -
20239A35	ATM APRIL 2023	Y	MORTON PARK CULVERTS - ENG& PE	276,000.00	-	276,000.00	183,476.84	92,523.16 -
20239A36	ATM APRIL 2023	Y	PUMP-OUT BOAT REPLACEMENT	120,000.00	-	120,000.00	50,645.00	- 69,355.00
2023F4A6	FATM OCTOBER 2023	Y	STORE POND REHAB ENGIN & PERM	246,300.00	-	246,300.00	23,120.00	223,180.00 -
2023F4A7	FATM OCTOBER 2023	Y	HERRING PONDS MGT PLAN IMPLMNT	32,800.00	-	32,800.00	-	9,378.00 23,422.00
2023F4A8	FATM OCTOBER 2023	Y	SAVERY POND GW FLOW MODEL	32,800.00	-	32,800.00	-	32,800.00 -
2023F4A9	FATM OCTOBER 2023	Y	DARK ORCHARD TRAIL DESIGN	16,103.00	-	16,103.00	-	16,103.00 -
			TOTAL 427 - ENERGY & ENVIRONMENT	2,526,173.00	1,594,398.59	939,323.81	348,479.88	400,868.09 182,426.44
2022F4A4	FATM OCTOBER 2022	Y	AGE & DEMENTIA ASSESSMENT	40,000.00	18,897.17	21,102.83	19,042.68	- 2,060.15
2023F23	FATM OCTOBER 2023	Y	OPIOID SETTLMNT SPEC PURP ART	239,092.09	-	239,092.09	-	- 239,092.09
			TOTAL 541 - CENTER FOR ACTIVE LIVING	279,092.09	18,897.17	260,194.92	19,042.68	- 241,152.24
2022S4A5	STM APRIL 2022	Y	MEMORIAL HALL SOUND SYSTEM	350,000.00	152,341.37	197,658.63	157,799.56	24,178.21 15,680.86
			TOTAL 630 - RECREATION	350,000.00	152,341.37	197,658.63	157,799.56	24,178.21 15,680.86
2020A13	ATM AUGUST 2020	Y	FY21 TOWN PROMOTION FUND	721,975.00	713,296.28	8,678.72	-	8,625.00 53.72
2021A13	ATM APRIL 2021	Y	FY22 TOWN PROMOTION FUND	494,401.00	474,755.92	19,645.08	-	- 19,645.08
2022A13	ATM APRIL 2022	Y	FY23 TOWN PROMOTION FUND	1,109,928.00	613,161.65	496,766.35	129,840.48	3,225.95 363,699.92
2023A13	ATM APRIL 2023	Y	FY23 TOWN PROMOTION FUND	1,246,406.00	-	1,246,406.00	793,252.25	305,070.38 148,083.37
			TOTAL 699 - TOWN PROMOTION	3,572,710.00	1,801,213.85	1,771,496.15	923,092.73	316,921.33 531,482.09

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

Account #	Article Month & Year	Multi Year	Description of Article	Original	Current	Current Year Expended	Current Year Encumb	Current Year Balance
				Appropriation (in MUNIS)	Prior Years Actual Exp			
			TOTAL NON-DPW ARTICLES	17,264,637.84	7,263,968.53	10,008,518.04	2,447,326.68	4,520,738.63
								3,032,604.00

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

DPW ARTICLES

Account #	Article Month & Year	Multi Year	Description of Article	Original	Current	Current Year Expended	Current Year Encumb	Balance
				Appropriation (in MUNIS)	Prior Years Actual Exp			
20139A11	ATM APRIL 2013	Y	RESTRIPED PART SAMOSET ST ART9	100,000.00	-	100,000.00	-	- 100,000.00
20139A13	ATM APRIL 2013	Y	DRAIN REHAB 2020 TOWN ART9	250,000.00	221,162.72	28,837.28	-	- 28,837.28
20179ABB	ATM APRIL 2017	Y	OBERY ST RDWY IMP ART9	250,000.00	211,313.72	38,686.28	14,800.00	- 23,886.28
20179ACC	ATM APRIL 2017	Y	BRIDGE & CULVERT INSPECT ART9	150,000.00	122,919.00	27,081.00	-	22,510.00 4,571.00
2017A14	ATM APRIL 2017	Y	ART 14 FY17ATM GRAVEL ROADS	1,000,000.00	999,914.15	85.85	-	- 85.85
20199A8	ATM APRIL 2019	Y	EPA PERMIT - STORMWATER	500,000.00	248,590.34	251,409.66	90,788.47	2,600.00 158,021.19
2019A12	ATM APRIL 2019	Y	FY20 GRAVEL ROAD IMPROVEMENTS	1,000,000.00	186,427.44	813,572.56	87,059.63	1,740.29 724,772.64
20219A14	ATM APRIL 2021	Y	TRAFFIC SIGN & SIGNL ASSET MGT	150,000.00	147,950.00	2,050.00	-	- 2,050.00
20229A14	ATM APRIL 2022	Y	PAVEMENT MGT & ADA COMPLIANCE	175,000.00	76,441.00	98,559.00	77,260.00	21,299.00 -
2023S12	STM APRIL 2023	Y	PRECINCT 3 TRAFFIC STUDY	165,878.00	-	165,878.00	95,874.18	70,003.82 -
			TOTAL 411 - DPW ENGINEERING	3,740,878.00	2,214,718.37	1,619,707.71	365,782.28	118,153.11 1,042,224.24
20229A15	ATM APRIL 2022	Y	REPLACE TRUCK H335	346,109.00	-	346,109.00	314,465.81	- 31,643.19
2022S4A3	STM APRIL 2022	Y	REPLACE SWEEPER H303	344,995.00	308,255.00	36,740.00	-	- 36,740.00
20239A25	ATM APRIL 2023	Y	FORD F350 REPLACEMENT	137,710.00	-	137,710.00	89,714.61	- 47,995.39
20239A26	ATM APRIL 2023	Y	25-TON TRAILER REPLACEMENT	57,624.00	-	57,624.00	50,500.00	- 7,124.00
20239A27	ATM APRIL 2023	Y	CATCH BASIN TRUCK REPLACEMENT	393,082.00	-	393,082.00	-	353,500.00 39,582.00
20239A28	ATM APRIL 2023	Y	TRAFFIC SIGNAL UPGRADES	194,820.00	-	194,820.00	-	- 194,820.00
			TOTAL 420 - DPW HIGHWAY	1,474,340.00	308,255.00	1,166,085.00	454,680.42	353,500.00 357,904.58
20209A40	ATM AUGUST 2020	Y	WATER ST SEAWALL INSPECT-PERMIT	75,000.00	42,000.00	33,000.00	-	18,000.00 15,000.00
20209A41	ATM AUGUST 2020	Y	DPW OSHA COMPLIANCE	20,000.00	14,730.30	5,269.70	-	2,217.21 3,052.49
2023F4A5	FATM OCTOBER 2023	Y	DPW ADMIN BLDG SCHEM DESIGN	25,000.00	-	25,000.00	2,800.00	- 22,200.00
			TOTAL 421 - DPW ADMINISTRATION	120,000.00	56,730.30	63,269.70	2,800.00	20,217.21 40,252.49

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

DPW ARTICLES

Account #	Article Month & Year	Multi Year	Description of Article	Original	Current	Current Year Expended	Current Year Encumb	Balance
				Appropriation (in MUNIS)	Prior Years Actual Exp			
20129A11	ATM APRIL 2012	Y	ROOF REPLACE 5 LOC ART 9	110,555.00	46,937.00	63,618.00	-	63,618.00
20149A15	ATM APRIL 2014	Y	LUBE PIT DECOMMISSION & LIFT	104,000.00	66,212.14	37,787.86	-	15,744.00
20159A13	ATM APRIL 2015	Y	TOWN VEHICLE & EQUIPMENT REPLA	261,400.00	236,425.66	24,974.34	-	24,974.34
20169A18	ATM APRIL 2016	Y	FLR DRAINS/OIL/WTR SEP-CAMELO	264,550.00	-	264,550.00	5,460.79	259,089.21
20169A19	ATM APRIL 2016	Y	BRICK REPOINTING-MEMORIAL HALL	28,407.00	-	28,407.00	-	28,407.00
20169A20	ATM APRIL 2016	Y	REPAIR BRICK VENEER-MEMORIAL H	17,910.00	-	17,910.00	-	17,910.00
20169A21	ATM APRIL 2016	Y	MASONRY SEALING-MEMORIAL HALL	39,714.00	-	39,714.00	-	39,714.00
20169A28	ATM APRIL 2016	Y	PLYMOUTH BEACH RESTROOM REPAIR	17,589.00	15,262.32	2,326.68	-	2,326.68
20189A3	ATM APRIL 2018	Y	GENERATOR @ DPW FACILITY	82,500.00	25,150.00	57,350.00	44,353.62	12,996.38
20199A1	ATM APRIL 2019	Y	FIRE STATN 1 ROOF & SUMP PUMP	483,914.00	461,117.20	22,796.80	9,983.02	9,513.78
20209A2	ATM AUGUST 2020	Y	ROOF-ANMLSHEL PINEH&CEDAR FIRE	352,000.00	284,772.20	67,227.80	-	67,227.80
20209A5	ATM AUGUST 2020	Y	PAVING-FIRE STATIONS AND DPW	550,000.00	217,468.25	332,531.75	-	332,531.75
20229A17	ATM APRIL 2022	Y	POLICE STATION HVAC REPLACEMENT	1,426,000.00	41,164.80	1,384,835.20	10,435.20	24,120.00
20229A18	ATM APRIL 2022	Y	TOWN BUILDING PLUMBING UPGRADE	157,323.00	-	157,323.00	-	1,134.39
20229A19	ATM APRIL 2022	Y	TOWN BUILDING PAINTING REPAIRS	160,799.00	35,280.00	125,519.00	17,100.00	-
20239A29	ATM APRIL 2023	Y	HVAC REPAIRS	157,724.00	-	157,724.00	-	157,724.00
20239A30	ATM APRIL 2023	Y	FIRE ALARM / SPRINKLER SYSTEM	238,991.00	-	238,991.00	-	238,991.00
20239A31	ATM APRIL 2023	Y	INTERIOR UPGRADES / REPAIRS	379,277.00	-	379,277.00	227.94	-
			TOTAL 422 - BUILDING MAINTENANCE	4,832,653.00	1,429,789.57	3,402,863.43	87,560.57	63,508.55
								3,251,794.31
20209A28	ATM AUGUST 2020	Y	FLEET MAINT JACKS FOR VEH LIFT	19,575.00	-	19,575.00	-	19,575.00
20219A16	ATM APRIL 2021	Y	FUEL EFFICIENCY PROGRAM	134,379.00	124,519.00	9,860.00	-	9,860.00
20229A16	ATM APRIL 2022	Y	UPDATE TRUCK RADIOS	298,678.00	1,241.37	297,436.63	272,446.00	-
20239A33	ATM APRIL 2023	Y	FUEL EFFICIENCY PROGRAM	140,256.00	-	140,256.00	88,308.00	51,531.00
20239A34	ATM APRIL 2023	Y	VEHICLE LIFT REPLACEMENT	58,138.00	-	58,138.00	-	8,230.51
			TOTAL 425 - FLEET MAINTENANCE	651,026.00	125,760.37	525,265.63	360,754.00	79,336.51
								85,175.12

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

DPW ARTICLES

Account #	Article Month & Year	Multi Year	Description of Article	Original	Current	Current Year Expended	Current Year Encumb	Balance
				Appropriation (in MUNIS)	Prior Years Actual Exp			
20239A32	ATM APRIL 2023	Y	PACKER REPLACEMENT	351,600.00	-	351,600.00	-	293,000.00
			TOTAL 433 - SOLID WASTE OPERATIONS	351,600.00	-	351,600.00	-	293,000.00
20239A37	ATM APRIL 2023	Y	CREMATION PROCESSING MACHINE	18,960.00	-	18,960.00	16,074.50	-
			TOTAL 490 - CREMATORY	18,960.00	-	18,960.00	16,074.50	-
20139A22	ATM APRIL 2013	Y	VINE HILLS/RD WATER REPAI ART9	80,000.00	79,073.85	926.15	-	-
20199A10	ATM APRIL 2019	Y	VINE HILLS WATER LINE & PAVING	75,000.00	43,019.52	31,980.48	-	-
20209A42	ATM AUGUST 2020	Y	CEDARVILLE CEMETERY EXPANSION	20,250.00	-	20,250.00	-	-
20209A43	ATM AUGUST 2020	Y	CEDARVILLE CEMETERY FENCE	60,750.00	34,720.00	26,030.00	-	6,550.00
20209A44	ATM AUGUST 2020	Y	HEARSE HOUSE RENOVATIONS	50,000.00	21,000.00	29,000.00	-	-
20209A45	ATM AUGUST 2020	Y	BURIAL HILL WALKWAYS & RAILING	55,000.00	49,513.27	5,486.73	-	-
20219A20	ATM APRIL 2021	Y	CHILTONVILLE NICHE WALL	140,000.00	33,384.84	106,615.16	-	-
2021FA7	FATM OCTOBER 2021	Y	1 TON PICKUP TRUCK	111,487.00	107,550.50	3,936.50	-	-
2021FA8	FATM OCTOBER 2021	Y	MINI EXCAVATOR	58,740.00	57,711.00	1,029.00	-	-
2021S4E	STM APRIL 2021	Y	CEMETERY - NEW PICKUP TRUCK	45,868.00	41,585.00	4,283.00	-	-
20239A38	ATM APRIL 2023	Y	DESIGN CEMETERY SPACE	430,000.00	-	430,000.00	74,069.27	246,555.73
			TOTAL 491 - CEMETERY	1,127,095.00	467,557.98	659,537.02	74,069.27	253,105.73
20169A34	ATM APRIL 2016	Y	PURCHASE RESTROOM TRAILER	25,000.00	4,880.54	20,119.46	-	-
20189A19	ATM APRIL 2018	Y	JENNEY GRIST MILL IMPROVEMENTS	750,000.00	531,547.22	218,452.78	187,224.18	3,816.00
20209A32	ATM AUGUST 2020	Y	PARKS BUCKET TRUCK P64	239,397.00	-	239,397.00	-	-
2022S4A4	STM APRIL 2022	Y	BREWSTER GARDEN STAIRS	73,500.00	11,262.96	62,237.04	2,583.89	24,047.09
20239A40	ATM APRIL 2023	Y	COMPACT UTILITY LOADER	105,028.00	-	105,028.00	96,350.55	6,670.00
2023S4A3	STM APRIL 2023	Y	FORD F350 - PARKS & FORESTRY	131,970.00	-	131,970.00	111,128.82	-
			TOTAL 492 - PARKS AND FORESTRY	1,324,895.00	547,690.72	777,204.28	397,287.44	273,930.09
			TOTAL DPW ARTICLES	13,641,447.00	5,150,502.31	8,584,492.77	1,759,008.48	1,454,751.20
								5,277,185.01

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

ENTERPRISE FUND ARTICLES

Account #	Article Month & Year	Multi Year		Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expended	Current Year Encumb	Current Year Balance
		Year	Description of Article							
20199A28	ATM APRIL 2019	Y	MANOMET TRANSFER STAT MAINTENA	200,000.00	139,421.67	60,578.33	-	4,755.48	55,822.85	
20219A29	ATM APRIL 2021	Y	REPLACE COMPACTORS	158,540.00	96,745.60	61,794.40	-	-	61,794.40	
20229A28	ATM APRIL 2022	Y	OFFICE CONTAINER	26,840.00	-	26,840.00	21,590.00	-	5,250.00	
20229A29	ATM APRIL 2022	Y	CONTAINERS/DUMPSTERS	94,572.00	-	94,572.00	-	-	94,572.00	
			TOTAL 433 - SOLID WASTE OPERATIONS	479,952.00	236,167.27	243,784.73	21,590.00	4,755.48	217,439.25	
20129A22	ATM APRIL 2012	Y	SEWER WASTEWATER MASPLN ART 9	250,000.00	212,772.22	37,227.78	10,328.13	26,899.65	-	
20149A32	ATM APRIL 2014	Y	SEWER SYSTEM UPGRADE	250,000.00	237,221.00	12,779.00	-	12,779.00	-	
20169A39	ATM APRIL 2016	Y	SEWER SYSTEM UPGRADES	250,000.00	172,376.82	77,623.18	-	77,623.18	-	
20189A23	ATM APRIL 2018	Y	SCADA UPGRADES	55,000.00	54,305.57	694.43	-	-	694.43	
2019F4D	FATM OCTOBER 2019	Y	WWTP GROUNDWATER DISCHARGE	130,000.00	100,417.04	29,582.96	-	29,582.96	-	
2019S15	STM APRIL 2019	Y	WASTEWATER OP CONTRACT DEV	185,000.00	144,871.02	40,128.98	-	-	40,128.98	
20209A48	ATM AUGUST 2020	Y	COLLECTION SYSTEM REHAB	500,000.00	444,865.38	55,134.62	17,725.52	37,409.10	-	
20219A22	ATM APRIL 2021	Y	SEPTAGE RECEIVING GRINDER	30,000.00	20,541.86	9,458.14	-	-	9,458.14	
20219A23	ATM APRIL 2021	Y	WWTP FOG COLLECTION DESIGN	150,000.00	127,500.00	22,500.00	-	22,500.00	-	
20229A22	ATM APRIL 2022	Y	CMOM PROGRAM	500,000.00	464,062.82	35,937.18	-	35,937.18	-	
20229A23	ATM APRIL 2022	Y	EFFLUENT BAFFLE WALL	300,000.00	-	300,000.00	74,702.00	-	225,298.00	
20229A24	ATM APRIL 2022	Y	REPLACE 2003 FORD F250	72,218.00	68,972.83	3,245.17	3,090.77	-	154.40	
2022S4A8	STM APRIL 2022	Y	SCADA IMPROVEMENTS	300,000.00	37,520.00	262,480.00	97,520.00	164,960.00	-	
20239A41	ATM APRIL 2023	Y	EFFLUENT AIR RELEASE VALVES	210,000.00	-	210,000.00	-	-	210,000.00	
20239A42	ATM APRIL 2023	Y	UNINTERRUPTIBLE POWER SOURCES	80,880.00	-	80,880.00	-	-	80,880.00	
20239A43	ATM APRIL 2023	Y	SBR #3 PUMP	180,299.00	-	180,299.00	-	-	180,299.00	
20239A44	ATM APRIL 2023	Y	COMPREHENSIVE WATER MGT PLAN	800,000.00	-	800,000.00	23,744.85	726,255.15	50,000.00	
2023F410	FATM OCTOBER 2023	Y	CMOM PROGRAM	500,000.00	-	500,000.00	12,025.25	437,974.75	50,000.00	
2023F411	FATM OCTOBER 2023	Y	SEWER INFRASTRUCTURE IMPROV	100,000.00	-	100,000.00	-	100,000.00	-	
			TOTAL 440 - SEWER	4,843,397.00	2,085,426.56	2,757,970.44	239,136.52	1,671,920.97	846,912.95	

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES

ENTERPRISE FUND ARTICLES

Account #	Article Month & Year	Multi Year	Description of Article	Original	Current	Current Year Expended	Current Year Encumb	Balance
				Appropriation (in MUNIS)	Prior Years Actual Exp			
20169A40	ATM APRIL 2016	Y	WATER INFRASTRUCTURE	500,000.00	477,032.72	22,967.28	9,802.76	- 13,164.52
20189A26	ATM APRIL 2018	Y	WATER SYSTEM MASTER PLAN	305,800.00	288,082.25	17,717.75	-	- 17,717.75
20199A23	ATM APRIL 2019	Y	WATER INFRASTRUCTURE	500,000.00	499,970.00	30.00	-	30.00 -
20199A24	ATM APRIL 2019	Y	WATER INSERTION VALVES DOWNTWN	750,000.00	519,245.26	230,754.74	-	149,946.98 80,807.76
20209A50	ATM AUGUST 2020	Y	NEW WELL SOURCE EXPLORATION	200,000.00	63,895.87	136,104.13	8,334.60	127,769.53 -
20209A51	ATM AUGUST 2020	Y	WELL POWER UPGRADES	401,000.00	67,280.00	333,720.00	311,225.00	22,495.00 -
20209A52	ATM AUGUST 2020	Y	PUMP STATION UPGRADES	750,000.00	261,443.60	488,556.40	258,411.90	230,144.50 -
20209A54	ATM AUGUST 2020	Y	WATER SMART SOFTWARE	65,000.00	-	65,000.00	-	- 65,000.00
20219A24	ATM APRIL 2021	Y	WATER SYSTEM IMPROVEMENTS	350,000.00	321,282.08	28,717.92	27,858.65	- 859.27
2021S4A	STM APRIL 2021	Y	WARREN AVE BRIDGE WATER MAIN	390,000.00	344,304.48	45,695.52	2,984.00	42,711.52 -
2021S4B	STM APRIL 2021	Y	JORDAN RD BRIDGE WATER MAIN	558,000.00	104,502.54	453,497.46	328,326.52	125,170.94 -
20229A26	ATM APRIL 2022	Y	PUMP STATION UPGRADES	500,000.00	102,367.74	397,632.26	88,338.43	209,857.55 99,436.28
20229A27	ATM APRIL 2022	Y	REPLACE PICKUP W42	79,440.00	-	79,440.00	71,894.00	- 7,546.00
20239A45	ATM APRIL 2023	Y	N PLY & S PH WATER TANK REHABS	1,635,288.00	-	1,635,288.00	55,840.00	1,525,090.00 54,358.00
20239A46	ATM APRIL 2023	Y	NEW SOURCE EXPLORATION	551,688.00	-	551,688.00	-	- 551,688.00
2023F412	FATM OCTOBER 2023	Y	WATER INFRASTRUCTURE IMPROV	100,000.00	-	100,000.00	-	- 100,000.00
TOTAL 450 - WATER				7,636,216.00	3,049,406.54	4,586,809.46	1,163,015.86	2,433,216.02 990,577.58
20219A30	ATM APRIL 2021	Y	RW LENGTH ANALYSIS/ENV ASMT	8,333.00	-	8,333.00	-	- 8,333.00
20219A32	ATM APRIL 2021	Y	RUNWAY BROOM FOR SNOW REMOVAL	15,600.00	-	15,600.00	-	- 15,600.00
20239A47	ATM APRIL 2023	Y	RUNWAY 6/24 DESIGN&PERMITTING	24,000.00	-	24,000.00	-	- 24,000.00
TOTAL 482 - AIRPORT				47,933.00	-	47,933.00	-	- 47,933.00
TOTAL ENTERPRISE FUND ARTICLES				13,007,498.00	5,371,000.37	7,636,497.63	1,423,742.38	4,109,892.47 2,102,862.78
GRAND TOTAL				43,913,582.84	17,785,471.21	26,229,508.44	5,630,077.54	10,085,382.30 10,412,651.79

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES**ENTERPRISE FUND ARTICLES**

Account #	Article Month & Year	Multi Year	Description of Article	Original Appropriation (in MUNIS)	Current MUNIS Budget	Current Year Expended	Current Year Encumb	Balance
			TOTAL NON-DPW ARTICLES	17,264,637.84	7,263,968.53	10,008,518.04	2,447,326.68	4,520,738.63
			TOTAL DPW ARTICLES	13,641,447.00	5,150,502.31	8,584,492.77	1,759,008.48	1,454,751.20
			TOTAL ENTERPRISE FUND ARTICLES	13,007,498.00	5,371,000.37	7,636,497.63	1,423,742.38	4,109,892.47
			GRAND TOTAL	43,913,582.84	17,785,471.21	26,229,508.44	5,630,077.54	10,085,382.30
								10,412,651.79

ARTICLE
SUPPORTING
DOCUMENTATION

ARTICLE 2:

ARTICLE 2: Reports of Boards, Officers and Committees.

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

SELECT BOARD

RECOMMENDATION: Approval (Unanimous, 11-0-0)

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

ARTICLE 3:

ARTICLE 3: Revolving Fund Spending Limits

To see if the Town will vote pursuant to G.L. c. 44, §53E 1/2 to establish the fiscal year 2025 spending limits for each revolving fund established by Chapter 143 of the General By-laws, Departmental Revolving Funds, or take any other action relative thereto.

SELECT BOARD

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

The Advisory & Finance Committee recommends Town Meeting approve Article 3. Approval of this article will set the FY2025 spending caps for each of the revolving funds listed herein pursuant to G.L. c. 44, §53E 1/2.

**Town of Plymouth
Finance Department**

TO: Select Board, Advisory & Finance Committee
FROM: Lynne Barrett, Finance Director
RE: ATM Article 3 – FY2025 Revolving Fund Spending Caps
DATE: Amended February 15, 2024 Original January 10, 2024

In accordance with the Massachusetts Municipal Modernization Act changes to MGL Chapter 44: Section 53E ½ Revolving Funds, Plymouth’s revolving funds are established by bylaw. The statute further states that the town “shall, on or before July 1 of each year, vote on the limit on the total amount that may be expended from each revolving fund established under this section.” We are proposing the following FY2025 Revolving Fund Spending Caps:

Revolving Fund	FY 2025 Spending Cap
Manomet Village Parking	\$ 1
Cedarville Village Parking	\$ 1
West Plymouth Village Parking	\$ 1
No. Plymouth Village Parking	\$ 1
Plymouth Center Village Parking	\$ 1
Animal Shelter Adoption	\$ 5,000
State Boat Ramp	\$ 95,848
Recreation Fund	\$ 755,724
Vocational Technical Services Fund	\$ 350,000
Plymouth Beach Fund	\$ 576,481
Cemetery Repair & Beautification Fund	\$ 20,000
Council on Aging Programs Fund	\$ 100,000
CAL Café Nutrition and Council On Aging Meals on Wheels Donation Fund	\$ 30,000
Fire Safety and Prevention	\$ 150,000
Fire Alarm Master Box Services	\$ 95,000
Local Hazardous Materials Program	\$ 60,000
Cedarville Community Center	\$ 12,000
Memorial Hall	\$ 273,388
Compost Bins	\$ 0
Hedges Pond	\$ 60,000
CPA Conservation Land	\$ 0
1820 Court House Maintenance	\$ 1
Shellfish Upweller	\$ 10,000
Plymouth County Outreach (PCO)	\$ 40,000
Little Red Schoolhouse	\$ 30,000
EV Charging	\$ 200,000

Thank you for your consideration of this article.

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2024 Spending Cap	FY2025 Requested Spending Cap
Manomet Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2025 and subsequent years	\$1	\$1
Cedarville Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2025 and subsequent years	\$1	\$1
West Plymouth Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2025 and subsequent years	\$1	\$1
No. Plymouth Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2025 and subsequent years	\$1	\$1
Plymouth Center Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2025 and subsequent years	\$1	\$1
Animal Shelter Adoption <i>Director of Marine & Environmental Affairs</i>	Those identified as those arising from deposits/spaying & neutering.	In accordance with G.L c.140 §139A, all animals placed for adoption must be spayed or neutered. This fund provides for other expenditures as authorized by §139A as well as a refund of a \$30 deposit, when proof of spaying or neutering procedure is provided. To be used for the care, health & welfare of the animals, equipment, supplies & capital expenditures.	Fiscal Year 2025 and subsequent years	\$ 5,000	\$5,000
State Boat Ramp <i>Harbor Master</i>	Those identified as relating to State Boat Ramp parking sticker receipts.	This fund shall be used salaries and benefits of full-time staff and part-time staff and other expenses for the purposes of managing, controlling and providing a higher level of public safety at the boat ramp.	Fiscal Year 2025 and subsequent years	\$81,819.33	\$95,848

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2024 Spending Cap	FY2025 Requested Spending Cap																
Recreation Fund <i>Recreation Director</i>	Those identified as relating to recreational programs.	This fund shall be used for salaries and benefits of full-time staff, part-time and seasonal staff, as well as facility and capital expenses and other expenses related to recreation programs.	Fiscal Year 2025 and subsequent years	\$715,500	\$755,724																
Vocational Technical Services Fund <i>School Department</i>	Those identified as arising from the Vocational/Educational Studies Programs enumerated above	<p>This fund shall be for the salaries, benefits & expenditures of the following programs:</p> <table> <tbody> <tr><td>a) Automotive</td><td>i) Design & Visual Communication</td></tr> <tr><td>b) CAD/CAM</td><td>j) Electronics</td></tr> <tr><td>c) Carpentry</td><td>k) Graphic Arts</td></tr> <tr><td>d) Child Care</td><td>l) Metals/Welding</td></tr> <tr><td>e) Computer Science</td><td>m) Plumbing</td></tr> <tr><td>f) Marine Technology</td><td>n) Cosmetology</td></tr> <tr><td>g) Culinary Arts</td><td>o) Electrical</td></tr> <tr><td>h) Distributive Education</td><td></td></tr> </tbody> </table>	a) Automotive	i) Design & Visual Communication	b) CAD/CAM	j) Electronics	c) Carpentry	k) Graphic Arts	d) Child Care	l) Metals/Welding	e) Computer Science	m) Plumbing	f) Marine Technology	n) Cosmetology	g) Culinary Arts	o) Electrical	h) Distributive Education		Fiscal Year 2025 and subsequent years	\$350,000	\$350,000
a) Automotive	i) Design & Visual Communication																				
b) CAD/CAM	j) Electronics																				
c) Carpentry	k) Graphic Arts																				
d) Child Care	l) Metals/Welding																				
e) Computer Science	m) Plumbing																				
f) Marine Technology	n) Cosmetology																				
g) Culinary Arts	o) Electrical																				
h) Distributive Education																					
Plymouth Beach Fund <i>Director of Marine & Environmental Affairs</i>	Those identified as seventy-five percent (75%) of non-resident parking receipts at Plymouth Beach, in addition to one hundred percent (100%) of Plymouth Long Beach 4x4 sticker fees.	This fund shall be used for salaries and benefits of full-time staff, part-time salaries of seasonal NRO's, police details, and for capital expenses and other expenses incurred for the purposes of providing maintenance and public safety of Plymouth Long Beach and repairs to the seawall.	Fiscal Year 2025 and subsequent years	\$523,901	\$557,671																
Cemetery Repair & Beautification Fund <i>Cemetery Superintendent</i>	Those arising from foundation revenue.	This fund shall be used for capital expenses and other expenses incurred for beautifying, restoring, researching, and repairing town cemeteries.	Fiscal Year 2025 and subsequent years	\$20,000	\$20,000																
Council on Aging Programs Fund <i>Director of Elder Affairs - COA</i>	Those identified as relating to Council on Aging programs.	This fund shall be for contractual services and other expenses related to programs for senior citizens .	Fiscal Year 2025 and subsequent years	\$65,000	\$100,000																
CAL Café Nutrition and Council on Aging Meals on Wheels Donation Fund <i>Director of Elder Affairs - COA</i>	Those identified as relating to the CAL Café Nutritional Program and donations for the Council on Aging Meals on Wheels program.	This fund shall be for CAL Café revenue sources, expenses, supplies, salaries, and staffing, as well as donation payments to Old Colony Elder Services for meals.	Fiscal Year 2025 and subsequent years	\$30,000	\$30,000																

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2024 Spending Cap	FY2025 Requested Spending Cap
Fire Safety and Prevention <i>Fire Chief</i>	Those identified as relating to permits issued and inspections performed by the Plymouth Fire Department, Fire Prevention Division.	This fund shall be for salaries and benefits and to support the operational cost of services provided within the Fire Prevention Division including capital expenses and other expenses.	Fiscal Year 2025 and subsequent years	\$150,000	\$150,000
Fire Alarm Master Box Services <i>Fire Chief</i>	Those identified as relating to fire alarm services performed by the Plymouth Fire Department, Fire Alarm Division.	This fund shall be for salaries, benefits, public safety equipment, materials, as well as capital expenses and other expenses used in accordance with Fire Alarm Services.	Fiscal Year 2025 and subsequent years	\$95,000	\$95,000
Local Hazardous Materials Program <i>Fire Chief</i>	Those identified as relating to fees collected by the Fire Department as a result of responding and mitigating hazardous materials incidents either in Plymouth or by mutual aid responses.	This fund shall be to replace, repair and/or purchase equipment and supplies used during hazardous materials incidents and to support the operational cost of services provided within the Fire Department Local Hazardous Materials Program.	Fiscal Year 2025 and subsequent years	\$60,000	\$60,000
Cedarville Community Center <i>Fire Chief</i>	Those identified as fees collected from the hourly rental fees for the use of the Cedarville Community Center.	The funds will be used to pay for regular cleaning of the facility as well as to replace, repair, or purchase supplies used for the cleaning and upkeep of the Community Room.	Fiscal Year 2025 and subsequent years	\$12,000	\$12,000
Memorial Hall <i>Director of Community Resources</i>	Those identified as relating to rental fees associated with Memorial Hall	This fund shall be for salaries and benefits of full-time staff and part-time staff, maintenance and operation of Memorial Hall including capital expenses and other expenses.	Fiscal Year 2025 and subsequent years	\$250,425	\$273,388
Compost Bins <i>Assistant DPW Director</i>	Those identified as relating to the sale of compost bins.	This fund shall be for purchasing compost bins.	Fiscal Year 2025 and subsequent years	\$5,220	\$0
Hedges Pond <i>Recreation Director</i>	Those identified as program fees from Recreation Dept. Day Program, daily-parking fees, special event & rental fees.	The funds will be used to cover Recreation Dept. seasonal salaries and operational expenses for the facility as well as capital expenses.	Fiscal Year 2025 and subsequent years	\$55,000	\$60,000
CPA Conservation Land <i>Director of Marine & Environmental Affairs</i>	Those identified as fees from the harvest and/or lease of the Center Hill Cranberry Bog.	The funds will be used to for the care, maintenance, and necessary signage and other improvement of the land acquired with CPA funds.	Fiscal Year 2025 and subsequent years	\$0	\$0

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2024 Spending Cap	FY2025 Requested Spending Cap
1820 Court House Maintenance <i>Town Manager in consultation with the Community Preservation Committee</i>	Those received from fees and other revenues, including lease proceeds, collected with respect to use of the 1820 Court House and Court House Green	The fund shall be for the maintenance of the 1820 Court House, façade, roof, cupola, courtroom and Vermont Marble Staircase.	Fiscal Year 2025 and subsequent years	\$1	\$1
Shellfish Upweller Harbor Master	Those identified as fees charged for upweller space	This fund shall be used to support the recreational shellfish program such as shellfish relays, future recreational oyster harvest, DMEA upweller to raise seed, or grant matching funds.	Fiscal Year 2025 and subsequent years	\$10,000	\$10,000
Plymouth County Outreach (PCO) Police Chief	Annual dues collected from PCO member departments.	PCO Initiative to assist those struggling with substance abuse disorders, mental health disorders, and/or behavioral Health disorders.	Fiscal Year 2025 and subsequent years	\$20,000	\$40,000
Little Red Schoolhouse <i>Town Manager and/or Finance</i>	Usage fee from building reservations	Maintenance, repairs, supplies, and/or improvements to the building	Fiscal Year 2025 and subsequent years	\$30,000	\$30,000
EV Charging <i>Town Manager</i>	Any fees collected for use of the EV chargers	This fund shall be used for electricity charges, equipment, and recurring network software costs	Fiscal Year 2025 and subsequent years	\$200,000	\$200,000

Revolving Fund Report

Revolving Fund	Beg Balance	Receipts	Salary & Benefits	Expenditures	Ending Balance	Other		FY2024 Request	FY2025 Request	Variance
Manomet Village Parking:										
FY2023:	7/1/22-6/30/23	\$0.00	\$0.00	\$0.00	\$0.00					
FY2024 1st Half:	7/1/23-12/31/23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1 \$	1 \$	-
Cedarville Village Parking:										
FY2023:	7/1/22-6/30/23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
FY2024 1st Half:	7/1/23-12/31/23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1 \$	1 \$	-
W. Plymouth Village Parking:										
FY2023:	7/1/22-6/30/23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
FY2024 1st Half:	7/1/23-12/31/23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1 \$	1 \$	-
N. Plymouth Village Parking:										
FY2023:	7/1/22-6/30/23	\$ 2,960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 2,960.00			
FY2024 1st Half:	7/1/23-12/31/23	\$ 2,960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 2,960.00	1 \$	1 \$	-
Plymouth Center Village Parking:										
FY2023:	7/1/22-6/30/23	\$ 93,827.75	\$ 21,800.00		\$0.00	\$ 93,827.75				
FY2024 1st Half:	7/1/23-12/31/23	\$ 115,627.75	\$ 5,500.00		\$0.00	\$ 115,627.75		\$1 \$	1 \$	-
Animal Adoption:										
FY2023:	7/1/22-6/30/23	\$ 5,498.21	\$ 2,025.00		\$ 847.00	\$ 6,676.21				
FY2024 1st Half:	7/1/23-12/31/23	\$ 6,676.21	\$ 200.00		\$ 6,876.21	\$ 5,000	\$ 5,000	\$	\$	-
State Boat Ramp:										
FY2023:	7/1/22-6/30/23	\$ 37,643.98	\$ 76,203.48	\$ 62,444.14	\$ 4,936.84	\$ 46,466.48				
FY2024 1st Half:	7/1/23-12/31/23	\$ 46,466.48	\$ 35,433.72	\$ 35,407.95	\$ 1,037.09	\$ 45,455.16	\$ 81,819.33	\$ 95,848	\$	14,029
Shellfish Upweller										
FY2023:	7/1/22-6/30/23				\$	-				
FY2024 1st Half:	7/1/23-12/31/23				\$	-	\$10,000	\$ 10,000.00	\$	-
Recreation:										
FY2023:	7/1/22-6/30/23	\$ 666,883.05	\$ 627,595.68	\$ 266,968.39	\$ 295,932.21	\$ 731,578.13				
FY2024 1st Half:	7/1/23-12/31/23	\$ 731,578.13	\$ 286,315.73	\$ 172,486.72	\$ 152,188.79	\$ 693,218.35	\$ 715,500	\$ 755,724	\$	40,224

Revolving Fund Report

Revolving Fund	Beg Balance	Receipts	Salary & Benefits	Expenditures	Ending Balance	FY2024 Request	FY2025 Request	Variance	Other
Vocational/Technical Services:									
FY2023: 7/1/22-6/30/23	\$ 264,283.63	\$ 294,611.24	\$ 12,648.89	\$ 264,422.51	\$ 281,823.47				
FY2024 1st Half: 7/1/23-12/31/23	\$ 281,823.47	\$ 118,737.49	\$ 9,526.92	\$ 102,674.54	\$ 288,359.50	\$ 350,000	\$ 350,000	\$ -	
Plymouth Beach:									
FY2023: 7/1/22-6/30/23	\$ 489,796.52	\$ 315,664.25	\$ 325,244.37	\$ 56,460.62	\$ 423,755.78				
FY2024 1st Half: 7/1/23-12/31/23	\$ 423,755.78	\$ 141,381.75	\$ 187,048.01	\$ 15,100.26	\$ 362,989.26	\$ 523,901	\$ 576,481	\$ 52,580	
Cemetery Repair & Beautification:									
FY2023: 7/1/22-6/30/23	\$ 43,738.24	\$ 16,275.00		\$ 15,461.06	\$ 44,552.18				
FY2024 1st Half: 7/1/23-12/31/23	\$ 44,552.18	\$ 11,250.00		\$ 4,600.00	\$ 51,202.18	\$ 20,000	\$ 20,000	\$ -	
Council on Aging Programs:									
FY2023: 7/1/22-6/30/23	\$ 3,920.42	\$ 70,510.04		\$ 69,020.49	\$ 5,409.97				
FY2024 1st Half: 7/1/23-12/31/23	\$ 5,409.97	\$ 40,673.35		\$ 36,389.16	\$ 9,694.16	\$ 65,000	\$ 100,000	\$ 35,000	
CAL Café Nutrition and Council On Aging Meals on Wheels Donation Fund									
FY2023: 7/1/22-6/30/23	\$ 6,724.52	\$ 29,580.31		\$ 6,520.81	\$ 29,784.02				
FY2024 1st Half: 7/1/23-12/31/23	\$ 29,784.02	\$ 34,684.28		\$ 2,601.00	\$ 61,867.30	\$ 30,000	\$ 30,000	\$ -	
Fire Safety & Prevention:									
FY2023: 7/1/22-6/30/23	\$ 259,027.21	\$ 187,550.17	\$ 40,306.55	\$ 51,511.79	\$ 354,759.04				
FY2024 1st Half: 7/1/23-12/31/23	\$ 354,759.04	\$ 167,200.77	\$ 94,287.83	\$ 19,919.74	\$ 407,752.24	\$ 150,000	\$ 150,000	\$ -	
Fire Alarm Services:									
FY2023: 7/1/22-6/30/23	\$ 36,974.01	\$ 83,900.00	\$ 50,722.07	\$ 10,848.94	\$ 59,303.00				
FY2024 1st Half: 7/1/23-12/31/23	\$ 59,303.00	\$ 42,875.00	\$ 29,932.61	\$ 6,226.49	\$ 66,018.90	\$ 95,000	\$ 95,000	\$ -	
Fire Local Hazardous Waste:									
FY2023: 7/1/22-6/30/23	\$ 0.67			\$ 0.67	\$ 0.67				
FY2024 1st Half: 7/1/23-12/31/23	\$ 0.67			\$ 0.67	\$ 60,000	\$ 60,000	\$ -		
Fire Cedarville Community Room:									
FY2023: 7/1/22-6/30/23	\$ 5,562.94	\$ 290.00		\$ 835.00	\$ 5,017.94				
FY2024 1st Half: 7/1/23-12/31/23	\$ 5,017.94			\$ 5,017.94	\$ 12,000	\$ 12,000	\$ -		

Revolving Fund Report

Revolving Fund	Beg Balance	Receipts	Salary & Benefits	Expenditures	Ending Balance	FY2024 Request	FY2025 Request	Variance	Other
Memorial Hall:									
FY2023:	7/1/22-6/30/23	\$ 469,275.01	\$ 266,248.64	\$ 136,677.46	\$ 8,707.43	\$ 590,138.76			
FY2024 1st Half:	7/1/23-12/31/23	\$ 590,138.76	\$ 174,562.61	\$ 109,543.52	\$ 1,567.67	\$ 653,590.18	\$ 250,425	\$ 273,388	\$ 22,963
Compost Bins:									
FY2023:	7/1/22-6/30/23	\$ 18,466.95	\$ 1,524.00	\$	\$ 774.00	\$ 19,216.95			
FY2024 1st Half:	7/1/23-12/31/23	\$ 19,216.95	\$ 650.00	\$	\$ 19,866.95	\$ 5,220	\$ 0	\$	(5,220)
Hedges Pond Recreation:									
FY2023:	7/1/22-6/30/23	\$ 214,620.50	\$ 73,204.00	\$ 29,596.63	\$ 8,459.84	\$ 249,768.03			
FY2024 1st Half:	7/1/23-12/31/23	\$ 249,768.03	\$ 7,498.50	\$ 27,218.08	\$ 1,249.07	\$ 228,799.38	\$ 55,000	\$ 60,000	\$ 5,000
CPA Conservation Land Revolving									
FY2023:	7/1/22-6/30/23	\$ 3,478.23	\$	\$ 3,478.23	\$ 0.00				
FY2024 1st Half:	7/1/23-12/31/23	\$ 0.00	\$	\$ 0.00	\$ 0	\$ 0	\$ 0	\$	-
1820 Court House									
FY2023:	7/1/22-6/30/23			\$	-				
FY2024 1st Half:	7/1/23-12/31/23			\$	-	\$	1	\$	1
Plymouth County Outreach (PCO)									
FY2023:	7/1/22-6/30/23	\$ 11,953.98	\$ 11,300.00	\$	\$ 9,672.58	\$ 13,581.40			
FY2024 1st Half:	7/1/23-12/31/23	\$ 13,581.40	\$ 10,450.00	\$	\$ 1,573.38	\$ 22,458.02	\$ 20,000	\$ 40,000	\$ 20,000
Little Red Schoolhouse									
FY2023:	7/1/22-6/30/23	\$ 30,691.70	\$ 3,648.00	\$	\$ 34,339.70				
FY2024 1st Half:	7/1/23-12/31/23	\$ 34,339.70	\$ 1,270.00	\$	\$ 35,609.70	\$ 30,000	\$ 30,000	\$	-
EV Charging									
FY2023:	7/1/22-6/30/23	N/A			N/A				
FY2024 1st Half:	7/1/23-12/31/23	\$ 0.00	\$ 8,818.46	\$	\$ 1,375.99	\$ 7,442.47	\$ 200,000	\$ 200,000	\$
Authorizations Requested									
						\$ 2,678,871.33	\$ 2,863,447.00	\$	184,575.67

ARTICLE 4:

ARTICLE 4: Continuation of Committees.

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

SELECT BOARD

RECOMMENDATION: Approval (Unanimous, 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 4. Approval of this article will authorize the Plymouth Harbor Committee, the Manomet Steering Committee, and the West Plymouth Steering Committee to continue to operate for the next three years, with a further review in three years at the 2027 Annual Town Meeting.

TOWN OF PLYMOUTH
FINANCE DEPARTMENT

TO: Select Board
Advisory and Finance Committee

FROM: Jeanette White
Budget Analyst

RE: Article 4 – Town Meeting Committees

DATE: January 8, 2024

Attached please find data sheets corresponding to the Town Meeting Committees scheduled for review at the 2024 Annual Town Meeting - Article 4.

Plymouth Harbor Committee

Continue for review in three years at the 2027 Annual Town Meeting with no changes.
A report will be placed on file with the Town Clerk to be included in the Annual Town Report.
Please see the attached data sheet.

Manomet Steering Committee

Continue for review in three years at the 2027 Annual Town Meeting with no changes.
A report will be placed on file with the Town Clerk to be included in the Annual Town Report.
Please see the attached data sheet.

West Plymouth Steering Committee

Continue for review in three years at the 2027 Annual Town Meeting with no changes.
A report will be placed on file with the Town Clerk to be included in the Annual Town Report.
Please see the attached data sheet.

TOWN MEETING COMMITTEES

<u>Committee:</u>	Plymouth Harbor Committee	
<u>Article/Year:</u>	Art. 102 - 1962 ATM Art. 4 - 1990 ATM Art. 4 - 1994 ATM	
<u>Term:</u>	3 years	
<u>Members:</u>	11	
<u>Appointing Authority:</u>	Board of Selectmen, as follows: 1 from Chamber of Commerce 1 Lobster Fisherman 1 member of Plymouth Yacht Club 1 party boat owner 6 Citizens at large, preferably dragger fisherman, pleasure boat owner, or boat yard operator, but no more than two members from each of these categories.	
	The Harbormaster shall serve as a non-voting member.	
<u>Purpose:</u>	"...To study all phases of the shore frontage of the Town, including the harbor and the use and operation of any and all waterfront facilities, shore protection, landings and beaches. Said Committee to make recommendations to the Board of Selectmen and to draft suggested rules and regulations for the operation and conduct of any waterfront or harbor facilities and to assist said Board in its duties in connection with the entire waterfront. Said Committee shall issue a report of their yearly activities to the Annual Town Meeting."	
<u>Temporary/Permanent:</u>	Temporary	
<u>Review Dates:</u>	1986 ATM continued to 1988 1988 ATM continued to 1991 1990 ATM membership changed 1993 ATM 1997 ATM 2000 ATM 2003 ATM	2006 ATM 2009ATM 2012 ATM 2015 ATM 2018 ATM 2021 ATM 2024 ATM
<u>Next Review Date:</u>	2027 ATM	
<u>Term:</u>	Annual Appointment	
<u>Report Required:</u>	Annual Report	
<u>2024 Recommendation:</u>	Continue Committee for review at 2027 Annual Town Meeting.	

TOWN MEETING COMMITTEES

<u>Committee:</u>	Manomet Steering Committee	
<u>Article/Year:</u>	Art. 27 - 1991 Annual	
<u>Members:</u>	7	
<u>Appointing Authority:</u>	6 - Planning Board 1 - Selectmen	
<p>Any Town Meeting members who live within the defined Manomet Village Service Area who are not appointed to the committee shall be non-voting "ex-officio" members.</p>		
<u>Purpose:</u>	"...implementing the recommendations outlined in the Manomet Village Master Plan. The Committee to be advisory in nature and its primary function to assist in the implementation of the Manomet Village Master Plan, and to advocate for the needs of the area."	
<u>Temporary/Permanent:</u>	Permanent	
<u>Review Dates:</u>	1994 ATM 1997 ATM 2000 ATM 2003 ATM 2006 ATM 2024 ATM	2009 ATM 2012 ATM 2015 ATM 2018 ATM 2021 ATM
<u>Next Review Date:</u>	2027 ATM	
<u>Term:</u>	3-year overlapping terms	
<u>Report Required:</u>	Annual Town Report	
<u>2024 Recommendation:</u>	Continue Committee for review at 2027 Annual Town Meeting.	

TOWN MEETING COMMITTEES

<u>Committee:</u>	West Plymouth Steering Committee	
<u>Article/Year:</u>	Art. 38 - 1994 Annual	
<u>Members:</u>	7	
<u>Appointing Authority:</u>	6 - Planning Board 1 - Board of Selectmen	
<p>"Any Town Meeting members who live within the defined West Plymouth Village Service Area who are not appointed to the committee shall be non-voting 'ex-officio' members."</p>		
<u>Purpose:</u>	"...implementing the recommendations outlined in the West Plymouth Village Master Plan. The Committee to be advisory in nature and its primary function to assist in the implementation of the West Plymouth Village Master Plan, and to advocate for the needs of the area."	
<u>Temporary/Permanent:</u>	Permanent	
<u>Review Date:</u>	1997 ATM	2012 ATM
	2000 ATM	2015 ATM
	2003 ATM	2018 ATM
	2006 ATM	2021 ATM
	2009 ATM	2024 ATM
<u>Next Review Date:</u>	2027 ATM	
<u>Term:</u>	3 year overlapping terms	
<u>Report Required:</u>	Oral report at Town Meeting or written report placed on file with the Town Clerk for inclusion in the Annual Town Report.	
<u>2024 Recommendation:</u>	Continue Committee for review at the 2027 Annual Town Meeting.	

ARTICLE 6:

ARTICLE 6: Salaries of Elected Town Officials.

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

SELECT BOARD

RECOMMENDATION: Approval \$22,500 (Unanimous, 11-0-0)

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

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

**OFFICE OF TOWN MANAGER
MEMORANDUM**

To: Select Board
Advisory and Finance Committee Members

From: Derek Brindisi, Town Manager

Date: December 15, 2023

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

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

SELECT BOARD

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

There are no changes to the salaries of elected officials for FY25, therefore I am recommending the following:

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

Thank you for your consideration.

ARTICLE 7A:

ARTICLE 7A: General Fund Operating Budgets

To see what action the Town will take to provide a reserve fund and to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town, including debt and interest, for the ensuing twelve month period beginning July 1, 2024, or take any other action relative thereto.

SELECT BOARD

Sub-Committee Report A's Section of the Budget

RECOMMENDATION: Approval \$15,539,316 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$15,539,316, which is a net decrease of \$97,500 to the Select Board's Budget, as detailed in Sub-Committee Report A.

Sub-Committee Report B's Section of the Budget

RECOMMENDATION: Approval \$89,993,326 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$89,993,326 as detailed in Sub-Committee Report B.

Sub-Committee Report C's Section of the Budget

RECOMMENDATION: Approval \$35,625,967 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$35,625,967 as detailed in Sub-Committee Report C.

Sub-Committee Report D's Section of the Budget

RECOMMENDATION: Approval \$13,955,644 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$13,955,644 as detailed in Sub-Committee Report D.

Sub-Committee Report E's Section of the Budget

RECOMMENDATION: Approval \$5,986,440 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$5,986,440 as detailed in Sub-Committee Report E.

Sub-Committee Report F's Section of the Budget

RECOMMENDATION: Approval \$119,144,244 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$119,144,244 as detailed in Sub-Committee Report F.

FY2025 BUDGET SUB-COMMITTEE LISTING

A: ADMINISTRATION	INSPECTIONAL SVS	FIXED COSTS
<i>Gail Butler (Chair), Christine Richards, Robert Zupperoli & Lou Cabana</i>		
123 Town Manager	241 Building/Zoning	910 Member Benefits
152 Human Resources		
161 Town Clerk		945 All Town Insurance
165 Elections & Town Meeting		
B: FINANCE & IT DEPT	FIXED COSTS	DEBT
<i>Christine Richards (Chair), Daniel Green & Steve Nearman</i>		
133 Finance & Accounting	129 Salary Reserve Fund	710 Long Term Debt
138 Procurement	132 FinCom Reserve Fund	750 Long Term Interest
141 Assessing	158 Tax Title Foreclosures	752 Short Term Interest
146 Treasury & Collections	911 Pension Contributions	753 Misc. Interest
155 Information Technology	913 Unemployment Trust	755 Bond Issuance
	914 Member Insurance	
	915 OPEB Trust	
	916 Compensated Absences	
C: PUBLIC SAFETY	ENERGY & ENVIRONMENT	
<i>Brian Dunn (Chair), Lou Cabana, Jim Young & Lorenzo Pizzaro</i>		
210 Police	427 Energy & Environment	
220 Fire		
291 Emergency Management		
295 Harbor Master		
D: PUBLIC WORKS		
<i>Joe Lalley (Chair), Jim Young, Bruce Howard & Tim Lawlor</i>		
411 Engineering	425 Fleet Maintenance	
420 Highway	433 Solid Waste General Fund	
421 Administration	490 Crematory	
422 Building Maintenance	491 Cemetery	
423 Snow & Ice	492 Parks & Forestry	
E: PLANNING & DEVELOPMENT	HEALTH & HUMAN SERVICES	
<i>Bruce Howard (Chair) & Lorenzo Pizzaro</i>		
175 Community Planning	292 Animal Control	610 Library
189 Redevelopment Authority	510 Public Health	630 Recreation
	541 Center for Active Living	695 1749 Cour House
	543 Veterans Services	
	549 Disabilities	
F: SCHOOLS	FIXED COSTS	
<i>Robert Zupperoli (Chair), Brian Dunn, Daniel Green, & Tim Lawlor</i>		
300 Plymouth Schools	390 Medicaid Reimbursements	
	391 Out of District Transport	
G: ENTERPRISE FUNDS		
<i>Steve Nearman (Chair), Gail Butler & Joe Lalley</i>		
433 Solid Waste Enterprise	450 Water Enterprise	123 Cable Public Access
440 Sewer Enterprise	482 Airport Enterprise	

Sub-Committee A

To: Advisory & Finance Committee
From: Budget Sub-Committee A – Administration/Inspectional Services/Fixed Costs
Gail Butler, Chair
Committee Members: Christine Richards, Lou Cabana, Robert Zupperoli
Date: January 22, 2024
Subject: Sub-Committee A - FY2025 Budget Review & Recommendations

Budget Summary: Town Manager

Proposed FY2025 Budget	Total:	\$1,437,919	Personnel:	\$992,819	Other:	\$445,100
FY2024 Budget	Total:	\$1,440,399	Personnel:	\$844,834	Other:	\$595,565
FY2023 Actual	Total:	\$1,800,860	Personnel:	\$1,067,519	Other:	\$733,340

Department Synopsis

The Town Manager provides for the professional day-to-day management of town government as well as carrying out the policies and directives set by the Select Board. Town Manager, Derek Brindisi met with the Sub-Committee.

Budget Observations

The requested Town Manager's Budget shows an overall increase of 6.6% from the 2024 Budget.

Some of the increase is due to the planned addition of a Communications Coordinator budgeted for \$90,000. Transferring from Legal to Personnel is a full-time benefited employee for \$140,000. This will be a contract position.

Ms. Richards wanted to discuss the need for a communication coordinator and a special assistant position. After some discussion, the Committee asked which position was more important. Mr. Brindisi agreed to hiring the communication coordinator. A vote was taken and 2 abstained and 2 voted yes.

Recommendations

The Sub-Committee recommends approval of the budget at \$1,437,919.

Budget Summary: Human Resources

Proposed FY2025 Budget	Total:	\$594,712	Personnel:	\$455,662	Other:	\$139,050
FY2024 Budget	Total:	\$562,293	Personnel:	\$427,118	Other:	\$135,175
FY2023 Actual	Total:	\$412,215	Personnel:	\$319,783	Other:	\$92,432

Department Synopsis

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

Budget Observations

The proposed FY2025 budget of \$594,712 represents a \$32,419 or 5.8% increase over the prior year.

The preponderance of the increase relates to increases in salaries.

Recommendations

The Sub-Committee recommends approval of the budget at \$594,712.

Budget Summary: Town Clerk

	Total	Personal Services	Other Expenses	Departmental Equipment
Proposed FY2025 Budget	\$660,906 -	\$413,067	\$224,475	\$23,364
FY2024 Revised Budget	\$623,081 -	\$395,201	\$216,180	\$11,700
FY2023 Actual	\$732,888 -	\$470,246	\$234,613	\$28,029

Department Synopsis

The Town Clerk's office has five full-time personnel who perform services related to the administration and maintenance of all public records. These records include town meeting warrants and minutes, vital records, meeting posting and minutes, vote certification, town census, as well as dog registration and enforcement. Elections and Town Meeting expenses are being shown separately for purposes of visibility. Kelly McElreath is the Town Clerk.

Budget Observations

The total recommended Fiscal Year 2025 proposed budget for the Town Clerk Office is \$660,906 which is an increase of \$37,825 or 6% from fiscal year 2024. This increase represents a level service budget.

Wages:

The proposed Fiscal Year 2025 budget includes an increase in wages of \$17,866. This proposed increase is the net result of the following:

- ...Step increase for union employees for 52.2 weeks in FY 25
- ...Department Head increase.
- ...Additional longevity pay for an employee

Expenses:

The proposed Fiscal Year 2025 budget includes an increase in expenses of \$8,295. This proposed increase is the net result of the following.

- ...Replacement of 8-year old postage machine with a 60-month lease
- ...Increase in technical services to provide for codification maintenance
- ...Increase due to the cost of postage

Recommendations

The sub-Committee recommends a budget amount of \$660,906

Budget Summary: Elections and Town Meeting

	Total	Personal Services	Other Expenses	Departmental Equipment
Proposed FY2025 Budget	\$486,898 -	\$291,616	\$189,750	\$5,532
FY2024 Revised Budget	\$ 383,618 -	\$180,601	\$162,567	\$40,450
FY2023 Actual	\$ 0 -	\$0	\$0	\$0

Department Synopsis

This department has people assigned when needed and covers the expenses pertaining to all Town Elections and Town Meetings.

Budget Observations

Total budget requested shows an increase of \$103,280 or 26.9%. The inclusion of two iPads for each voting site has made a huge difference in efficiency. The preponderance of the spending increase is due to the extra elections of FY25

Recommendations

The Sub-Committee recommends the approval of the Election and Town Meeting Budget of \$486,898.

Budget Summary: Building and Zoning

Proposed FY2025 Budget	Total:	\$1,109,287	Personnel:	\$1,088,548	Other:	\$20,739
FY2024 Budget	Total:	\$1,077,904	Personnel:	\$1,057,780	Other:	\$20,124
FY2023 Actual	Total:	\$919,475	Personnel:	\$909,567	Other:	\$9,908

Department Synopsis

The Building Department is responsible for ensuring that buildings are constructed and repaired safely. The Department issues zoning, building, electrical, gas and plumbing permits that allow the construction, reconstruction, repair, alteration and demolition of buildings and structures as well as the installation of equipment. The Department annually inspects restaurants, lodgings, and other places of assembly. The Department includes 13 (FTE) employees and is headed by Nick Mayo, Director of Inspectional Services.

Budget Observations

The proposed budget represents a 2.9% increase over FY 2024.

Recommendations

The Sub-Committee recommends approval of the Building and Zoning budget at \$1,109,287.

Budget Summary: Member Benefits

Proposed FY 2025 Budget	Total:	\$8,826,725	Personnel:	0	Other:	\$8,826,725
FY2024 Budget	Total:	\$9,322,796	Personnel:	0	Other:	\$9,322,796
FY2023 Actual	Total:	\$8,584,048	Personnel:	0	Other:	\$8,584,048

Department Synopsis

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

Budget Observations

The FY 2025 budget shows a decrease of 5.3%. The FY 2024 budget had increased by 8.4%.

Recommendations

The Sub-Committee recommends the member benefits be approved as submitted at \$8,826,725.

Budget Summary: Town Insurance

Proposed FY 2025 Budget	Total:	\$2,422,869	Personnel:	0	Other:	\$2,422,869
FY2024 Budget	Total:	\$2,106,524	Personnel	0	Other:	\$2,106,524
FY2023 Actual	Total:	\$1,876,747	Personnel	0	Other:	\$1,876,747

Department Synopsis

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

Budget Observations

Total budget requested shows an increase of 15% or \$316,345. The value of Town owned property has increased, plus the increased costs in employee liability, vehicles, equipment, and claim history. .

Initiatives & Opportunities

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

Recommendations

The Sub-Committee recommends the town insurance budget be approved for \$2,422,869.

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman,

Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #133 Finance & Accounting Division

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$919,092	\$125,142	\$0	\$1,044,234
FY2024 Revised Budget	\$814,187	\$121,792	\$0	\$935,979
FY2023 Actual Budget	\$699,558	\$122,178	\$0	\$821,736

Department Synopsis

The Finance and Accounting department is responsible for maintaining the town's financial records and budget analysis. The town's internal auditor reports to this division administratively.

Budget Observations

This budget of \$1,044,234 is a 11.6% increase from the FY24 budget. Wages increases due to collective bargaining agreements include the following: step increases for 6 out of 8 staff members. In addition, a New Initiative to increase the part-time with benefits staff member to full-time. Additional staff members qualifying for Earned and LTIA buybacks. Added cell phone reimbursement for the Department Head.

Additional expenses include: reporting services; meetings, training, and related travel and mileage reimbursement; memberships; grant writing software.

Recommendations

The Sub-Committee recommends approval of the Select Board's budget of \$1,044,234.

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman,

Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #138 Procurement

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$222,411	\$213,889	\$0	\$436,300
FY2024 Revised Budget	\$220,648	\$222,569	\$0	\$443,217
FY2023 Actual Budget	\$198,072	\$181,553	\$0	\$379,625

Department Synopsis

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

Budget Observations

The total budget reflects a decrease of 1.6% or -\$6,917. This reflects a decrease of \$2,000 and \$18,030 in office supplies and equipment respectively. This is due to a decrease in departmental requests. Courier services line item remained even. Data plans for various cell phones were required to be upgraded, increasing the cell phone budget by 7.1% or \$3,000. Printing costs have increased due to inflation and the absorption of printing business cards for the Police Department. Salaries have only increased by less than 1% due to a decrease in longevity.

The total budget for the Procurement Dept. was decreased by 1.6%.

Recommendations

The Sub-Committee recommends approval of the Select Board's budget of \$436,300.

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman
Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #141 Assessing

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$638,151	\$116,462	\$0	\$754,613
FY2024 Revised Budget	\$635,758	\$124,462	\$0	\$760,220
FY2023 Actual Budget	\$541,468	\$119,223	\$0	\$660,691

Department Synopsis

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

Budget Observations

The total recommended Fiscal Year 2025 proposed budget for the Assessing Office is \$754,613, which is a decrease of (\$5,607) or -.7% from the FY24 amount of \$760,220.

Overtime was increased by \$1,000. There were several vacancies in the prior years where we were able to absorb the difference. Meeting & Education increased by \$3,000, due to new employees who need to be educated. \$25,000 was transferred from Revaluation - Pilgrim Appraisal to Appraisals. This is to assist with the Commercial Appellate Tax Board Cases. There is no longer a need for an appraisal on Pilgrim due to the PILOT agreement.

Salary/Wages - The proposed FY25 budget changes were based on the following:

- Step Increase
- Now 5 employees are entitled to Education Incentive vs 4 from FY24.
- Longevity has decreased by \$400 due to an employee leaving the office.
- Vac/Earned Buy back has decreased by \$1,077 due to an employee leaving the office.

Recommendations

The Sub-Committee recommends approval of the Select Board's budget of \$754,613.

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman,

Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #146 Treasurer & Collector

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$844,978	\$102,050	\$0	\$947,028
FY2024 Revised Budget	\$805,422	\$92,669	\$0	\$898,091
FY2023 Actual Budget	\$737,330	\$40,507	\$0	\$777,838

Department Synopsis

The Treasurer and Collector department is responsible for collecting property taxes, vehicle excise, beach and dump sticker fees, and most other taxes and fees the town collects. In addition, the department is responsible for the treasury functions of the town, including cash management, debt issuance, and investing town funds.

Budget Observations

The total budget reflects an increase of 5.4% or \$48,937. The increase reflects contractual salary obligations and an increase in seasonal employees. Additional step increases due to new staff. In addition, staff will be provided with an additional Financial Management Seminar provided by Suffolk University. Invoice Cloud anticipated chargeback fees are included in the budget.

Recommendations

The Sub-Committee recommends approval of the Select Board's budget of \$947,028.

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman
Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #155 Information Technologies

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$833,403	\$2,104,458	\$62,500	\$3,000,361
FY2024 Revised Budget	\$751,199	\$1,668,452	\$18,750	\$2,438,401
FY2023 Actual Budget	\$694,605	\$1,326,452	\$21,303	\$2,042,360

Department Synopsis

The Information Technologies (IT) Department currently has a staff of 7.5. A new initiative within this budget requests an additional 2.5 staff members. The new initiative staff includes a Cyber Security Analyst, a Business Manager to support the IT Department, and restore the GIS Coordinator to a FTE. The net increase is 0.5 FTE.

IT supports more than 650 clients located over 41 town locations including School buildings, Fire and Police Departments.

The goals of the IT Department are: to maintain a municipal area network connecting all town buildings; train town personnel on the use of new computer technologies; support and maintain the town's municipal area network; provide a stable infrastructure on which to build; and implement technologies allowing other departments to more efficiently accomplish their goals.

Budget Observations

The total recommended FY25 proposed budget for IT is \$3,000,361 which is an increase of \$490,904 or 23% from the FY24.

Salaries & Wages- The FY25 budget includes an increase in wages of \$82,204 or 10.9%. This proposed increase is the net result of contractual changes.

Expenses- The FY25 budget includes an increase in expenses of \$436,006 or 26.1%. This proposed increase is the net result of contractual increases and restoral of services cut in FY24. Increased Cyber Security risks affecting all public and private entities requires heightened security software and surveillance. This and other improvements in software and hardware warrant the budget increase.

Recommendations

The Sub-Committee recommends approval of the Select Board's budget of \$3,000,361.

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman

Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #129 Salary Reserve Fund

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$0	\$3,604,049	\$0	\$3,604,049
FY2024 Revised Budget	\$80,820	\$860,000	\$0	\$940,820
FY2023 Actual Budget	\$5,500	\$114,637	\$0	\$120,137

Department Synopsis

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

Budget Observations

The FY2025 budget presented is \$3,604,049. This is an increase of \$2,663,229 and represents a 283.1% difference from FY2024. The FY2025 budget increase is an effort to reserve money in anticipation of contract negotiations on both the Town and School side of the budget.

Recommendations

The Sub-Committee recommends approval of the Select Boards budget of \$3,604,049.

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman

Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #132 FinCom Reserve Fund

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$0	\$150,000	\$0	\$150,000
FY2024 Revised Budget	\$0	\$150,000	\$0	\$150,000
FY2023 Actual Budget	\$0	\$0	\$0	\$0

Department Synopsis

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

Budget Observations

This is a level-funded budget.

Recommendations

The Sub-Committee recommends approval of the Select Board's budget of \$150,000.

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman

Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #158 Tax Title and Foreclosures

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$0	\$261,000	\$0	\$261,000
FY2024 Revised Budget	\$0	\$261,000	\$0	\$261,000
FY2023 Actual Budget	\$0	\$99,525	\$0	\$99,525

Department Synopsis

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

Budget Observations

This budget is level funded.

Recommendations

The Sub-Committee recommends approval of the Select Board's budget of \$261,000.

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman,

Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #911 Pension Contributions

	Town	School	Total
Proposed FY2025 Budget	\$14,839,061	\$5,047,314	\$19,886,375
FY2024 Revised Budget	\$13,816,851	\$4,601,852	\$18,418,703
FY2023 Actual Budget	\$12,448,141	\$4,585,057	\$17,033,198

Department Synopsis

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

Budget Observations

The increase in the FY2025 budget is \$1,467,672, an 8.0% increase from FY2024.

This budget is produced using the state schedule with a long-term goal of being fully funded by 2035. The chart above reflects the town employees and non-education-based school employees.

The Trust is managed and invested by the Plymouth Retirement Board, a 5-member board that meets on a regular basis.

Recommendations

The Sub-Committee recommends approval of the Select Board's budget of \$19,886,375.

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman

Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #913 Unemployment

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$0	\$60,220	\$0	\$60,220
FY2024 Revised Budget	\$0	\$20,000	\$0	\$20,000
FY2023 Actual Budget	\$0	\$125,000	\$0	\$125,000

Department Synopsis

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

Budget Observations

This budget has increased by \$40,220. Compensating for the lack of CARES funding received last year, the contribution to the unemployment trust has increased.

Recommendations

The Sub-Committee recommends approval of the Select Board's budget of \$60,220.

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman

Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #914 Member Insurance

	Town	School	Total
Proposed FY2025 Budget	\$14,730,378	\$25,336,895	\$40,067,273
FY2024 Revised Budget	\$15,231,672	\$25,780,341	\$41,012,013
FY2023 Actual Budget	\$14,717,600	\$24,473,447	\$39,191,047

Department Synopsis

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

Budget Observations

The decrease in the FY2025 budget is \$944,740 a 2.3% decrease from FY2024; results from a new PEC Agreement

This decrease is a result in a 5% increase in new employee contributions to health and dental premiums from 25% to 30% for new Active Employees. In addition, placing all members on Medicare Part D – Prescriptions, instead of private prescription plans.

Recommendations

The Sub-Committee recommends approval of the Select Board's budget of \$40,067,273.

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman

Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #915 OPEB Trust Funding

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$0	\$1,263,179	\$0	\$1,263,179
FY2024 Revised Budget	\$0	\$1,172,491	\$0	\$1,172,491
FY2023 Actual Budget	\$0	\$1,149,501	\$0	\$1,149,501

Department Synopsis

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

Budget Observations

The increase in the FY2025 budget is \$90,688, a 7.7% increase from FY2024.

Recommendations

The Sub-Committee recommends approval of the Select Board's budget of \$1,263,179.

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman
Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #916 Compensated Absences

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$0	\$150,000	\$0	\$150,000
FY2024 Revised Budget	\$0	\$125,000	\$0	\$125,000
FY2023 Actual Budget	\$0	\$125,000	\$0	\$125,000

Department Synopsis

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

Budget Observations

This budget is an increase of 20% for FY2025 in anticipation of increased payouts of unused leave.

Recommendations

The Sub-Committee recommends approval of the Select Board's budget of \$150,000.

To: Advisory & Finance Committee
From: Budget Sub-Committee B: Christine Richards (Chair), Daniel Green, and Steve Nearman,

Date: January 30, 2024
Subject: Sub-Committee B FY2025 Budget Review & Recommendations:

Budget Summary: #710-755 Community Debt

	FY23 Actual	FY24 Revised	FY25 Proposed
710 Long Term Debt	\$9,660,663	\$9,502,539	\$11,380,080
750 Long Term Interest	\$5,994,483	\$5,554,235	\$6,958,614
752 Short Term Interest	\$81,000	\$1,219,022	\$0
753 Misc Interest	\$1,059	\$5,000	\$5,000
755 Bond Issuance Costs	\$6,500	\$0	\$25,000
Total	\$15,743,706	\$16,280,796	\$18,368,694

Budget Observations

The increase in the Long-Term Debt budget for FY2025 is \$1,877,541 a 19.8% increase from FY2024. This budget reflects principal payments due on existing debt and new debt to be issued in June.

The increase in the Long-Term Interest budget for FY2025 is \$1,404,379, a 25.3% decrease from FY2024. This budget reflects the interest on existing long-term debt and new debt to be issued in June.

The decrease in the Short-Term Interest budget for FY2025 is \$1,219,022, a 100% decrease from FY2024. This budget reflects the interest on new approved projects in their early stages before a long-term bond is issued.

The Miscellaneous Interest budget is level funded for FY2025. This budget is primarily for interest paid on tax abatements.

The Bond issuance Costs budget is an increase of \$25,000 for FY2025. This budget reflects the costs of issuing bonds and Bond Anticipation Notes paid up front, such as legal, printing, etc., that are not covered by bond premiums.

Recommendations

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

Sub-Committee C

To: Advisory & Finance Committee
From: Budget Sub-Committee C: Brian Dunn, Chair; Louis Cabana, Lorenzo Pizarro, James Young

Date: February 21, 2024
Subject: Sub-Committee C FY2025 Budget Review & Recommendations:

Budget Summary: Police Department

	Personnel Services	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 15,159,556	\$ 676,607	\$ 594,527	\$ 16,430,690
FY2024 Revised Budget	\$ 14,775,642	\$ 1,828,110	\$ 549,360	\$ 17,153,112
FY2023 Actual	\$ 14,134,547	\$ 435,192	\$ 493,341	\$ 15,063,080

Department Synopsis

Chief Dana Flynn leads the Plymouth Police Department, which is charged with providing law enforcement services for the residents of the Town of Plymouth.

Budget Observations

The budget approved by the Select Board represents a decrease of \$722,422 due to the decrease of \$1,101,503 in other expenses. This is because of the transfer of Emergency 911 Communication costs to Emergency Management.

Initiatives & Opportunities

The Police Department is expanding the use of clinicians in the co-response program to include coverage on weekends.

Recommendations

The Sub-Committee, by a unanimous vote of 4-0, recommends a budget for this Department consistent with that approved by the Select Board.

Comments / Other

The sub-committee believes the division is well run and serves the Town effectively. The sub-committee discussed the expansion of the co-response program to include weekends. Chief Flynn informed the sub-committee that this program has led to fewer arrests, officer complaints, injuries to individuals, and use of force incidents. The Sub-committee believes the expansion of this program is good for both the Police Department and the citizens of Plymouth. The current program does not cost the Town of Plymouth any money. The sub-committee also discussed the continuing increase of services needed during the Summer months.

To: Advisory & Finance Committee
From: Budget Sub-Committee C: Brian Dunn, Chair; Louis Cabana, Lorenzo Pizarro, James Young

Date: February 21, 2024
Subject: Sub-Committee C FY2025 Budget Review & Recommendations:

Budget Summary: Fire Department

	Personnel Services	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 15,421,668	\$ 540,951	\$ 305,878	\$ 16,268,497
FY2024 Revised Budget	\$ 14,957,730	\$ 490,334	\$ 260,264	\$ 15,708,328
FY2023 Actual	\$ 14,305,392	\$ 412,856	\$ 134,172	\$ 14,852,420

Department Synopsis

Chief Neil Foley leads the Plymouth Fire Department, which is charged with protecting lives and property within the Town of Plymouth.

Budget Observations

The budget approved by the Select Board represents an increase of \$560,169. The majority of the increase comes from personnel services, which has an increase of \$463,938, mainly due to contractual pay increases.

Initiatives & Opportunities

There are no new initiatives or opportunities to report.

Recommendations

The Sub-Committee, by a unanimous vote of 4-0, recommends a budget for this Department consistent with that approved by the Select Board.

Comments / Other

The sub-committee believes the division is well run and serves the Town effectively. The Sub-Committee discussed a number of topics with Chief Foley. One topic that was brought up through public comment by Town Meeting Member Richard Serkey was that of the call boxes. Mr. Serkey was concerned that the call boxes were costing the Town of Plymouth money and not be utilized enough. However, Chief Foley explained that the call boxes on buildings are paid for by the businesses. That money goes into the Fire Alarm Master Box Services Revolving Fund, which is used for salaries, benefits, public safety equipment, materials, as well as capital expenses and other expenses used in accordance with Fire Alarm Services. Mr. Serkey also asked why the Fire Department sent fire trucks to all emergency calls and suggested that calls should be responded to by other non-fire truck vehicles. Chief Foley explained that the role of the Fire Department is to respond to emergency situations and all medical and fire equipment is located on the trucks. Chief Foley also pointed out that if firefighters were on a call in a civilian vehicle and then got an emergency call which required a response from the truck, fire personnel would have to return back to the station and then go to the call, which would prolong the response times. The sub-committee also discussed the current renovations to fire stations across the town and was pleased to hear that renovations have been ahead of schedule and under budget up to this point.

To: Advisory & Finance Committee
From: Budget Sub-Committee C: Brian Dunn, Chair; Louis Cabana, Lorenzo Pizarro, James Young

Date: February 21, 2024
Subject: Sub-Committee (Letter) FY2025 Budget Review & Recommendations:

Budget Summary: Emergency Management

	Personnel Services	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 57,471	\$ 1,347,968	\$ -	\$ 1,405,439
FY2024 Revised Budget	\$ 51,954	\$ 54,900	\$ -	\$ 106,854
FY2023 Actual	\$ 68,438	\$ 25,064	\$ -	\$ 93,502

Department Synopsis

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

Budget Observations

The budget approved by the Select Board represents an increase of \$1,298,585, or 1,215.3%. The dramatic increase in the budget is due to a line item change in dispatch services, which were previously housed under the Police Department.

Initiatives & Opportunities

Professional services for Dispatch Delta Support Services were moved under this department. There are no new initiatives or opportunities to report.

Recommendations

The Sub-Committee, by a unanimous vote of 4-0, recommends a budget for this Department consistent with that approved by the Select Board.

Comments / Other

The sub-committee believes the division is well run and serves the Town effectively.

To: Advisory & Finance Committee
From: Budget Sub-Committee C: Brian Dunn, Chair; Louis Cabana, Lorenzo Pizarro, James Young

Date: February 21, 2024
Subject: Sub-Committee (Letter) FY2025 Budget Review & Recommendations:

Budget Summary: Harbormaster

	Personnel Services	Other Expenses	Departmental Equipment/Fuel	Total
Proposed FY2025 Budget	\$ 538,255	\$ 63,100	\$ 41,000	\$ 642,355
FY2024 Revised Budget	\$ 476,321	\$ 45,800	\$ 30,000	\$ 552,121
FY2023 Actual	\$ 463,944	\$ 94,196	\$ 29,563	\$ 587,703

Department Synopsis

The Harbormaster Division is run by Harbormaster Chad Hunter and falls under the Department of Police, which is run by Chief Dana Flynn. The Harbormaster is responsible for harbor operations, search and rescue, maritime/environmental law enforcement, and shellfish/aquaculture for the Town of Plymouth.

Budget Observations

The budget approved by the Select Board represents an increase of \$90,234, mainly due to an increase in personnel services. The proposed increase is mainly expected because of contractual obligations related to step increases and longevity, the addition of a part time C-5 Administrative Assistant, the proposed increase of seasonal/part time Harbormaster Assistant in order to remain competitive and attract qualified applicants, and an increase in overtime due to additional special events and cruise ship visits.

Initiatives & Opportunities

[Describe any initiatives the department is undertaking to improve operations, service or to save money; identify opportunities the sub-committee believes may exist to control cost or otherwise improve service/operations]

Recommendations

The Sub-Committee, by a unanimous vote of 4-0, recommends a budget for this Department consistent with that approved by the Select Board.

Comments / Other

The sub-committee believes the division is well run and serves the Town effectively. The reorganization that put the Harbormaster as a division of the Police Department seems to be going well. The sub-committee discussed the additional overtime costs associated with special events and the cruise ship. The sub-committee was also supportive of the proposed increase in pay for Seasonal/Part time Harbor Master Assistant from \$15.92-\$19.12 to \$18-\$22 in order to help attract qualified candidates that have been going to neighboring towns in recent years.

To: Advisory & Finance Committee
From: Budget Sub-Committee C: Brian Dunn, Chair; Louis Cabana, Lorenzo Pizarro, James Young

Date: February 21, 2024
Subject: Sub-Committee (Letter) FY2025 Budget Review & Recommendations:

Budget Summary: Energy and Environment

	Personnel Services	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 747,786	\$ 131,200	\$ -	\$ 878,986
FY2024 Revised Budget	\$ 622,328	\$ 79,200	\$ 28,900	\$ 730,428
FY2023 Actual	\$ 619,323	\$ 69,993	\$ -	\$ 689,316

Department Synopsis

The Department of Energy and Environment manages the natural resources within the Town of Plymouth. Recent re-organization of town departments has resulted in significant changes to what was known as the Department of Marine and Environmental Affairs (DMEA). The Harbormaster Division was placed under the Police Department and the Animal Control Division was placed under the new Department of Health and Human Services. The Natural Resources Division remained, and the Resiliency and Sustainability Coordinator position was placed in the department, and it was renamed the Department of Energy and Environment (DEE).

Budget Observations

The budget approved by the Select Board represents an increase of \$148,540, mainly due to increases in personnel services, which include increases for contractual obligations and the transfer of funding the Director position from the Plymouth Long Beach Revolving Fund to the general fund.

Initiatives & Opportunities

The Department of Energy and Environment has proposed to hire a new Assistant Beach Manager position to address successional planning with the impending retirement of the current Beach Manager.

Recommendations

The Sub-Committee, by a unanimous vote of 4-0, recommends a budget for this Department consistent with that approved by the Select Board.

Comments / Other

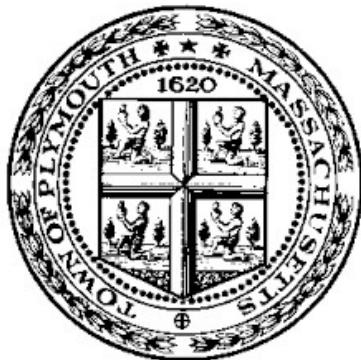
The sub-committee believes the department is well run and serves the Town effectively. The sub-committee is also appreciative of the millions of dollars in grant funding that the Department of Energy and Environment bring into the town on a regular basis.

Sub-Committee D

Town of Plymouth Advisory and Finance Committee

Sub-Committee D: Public Works

February 21, 2024



Bruce Howard
Joe Lalley, Chair
Tim Lawlor
Jim Young

Advisory and Finance Committee
Sub-Committee D: Public Works

	FY23 Actual	FY24 Revised	FY25 Select Board Proposed	Change from FY24 Revised
Total Budget	\$11,776,132	\$13,923,857	\$13,955,644	0.2%

411 - Engineering

420 - Highway

421 - Administration

422 - Building Maintenance

423 D-Snow and Ice

425 - Fleet Maintenance

433 - Solid Waste Operations

490 - Crematory

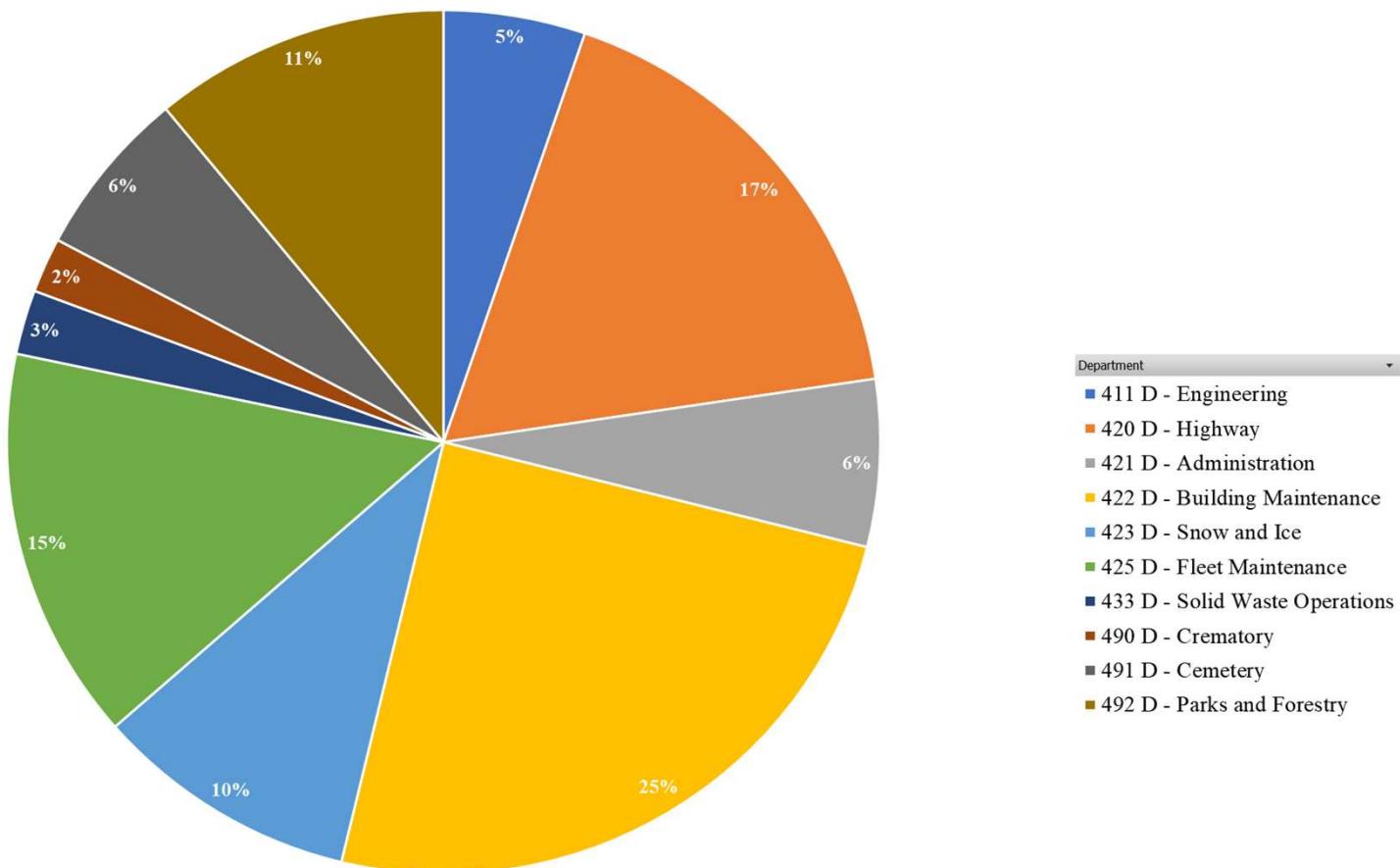
491 - Cemetery

492 - Parks and Forestry

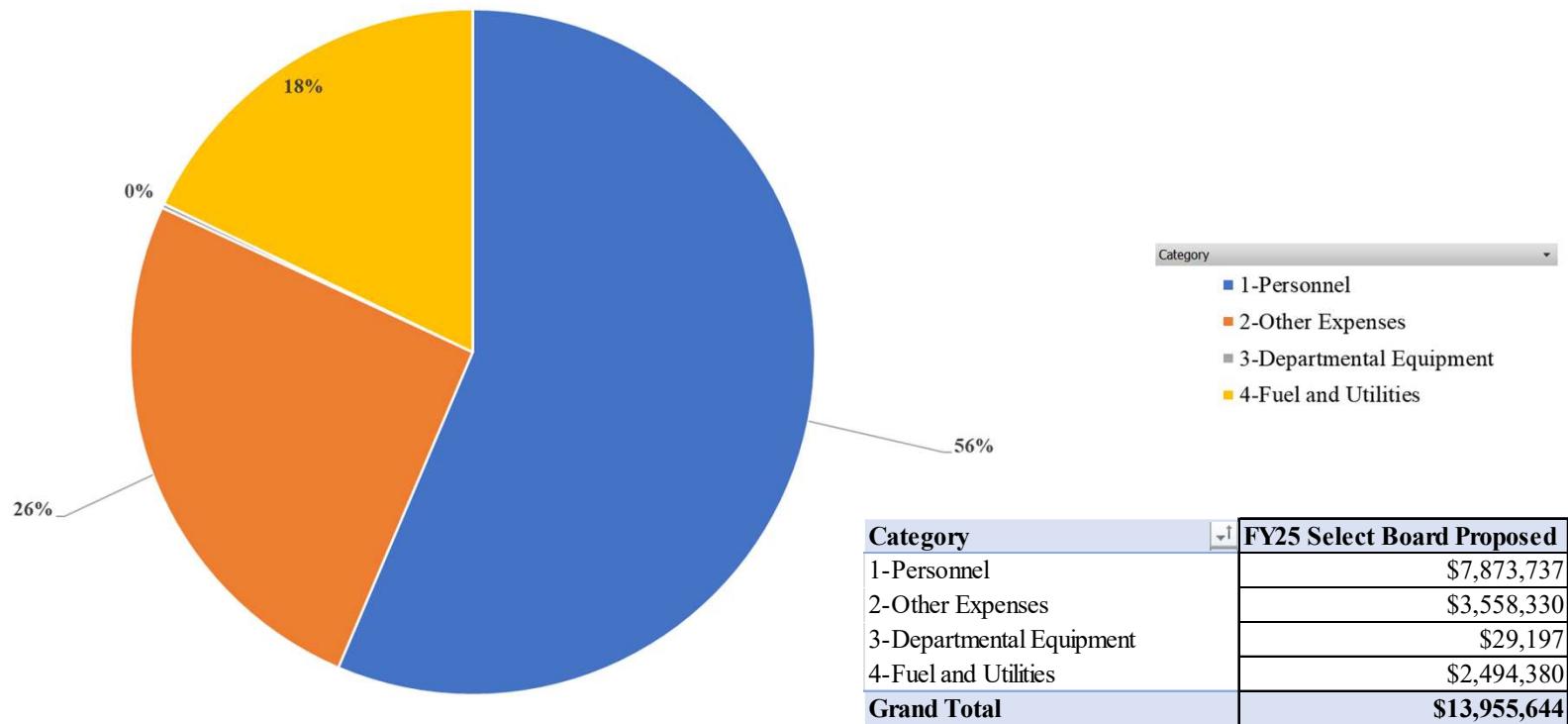
Advisory and Finance Committee
Sub-Committee D: Public Works

Division	FY23 Actual	FY24 Revised	Board Proposed	FY25 Select	% Change from FY24 Revised
411 D - Engineering	\$556,805	\$705,728	\$732,541		3.8%
420 D - Highway	\$2,109,896	\$2,434,632	\$2,429,002		-0.2%
421 D - Administration	\$812,779	\$895,296	\$873,119		-2.5%
422 D - Building Maintenance	\$3,181,360	\$3,450,254	\$3,468,042		0.5%
423 D - Snow and Ice	\$703,394	\$1,366,415	\$1,366,415		0.0%
425 D - Fleet Maintenance	\$1,697,542	\$2,086,881	\$2,055,895		-1.5%
433 D - Solid Waste Operations	\$305,614	\$319,706	\$336,011		5.1%
490 D - Crematory	\$245,121	\$290,389	\$287,162		-1.1%
491 D - Cemetery	\$795,876	\$837,646	\$876,012		4.6%
492 D - Parks and Forestry	\$1,367,745	\$1,536,910	\$1,531,445		-0.4%
Grand Total	\$11,776,132	\$13,923,857	\$13,955,644		0.2%

FY25 A&F Recommended Select Board Budget



FY25 A&F Recommended Select Board Budget



To: Advisory & Finance Committee
From: Budget Sub-Committee D - Public Works
Date: February 21, 2024
Subject: Report for Sub-Committee D – Public Works

The FY24 Budget Sub-Committee D - Public Works is comprised of the following members from the Advisory & Finance Committee:

- Bruce Howard
- Tim Lawlor
- Joe Lalley, Chair
- Jim Young

The virtual meeting began at noon on February 2, 2024 and was broadcast on PACTV. A recording of the PACTV broadcast is available at this link:

<https://videoplayer.telvue.com/player/SoyiaNCvnOa3EtFnUDtaDbkyi72cpHJx/media/852260?autostart=false&showtabssearch=true&fullscreen=false>.

The chair began the meeting by taking attendance.

- Present:
 - Bruce Howard
 - Tim Lawlor
 - Joe Lalley, Chair
 - Jim Young

An opportunity for public comment was provided. There were no members of the public in attendance.

Before the review of departmental budgets began, Mr. Howard raised two concerns:

- The amount of overtime in 420D Highway.
- Whether or not snowplows are included in the capital request.

Mr. William Coyle, DPW Director responded that the amount of overtime is primarily caused by vacancies in many divisions. DPW has had difficulty filling because of the tight labor market. Mr. Coyle also noted that the Town capital request includes snowplows. DPW requests only that which is needed.

Report for Sub-Committee D – Public Works

The overall proposed FY25 budget for Public Works is:

Division	↑ FY23 Actual	FY24 Revised	Board Proposed	% Change from FY24 Revised
411 D - Engineering	\$556,805	\$705,728	\$732,541	3.8%
420 D - Highway	\$2,109,896	\$2,434,632	\$2,429,002	-0.2%
421 D - Administration	\$812,779	\$895,296	\$873,119	-2.5%
422 D - Building Maintenance	\$3,181,360	\$3,450,254	\$3,468,042	0.5%
423 D - Snow and Ice	\$703,394	\$1,366,415	\$1,366,415	0.0%
425 D - Fleet Maintenance	\$1,697,542	\$2,086,881	\$2,055,895	-1.5%
433 D - Solid Waste Operations	\$305,614	\$319,706	\$336,011	5.1%
490 D - Crematory	\$245,121	\$290,389	\$287,162	-1.1%
491 D - Cemetery	\$795,876	\$837,646	\$876,012	4.6%
492 D - Parks and Forestry	\$1,367,745	\$1,536,910	\$1,531,445	-0.4%
Grand Total	\$11,776,132	\$13,923,857	\$13,955,644	0.2%

The following pages contain the budget review and subcommittee action for each department.

Report for Sub-Committee D – Public Works

To: Advisory & Finance Committee
From: Budget Sub-Committee D - Public Works
Date: February 21, 2024
Subject: Report for Sub-Committee D – **411 D - Engineering**

Budget Summary 411 D - Engineering:

Division		1-Personnel	2-Other Expenses	3-Departmental Equipment	4-Fuel and Utilities	Grand Total	% Change from FY24 Revised
<input checked="" type="checkbox"/> 411 D - Engineering							
	FY25 Select Board Proposed	\$648,679	\$83,862	\$0	\$0	\$732,541	3.8%
	FY24 Revised	\$621,866	\$83,862	\$0	\$0	\$705,728	
	FY23 Actual	\$484,656	\$72,149	\$0	\$0	\$556,805	

Department Synopsis

The Engineering Division is led by James Downey, Acting Town Engineer. The Division is responsible for providing design/engineering, field surveying services, project and technical support related to town-owned land, rights of way and infrastructure. The overall change in the FY25 Select Board proposed budget versus FY24 Revised is an increase of 3.8% driven by increases in Personnel Expense.

Budget Observations

89% of the budget is Personnel Expense. Pavement marking is the largest component of the Other Expenses line.

Discussion

Mr. Coyle noted that the bulk of the Pavement Marking expenses are incurred in the second half of the fiscal year.

Recommendation

Mr. Howard made a motion to approve the FY25 Select Board Budget as presented. Mr. Lawlor seconded that motion. The motion was approved by a vote of 4 Yes, 0 No and no abstentions.

Report for Sub-Committee D – Public Works

To: Advisory & Finance Committee
From: Budget Sub-Committee D - Public Works
Date: February 21, 2024
Subject: Report for Sub-Committee D – **420 D – Highway**

Budget Summary 420 D – Highway:

Division	▼	1-Personnel	2-Other Expenses	3-Departmental Equipment		Grand Total	% Change from FY24 Revised
				4-Fuel and	Utilities		
420 D - Highway							
	FY25 Select Board Proposed	\$2,123,528	\$264,070	\$5,224	\$36,180	\$2,429,002	-0.2%
	FY24 Revised	\$2,148,662	\$239,070	\$10,720	\$36,180	\$2,434,632	
	FY23 Actual	\$1,844,974	\$238,752	\$9,240	\$16,930	\$2,109,896	

Department Synopsis

Mr. Coyle and Tim Balboni, Highway Manager, presented the budget for the Highway Division. The Highway Division provides repairs, road maintenance and construction services for approximately 430 miles of public and private roadways in Plymouth. The Division provides logistics support for numerous special events held in the Town of Plymouth

Budget Observations

87% of the budget is Personnel Expense. The increase in Other Expenses for FY25 includes a \$25K amount for every other year crusher expenses to process Construction and Demolition C&D waste generated by Town work. The recycled material is used for road base in the town.

The overall change in the FY25 Select Board proposed budget versus FY24 Revised is a decrease of 0.2%.

Discussion

There was more discussion about the challenge of filling vacancies and the impact on overtime. Mr. Howard suggested trying to find a way to budget for the Crushing Service every year rather than every other year as currently done.

Recommendations

Mr. Howard made a motion to approve the FY25 Select Board Budget as presented. Mr. Lawlor seconded that motion. The motion was approved by a vote of 4 Yes, 0 No and no abstentions.

Report for Sub-Committee D – Public Works

To: Advisory & Finance Committee
From: Budget Sub-Committee D - Public Works
Date: February 21, 2024
Subject: Report for Sub-Committee D – **421 D – Administration**

Division		1-Personnel	2-Other Expenses	3-Departmental Equipment	4-Fuel and Utilities	Grand Total	% Change from FY24 Revised
<u>421 D - Administration</u>							
FY25 Select Board Proposed		\$831,987	\$41,132	\$0	\$0	\$873,119	
FY24 Revised		\$854,164	\$41,132	\$0	\$0	\$895,296	
FY23 Actual		\$783,249	\$29,530	\$0	\$0	\$812,779	-2.5%

Department Synopsis

Mr. William Coyle, DPW Director, presented the budget for Public Works Administration. The Department of Public Works Administrative Division consists of four employees.

Budget Observations

95% of the budget is Personnel Expense. The OSHA training continues to be a very successful program for the town. The overall change in the FY25 Select Board proposed budget versus FY24 Revised is a decrease of 2.5%.

Recommendations

Mr. Howard made a motion to approve the FY25 Select Board Budget as presented. Mr. Lawlor seconded that motion. The motion was approved by a vote of 4 Yes, 0 No and no abstentions.

Report for Sub-Committee D – Public Works

To: Advisory & Finance Committee
From: Budget Sub-Committee D - Public Works
Date: February 21, 2024
Subject: Report for Sub-Committee D – **422 D - Building Maintenance:**

Division	▼	1-Personnel	2-Other Expenses	3-Departmental	4-Fuel and	Grand Total	% Change from FY24 Revised
				Equipment	Utilities		
422 D - Building Maintenance							
		FY25 Select Board Proposed	\$1,108,435	\$1,011,107	\$0	\$1,348,500	\$3,468,042
		FY24 Revised	\$1,090,647	\$1,011,107	\$0	\$1,348,500	\$3,450,254
		FY23 Actual	\$928,520	\$1,025,143	\$0	\$1,227,697	\$3,181,360

Department Synopsis

Mr. William Coyle, DPW Director, presented the budget. The Division maintains various Town buildings including the seven Fire Stations, the Police Station, Town Hall, Memorial Hall, two libraries, the DPW Facility and Annex and Maritime Facility.

Budget Observations

The proposed FY24 budget is comprised of 32% for Personnel Expense, 29% for Other Expenses, and 39% for Fuel and Utilities. The overall change in the FY25 Select Board proposed budget versus FY24 Revised is an increase of 0.5%.

Discussion

Mr. Howard noted the increase in the overtime budget. Mr. Coyle responded that this is due to increased events at Memorial Hall which require overtime support from DPW. Mr. Coyle believes this expense is offset by revenue generated from the events which flows into a different account. Mr. Coyle responded to a question from Mr. Howard about the 97% decrease in the Diesel Generator line by reporting the old generator was replaced resulting in lower maintenance costs.

Recommendations

Mr. Howard made a motion to approve the FY25 Select Board Budget as presented. Mr. Lawlor seconded that motion. The motion was approved by a vote of 4 Yes, 0 No and no abstentions.

Report for Sub-Committee D – Public Works

To: Advisory & Finance Committee
From: Budget Sub-Committee D - Public Works
Date: February 21, 2024
Subject: Report for Sub-Committee D – **423 D – Snow & Ice:**

Division		1-Personnel	2-Other Expenses	3-Departmental Equipment	4-Fuel and Utilities	Grand Total	% Change from FY24 Revised
<u>423 D - Snow and Ice</u>							
	FY25 Select Board Proposed	\$281,264	\$1,085,151	\$0	\$0	\$1,366,415	0.0%
	FY24 Revised	\$281,264	\$1,085,151	\$0	\$0	\$1,366,415	
	FY23 Actual	\$192,777	\$510,617	\$0	\$0	\$703,394	

Department Synopsis

Mr. William Coyle, DPW Director, and Mr. Tim Balboni, Highway Manager, presented the budget for DPW Snow and Ice. This budget is a Fixed Cost item. This budget is used for the removal of Snow and Ice from Plymouth roads and Town public facilities. DPW contracts with numerous independent contractors to use their private vehicles to plow the snow.

Mr. Balboni noted the 15% proposed increase in the Personnel Expenses line for FY24 is driven by an anticipated contractual increase in personnel.

Budget Observations

The proposed FY24 budget is comprised of 21% for Personnel Expense, and 79% for Other Expenses. There is no change in the FY25 Select Board proposed budget versus FY24 Revised, i.e. an increase of 0.0%. DPW hourly employees are paid at overtime rates during most snow and ice events, the cost of which is charged to this budget.

Discussion

Mr. Young asked what the cost difference is between issuing DPW and contractors. DPW costs \$50.00 per hour and does not include vehicle expenses. Contractor charge between \$100 and \$140 per hour. The rate is dependent on the type of vehicle supplied by the contractor. The contractors use de-icing materials provided by DPW.

Recommendations

Mr. Lawlor made a motion to approve the FY25 Select Board Budget as presented. Mr. Howard seconded that motion. The motion was approved by a vote of 4 Yes, 0 No and no abstentions.

Report for Sub-Committee D – Public Works

To: Advisory & Finance Committee
From: Budget Sub-Committee D - Public Works
Date: February 21, 2024
Subject: Report for Sub-Committee D – **Budget Summary 425 D - Fleet Maintenance:**

Division	▼	1-Personnel	2-Other Expenses	3-Departmental Equipment		Utilities	Grand Total	% Change from FY24 Revised
				4-Fuel and	Equipment			
425 D - Fleet Maintenance								
		FY25 Select Board Proposed	\$446,902	\$483,320	\$15,973	\$1,109,700	\$2,055,895	
		FY24 Revised	\$486,347	\$473,320	\$17,514	\$1,109,700	\$2,086,881	
		FY23 Actual	\$461,802	\$409,314	\$10,302	\$816,124	\$1,697,542	-1.5%

Department Synopsis

Mr. William Coyle, DPW Director, presented the budget. The Division is responsible for the maintenance and repair of all Town owned vehicles necessary to perform a variety of Town functions and responsibilities. including Police, Fire and Public Works vehicles.

Budget Observations

The proposed FY24 budget is comprised of 22% for Personnel Expense, 24% for Other Expenses, 54% for Fuel and Utilities and 1% Departmental Equipment. Personnel expense decreased because of retirements and junior level refills of positions. Training expenses are up because of the introduction of EVs into the fleet. The overall change in the FY25 Select Board proposed budget versus FY24 Revised is a decrease of 1.5%.

Recommendations

Mr. Howard made a motion to approve the FY25 Select Board Budget as presented. Mr. Lawlor seconded that motion. The motion was approved by a vote of 4 Yes, 0 No and no abstentions.

Report for Sub-Committee D – Public Works

To: Advisory & Finance Committee
From: Budget Sub-Committee D - Public Works
Date: February 21, 2024
Subject: Report for Sub-Committee D –433 D - Solid Waste Operations

Division		1-Personnel	2-Other Expenses	3-Departmental Equipment	4-Fuel and Utilities	Grand Total	% Change from FY24 Revised
<u>433 D - Solid Waste Operations</u>							
FY25 Select Board Proposed		\$125,291	\$210,720	\$0	\$0	\$336,011	5.1%
FY24 Revised		\$107,516	\$198,190	\$14,000	\$0	\$319,706	
FY23 Actual		\$120,722	\$184,892	\$0	\$0	\$305,614	

Department Synopsis

Mr. William Coyle, DPW Director, presented the budget. The budget covers expenses for the disposal of solid waste generated by Plymouth Schools and public buildings. It includes the operation of the transfer station, landfill monitoring, and contracts with SEMASS to convert Plymouth's solid waste into energy. This budget does not include the enterprise operation at the Manomet Transfer Station

Budget Observations

The proposed FY24 budget is comprised of 37% for Personnel Expense, 67% for Other Expenses. The increase to Personnel Expense is driven by contractual obligations. Other Expenses include landfill monitoring expenses. The overall change in the FY25 Select Board proposed budget versus FY24 Revised is an increase of 5.1%

Discussion

The increase to Personnel Expense is driven by contractual obligations. Mr. Howard expressed his happiness that the “Take Something, Leave Something” program was established. The group noted the increase to costs for third party monitoring of gas and water for the landfill.

Recommendations

Mr. Howard made a motion to approve the FY25 Select Board Budget as presented. Mr. Lawlor seconded that motion. The motion was approved by a vote of 4 Yes, 0 No and no abstentions.

Report for Sub-Committee D – Public Works

To: Advisory & Finance Committee
From: Budget Sub-Committee D - Public Works
Date: February 21, 2024
Subject: Report for Sub-Committee D – **Budget Summary 490 D – Crematory**

Division	▼	1-Personnel	2-Other Expenses	3-Departmental Equipment	4-Fuel and Utilities	Grand Total	% Change from FY24 Revised
490 D - Crematory							
FY25 Select Board Proposed		\$237,062	\$50,100	\$0	\$0	\$287,162	-1.1%
FY24 Revised		\$240,289	\$50,100	\$0	\$0	\$290,389	
FY23 Actual		\$213,206	\$31,915	\$0	\$0	\$245,121	
Grand Total		\$690,557	\$132,115	\$0	\$0	\$822,672	

Department Synopsis

Ms. Diane Maguire, Superintendent, presented the Town Crematory Division overview and budget.

Budget Observations

Personnel accounts for 83% of the budget. The overall change in the FY25 Select Board proposed budget versus FY24 Revised is a decrease of 1.1% as a result of recent retirement(s).

Recommendations

Mr. Howard made a motion to approve the FY25 Select Board Budget as presented. Mr. Lawlor seconded that motion. The motion was approved by a vote of 4 Yes, 0 No and no abstentions.

Report for Sub-Committee D – Public Works

To: Advisory & Finance Committee
From: Budget Sub-Committee D - Public Works
Date: February 21, 2024
Subject: Report for Sub-Committee D – Budget Summary 491 D - Cemetery

Division		3-Departmental			4-Fuel and Equipment		Grand Total	% Change from FY24 Revised
		1-Personnel	2-Other Expenses	Utilities				
491 D - Cemetery								
	FY25 Select Board Proposed	\$810,476	\$57,536	\$8,000	\$0	\$876,012		4.6%
	FY24 Revised	\$765,591	\$57,536	\$14,519	\$0	\$837,646		
	FY23 Actual	\$681,392	\$86,484	\$28,000	\$0	\$795,876		

Department Synopsis

Ms. Diane Maguire, Superintendent, presented the Town Cemetery Division overview and budget. The Cemetery Division maintains the Town Cemetery. Ms. Maguire noted that Superintendent and Administrative Assistant positions are split between the Cemetery and Crematory Divisions. She noted the increase in Personnel line is due to contract step raises and longevity.

Budget Observations

Personnel accounts for 93% of the budget. The overall change in the FY25 Select Board proposed budget versus FY24 Revised is an increase of 4.6%. Overtime is driven by the demand for weekend services. There is a revenue stream associated with the account.

Recommendations

Mr. Howard made a motion to approve the FY25 Select Board Budget as presented. Mr. Young seconded that motion. The motion was approved by a vote of 4 Yes, 0 No and no abstentions.

Report for Sub-Committee D – Public Works

To: Advisory & Finance Committee
From: Budget Sub-Committee D - Public Works
Date: February 21, 2024
Subject: Report for Sub-Committee D – **Budget Summary 492 D - Parks and Forestry:**

Division	▼↑	1-Personnel	2-Other Expenses	3-Departmental	4-Fuel and	Grand Total	% Change from FY24 Revised
				Equipment	Utilities		
492 D - Parks and Forestry							
FY25 Select Board Proposed		\$1,260,113	\$271,332	\$0	\$0	\$1,531,445	-0.4%
FY24 Revised		\$1,259,388	\$272,713	\$4,809	\$0	\$1,536,910	
FY23 Actual		\$1,116,644	\$251,101	\$0	\$0	\$1,367,745	
Grand Total		\$3,636,145	\$795,146	\$4,809	\$0	\$4,436,100	

Department Synopsis

Superintendent and Tree Warden, Nick Faiella, presented the budget for the Forestry and Parks Division. The Division is responsible for four hundred miles of public shade tree maintenance, over thirty-five maintained open spaces, fifteen playgrounds, four swimming areas, eleven fishing areas, fifteen picnic areas, nine parks with baseball fields, four parks with soccer fields, nine parks with basketball courts, and five parks with tennis or pickleball courts.

Budget Observations

The proposed FY24 budget is comprised of 82% for Personnel Expense and 18% for Other Expenses. There are no Departmental Equipment requests for FY25. The overall change in the FY25 Select Board proposed budget versus FY24 Revised is a decrease of 0.4%.

Recommendations

Mr. Howard made a motion to approve the FY25 Select Board Budget as presented. Mr. Young seconded that motion. The motion was approved by a vote of 4 Yes, 0 No and no abstentions.

Report for Sub-Committee D – Public Works

At the completion of the budget review, another opportunity for public comment was provided. There were no members of the public in attendance.

Mr. Young requested the floor to express appreciation for the great work done by the employees of DPW. Other members of the subcommittee echoed that sentiment.

Mr. Howard made a motion to adjourn. Mr. Lawlor seconded the motion. The motion was approved by a vote of 4 Yes, 0 No and no abstentions. The Budget Sub-Committee D - Public Works meeting adjourned at 12:59 PM.

Sub-Committee E

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Bruce Howard (Chair), Lorenzo Pizarro
Date: January 26, 2024
Subject: Sub-Committee E FY2025 Budget Review & Recommendations: **Community Planning**

Budget Summary: Community Planning

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 799,262	\$ 188,191	\$ 0	\$ 987,453
FY2024 Revised Budget	\$ 749,956	\$ 213,609	\$ 0	\$ 963,565
FY2023 Actual	\$ 708,273	\$ 181,061	\$ 7,500	\$ 896,834

Department Synopsis

The mission of the Department of Community Planning is to coordinate the planning, community, and economic development activities of all Town government agencies.

This department provides a comprehensive vision of the Town's long-range goals and endeavors to administer local development controls in a fair and equitable manner. The Department is led by Lee Hartmann.

Staff provides support to a number of boards and committees including the Planning Board, Zoning Board of Appeals, Conservation Commission, Affordable Housing Trust, and Open Space Committee.

Budget Observations

Personnel Services have increased \$49,306 or 6.6%. This is due largely to contractual obligations. In addition, to address succession planning and without increasing current staff levels, the position of Deputy Director of Planning and Development is being created.

The proposed Fiscal Year 2025 budget includes an increase in wages of \$83,461. This proposed increase is the result of the following:

- Step increase.
- A \$4,450 increase in overtime.
- The conversion of one Town Planner position to Deputy Director position.

Other Expenses have decreased by 11.9%. This decrease is due to shifting the \$30,000 Energy Efficiency line item to the Department of Marine and Environmental Affairs. These funds are generally appropriated to items such as maintenance of electric vehicle charging stations and increasing energy efficient street lighting. There is no Departmental Equipment request.

Initiatives & Opportunities

The Planning Board in conjunction with the Development is beginning a two year long process of updating Plymouth's Master Plan.

Comments / Other

Responsibility for "energy" and support of the Energy Committee has been moved to Energy & Environmental Affairs (formerly DMEA).

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$987,453 by the vote of 2-0.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Bruce Howard (Chair), Lorenzo Pizarro
Date: January 26, 2024
Subject: Sub-Committee E FY2025 Budget Review & Recommendations: **Redevelopment Authority**

Budget Summary: Redevelopment Authority

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 0	\$ 24,357	\$ 0	\$ 24,357
FY2024 Revised Budget	\$ 0	\$ 23,880	\$ 0	\$ 23,880
FY2023 Actual	\$ 0	\$ 23,185	\$ 0	\$ 23,185

Department Synopsis

The Plymouth Redevelopment Authority (PRA) is independent of the town and the budget provides partial funding for the PRA's staff and activities. In addition, the town supports the operation of the PRA through the provision of office space and use of Town equipment such as computers, printers, faxes, and copiers. The budget is managed by the Director of Community Development, Paul Nocivelli.

Services provided by the PRA include counseling programs for residents on subjects such as HUD, reverse mortgages, first-time homebuyer, and foreclosure. The Authority also participates in active programs such as the Massachusetts Housing Rehabilitation Agency's Get the Lead Out program and the Plymouth Community Housing Inc.'s affordable housing projects. Staff participate in the Affordable Housing Trust. In addition to the Town's budget appropriations, the Plymouth Redevelopment Authority receives funds from a variety of State and Federal programs, including a HUD grant, and from consulting fees. The town's contribution represents a 25% match for these grants.

Budget Observations

To adjust for inflation, the budget has increased by 2% increase.

Initiatives & Opportunities

The Authority continues to play an important role in addressing the Town's affordable housing goals.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$24,357 by the vote of 2-0.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Bruce Howard (Chair), Lorenzo Pizarro
Date: January 26, 2024
Subject: Sub-Committee E FY2024 Budget Review & Recommendations: **Animal Control**

Budget Summary: Animal Control

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 199,171	\$ 6,800	\$ 0	\$ 205,971
FY2024 Revised Budget	\$ 186,739	\$ 6,800	\$ 0	\$ 193,539
FY2023 Actual	\$ 181,718	\$ 5,006	\$ 0	\$ 186,724

Department Synopsis

This division runs the Town's animal shelter, enforces the Town's animal by-laws, and provides support for resident encounters with wildlife. This division employs three animal control officers.

Budget Observations

The FY2025 budget includes increases for salary step changes, stipends, and buybacks.

Comments / Other

Animal Control will be moved in March 2024 (FY2025) from Energy & Environmental Affairs (formerly DMEA) to be under the Health and Human Services Department.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$205,971 by the vote of 2-0.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Bruce Howard (Chair), Lorenzo Pizarro
Date: January 26, 2024
Subject: Sub-Committee E FY2024 Budget Review & Recommendations: **Public Health**

Budget Summary: Public Health

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 336,231	\$ 83,400	\$ 0	\$ 419,631
FY2024 Revised Budget	\$ 323,920	\$ 82,900	\$ 0	\$ 406,820
FY2023 Actual	\$ 332,335	\$ 62,844	\$ 0	\$ 395,178

Department Synopsis

The Board of Health provides medical and inspection services. Inspection services include Title V inspections, PERC tests and food safety inspections. The Division supports the health and overall well-being of Plymouth's residents and visitors and assures the public that their health and welfare are at or above an optimal standard. Together, with the 5-member Board of Health, the Division establishes rules, regulations, and policy to prevent disease and injury, promote healthy living and prevent disease and injury to ensure a Healthy Plymouth. The Division is led by Karen Keane with oversight by Michelle Bratti. This Division is now part of the Health and Human Services Department.

Budget Observations

The total recommended Fiscal Year 2025 proposed budget for the Public Health Division is \$419,631 which is an increase of \$11,951.

The cost difference represents step increases in salary for employees.

Items of note:

1. Addition of \$500 for HHS printing supplies.
2. July 2024 the Food Inspector position for Plymouth goes out to bid. Winning bid may result in a higher line-item amount.

Initiatives & Opportunities

A request has been supported for a reclassification of the administrative assistant C5 SEIU to the health administrative assistant A5-1. The A5-1 position exists in the OPEIU contract. The Division is not going to replace the C-4 position, saving approx. \$30,000 from the budget. This request to change the position's status results in an additional \$2673.15, still saving over \$27,000 net from the budget.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$419,631 by the vote of 2-0.

To: Advisory & Finance Committee
 From: Budget Sub-Committee E
 Bruce Howard (Chair), Lorenzo Pizarro
 Date: January 26, 2024
 Subject: Sub-Committee E FY2024 Budget Review & Recommendations: **Center for Active Living**

Budget Summary: Center for Active Living

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 734,280	\$ 103,950	\$ 0	\$ 838,230
FY2024 Revised Budget	\$ 537,023	\$ 154,150	\$ 0	\$ 691,173
FY2023 Actual	\$ 482,294	\$ 146,224	\$ 3,770	\$ 632,288

Department Synopsis

The Center for Active Living-CAL provides a variety of services to Plymouth's older residents to "provide our community with a safe, trusted, physical and virtual environment where information and access to programs and services foster a healthy and vital lifestyle throughout the aging process." Forty percent of Plymouth residents are 55+. This Division is overseen by Michelle Bratti and day-to-day operations are led by Assistant Director Caitlyn Correa. This Division is part of the newly formed Health and Human Services Department.

Budget Observations

The total recommended Fiscal Year 2025 proposed budget for the Center for Active Living is \$838,230 which is an increase of \$147,057 or ~21.2764% from the Fiscal 2024 amount of \$691,173.

A large portion of the cost is due to the Department Head position being fully funded by CAL for this fiscal year. In the past, that position was split between 3 departments: CAL (33%), Recreation (33%), and Library (34%).

Other salary increases are due to 2 additional positions: Assistant Commissioner of Health & Human Services (fully funded under CAL budget) and Assistant Director of Elder Affairs.

The proposed Fiscal Year 2025 operating budget includes a decrease in expenses of \$50,200, including a \$20,000 CAL Café budget decrease.

Initiatives & Opportunities

We are asking for one additional part-time building custodian due to the building size, significant increase in the number of patrons, addition of industrial restaurant, and increase in events/programs during and after operating hours. This position will be 50% Grant funded & 50% Town funded.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$838,230 by the vote of 2-0.

To: Advisory & Finance Committee
 From: Budget Sub-Committee E
 Bruce Howard (Chair), Lorenzo Pizarro
 Date: January 26, 2024
 Subject: Sub-Committee E FY2024 Budget Review & Recommendations: **Veteran's Services**

Budget Summary: Veteran's Services

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 154,955	\$ 463,088	\$ 0	\$ 618,043
FY2024 Revised Budget	\$ 150,665	\$ 512,530	\$ 0	\$ 663,195
FY2023 Actual	\$ 149,231	\$ 388,300	\$ 0	\$ 537,530

Department Synopsis

Veterans Services are provided in Massachusetts communities in accordance with MGL Chapter 115, which specifies a program of services to its resident, eligible, veteran population. Massachusetts is the only state in the country that provides additional Veteran support services in this manner. Large communities, such as Plymouth, have a Veterans Agent that coordinates and operates the programming. Roxanne Whitbeck, the Director of Veterans' Services in Plymouth, is also Plymouth's Veterans' Agent.

The primary responsibilities and duties are to advise and assist resident veterans and their dependents about Federal and/or State benefits they are eligible for and in disbursing and administrating the State benefits they are eligible for (including financial and medical benefits). This Division is led by Roxanne Whitbeck with oversite by Michelle Bratti and is now part of the newly formed Health and Human Services Department.

Budget Observations

The total recommended Fiscal Year 2025 proposed budget for the Veteran Service's Office is \$628,043*, which is a decrease of \$27,968, from the Fiscal 2023 amount, and a decrease of 95,152 for FY 2024. The biggest decrease in our expenses is the Veterans Benefits line. We are losing our older veterans, and the younger ones are not reaching out for help as much. The Executive Office of Veteran Services reimburses the Town 75% of what we pay out of Veterans Benefits. (* Includes \$10,000 for encumbrance.)

Longevity increased for 2025 due to both employees hitting their next milestone.

We are adding a printing line item of 500 at the request of the Commissioner of HHS.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$618,043 by the vote of 2-0.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Bruce Howard (Chair), Lorenzo Pizarro
Date: January 26, 2024
Subject: Sub-Committee E FY2024 Budget Review & Recommendations: **Library**

Budget Summary: Library

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 1,645,818	\$ 581,060	\$ 29,200	\$ 2,256,078
FY2024 Revised Budget	\$ 1,587,655	\$ 522,675	\$ 9,030	\$ 2,119,360
FY2023 Actual	\$ 1,582,986	\$ 499,704	\$ 12,975	\$ 2,095,665

Department Synopsis

The Library Division is responsible for the operation and maintenance of the Main Library and the Manomet Branch. The division is staffed with Librarians, Associate Librarians, Technicians, Pages, a Literacy Coordinator and two Custodians. The Division is led by Kelsey Casey, Library Director and Maureen Coleman, Assistant Director with oversite by Michelle Bratti. This Division is part of the newly formed Health and Human Services Department.

The library has expanded its lending capacity to include such non-traditional items as crafting equipment including looms, musical instruments, carpet cleaner and a power washer. There is a high demand for these items.

Budget Observations

The total recommended Fiscal Year 2025 proposed budget for the library is \$2,256,078, which is an increase of \$136,718 or a 6.06% increase from the Fiscal Year 2024 amount of \$2,119,360.

Wages

The proposed Fiscal Year 2025 budget includes an increase in wages of \$125,622. This proposed increase is the net result of the following:

- Step increases, longevity increases, and PTO buyback.
- One-time payment for Adult Basic Education Instructor
- Reclass/funding change for Literacy Coordinator

Salaries

- 34% of Community Resources Director salary removed. Commissioner of Health and Human Services salary not added.

Expenses

The proposed Fiscal Year 2025 budget includes an increase in expenses of \$58,385. This proposed increase is the net result of the following:

- Increases to contracts (OCLN, Snap365, Deep Freeze, Aruba, My Libro) and product costs (print toner, Ingram processing).
- Lawn care transferred from PPLF to Town budget.
- Printing costs increased for HHS materials.
- Mileage reimbursement transferred from PPLF to Town budget.

This budget complies with the municipal appropriated requirement set by the Massachusetts Board of Library Commissioners for minimum standards of free library service. This qualifies us for State Aid funding and support.

Initiatives & Opportunities

We are requesting a budget enhancement for our Literacy Coordinator position 0637 step 8. It is proposed that:

- The current position be promoted to an OPEIU Group B 0837 compensation, step 4 (as required by the \$1,000 provision in the OPEIU contract)
- Change the Town funded percentage from 60/40 to 80/20 (with 20% paid by state aid) which will allow us to distribute 40% of the remaining grant funding across a spectrum of supportive needs, including migrant population services.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$2,256,078 by the vote of 2-0.

To: Advisory & Finance Committee
 From: Budget Sub-Committee E
 Bruce Howard (Chair), Lorenzo Pizarro
 Date: January 26, 2024
 Subject: Sub-Committee E FY2024 Budget Review & Recommendations: **Recreation**

Budget Summary: Recreation

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 581,455	\$ 28,110	\$ 2,065	\$ 611,630
FY2024 Revised Budget	\$ 577,921	\$ 22,925	\$ 2,400	\$ 603,246
FY2023 Actual	\$ 516,186	\$ 20,392	\$ 10,392	\$ 546,970

Department Synopsis

The Recreation Division Provides recreational opportunities for the residents of Plymouth, as well as scheduling 28 recreational fields, supervising staff at five town beaches, managing Memorial Hall, and overseeing the operation of the Manomet Youth Center and the Hedges Pond Recreation area. The Division is led by Anne Slusser-Huff with oversite by Michelle Bratti. This Division is part of the newly formed Health and Human Services Department.

The Recreation division has 3 revolving funds: The Recreation Revolving Fund, the Memorial Hall Revolving Fund, and the Hedges Pond Revolving fund. The Recreation Revolving funds are managed like a business. Spending is based on registrations, events and revenue collected. If those are down, then the department's spending will be down. A spending cap will not be reached if the revenue is not generated to cover the expenses.

Budget Observations

The total Fiscal Year 2025 budget for the Recreation Division is \$611,630, which is an increase of \$8,384 or 1.3% from the Fiscal 2024 amount of \$603,246.

FT Wages

The fiscal year 2025 budget includes a decrease in wages of \$44,851. This decrease results from the Community Resources Director salary (now the Health and Human Service Commissioner) being removed from the FY25 Recreation Operating Budget.

Temporary Salaries

The fiscal year 2025 budget includes an increase in temporary salaries of \$65,518. This proposed increase is the net result of the following:

- Increased wages for the Seasonal Summer Staff. The wages only cover the following seasonal employees: lifeguards, parking attendants, beach supervisors and the lifeguard coordinator.
- An increase of \$1,190 to the project detail line for Morton Park Police details during the weekends and holidays in the summer.
- The Department is cutting staff at Whitehorse Beach from 7 days to 3 days a week (Friday-Sunday) and Fresh Pond from 3 days to 2 days a week (Saturday and Sunday). This savings of \$38,304 will help supplement the increase in wages for the seasonal staff.

Expenses

The fiscal year 2025 budget includes an increase in divisional expenses of \$10,524. A portion of these proposed increases are results of the following:

- \$1,584 in earned time buy back wages for the Recreation Director
- \$2,305 increase in Technical Services for the Recreation Departments website

- \$500 increase in the printing line for HHS materials
- \$1,500 increase in Meetings and Education for increased conference and certification fees
- \$150 increase in Repair and Maintenance for inflation
- \$700 increase in Recreation Supplies to account for inflation in the costs of staff uniforms, first aid kit supplies, and lifeguard equipment

Initiatives & Opportunities

The largest expense in the Recreation operating budget is temporary/seasonal wages. This fund, which is \$402,384 (or 66% of the total Recreation Budget) is strictly used to operate the 5 town beaches (Plymouth Beach, Morton Park, Fresh Pond, Whitehorse Beach, and Hedges Pond). Lifeguard wages are continuing to grow throughout the state, in hopes of finding and securing good quality lifeguards and beach staff. Cities and Towns across the State are struggling to compete with DCR rates. During the summer of 2023, DCR started their hourly wages for lifeguards at \$22 per hour, while also giving them a \$500 sign on bonus, and a \$500 retention bonus, while the Plymouth lifeguards started at \$17 an hour. As a result of this disparity, the Recreation Division's budget reflects an increase in seasonal wages for all temporary staff for the FY25 budget.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$611,630 by the vote of 2-0.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Bruce Howard (Chair), Lorenzo Pizarro
Date: January 26, 2024
Subject: Sub-Committee E FY2024 Budget Review & Recommendations: **Disabilities**

Budget Summary: Disabilities

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 0	\$ 350	\$ 0	\$ 350
FY2024 Revised Budget	\$ 0	\$ 300	\$ 0	\$ 300
FY2023 Actual	\$ 0	\$ 36	\$ 0	\$ 36

Department Synopsis

The Commission serves as a resource to the Plymouth community to address accessibility, equal rights, and other issues of concern to people with disabilities. Assistant Health and Human Services Commissioner Emily Wilson, in her capacity as ADA Coordinator for the Town, oversees this Committee. This Committee is part of the newly formed Health and Human Services Department.

Budget Observations

The only change to this budget is the increase (\$50) in office supplies.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$350 by the vote of 2-0.

Comments / Other

50% of the handicap parking violation fines collected by PGDC are forward to a fund that it set up for projects by the Disabilities Commission and can be used for beach wheelchairs, beach mats, etc. Upcoming projects may include the handicap swing for Stephan's Field and modification of the CAL front desk to make it more accessible.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Bruce Howard (Chair), Lorenzo Pizarro
Date: January 26, 2024
Subject: Sub-Committee E FY2024 Budget Review & Recommendations: **1749 Court House**

Budget Summary: 1749 Court House

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2025 Budget	\$ 18,447	\$ 6,250	\$ 0	\$ 24,697
FY2024 Revised Budget	\$ 18,135	\$ 6,000	\$ 0	\$ 24,135
FY2023 Actual	\$ 12,198	\$ 3,497	\$ 0	\$ 15,695

Department Synopsis

The 1749 Court House, a free museum in town center, provides residents and tourists with a unique opportunity to learn the entirety of Plymouth's history through interesting displays of historic artifacts. It also is the oldest free-standing wooden building and the longest-used municipal building in America. The museum is open from June to October. It also opens for special occasions such as Thanksgiving celebration and the tree lighting.

Budget Observations

There was a slight increase in building supplies due to need and cost increases, otherwise the budget remains largely unchanged.

Comments / Other

The Courthouse will be moved in FY2025 from the Health and Human Services Department to the Town Manager's budget under the direction of the Town Archivist.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$24,697 by the vote of 2-0.

Sub-Committee F

To: Advisory & Finance Committee
 From: Budget Sub-Committee F Plymouth Public Schools
 Robert A. Zupperoli; Chair, Brian Dunn, Dan Green, Tim Lawlor

Date: February 20, 2024
 Subject: Sub-Committee F; FY2025 Budget Review & Recommendations: Plymouth Public Schools

Budget Summary:

	Personnel Expenses	Other Expenses	Total
Proposed FY2025 Budget	\$90,238,425.20	\$ 28, 496,344.80	\$ 118,734, 770
FY2024 Revised Budget	\$ 87,585,505.00	\$ 25,905,265.00	\$113,490,770
FY2023 Actual	\$ 86,308,134	\$ 23,033,069	\$109,341,203

Department Synopsis

The Plymouth Public Schools Budget is developed to meet the increasing needs of students, faculty, and staff as the educational and social-emotional needs of students and staff continue to increase as we continue to respond to the challenges from the COVID 19 pandemic and seek to respond the learning loss as well at the social emotional needs of students as a result of the pandemic. The budget is also developed to respond to the maintenance needs of continually aging facilities that the School Department uses to educate our students and house the various programs necessary to ensure an equitable, free, public, and least restrictive environment essential for our students to succeed. Under the direction of Dr. Christopher Campbell, Plymouth Public Schools Superintendent, and the Plymouth School Committee, priority has been given to developing a fiscally responsible budget while maintaining level services. These commitments include presenting a fiscally responsible budget that seeks to maintain a level of services in keeping with current state and federal mandates required to educate our pre-k through grade 12 student population.

The FY25 budget reflects the reality that state and local aid in the form of ARPA and ESSER grants will no longer be available in 2025. These grants were meant to provide relief through and after the health crisis. Now that the health crisis has been declared over, Plymouth Public Schools begins the difficult and challenging task of operating within the guidelines set forth by the Town of Plymouth. However, the end of federal aid does not change the needs of students across the district. This includes reducing the budget by approximately 1% for 2 - 3 years, after assuming all contractual obligations in order to avoid the need for an override of the operational budget.

As the community continues to make its way out of the COVID-19 Pandemic along with the challenges that have presented themselves from the health crisis unique challenges have presented themselves to the Plymouth Schools. These include increased costs in utilities, supplies, and fuel; increases in the Multilingual Student Population, increased demands in our special education population services as well as the social-emotional needs of all students and families; and the continual challenges brought about by unfunded and underfunded state mandates. This year will also see the Plymouth Public Schools entering into contract negotiations with various

associations and seeking to renew and provide contracts with faculty and staff that are fair and equitable. The added variable of contract negotiations will require a Fall supplemental appropriation after contract negotiations have been concluded.

Current enrollment in the Plymouth School System is 7,254 students. Of these, approximately 23.7% of these students are on a free or reduced lunch program.

Budget Observations

The proposed Board of Selectmen Budget of \$118,734,770 reflects a change in the December 4, 2023 proposal of \$119,934,770.00 with 1.2 million dollars being held in salary reserve for the purposes of contract negotiations. It is understood that in order to complete these negotiations and bargain in good faith, a fall supplemental appropriation will be required. On January 25, 2024, the Plymouth School Committee voted 5 – 1 to support the Select Boards recommendation of \$118,734,770.00 to maintain the current level of services, essential programs, and add no new initiatives for the current fiscal year.

Significant Budget Drivers:

While considering the budgetary needs of school's operations, it is important to note significant budget drivers. Several of these drivers are fixed costs that are required. A significant driver in the FY25 will be loss in revenue and contract negotiations. These budget drivers are as follows:

• Existing teacher contract advancements:	\$1,300,00
• Loss of revenue to avoid additional reduction in force:	\$800,000
• Staffing previously accounted for through ESSER	\$780,146
• Supplies and Materials previously accounted for through ESSER	\$417,600
• Agricultural Tuitions	\$322,236
• Special Education Services, Transportation & Tuitions	\$701,408
• Transportation & Crossing Guards	\$496,520
• Totaling	\$4.8 million

Salary Expenses for FY25: (Proposed School Committee increase of 4.37%)

- Certificated Salaries increase 4.59%
- Clerical Salaries increase 7.68%
- Other Salaries increase 2.48%

Non-Salary Expenses for FY25: (Proposed School Committee increase of 10.12%)

- Contracted Services increase 12.23%
- Supplies and Materials increase 6.57%
- Other Expenses increases 25.17%

Chapter 70 State Aid: approx. \$200,000 for FY25

Initiatives & Opportunities

In order to meet the increased needs presented in the FY25 budget, the school department has undertaken opportunities to meet the needs of increased costs while still maintaining the quality of educational services for students, families, faculty and staff. These have included maintaining a budget process reflective of the past

three years, including reducing costs by approximately 1% every 2 – 3 years, while assuming all contractual obligations. Developing a budget that is fiscally responsible and educationally responsible ensuring a fair, equitable public education for students. Carefully formulating a budget to ensure the continued essential programs, staff support, and operational needs necessary for the effective functioning of our schools. Developing a budget that reflects **no new initiatives for FY25**.

The school department is committed to developing a budget that meets the current needs of the department. This has included working closely with town officials to ensure transparency and responsibility in the process and the allocation of funds that will meet the needs of the School Department and all of Plymouth's school buildings and those buildings administration. This has been evident by the departments (school and town) cooperation in setting aside 1.2 million dollars in salary reserve necessary to begin contract negotiations needed to ensure that Plymouth continues to retain and attract qualified educators to the district. This set aside is also done with the understanding that a supplemental appropriation will be required in the Fall. The supplemental appropriation ensures accuracy and precision in the request, accountability and responsibility, informed decision making, public transparency and buy-in, and flexibility and adjustability.

Challenges

There are several challenges that have been identified for the Plymouth Public Schools, these include:

- Reducing the need for contract transportation
- Continued support for a growing Multilingual student population
- Continued support for our Special Education Population
- Growing concern for aging facilities and the necessary capital improvements needed to maintain buildings
- Contract negotiations
 - Contract negotiations have been modest in the past two cycles
- Hiring and retention of staff
 - Meeting district comparisons with regard to salary and benefits
- Changes in State and Federal requirements
- Building and maintaining evidence based curriculum
- Meeting and cooperating with town officials and guidelines
- Increasing the need to offer academic support and recovery to our student's needs post-pandemic including learning loss, social-emotional needs, and the custodial needs of students and their families

Recommendations

The Sub-Committee recommends:

That the Advisory and Finance Committee adopt the following recommendation to Town Meeting: to approve the School budget consistent with the Select Board's recommendation of \$118,734,770.00.

(See below)

To approve the Medicaid budget consistent with the Select Board's recommendation of \$329,434; and to approve the Out of District Transportation budget consistent with the Select Board's recommendation of \$80,040.

This recommendation includes the Select Board's recommendation of \$1.2 million in Salary Reserve for the schools, in addition to the other funding that is in there for all collective bargaining agreements

Comments / Other

To: Advisory & Finance Committee
From: Budget Sub-Committee F Plymouth Public Schools
Robert A. Zupperoli; Chair, Brian Dunn, Dan Green, Tim Lawlor

Date: February 20, 2024
Subject: Sub-Committee F; FY2025 Budget Review & Recommendations: Medicaid Program

Budget Summary:

	Personnel Expenses	Other Expenses	Total
Proposed FY2025 Budget	\$274,696.00	\$ 54,738	\$ 329,434
FY2024 Revised Budget	\$264,599.00	\$54,738	\$319,337
FY2023 Actual	\$251,525	\$42,596	\$294,121

Budget Observations

Historically, this program generates between \$2.50 and \$3.50 in Medicaid reimbursement for every dollar (\$1.00) appropriated in the budget. A contracted billing service (UMASS) receives 4% of the reimbursed funds as its fee for service.

Initiatives & Opportunities

Recommendations

The subcommittee recommends:

That the Budget Sub-Committee F (Plymouth Public School) approve the Medicaid budget consistent with the Select Board's recommendation of \$329,434.00.

Comment / Other

To: Advisory & Finance Committee

From: Budget Sub-Committee F Plymouth Public Schools
Robert A. Zupperoli; Chair, Brian Dunn, Dan Green, Tim Lawlor

Date: February 20, 2024
Subject: Sub-Committee F; FY2025 Budget Review & Recommendations: Out of District Transportation

Budget Summary:

	Personnel Expenses	Other Expenses	Total
Proposed FY2025 Budget	\$80,040	\$	\$80,040
FY2024 Revised Budget	\$77,416	\$	\$77,416
FY2023 Actual	\$35,220	\$	\$35,220

Budget Observations

The Out of District Transportation cost center reflects the costs associated with transporting students to other schools that offer educational programs not offered in Plymouth. This includes vocational-technical curriculum placements. By state mandate, Plymouth is required to pay transportation costs for students who need to be educated outside of the curricular service not offered in Plymouth.

Initiatives & Opportunities

Recommendations

The subcommittee recommends:

That the Advisory and Finance Committee adopt the following recommendation: to approve the Out of District Transportation budget consistent with the Select Board's' recommendation of \$80,040.00.

Comment / Other

ARTICLE 7B:

ARTICLE 7B: Water Enterprise Budget

To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the water enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2024, or take any other action relative thereto.

SELECT BOARD

RECOMMENDATION: Approval \$6,406,848 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$6,406,848 as detailed in Sub-Committee Report G – Water Enterprise. The Committee also recommends approval of the Indirect Cost for the Water Enterprise in the amount of \$1,703,260.

To: Advisory & Finance Committee
From: Budget Sub-Committee G - ENTERPRISE FUNDS – Steve Nearman (Chair), Gail Butler, Joe Lalley (not present)

Date: January 22, 2024
Subject: Sub-Committee G FY2024 Budget Review & Recommendations: WATER

Budget Summary:

	Personnel Expenses	Other Expenses	Dept Equipment	Debt Service	OPEB	Budget Appropriation	Indirect Costs	Total Fund Expense
Proposed FY2025 Budget	\$1,632,241	\$ 1,500,423	\$ -	\$ 3,259,992	\$ 14,192	\$ 6,406,848	\$ 1,703,260	\$8,110,108
FY2024 Revised Budget	\$ 1,635,158	\$ 1,500,423	\$ -	\$ 2,385,269	\$13,321	\$ 5,534,171	\$ 1,621,014	\$7,155,185
FY2023 Actual	\$1,438,857	\$ 1,229,638	\$ -	\$ 2,187,933	\$13,060	\$ 4,869,489	\$ 1,555,267	\$6,424,756

Department Synopsis

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

Budget Observations

The primary source of revenue for this Enterprise Fund is from the rate payers who get their water from the Town. This revenue stream is strong and continues to grow. Costs are higher across the board, especially electricity, heat, propane and increased mandated water testing which is affected by continued increasing costs of chemicals. Mr. Gordon presented a level-funded budget for FY 2024-2025. He stated that there are four open positions which contributes to a slight decrease in personnel costs. He has bids outstanding for chemical prices and expects to receive current pricing by May, at which point he can adjust the budget in the fall if needed. Mr Gordon explained the 36.7% or \$874k rise in debt service is primarily due to the Manomet Pressure Line and the Federal Furnace Water Main Replacement. He calls this a "worst-case scenario."

Initiatives & Opportunities

The Department continues to work on development of Plymouth's water supply and water delivery network. As the Town grows, so does the demand for water. As demand grows, new supplies must be secured. Sustainable maintenance and growth of the system is a constant driving force of the Division.

Recommendations

The Sub-Committee recommends:

- Approval of the Select Board's recommended budget for the Water Enterprise Fund. The Sub-committee voted 2-0 (Nearman, Butler) to recommend to town meeting to approve Water budget.

Comments / Other

Actual expenses of the Enterprise Fund are higher than the annual budget appropriation because they include indirect costs that are budgeted to the General Fund and then charged back to the Enterprise Fund. Indirect costs include various costs and benefits associated with the employees of the Enterprise Fund.

The Sub-Committee's budget includes the indirect costs and the Total Fund Expense in the table above.

ARTICLE 7C:

ARTICLE 7C: Sewer Enterprise Budget

To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the sewer enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2024, or take any other action relative thereto.

SELECT BOARD

RECOMMENDATION: Approval \$8,590,035 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$8,590,035 as detailed in Sub-Committee Report G – Sewer Enterprise. The Committee also recommends approval of the Indirect Cost for the Sewer Enterprise in the amount of \$520,500.

To: Advisory & Finance Committee
From: Budget Sub-Committee G - ENTERPRISE FUNDS – Steve Nearman (Chair), Gail Butler, Joe Lalley (not present)

Date: January 22, 2024
Subject: Sub-Committee G FY2025 Budget Review & Recommendations: SEWER

Budget Summary:

	Personnel Expenses	Other Expenses	Dept Equipment	Debt Service	OPEB	Budget Appropriation	Indirect Costs	Total Fund Expense
Proposed FY2025 Budget	\$397,900	\$5,613,976	\$10,122	\$2,565,591	\$2,446	\$8,590,035	\$520,500	\$9,110,535
FY2024 Revised Budget	\$388,528	\$5,510,566	-----	\$2,609,559	\$2,117	\$8,510,770	\$454,438	\$8,965,208
FY2023 Actual	\$338,814	\$4,772,891	-----	\$3,095,340	\$1,368	\$8,208,413	\$438,991	\$8,647,404

Department Synopsis

The Sewer Division of the DPW is responsible for the operation and maintenance of the town's sanitary sewer collection and treatment systems. The Division is headed by Waste Water Manager Doug Pinard.

Budget Observations

The primary source of revenue for the Enterprise Fund is the rates paid by the sewer system users. Fees paid by septic haulers are another significant source of revenue. Budget shows increases due to increasing cost of living adjustments and increased costs for the waste water treatment plant due to increased costs of disposal. Mr Pinard stated that he has presented a level-funded level, with a 0.9% increase in the overall budget of the Sewer Enterprise fund.

Initiatives & Opportunities

Mr. Pinard said he would be keeping a particular eye on the continually increasing costs of chemicals and disposal. Electricity costs increased 6.1% primarily due to rate increases.

Recommendations

The Sub-Committee recommends:

- Approval of the Select Board's recommended budget for the Sewer Enterprise Fund. The subcommittee voted 2-0 (Nearman, Butler) to recommend approval of this Sewer Enterprise Fund budget.

Comments / Other

Actual expenses of the Enterprise Fund are higher than the annual budget appropriation because they include indirect costs of \$520,500 estimated for FY2025 that are budgeted to the General Fund and then charged back to the individual Enterprise Funds. Indirect costs include various costs and benefits associated with the employees of the Enterprise Fund.

The Sub-Committee's budget includes the indirect costs and the Total Fund Expense in the table above.

ARTICLE 7D:

ARTICLE 7D: Solid Waste Enterprise Budget

To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the solid waste enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2024, or take any other action relative thereto.

SELECT BOARD

RECOMMENDATION: Approval \$919,621 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$919,621 as detailed in Sub-Committee Report G – Solid Waste Enterprise. The Committee also recommends approval of the Indirect Cost for the Solid Waste Enterprise in the amount of \$361,756.

To: Advisory & Finance Committee
From: Budget Sub-Committee G - ENTERPRISE FUNDS – Steve Nearman (Chair), Gail Butler, Joe Lalley (not present)

Date: January 22, 2024
Subject: Sub-Committee G FY2025 Budget Review & Recommendations: SOLID WASTE OPERATIONS

Budget Summary:

	Personnel Expenses	Other Expenses	Dept Equipment	Debt Service	OPEB	Budget Appropriation	Indirect Costs	Total Fund Expense
Proposed FY2025 Budget	\$319,784	\$597,342	\$ -	\$ -	\$2,495	\$919,621	\$361,756	\$1,281,377
FY2024 Revised Budget	\$289,337	\$575,586	\$ -	\$ -	\$2,675	\$867,598	\$328,923	\$1,196,521
FY2023 Actual	\$266,833	\$430,547	\$ -	\$ -	\$2,192	\$699,572	\$309,142	\$1,008,714

Department Synopsis

The Solid Waste Division of the Department of Public Works is responsible for the management, operation and maintenance of the Manomet Transfer Station with recycling, materials transport, administration of sticker sales, and violation processing. It has been headed by Bill Coyle, DPW Director since being hired last summer.

Budget Observations

Use of the Manomet transfer station remains fairly consistent. However, challenges in the greater waste disposal and recycling industries continue to present themselves as well as rising expenses. Mr. Coyle stated that he has a focus on taking items out of the solid waste stream early in the process.

The \$21,756 variance in Tipping & Disposal is attributed to the hiring of a new part-time position, according to Mr. Coyle, which could be offset by bog (orange) sales. Mr. Coyle is encouraging the recycling of goods. The Sub-Committee believes this Enterprise Fund is well run.

Initiatives & Opportunities

Neither the Department nor the Sub-Committee has identified any new initiatives.

Recommendations

The Sub-Committee recommends:

- Approval of the Select Board's recommended budget for the Solid Waste Operations Enterprise Fund. Sub-committee voted of 2-0 (Nearman, Butler) to recommend.

Comments / Other

Actual expenses of the Enterprise Fund are higher than the annual budget appropriation because they include indirect costs that are budgeted to the General Fund and then charged back to the Enterprise Fund. Indirect costs include various costs and benefits associated with the employees of the Enterprise Fund.

The Sub-Committee's budget includes the indirect costs and the Total Fund Expense in the table above.

ARTICLE 7E:

ARTICLE 7E: Airport Enterprise Budget

To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the airport enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2024, or take any other action relative thereto.

SELECT BOARD

RECOMMENDATION: Approval \$3,747,358 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$3,747,358 as detailed in Sub-Committee Report G – Airport Enterprise. The Committee also recommends approval of the Indirect Cost for the Airport Enterprise in the amount of \$446,834.

To: Advisory & Finance Committee
From: Budget Sub-Committee G - ENTERPRISE FUNDS – Steve Nearman (Chair), Gail Butler, Joe Lalley (not present)

Date: February 12, 2024
Subject: Sub-Committee G FY2025 Budget Review & Recommendations: Airport

Budget Summary:

	Personnel Expenses	Other Expenses	Dept Equipment	Debt Service	OPEB	Budget Appropriation	Indirect Costs	Total Fund Expense
Proposed FY2025 Budget	\$ 724,074	\$2,974,850	\$ -	\$ 42,150	\$ 6,284	\$ 3,747,358	\$ 446,834	\$4,194,192
FY2024 Revised Budget	\$ 705,733	\$2,919,750	\$ -	\$ 38,400	\$ 5,608	\$ 3,669,491	\$ 340,000	\$4,009,491
FY2023 Actual	\$ 635,249	\$2,358,076	\$ -	\$ 39,650	\$ 5,498	\$ 3,038,473	\$ 218,805	\$3,257,278

Department Synopsis

The Plymouth Municipal Airport, home to more than 30 businesses that collectively employ more than 250 people, has been in operation since 1934. Many of these businesses operate from privately constructed buildings located on Airport property, adding considerably to Plymouth's tax base. The types of businesses range from flight schools and maintenance facilities to law enforcement and medical air ambulance services.

Airport Manager Matt Cardillo met with Advisory & Finance Subcommittee G.

The Airport Enterprise Fund provides for development, operation and maintenance of the Plymouth Municipal Airport in a safe, efficient and fiscally responsible manner that promotes general aviation. The airport helps stimulate the local economy and supports the community. Airport management is responsible for adhering to all federal, state and local regulations. Revenue for the operation of the airport is primarily generated through sale of aviation fuel to aircraft owners (approximately 80% of total revenue), landing and tie-down fees, and land leases.

Budget Observations

The budget shows a 24.9% increase in the cost of aviation fuel, but that will be offset by the increased price charged to consumers of the fuel. Vehicle fuel used by airport staff also is projected to increase 92%, along with heat and electricity, all due to economic factors. Rates on insurance premiums also rose – up 21.7%.

Mr. Cardillo explained that this is a level service budget. Longevity and vacation from the past is now in the budget. Also, the new sewer system will be completely updated.

Initiatives & Opportunities

None were identified.

Recommendations

The Sub-Committee recommends:

- Approval of the Select Board's recommended budget for the Airport Enterprise Fund by a vote of 2-0 (Nearman, Butler)

Comments / Other

Actual expenses of the Enterprise Fund are higher than the annual budget appropriation because they include indirect costs that are budgeted to the General Fund and then charged back to the Enterprise Fund. Indirect costs include various costs and benefits associated with the employees of the Enterprise Fund.

The Sub-Committee's budget includes the indirect costs and the Total Fund Expense in the table above.

ARTICLE 7F:

ARTICLE 7F: Cable Public Access Enterprise Budget

To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the cable public access enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2024, or take any other action relative thereto.

SELECT BOARD

RECOMMENDATION: Approval \$1,545,000 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$1,545,000 as detailed in Sub-Committee Report G – Cable Public Access Enterprise.

To: Advisory & Finance Committee
From: Budget Sub-Committee G - ENTERPRISE FUNDS – Steve Nearman (Chair), Gail Butler, Joe Lalley (not present)

Date: February 12, 2024
Subject: Sub-Committee G FY2025 Budget Review & Recommendations: Cable Access

Budget Summary:

	Personnel Expenses	Other Expenses	Dept Equipment	Debt Service	OPEB	Budget Appropriation	Total Fund Expense
Proposed FY2025 Budget	\$ -	\$ 1,540,000	\$ 5,000	\$ -	\$ -	\$ 1,545,000	\$1,545,000
FY2024 Revised Budget	\$ -	\$ 1,556,000	\$ 5,000	\$ -	\$ -	\$ 1,561,000	\$1,561,000
FY2023 Actual	\$ -	\$ 1,486,150	\$2,362	\$ -	\$ -	\$ 1,488,512	\$1,488,512

Department Synopsis

This Fund acts principally as a financial pass-through fund for receipts received from Verizon and Comcast. The monies are derived from fees received from their customers for cable usage. Those receipts are disbursed to PACTV and the Plymouth Public Schools for costs associated with governmental and educational programming produced by those organizations. The Fund also receives approximately \$10,000 annually in franchise fees that are retained by the Town. Some \$5,000 is budgeted for legal fees for negotiating contracts with Verizon and Comcast.

Budget Observations

The bulk of the funds received by the Fund are transmitted to PACTV and the Plymouth Public Schools to support public access television production. Revenue is generated from Verizon and Comcast and continues to steadily decline due to the increasing popularity of streaming services over versus services.

Initiatives & Opportunities

None were identified.

Recommendations

The Sub-Committee recommends:

- Approval of the Select Board's recommended budget for the Cable Access Enterprise Fund by 2-0 vote (Nearman and Butler).

ARTICLE 8:

ARTICLE 8: Facility Capital Maintenance Stabilization Fund & the Nuclear Stabilization Fund

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to the Facility Capital Maintenance Stabilization Fund and the Nuclear Stabilization Fund, as authorized by the provisions of G.L. c. 40, §5B as amended, or take any other action relative thereto.

SELECT BOARD

8A - Facility Capital Maintenance Stabilization Fund

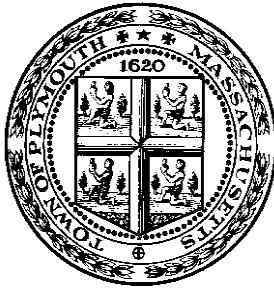
RECOMMENDATION: Approval \$500,000 (10-4-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 5. Approval of this article will authorize the Town to raise and appropriate from the levy to the Facility Capital Maintenance Stabilization Fund for future use as it relates to capital maintenance of Town owned buildings.

8B - Nuclear Stabilization Fund

RECOMMENDATION: Not Recommended (2-12-0)

The Advisory & Finance Committee recommends Town Meeting does not approve Article 8B - Nuclear Stabilization Fund. Many of the Committee members felt that current budget shortfall was cause for pause and therefore doesn't recommend putting funds into the Nuclear Stabilization Fund at this time.



TOWN OF PLYMOUTH

OFFICE OF THE TOWN MANAGER
26 COURT STREET, PLYMOUTH, MA 02360
PHONE (508) 747-1620 EXTENSION 10104

To: ADVISORY & FINANCE
TOWN MEETING MEMBERS

FROM: DEREK BRINDISI
TOWN MANAGER

SUBJECT: ARTICLE 8 - NUCLEAR MITIGATION STABILIZATION FUND & FACILITY
MAINTENANCE STABILIZATION FUND

DATE: JANUARY 10, 2024

The following Article is being proposed for the Spring Annual Town Meeting:

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to the Facility Capital Maintenance Stabilization Fund and the Nuclear Stabilization Fund, as authorized by the provisions of G.L. c. 40, §5B as amended, or take any other action relative thereto.

The budget proposal for fiscal 2025 addresses many of the Fiscal 2024 Select Board Goals, in addition to the budget we specifically recommend in this article working towards two of the following goals with available levy revenue.

First, finalizing the Holtec PILOT Agreement and getting the Town in a position to purchase those properties in the future by setting aside \$500,000 in the Nuclear Mitigation Stabilization Account.

Secondly, improving the town's infrastructure, Facilities, and long-term financial planning towards it, by setting aside \$500,000 in the Facilities Maintenance Stabilization Fund.

Thank you for your consideration of this matter.

ARTICLE 9:

ARTICLE 9: Capital Improvements.

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for the construction and/or repair and/or purchase and/or lease and/or replacement of departmental buildings and/or equipment and/or capital facilities for various departments of the Town and/or for feasibility and other types of studies, including the payment of costs incidental or related thereto, and to authorize contracts or lease/purchase agreements for such purposes for terms of three or more years, as follows, or take any other action relative thereto.

ITEM	DEPARTMENT	PROJECT DESCRIPTION
A1	Information Technology	VM Upgrade
A2	Information Technology	Network Switch Upgrade
A3	Information Technology	Fiber Network Expansion
A4	Information Technology	Laserfiche Upgrade
A5	Police	Firearms Replacement
A6	Police	Replacement of Security Gate
A7	Police	Street Lighting
A8	Fire	Rehabilitation of Pumping Engine #7
A9	Fire	Rehabilitate and Re-Power 33' Safeboat
A10	Harbormaster	State Pier Float Maintenance
A11	Harbormaster	Skiff Dock Replacement
A12	School	Redesign and Construction of South Elementary Well
A13	School	Indian Brook Intercom Replacement
A14	School	Nathaniel Morton 3rd Floor Ceiling Replacement
A15	School	Replace Dump Truck
A16	School	PCIS Flooring Replacement in Main Hallways
A17	School	Purchase School Bus
A18	School	Manomet Elementary Rubber Roof Replacement
A19	DPW Engineering	Implementation of Stormwater Compliance Plan
A20	DPW Engineering	Engineering Services for Sandwich St Culvert
A21	DPW Engineering	Townwide Drainage Repairs
A22	DPW Highway	Replace Sweeper - H304
A23	DPW Highway	Replace 10-Wheel Dump Truck
A24	DPW Highway	Replace 2007 6-Wheel Dump Truck
A25	DPW Highway	Replace F350 Dump Truck
A26	DPW Highway	Replace F350 Dump Truck
A27	DPW Administration	Roadway Preservation
A28	DPW Facility Maintenance	Main Library Window Replacement
A29	DPW Fleet	Replace 2 Vehicle Lifts

A30	DPW Fleet	Fuel Efficiency Vehicles
A31	Energy & Environment (HHS)	Replacement of Animal Control Vehicle
A32	DPW Crematory	Rebuild of Retort #3
A33	DPW Cemetery	Replace Pickup Truck #73 with 24 F350 1-Ton
A34	DPW Cemetery	Vine Hills Cemetery Fence
A35	DPW Parks & Forestry	Replace Fencing at Sirrico Memorial Playground
A36	DPW Parks & Forestry	(2) Commercial Mowers
A37	Center For Active Living	Facility Intercom System
A38	Recreation	Master Plan for Forges Field
A39	DPW Sewer	CMOM Program
A40	DPW Sewer	Sewer System Improvements
A41	DPW Sewer	#53 Mack Tank Truck Replacement
A42	DPW Sewer	Security Cameras Water Street Pump Station
A43	DPW Sewer	Vehicle #52 Ford F250 Replacement
A44	DPW Water	W443 1-Ton Dump Replacement
A45	Airport	Runway 6/24 And Taxiway Extension
B1	Harbormaster	Town Wharf Rehabilitation
B2	School	South Elementary 5/6 RTUs Replacement
B3	Sewer Enterprise	WWTP Effluent Tertiary Filter
B4	Water Enterprise	Water System Improvements

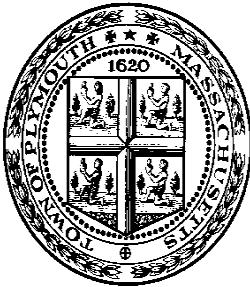
or take any other action relative thereto.

SELECT BOARD

RECOMMENDATION: Approval \$ 33,778,688 – See Votes Below.

The Advisory & Finance Committee recommends Town Meeting approve Article 9. The Town Manager recommended funding \$33,778,688 worth of capital items requested for FY25. The Advisory & Finance Committee agrees with this recommendation. (See pages **25-26** for the CIC spreadsheet). The recommended capital items fall within the following two overarching categories:

- **(13-1-0) General Fund items** totaling \$13,301,499 to be funded with \$9,126,626 from Free Cash, \$1,500,000 raise and appropriate from Levy, \$89,873 from the Fire Prevention Revolving Fund, \$100,000 from the Recreation Revolving Fund, \$215,000 from the Waterways fund, and \$2,270,000 from borrowing.
- **(14-0-0) Enterprise Fund items** totaling \$20,477,189 to be funded with \$1,471,000 from Sewer Enterprise Fund Retained Earnings, \$123,389 from Water Enterprise Fund Retained Earnings, \$380,000 from Airport Enterprise Fund Retained Earnings, \$11,282,800 from borrowing and \$7,220,000 from Airport Grants that do not require Town Meeting appropriation.



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

To: SELECT BOARD
ADVISORY & FINANCE COMMITTEE
TOWN MEETING MEMBERS

FROM: LYNNE A. BARRETT
DEPARTMENT OF FINANCE

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

DATE: JANUARY 16, 2024

The Capital Improvements Committee reviewed and ranked projects from all funds at their meeting of January 11, 2024. The attached spreadsheet includes the CIC ranking and the Town Managers recommendations with the appropriate funding sources of all the Department Requests that fell under the Capital Improvements By-Law for CIC ranking. This memo recommendation is for Article 9, total of \$33,778,688. The department requests and backup can be accessed using the following link on the Town's website:

[2024 SPRING ANNUAL TOWN MEETING \(FY25 SATM\) | Plymouth, MA \(plymouth-ma.gov\)](http://2024 SPRING ANNUAL TOWN MEETING (FY25 SATM) | Plymouth, MA (plymouth-ma.gov))

The following is being recommended as the funding sources for Article 9 of the Annual Town Meeting:

Free Cash	\$ 9,126,626
Raise & Appropriate from the Levy	\$ 1,500,000
Other Available Funds & Grants	\$ 7,624,873
Sewer Retained Earnings	\$ 1,471,000
Water Retained Earnings	\$ 123,389
Airport Retained Earnings	\$ 380,000
Borrowing	\$ <u>13,552,800</u>
Grand Total – Article 9	\$ 33,778,688

The Town Manager's recommendation includes \$3,000,000 towards the Road Improvement Program, a top priority of the Select Board in their 2024 goals and priorities, half to be funded from free cash and half from the Levy. In addition to this Capital funding, the DPW will be allotted almost \$1.6 million in Chapter 90 towards Roads and an additional \$790K from the Massachusetts Millionaires surtax, making a total commitment towards Roads of almost \$5.4 million.

Also, of the amount recommended to be borrowed, the town anticipates reducing this amount by at least \$2,500,000 in grant funding for the Sewer Tertiary Project. The town is also seeking other grants to reduce the remaining borrowing.

Thank you for your support of Article 9 capital requests.

ARTICLE 10:

ARTICLE 10: Conveyance of Tax Title Property to Affordable Housing Trust

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 the Affordable Housing Trust for the purpose of affordable housing and authorize the Affordable Housing Trust to execute any and all instruments as may be necessary to effectuate the vote taken hereunder or take any other action relative thereto.

PARCEL ID	LOCATION	LEGAL REFERENCE	RECORDING DATE
074-000-033-021	Off Snowberry Lane	Bk. 44311, Pg. 50	May 12, 2014
096-000-019-049	Off Colchester Drive	Bk. 14194, Pg. 255	March 11, 1996
114-000-002A-000	Off Wareham Road	Bk. 3726, Pg. 211	November 11, 1971

AFFORDABLE HOUSING TRUST

RECOMMENDATION: Approval (10-0-3)

The Advisory & Finance Committee recommends Town Meeting approve Article 10. Approval of this article will transfer the listed parcels from the Town Treasurer to the Affordable Housing Trust for the purpose of affordable housing. These parcels were taken by the Town through a tax lien proceeding.

Memo

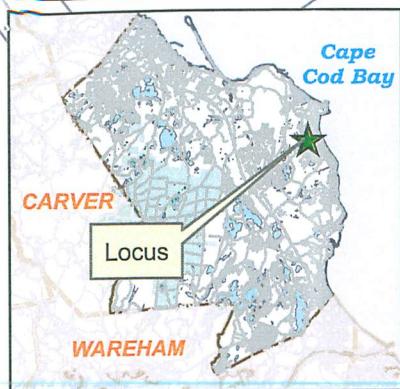
To: Brad Brothers, Assistant Town Manager
From: Plymouth Affordable Housing Trust
Date: December 14, 2023
Re: 2024 Spring Town Meeting – Article XX

Please reserve the following article for the upcoming 2023 Spring Town Meeting:

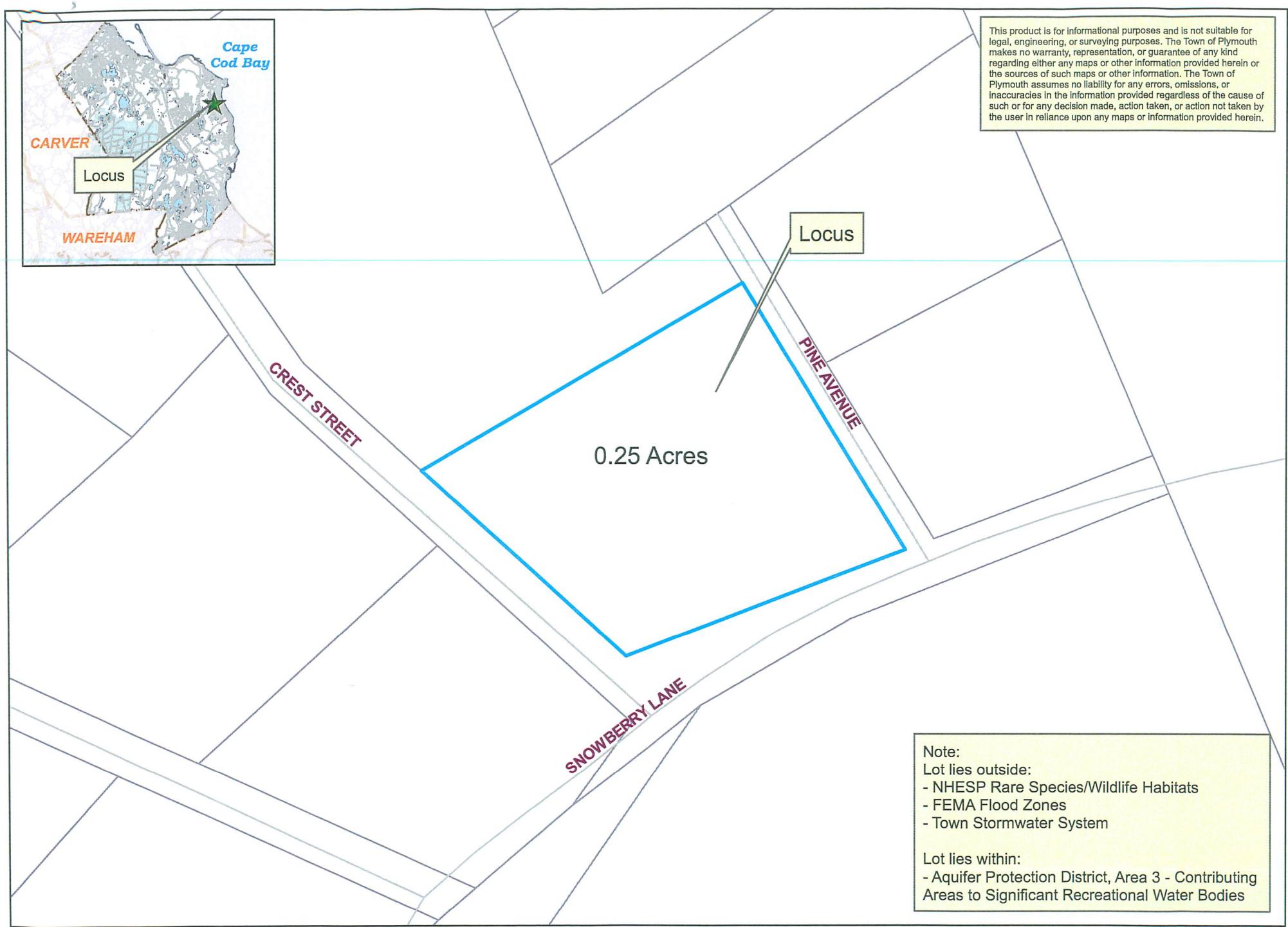
To see if the Town will vote to transfer the care, custody, management, and control of the parcels listed below as on file with the Town Clerk, from the Town Treasurer for tax title purposes to the Affordable Housing Trust for the purpose of affordable housing and authorize the Affordable Housing Trust to execute any and all instruments as may be necessary to effectuate the vote taken hereunder or take any other action relative thereto.

Parcel ID	Location	Legal Reference	Recording Date
074-000-033-021	Off Snowberry Lane	Bk. 44311, Pg. 50	May 12, 2014
096-000-019-049	Off Colchester Drive	Bk. 14194, Pg. 255	March 11, 1996
114-000-002A-000	Off Wareham Road	Bk. 3726, Pg. 211	November 11, 1971

Affordable Housing Trust



This product is for informational purposes and is not suitable for legal, engineering, or surveying purposes. The Town of Plymouth makes no warranty, representation, or guarantee of any kind regarding either any maps or other information provided herein or the sources of such maps or other information. The Town of Plymouth assumes no liability for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein.



Note:

Lot lies outside:

- NHESP Rare Species/Wildlife Habitats
- FEMA Flood Zones
- Town Stormwater System

Lot lies within:

- Aquifer Protection District, Area 3 - Contributing Areas to Significant Recreational Water Bodies

Tax Title Property, TT Case: 11599
Map 74, Lot:33-21

Unofficial Property Record Card - Plymouth, MA

General Property Data

Parcel ID 074-000-033-021	Account Number 58695
Prior Parcel ID 1100 --074*0195*	
Property Owner NEWELL DAVID B	Property Location 17 SNOWBERRY LN
GALVIN DANIEL M P	Property Use BUILDABLE
Mailing Address 262 RAYMOND RD	Most Recent Sale Date 8/5/2005
City PLYMOUTH	Legal Reference 31087-219
Mailing State MA Zip 02360	Grantor NEWELL,DAVID B
ParcelZoning R25	Sale Price 0
	Land Area 0.247 acres

Current Property Assessment

Card 1 Value	Building Value 0	Xtra Features Value 0	Land Value 93,900	Total Value 93,900
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Building Description

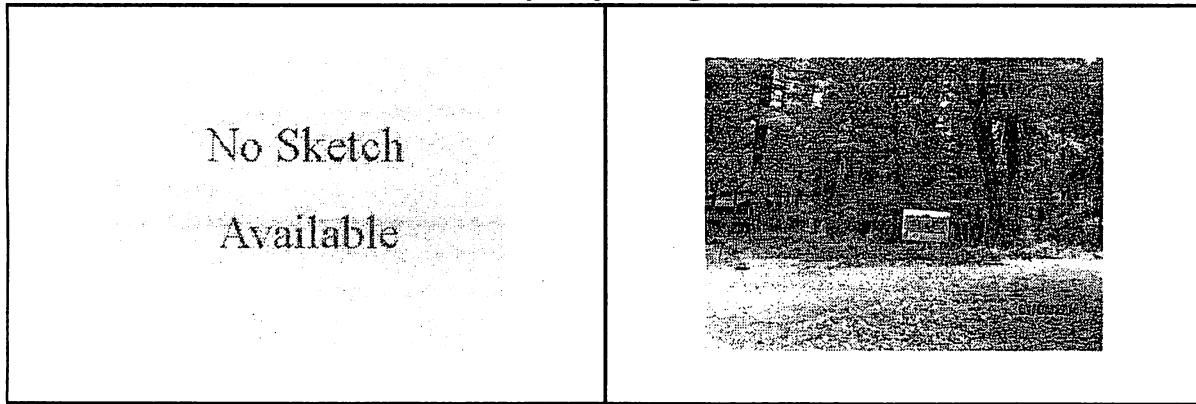
Building Style N/A	Foundation Type N/A	Flooring Type N/A
# of Living Units N/A	Frame Type N/A	Basement Floor N/A
Year Built N/A	Roof Structure N/A	Heating Type N/A
Building Grade N/A	Roof Cover N/A	Heating Fuel N/A
Building Condition N/A	Siding N/A	Air Conditioning 0%
Finished Area (SF) N/A	Interior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

Legal Description

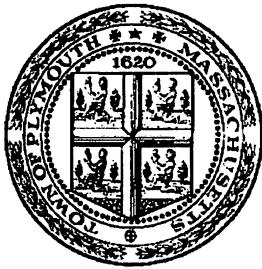
Narrative Description of Property

This property contains 0.247 acres of land mainly classified as BUILDABLE with a(n) N/A style building, built about N/A, having N/A exterior and N/A roof cover, with N/A 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.



**DEPARTMENT OF INSPECTIONAL SERVICES
TOWN OF PLYMOUTH,
MASSACHUSETTS**

**26 Court Street
Plymouth, Massachusetts 02360
Phone: 508.747.1620
Fax: 508.830.4028**

App: Michele Rowe
26 Court St
Plymouth, MA 02360

Zoning Permit #: Z-23-645

Appl Date: September 6, 2023 **Project Type:** Buildable Lot Determination (For Vacant Lots Only)

Location: 17 SNOWBERRY LN

Parcel ID: 074-000-033-021

Zoning District: R25

Owner: PLYMOUTH TOWN OF

Addr: 26 COURT ST
PLYMOUTH, MA 02360

Fee Amount: \$0.00 **Fee Paid:** \$0.00

DENIED: SPECIAL PERMIT REQUIRED PER SECTION 203-1.E TO WAIVE RESIDENTIAL ACCESS STANDARDS TO CREATE A BUILDABLE LOT. THIS IS A ZONING OPINION ONLY BASED ON AVAILABLE TOWN RECORDS AND DOCUMENTATION SUBMITTED BY THE APPLICANT.

DENIAL DATE: September 14, 2023

BUILDING OFFICIAL:

Nicholas Mayo

NOT A BUILDING PERMIT

Previous Assessments

Year	Code	Building	Yard Items	Land Value	Acres	Special Land	Total
2023	936 - Vacant TT	0	0	158,800	0.25	0.00	158,800
2022	936 - Vacant TT	0	0	149,700	0.25	0.00	149,700
2022	936 - Vacant TT	0	0	149,700	0.25	0.00	149,700
2021	936 - Vacant TT	0	0	149,700	0.25	0.00	149,700
2020	936 - Vacant TT	0	0	136,100	0.25	0.00	136,100
2019	936 - Vacant TT	0	0	127,100	0.25	0.00	127,100
2018	936 - Vacant TT	0	0	118,000	0.25	0.00	118,000
2017	936 - Vacant TT	0	0	118,000	0.25	0.00	118,000
2016	936 - Vacant TT	0	0	108,900	0.25	0.00	108,900
2015	130 - BUILDABLE	0	0	93,900	0.25	0.00	93,900
2014	130 - BUILDABLE	0	0	93,900	0.25	0.00	93,900
2013	130 - BUILDABLE	0	0	98,000	0.25	0.00	98,000
2012	130 - BUILDABLE	0	0	106,200	0.25	0.00	106,200
2011	130 - BUILDABLE	0	0	102,200	0.25	0.00	102,200
2010	130 - BUILDABLE	0	0	109,500	0.25	0.00	109,500
2009	130 - BUILDABLE	0	0	136,500	0.25	0.00	136,500
2008	109 - MULTI HOUSE	9,100	0	159,800	0.25	0.00	168,900
2007	109 - MULTI HOUSE	17,800	0	177,100	0.25	0.00	194,900
2006	109 - MULTI HOUSE	18,000	0	169,300	0.25	0.00	187,300
2005	109 - MULTI HOUSE	20,000	0	154,700	0.25	0.00	174,700
2004	109 - MULTI HOUSE	16,300	0	133,600	0.25	0.00	149,900
2003	109 - MULTI HOUSE	18,500	0	102,100	0.25	0.00	120,600
2002	109 - MULTI HOUSE	18,500	0	81,600	0.25	0.00	100,100
2001	109 - MULTI HOUSE	20,100	0	54,400	0.25	0.00	74,500
2000	109 - MULTI HOUSE	25,900	0	45,200	0.25	0.00	71,100
1999	109 - MULTI HOUSE	9,700	0	45,600	0.25	0.00	55,300
1998	109 - MULTI HOUSE	12,400	0	33,000	0.25	0.00	45,400
1997	109 - MULTI HOUSE	12,400	0	33,000	0.25	0.00	45,400
1996	109 - MULTI HOUSE	12,400	0	33,300	0.25	0.00	45,700
1995	109 - MULTI HOUSE	14,010	0	35,100	0.27	0.00	49,110

[SEAL]

COMMONWEALTH OF MASSACHUSETTS
LAND COURT
DEPARTMENT OF THE TRIAL COURT

77 11599
map 74 lot 33.21



2014 00030385

Bk: 44311 Pg: 50 Page: 1 of 1

Recorded: 05/12/2014 03:56 PM

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

Case No.: 12 TL 144832

JUDGMENT IN TAX LIEN CASE

Town of Plymouth

vs.

David B. Newell, Daniel M. P. Galvin

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

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

<u>Land Type</u>	<u>Tax Taking Date</u>	<u>Book No.</u>	<u>Page No.</u>	<u>Document No.</u>	<u>Certificate of Title No.</u>
Recorded	11/30/2011	40662	344		

By the Court: Deborah J. Patterson

Attest:

A TRUE COPY
ATTEST:

Deborah J. Patterson
RECODER

Deborah J. Patterson
Recorder

Entered: April 25, 2014

mai /
Coppola & Coppola
40 South ST
Marblehead MA 01945

(THIS INSTRUMENT NOT VALID UNLESS RECORDED WITHIN 60 DAYS OF
THE * DATE OF TAKING)
STATE TAX-FORM 301

INSTRUMENT OF TAKING

THE COMMONWEALTH OF MASSACHUSETTS
Town of Plymouth

.....
NAME OF CITY OR TOWN

OFFICE OF THE COLLECTOR OF TAXES

Edward B. Maccaferri, Jr.
I,....., Collector of Taxes for

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

DESCRIPTION OF LAND

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

Land in said Plymouth at 17 Snowberry Lane, shown as Lot 33-21 on Assessors' Plat 74, described in Ply. Deeds, B. 31087, P. 218

Said land is taken for non-payment of taxes as defined in Section 43 of said Chapter 60 assessed thereon to David B. Newell and Daniel M. P. Galvin for the year(s) 2011, which were not paid within fourteen days after demand therefor made upon David B. Newell and Daniel M. P. Galvin on June 21, 2011 and now remain unpaid together with interest and incidental expenses and costs to the date of taking in the amounts hereinafter specified, after notice of intention to take said land given as required by law.

2011 tax REMAINING UNPAID TT# 11599 \$1,332.69

INTEREST to the date of taking..... \$181.66

2011 CPA tax
\$19.99

INCIDENTAL EXPENSES AND COSTS to the day of taking \$157.25
SUM FOR WHICH LAND IS TAKEN..... \$1,691.59

WITNESS my hand and seal this..... 30th November 2011
(*date of taking)

....., Collector of Taxes for the City/Town of
Edward B. Maccaferri, Jr.

THE COMMONWEALTH OF MASSACHUSETTS

On this 30th day of November 2011, before me, the undersigned notary public, personally appeared Edward B. Maccaferri, Jr. proved to me through satisfactory evidence of identification which were driver's license and personal knowledge, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose, as Collector of Taxes for the City/Town of Plymouth

My Commission expires April 13, 2012 before me, James E. Coppola, Jr. Notary Public
Return to:
Collector of Taxes
Town Office Building
11 Lincoln St.
Plymouth, MA 02360

THIS FORM APPROVED BY THE DEPARTMENT OF REVENUE

NO. 12TL144832, T.L.

COMMONWEALTH OF MASSACHUSETTS
LAND COURT
DEPARTMENT OF THE TRIAL COURT



2012 00085555

Bk: 41926 Pg: 135 Page: 1 of 1
Recorded: 09/11/2012 10:11 AM
ATTEST: John R. Buckley, Jr. Register
Plymouth County Registry of Deeds

TO ALL WHOM IT MAY CONCERN:

Town of Plymouth

hereby give notice that, on the 20th day of August, 2012
filed in said Court a complaint against* David B. Newell and Daniel M.P. Galvin

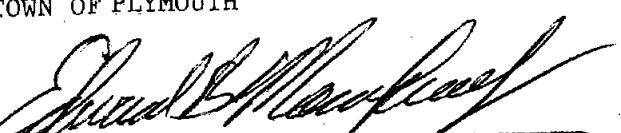
to foreclose a tax lien acquired under a certain tax deed (or deeds) from the Collector of Taxes for the ~~City of~~
Town of Plymouth, in the County of Plymouth and
said Commonwealth, to me dated November 30, 2011, and recorded with Plymouth County Reg. of Deeds
in Book 40662 Page 344 said deed (or deeds) covers a certain parcel of land
situated in Plymouth in the County of Plymouth and said
Commonwealth, which is described as follows:

Land in said Plymouth at 17 Snowberry Lane, shown as Lot 33-21 on
Assessors' Plat 74, described in Ply. Deeds, B.31087, P.218 and 219.

Return to: The Land Court
Three Pemberton Square - Room 507 - Boston, MA 02108

TOWN OF PLYMOUTH

By:


Edward B. Maccaferri, Jr.
Town Treasurer

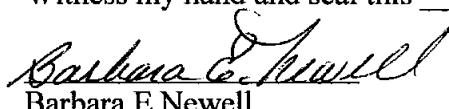
*Name all respondents as in complaint.

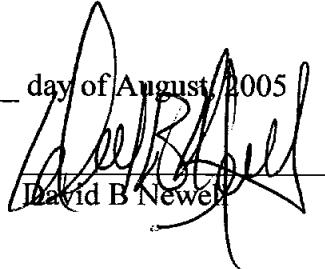
I Barbara E. Newell and David B. Newell of Oviedo, Florida for consideration paid and full consideration of One Dollar (\$1.00) hereby grant and convey to David B. Newell and Daniel M.P. Galvin as Tenants by the entirety and undivided one-half interest in the land and buildings thereon in that part of Plymouth known as Manomet and being more particularly described as follows:

Lot # 21 Plan of Emerson Lots at Fresh Pond dated May 6, 1927 and further bounded and described as follows: On the North by Lot # 25 - 138 feet; on the East by Pine Avenue - 100 feet; on the South by the Road on said plan - 100 feet; on the West by Crest Avenue - 100 feet.

For my title see Book 13449 Page 295 recorded in the Plymouth County Registry of Deeds

Witness my hand and seal this 5 day of August, 2005


Barbara E. Newell


David B. Newell

Received & Recorded
PLYMOUTH COUNTY
REGISTRY OF DEEDS
05 AUG 2005 01:10PM
JOHN R. BUCKLEY, JR.
REGISTER
Bk 31087 Pg 218

Commonwealth of Massachusetts

Plymouth, SS.

Date: 8/05/05

Then Personally appeared Barbara E Newell and acknowledged the foregoing instrument to be her free act and deed, before me



Notary Public
My Commission expires: 11-26-2010
DONNA E. OUELLETTE

Commonwealth of Massachusetts

Plymouth, SS.

Date: 8/15/2005

Then Personally appeared David B. Newell and acknowledged the foregoing instrument to be his free act and deed, before me

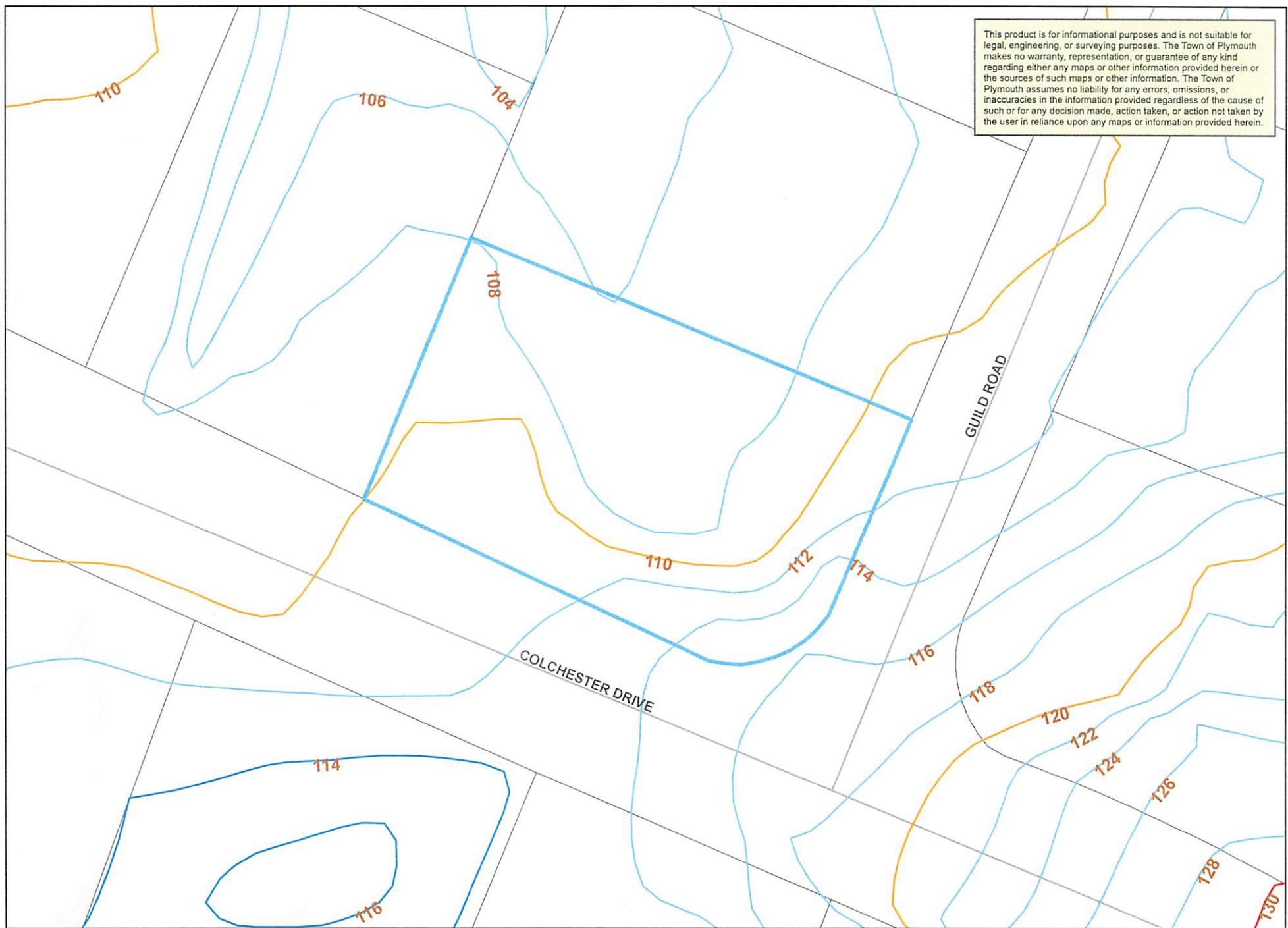


Notary Public
My Commission expires: 11-26-2010
DONNA E. OUELLETTE

May 2
DANIEL GALVIN
262 RAYMOND ROAD
Plymouth, MA

02360 173

LOCUS
17 BLOWBERRY LANE
Plymouth, MA. 02360



Tax Title Properties - Topo Map
Map 96, Lot 19-49

0 30 60 120 Feet
174





HOME

SEARCH

SUMMARY

INTERIOR

EXTERIOR

SALES

MAPS

ABOUT

| [Printable Record Card](#) | [Previous Assessment](#) | [Condo Info](#) | [Sales](#) | [Zoning](#) |
[Comments](#) |

WebPro

Card 1 of 1

Location 40 COLCHESTER DR

Property Account Number 59856

Parcel ID 096-000-019-049

Old Parcel ID 9100

Current Property Mailing Address

Owner PLYMOUTH TOWN OF
 Address 26 COURT ST

City PLYMOUTH
 State MA
 Zip 02360
 Zoning R25

Current Property Sales Information

Sale Date 1/1/1995
 Sale Price 0

Legal Reference 14194-255
 Grantor(Seller) PLYMOUTH,TOWN OF

Current Property Assessment

Year 2023
 Land Area 0.240 acres

Card 1 Value
 Building Value 0
 Xtra Features Value 0
 Land Value 185,400
 Total Value 185,400

Narrative Description

This property contains 0.240 acres of land mainly classified as Vacant TT with a(n) N/A style building, built about , having N/A e N/A roof cover, with 0 unit(s), 0 total room(s), 0 total bedroom(s), 0 total bath(s), 0 total half bath(s), 0 total 3/4 bath(s).

Legal Description

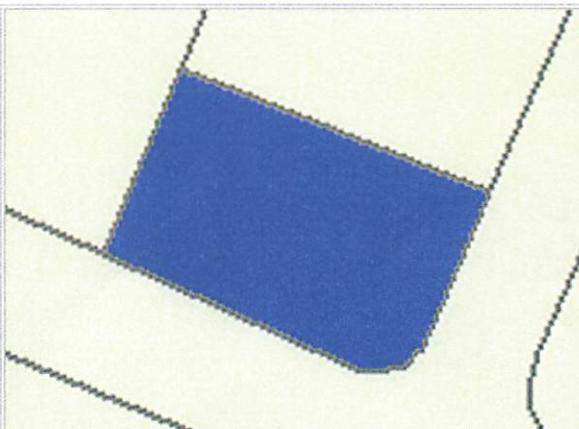
Property Images

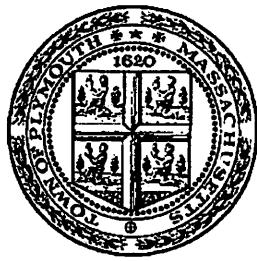
No Sketch

Available

No Picture

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**DEPARTMENT OF INSPECTIONAL SERVICES
TOWN OF PLYMOUTH,
MASSACHUSETTS**

26 Court Street
Plymouth, Massachusetts 02360
Phone: 508.747.1620
Fax: 508.830.4028

App: Michele Rowe
26 Court St
Plymouth, MA 02360

Zoning Permit #: Z-23-590

App Date: August 22, 2023 **Project Type:** Buildable Lot Determination (For Vacant Lots Only)

Location: 40 COLCHESTER DR

Parcel ID: 096-000-019-049

Zoning District: R25

Owner: PLYMOUTH TOWN OF **Addr:** 26 COURT ST
PLYMOUTH, MA 02360

Fee Amount: \$0.00 **Fee Paid:** \$0.00

APPROVED: PARCEL 096-000-019-049 IS A BUILDABLE LOT. THIS IS A ZONING OPINION ONLY
BASED ON ASSESSORS AND ZONING RECORDS. SURVEYED AND STAMPED SITE PLAN
REQUIRED.

ISSUE DATE: August 31, 2023

**BUILDING
OFFICIAL:**

Nicholas Mayo

NOT A BUILDING PERMIT

Previous Assessments

Year	Code	Building	Yard Items	Land Value	Acres	Special Land	Total
2023	936 - Vacant TT	0	0	185,400	0.24	0.00	185,400
2022	936 - Vacant TT	0	0	167,300	0.24	0.00	167,300
2022	936 - Vacant TT	0	0	167,300	0.24	0.00	167,300
2021	936 - Vacant TT	0	0	167,300	0.24	0.00	167,300
2020	936 - Vacant TT	0	0	158,300	0.24	0.00	158,300
2019	936 - Vacant TT	0	0	140,200	0.24	0.00	140,200
2018	936 - Vacant TT	0	0	131,200	0.24	0.00	131,200
2017	936 - Vacant TT	0	0	131,200	0.24	0.00	131,200
2016	936 - Vacant TT	0	0	126,600	0.24	0.00	126,600
2015	936 - Vacant TT	0	0	122,100	0.24	0.00	122,100
2014	936 - Vacant TT	0	0	122,100	0.24	0.00	122,100
2013	936 - Vacant TT	0	0	122,100	0.24	0.00	122,100
2012	936 - Vacant TT	0	0	131,200	0.24	0.00	131,200
2011	936 - Vacant TT	0	0	128,400	0.24	0.00	128,400
2010	936 - Vacant TT	0	0	135,100	0.24	0.00	135,100
2009	903 - MUNICPL	0	0	159,000	0.24	0.00	159,000
2008	903 - MUNICPL	0	0	167,300	0.24	0.00	167,300
2007	903 - MUNICPL	0	0	181,400	0.24	0.00	181,400
2006	903 - MUNICPL	0	0	183,100	0.24	0.00	183,100
2005	903 - MUNICPL	0	0	175,200	0.24	0.00	175,200
2004	903 - MUNICPL	0	0	149,700	0.24	0.00	149,700
2003	903 - MUNICPL	0	0	110,800	0.24	0.00	110,800
2002	903 - MUNICPL	0	0	88,800	0.24	0.00	88,800
2001	903 - MUNICPL	0	0	48,300	0.24	0.00	48,300
2000	903 - MUNICPL	0	0	48,300	0.24	0.00	48,300
1999	903 - MUNICPL	0	0	48,300	0.24	0.00	48,300
1998	903 - MUNICPL	0	0	40,400	0.24	0.00	40,400
1997	903 - MUNICPL	0	0	40,400	0.24	0.00	40,400
1996	903 - MUNICPL	0	0	40,400	0.24	0.00	40,400
1995	903 - MUNICPL	0	0	40,400	0.24	0.00	40,400

Received & Recorded
 PLYMOUTH COUNTY
 REGISTRY OF DEEDS
 11 Mar 1996 09:00AM
 JOHN D. RIORDAN
 REGISTER
 Bk 14194 Pg 255

(SEAL)

COMMONWEALTH OF MASSACHUSETTS
 LAND COURT
 DEPARTMENT OF THE TRIAL COURT

Case No. 105571 T.L.

FINAL JUDGMENT IN TAX LIEN CASE

Town of Plymouth

vs.

James A. Russo

JUDGMENT

This case came on to be heard and was argued by counsel, and thereupon, upon consideration thereof, it is
 ADJUDGED and ORDERED that all rights of redemption are forever foreclosed and barred under the deed
 given by the Collector of Taxes for the Town
 of Plymouth in the County of Plymouth
 and said Commonwealth, dated April 22, 1994 and duly recorded in
 Book 12840 Page 274

By the Court (Lombardi, J.)

Attest:

Dated December 26, 1995

Charles W. Trombly, Jr.
RecorderA TRUE COPY
ATTEST:Charles W. Trombly, Jr.
RECORDERMail to: Coppola and Coppola
40 South St, Marblehead, MA 01945

D-1

(THIS INSTRUMENT NOT VALID UNLESS RECORDED WITHIN 60 DAYS OF THE *DATE OF TAKING)
STATE TAX-FORM 301

48085
Received & Recorded
PLYMOUTH COUNTY
REGISTRY OF DEEDS
29 APR 1994 09:00AM
JOHN D. RIORDAN
REGISTER

THE COMMONWEALTH OF MASSACHUSETTS

Town of Plymouth

NAME OF CITY OR TOWN

OFFICE OF THE COLLECTOR OF TAXES

Edward D. Borgatti Collector of Taxes for
I,
Plymouth

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

DESCRIPTION OF LAND

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

Land in said Plymouth, with the buildings thereon, at 40 Colchester Drive, shown as Lot 19-49 on Assessors' Plat 96,
described in Ply. Deeds, B. 3028, P. 10. Supposed subsequent owner: James A. Russo.

Said land is taken for non-payment of taxes as defined in Section 43 of said Chapter 60 assessed thereon to
James A. Russo and Jean R. Russo, for the year 1992, which were not paid within fourteen days after demand
therefor made upon James A. Russo and Jean R. Russo, on June 16, 1992 and now remain unpaid together with
interest and incidental expenses and costs to the date of taking in the amounts hereinafter specified, after notice
of intention to take said land given as required by law.

\$793.31

1992 tax REMAINING UNPAID

\$256.21

INTEREST to the date of taking.....

\$102.96

INCIDENTAL EXPENSES AND COSTS to the day of taking

\$1,152.48

SUM FOR WHICH LAND IS TAKEN.....

22nd April

WITNESS my hand and seal this day of 1994

(*date of taking)

Plymouth

....., Collector of Taxes for the Town of

Edward D. Borgatti

THE COMMONWEALTH OF MASSACHUSETTS

April 25, 1994

Plymouth

Edward D. Borgatti

Then personally appeared the above named.....

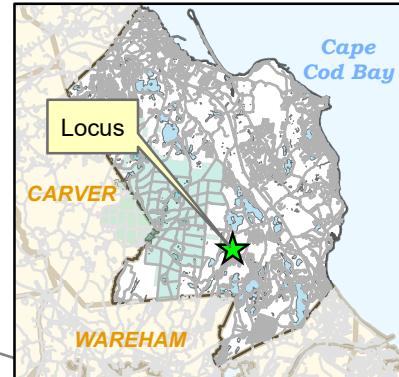
and acknowledged the foregoing instrument to be his free act and deed as Collector of Taxes,

My Commission expires April 24, 1998 before me, James E. Coppola, Notary Public

James E. Coppola

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

THIS FORM APPROVED BY THE DEPARTMENT OF REVENUE



This product is for informational purposes and is not suitable for legal, engineering, or surveying purposes. The Town of Plymouth makes no warranty, representation, or guarantee of any kind regarding either any maps or other information provided herein or the sources of such maps or other information. The Town of Plymouth assumes no liability for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein.

Locus
2.99 Acres

WAREHAM ROAD

SUNFLOWER WAY
TRUMPET
VINE LANE
HAZELNUT
AVENUE
MEADOWBROOK DRIVE
IRIS AVE
HYDRANGEA
LANE

ESTELLE WAY
MOUNTAIN LAUREL WAY
IVY LANE
BLACKBERRY
LANE
DAISY
LANE
JADE STREET

HUCKLEBERRY
LANE
BLUEBIRD
LANE

Note:
Lot (or portions of) lies within:
- NHESP Rare Species/Wildlife Habitats
- Aquifer Protection District - Zone II

Lot lies outside:
- FEMA Flood Zones
- Town Stormwater System
- DEP Wetlands

Tax Title Property, TT Case: 2788
Map 114, Lot: 2A

180

0 200 400 800 Feet





Card 1 of 1

Location WAREHAM RD	Property Account Number 19902	Parcel ID 114-000-002A-000 Old Parcel ID 9100 -G01
Current Property Mailing Address		
Owner PLYMOUTH TOWN OF	City PLYMOUTH	
Address 26 COURT ST	State MA	
	Zip 02360	
	Zoning RR	

Current Property Sales Information

Sale Date 1/1/1971	Legal Reference 3726-211
Sale Price 0	Grantor(Seller)

Current Property Assessment

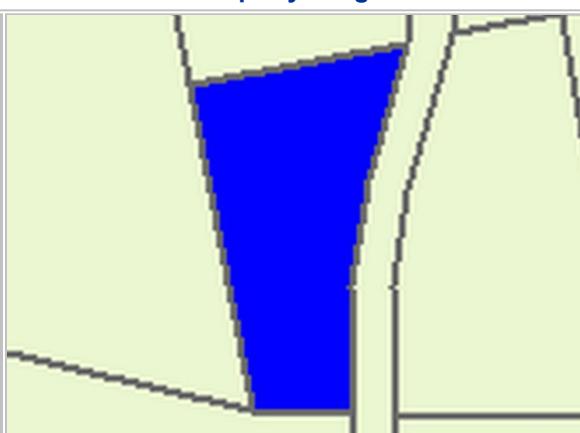
		<u>Card 1 Value</u>
Year	2023	Building Value 0
Land Area	2.999 acres	Xtra Features Value 0
		Land Value 205,100
		Total Value 205,100

Narrative Description

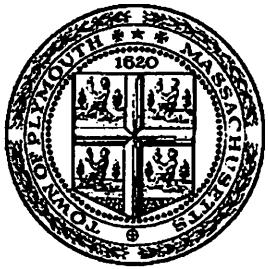
This property contains **2.999 acres** of land mainly classified as **Vacant TT** with a(n) **N/A** style building, built about , having **N/A** exterior **N/A** roof cover, with **0** unit(s), **0** total room(s), **0** total bedroom(s), **0** total bath(s), **0** total half bath(s), **0** total 3/4 bath(s).

Legal Description**Property Images**

No Sketch
Available



No Picture
Available



**DEPARTMENT OF INSPECTIONAL SERVICES
TOWN OF PLYMOUTH,
MASSACHUSETTS**

**26 Court Street
Plymouth, Massachusetts 02360**
Phone: 508.747.1620
Fax: 508.830.4028

App: Michele Rowe
26 Court St
Plymouth, MA 02360

Zoning Permit #: Z-23-655

Appl Date: September 8, 2023 **Project Type:** Buildable Lot Determination (For Vacant Lots Only)

Location: 195 WAREHAM RD

Parcel ID: 114-000-002A-000

Zoning District: RR

Owner: PLYMOUTH TOWN OF

Addr: 26 COURT ST
PLYMOUTH, MA 02360

Fee Amount: \$0.00 **Fee Paid:** \$0.00

APPROVED: PARCEL 114-000-002A-000 IS A BUILDABLE LOT. THIS IS A ZONING OPINION ONLY BASED ON AVAILABLE TOWN RECORDS AND DOCUMENTATION SUBMITTED BY THE APPLICANT.

ISSUE DATE: September 14, 2023

**BUILDING
OFFICIAL:**

Nicholas Mayo

NOT A BUILDING PERMIT

Previous Assessments

Year	Code	Building	Yard Items	Land Value	Acres	Special Land	Total
2023	936 - Vacant TT	0	0	205,100	3.00	0.00	205,100
2022	936 - Vacant TT	0	0	192,900	3.00	0.00	192,900
2022	936 - Vacant TT	0	0	192,900	3.00	0.00	192,900
2021	936 - Vacant TT	0	0	192,900	3.00	0.00	192,900
2020	936 - Vacant TT	0	0	182,900	3.00	0.00	182,900
2019	936 - Vacant TT	0	0	167,900	3.00	0.00	167,900
2018	936 - Vacant TT	0	0	162,900	3.00	0.00	162,900
2017	936 - Vacant TT	0	0	162,900	3.00	0.00	162,900
2016	936 - Vacant TT	0	0	152,900	3.00	0.00	152,900
2015	936 - Vacant TT	0	0	137,900	3.00	0.00	137,900
2014	936 - Vacant TT	0	0	137,900	3.00	0.00	137,900
2013	936 - Vacant TT	0	0	142,900	3.00	0.00	142,900
2012	936 - Vacant TT	0	0	152,900	3.00	0.00	152,900
2011	936 - Vacant TT	0	0	142,900	3.00	0.00	142,900
2010	936 - Vacant TT	0	0	155,900	3.00	0.00	155,900
2009	903 - MUNICPL	0	0	188,900	3.00	0.00	188,900
2008	903 - MUNICPL	0	0	192,900	3.00	0.00	192,900
2007	903 - MUNICPL	0	0	204,600	3.00	0.00	204,600
2006	903 - MUNICPL	0	0	198,800	3.00	0.00	198,800
2005	903 - MUNICPL	0	0	177,400	3.00	0.00	177,400
2004	903 - MUNICPL	0	0	151,600	3.00	0.00	151,600
2003	903 - MUNICPL	0	0	121,400	3.00	0.00	121,400
2002	903 - MUNICPL	0	0	86,300	3.00	0.00	86,300
2001	903 - MUNICPL	0	0	53,600	3.00	0.00	53,600
2000	903 - MUNICPL	0	0	53,600	3.00	0.00	53,600
1999	903 - MUNICPL	0	0	53,600	3.00	0.00	53,600
1998	903 - MUNICPL	0	0	40,900	3.00	0.00	40,900
1997	903 - MUNICPL	0	0	40,900	3.00	0.00	40,900
1996	903 - MUNICPL	0	0	40,900	3.00	0.00	40,900
1995	903 - MUNICPL	0	0	40,900	3.00	0.00	40,900

THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF CORPORATIONS AND TAXATIONAFFIDAVIT
TO FORECLOSE TAX TITLE
LAND OF LOW VALUE

SHEET NO. 1

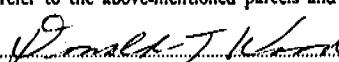
To... Andrew J. Collas, Treasurer of... Plymouth
NAME OF CITY OR TOWN

Donald T. Wood
I, Associate Commissioner of Corporations and Taxation, hereby make affidavit that in my opinion the value of each parcel of land held by... Town of Plymouth
under an instrument of taking or a tax title deed listed herewith is insufficient to meet the taxes, interest and charges, and all subsequent taxes and assessments thereon, together with the expenses of a foreclosure of the rights of redemption under General Laws, Chapter 60, Section 69; that none of such parcels exceeds \$2,500 in value; and that the facts essential to the validity of the tax title on each of such parcels have been adequately established.

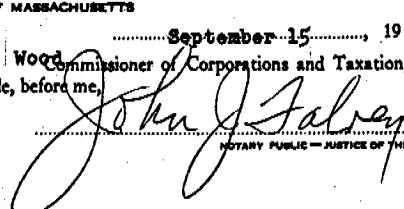
No.	NAME OF PERSON ASSESSED IN THE YEAR OF THE TAX FOR WHICH THE LAND WAS TAKEN OR SOLD LOCATION OF PARCEL	Year for which land was taken or sold	Date of Taking or Sale	INSTRUMENT OF TAKING OR TAX TITLE DEED		
				RECORDED		REGISTERED
				Book	Page	Certificate of Title No.
1	Adriana Amos Lot 15 Plat 114 Bourne Road Div. 1870 B409 P260	1968	9-2-69	3545	296	
2	Adriana Amos Lot 24, Plat 114 Off Bourne Rd. Div 1870 B409 P260	1968	9-2-69	3545	297	
3	Sarah Anthony Lot 5, Plat 114, Between Bourne & Warsham Rds. Div. 1870 B409 P260	1968	9-2-69	3545	298	
4	Richard E. & Alfred Bennett Lot 11A Plat 57, Herring Pond Rd. Cederville Pro. 95479	1968	9-2-69	3545	301	
5	Catherine S. Chamberlayne Lot 22, Plat 114 Indian Land Div. 1870 B409 P260	1968	9-2-69	3545	304	
6	Frank Chipman Lot 23 Plat 113 Long Pond Rd., Div. 1870 B1244 P299	1968	9-2-69	3545	305	
7	Russell M. & Ethel Dearman Lot B-33 Plat 130, Buttermilk Bay Sh. B2276 P172	1968	9-2-69	3545	312	
8	John Doe L.C.2910 Lot 273A Plat 37A Plymouth Beach	1968	9-2-69	3545	313	
9	Augustus H. Goetting Lot 32 Plat 113 Little Herring Pd. Div. 1870 B1158 P517	1968	9-2-69	3545	325	
10	Philip H. Haskell C/O Barbara R. Parker; Lot 18 Plat 113 Off Long Pond Rd., Div. 1870 B413 P204	1968	9-2-69	3545	332	
11	Anthony Johnson Lot 1 Plat 113, Long Duck Pond Rd. Div. 1870 B409 P260	1968	9-2-69	3545	334	
12	Floresten M. & Patricia M. Leavitt TO Mrs. Jack Zahler: Lot 5-9-20, Plat 54 Nameloc Heights. B2875 P449	1968	9-2-69	3545	336	

TOTAL NUMBER OF SHEETS ATTACHED.....1

31. There are attached hereto and made a part hereof, as provided for by General Laws, Chapter 60, Section 79, STATEMENTS RELATIVE TO TAX TITLES which severally refer to the above-mentioned parcels and are correspondingly numbered.

September 15, 1971. 
Associate COMMISSIONER OF CORPORATIONS AND TAXATION

THE COMMONWEALTH OF MASSACHUSETTS

Suffolk.....ss. September 15, 1971.
Then personally appeared the above-named Donald T. Wood, Commissioner of Corporations and Taxation, and Associate made oath that the foregoing affidavit by him subscribed is true, before me,My commission expires November 15, 1974. 
NOTARY PUBLIC — JUSTICE OF THE PEACE

THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF CORPORATIONS AND TAXATIONAFFIDAVIT
TO FORECLOSE TAX TITLE
LAND OF LOW VALUE

SHEET NO. 2

September 15, 1971.

No.	NAME OF PERSON ASSESSED IN THE YEAR OF THE TAX FOR WHICH THE LAND WAS TAKEN OR SOLD LOCATION OF PARCEL	Year of tax for which land was taken or sold	Date of Taking or Sale	INSTRUMENT OF TAKING OR TAX TITLE DEED		
				RECORDED		REGISTERED
				Book	Page	Certificate of Title No.
13	Margaret Masterson Lot 31, Plat 114 Off Bourne Rd. Div. 1870 Pro. 27362	1968	9-2-69	3545	342	
14	Anthony A. Meranda To Martha Giffre Lot 11 Plat 125, Woodmere Park B3368 P 56	1968	9-2-69	3545	344	
15	Francis J. Murphy Margaret K. Murphy Lots 188 & 189, Plat 49, Manomet Beach Sh. B2363 P145	1968	9-2-69	3545	346	
16	Theodore J. & Hedwig M. Nilosek Lot 19-83 Plat 96, Colchester Dr. Micajahs Hgts. B3187 P298	1968	9-2-69	3545	347	
17	Cordelia B. Parker Lot 10 Plat 113 Nr. Little Herring Pd. Div. 1870 B409 P260	1968	9-2-69	3545	349	
18	Roy R. Rayne Lot 19 Plat 113 Herring Pond Div. 1870 B1024 P582	1968	9-2-69	3545	354	
19	George C. Smith To Morris J. Bailey Lot 14 Plat 125 Bourne Rd. B926 P57	1968	9-2-69	3545	358	
20	Catherine P. Stafford, et al Lots C-36, C-37 Plat 130 Buttermilk Bay Sh. Pro. 92169	1968	9-2-69	3545	359	
21	Eliot D. Stetson et al Lot 5 Plat 125 Nr. Wareham-Plymouth Line. B1190 P385	1968	9-2-69	3545	360	
22	Samuel Swift Lot 33, Plat 114 Off Bourne Rd. Div. 1870 B932 P155	1968	9-2-69	3545	361	
23	Mary A. Webquish Lot 25, Plat 114 Off Bourne Rd. Div. 1870 B409 P260	1968	9-2-69	3545	362	
24	Mary A. Webquish Lot 2B Plat 114 Wareham Rd. Div. 1870 B409 P260	1968	9-2-69	3545	363	
25	Mary A. Webquish Lot 2A, Plat 114, Wareham Rd. Div. 1870 B409 P260	1968	9-2-69	3545	364	
26	Abigail Wood Lot 8, Plat 113 Long Duck Pond Rd. Div. 1870 B409 P260	1968	9-2-69	3545	365	
27	James F. Woods Lot 30 Plat 113 Nr. Little Herring Pd. Div. 1870 B1154 P108	1968	9-2-69	3545	366	
28	Robin Hood Shores Inc. Lot 19-68 Plat 96 Micajah Ave. B3006 P187	1968	9-2-69	3545	369	
29	Dominga Pina et als Lot 71 Plat 30 Off Alden St. B1849 P582	1968	9-2-69	3545	370	
30	Dominga Pina et als Lot 51 Plat 4, Cran. Bog 9 Photo 462 B1931 P172	1968	9-2-69	3545	373	
31	Milton E. & Dorothy M. Heywood Lot B-12, Plat 130, Buttermilk Bay Shores B2321 P297	1968	9-2-69	3545	384	

BOOK 3545 PAGE 364

(THIS INSTRUMENT NOT VALID UNLESS RECORDED WITHIN 60 DAYS OF THE DATE OF TAKING)
STATE TAX FORM 301

INSTRUMENT OF TAKING

THE COMMONWEALTH OF MASSACHUSETTS

PLYMOUTH

NAME OF CITY OR TOWN

OFFICE OF THE COLLECTOR OF TAXES

I, Harold W. Baker, Collector of Taxes for
the ~~Town~~ of Plymouth, pursuant and subject to the provisions
of General Laws, Chapter 60, Sections 53 and 54, hereby take for said ~~Town~~ town the following
described land:

DESCRIPTION OF LAND

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

Lot 2A Plat 114, Wareham Rd. Div. 1870, Bl 09 P 260

Said land is taken for non-payment of taxes as defined in Section 43 of said Chapter 60
assessed thereon to Mary A. Webquish

for the year 19⁶⁸, which were not paid within fourteen days after demand therefor made upon
Mary A. Webquish on February 1, 19 69, and now
remain unpaid together with interest and incidental expenses and costs to the date of taking in
the amounts hereinafter specified, after notice of intention to take said land given as required
by law.

19 ⁶⁸ TAXES REMAINING UNPAID	\$ 2.32
INTEREST TO THE DATE TAKING	.10
INCIDENTAL EXPENSES AND COST TO THE DAY OF TAKING	4.30
SUM FOR WHICH LAND IS TAKEN	\$ 6.72

WITNESS my hand and seal this 28th day of July, 19⁶⁹.

Harold W. Baker, Collector of Taxes for the ~~Town~~ of Plymouth

THE COMMONWEALTH OF MASSACHUSETTS

Plymouth, ss.

AUG 12 1969

19

Then personally appeared the above named Harold W. Baker
and acknowledged the foregoing instrument to be his free act and deed as Collector of Taxes,

JUL 23 1971 before me, John J. Fallon, Justice of the Peace
My Commission Expires 19

RECD SEP 2 1969 AT 2-30 PM AND RECORDED

ARTICLE 11:

ARTICLE 11: Conveyance of Tax Title Property to Open Space Committee

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 the Conservation Commission for conservation purposes pursuant to G.L. c. 40, section 8C; and further to authorize the Conservation Commission to execute any and all instruments as may be necessary to effectuate the vote taken hereunder, or take any other action relative thereto.

Parcel ID	Location	Legal Reference	Recording Date
059-000-002-000	Woodland Near Island Pond	Bk. 3556, Pg. 704	October 24, 1969
059-000-003-000	Woodland Near Island Pond	Bk. 12109, Pg. 16	November 6, 2003

OPEN SPACE COMMITTEE

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

The Advisory & Finance Committee recommends Town Meeting approve Article 11. Approval of this article will transfer the listed parcels from the Town Treasurer to the Conservation Commission for Conservation purposes. These parcels were taken by the Town through a tax lien proceeding.

Memo

To: Brad Brothers, Assistant Town Manager
From: Plymouth Open Space Committee
Date: December 11, 2023
Re: 2024 Spring Town Meeting – Article XX

Please reserve the following article for the upcoming 2024 Spring Town Meeting:

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 the Conservation Commission for conservation purposes pursuant to G.L. c. 40, section 8C; and further to authorize the Conservation Commission to execute any and all instruments as may be necessary to effectuate the vote taken hereunder, or take any other action relative thereto.

Parcel ID	Location	Legal Reference	Recording Date
059-000-002-000	Woodland Near Island Pond	Bk. 3556, Pg. 704	October 24, 1969
059-000-003-000	Woodland Near Island Pond	Bk. 12109, Pg. 16	November 6, 2003


[HOME](#) [SEARCH](#) [SUMMARY](#) [INTERIOR](#) [EXTERIOR](#) [SALES](#) [MAPS](#) [ABOUT](#)
[Printable Record Card](#) | [Previous Assessment](#) | [Condo Info](#) | [Sales](#) | [Zoning](#) | [Comments](#) |

WebPro

Card 1 of 1

Location WOODLAND NR ISL POND

Property Account Number 12153

Parcel ID 059-000-002-000

Old Parcel ID 9100

Current Property Mailing Address

Owner PLYMOUTH TOWN OF

Address 26 COURT ST

City PLYMOUTH

State MA

Zip 02360

Zoning R25

Current Property Sales Information

Sale Date 10/24/1969
 Sale Price 0

Legal Reference 3556-704
 Grantor(Seller)

Current Property Assessment

Year 2023
 Land Area 3.650 acres

Card 1 Value
 Building Value 0
 Xtra Features Value 0
 Land Value 80,300
 Total Value 80,300

Narrative Description

This property contains 3.650 acres of land mainly classified as Vacant TT with a(n) N/A style building, built about , having N/A e N/A roof cover, with 0 unit(s), 0 total room(s), 0 total bedroom(s), 0 total bath(s), 0 total half bath(s), 0 total 3/4 bath(s).

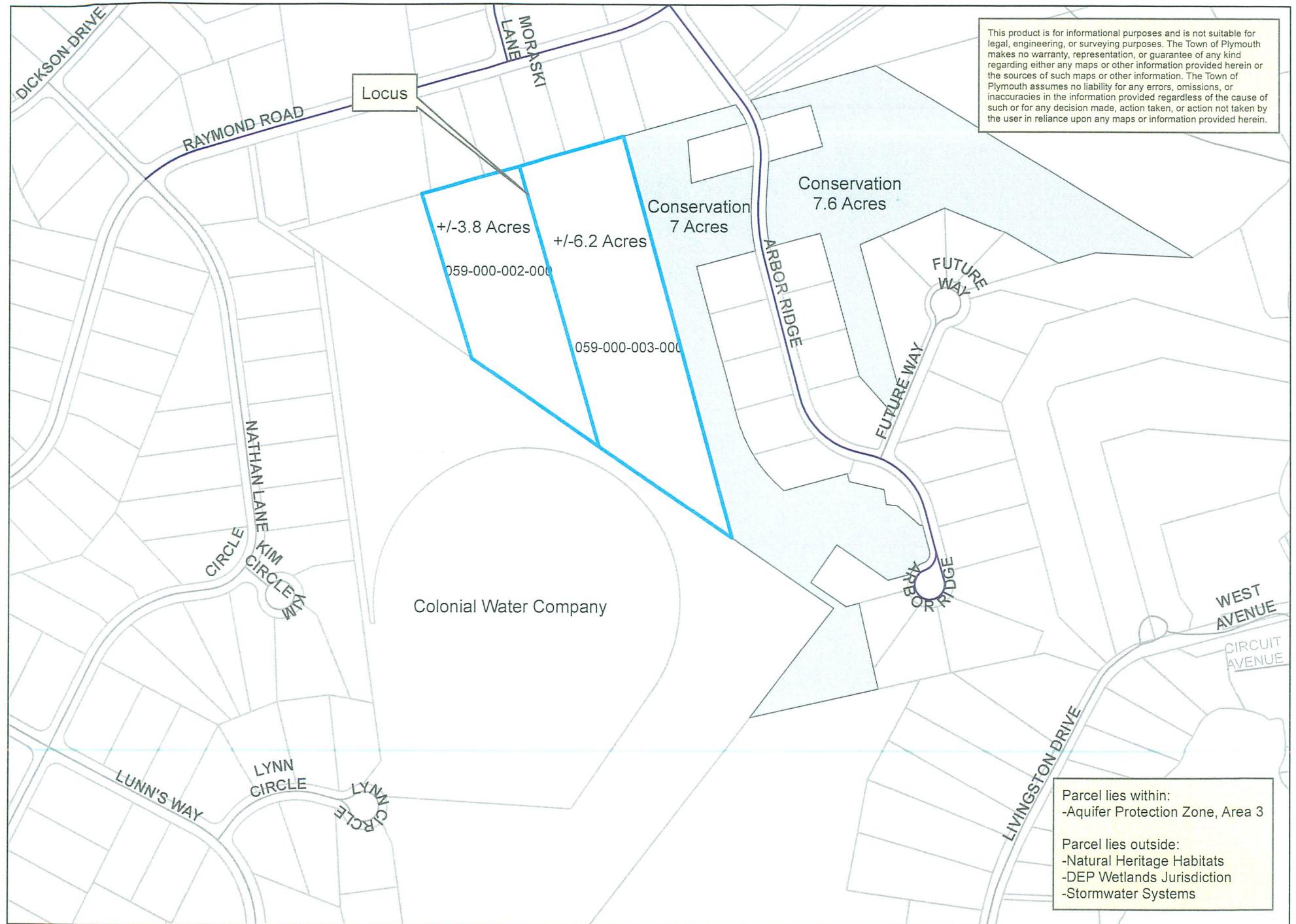
Legal Description

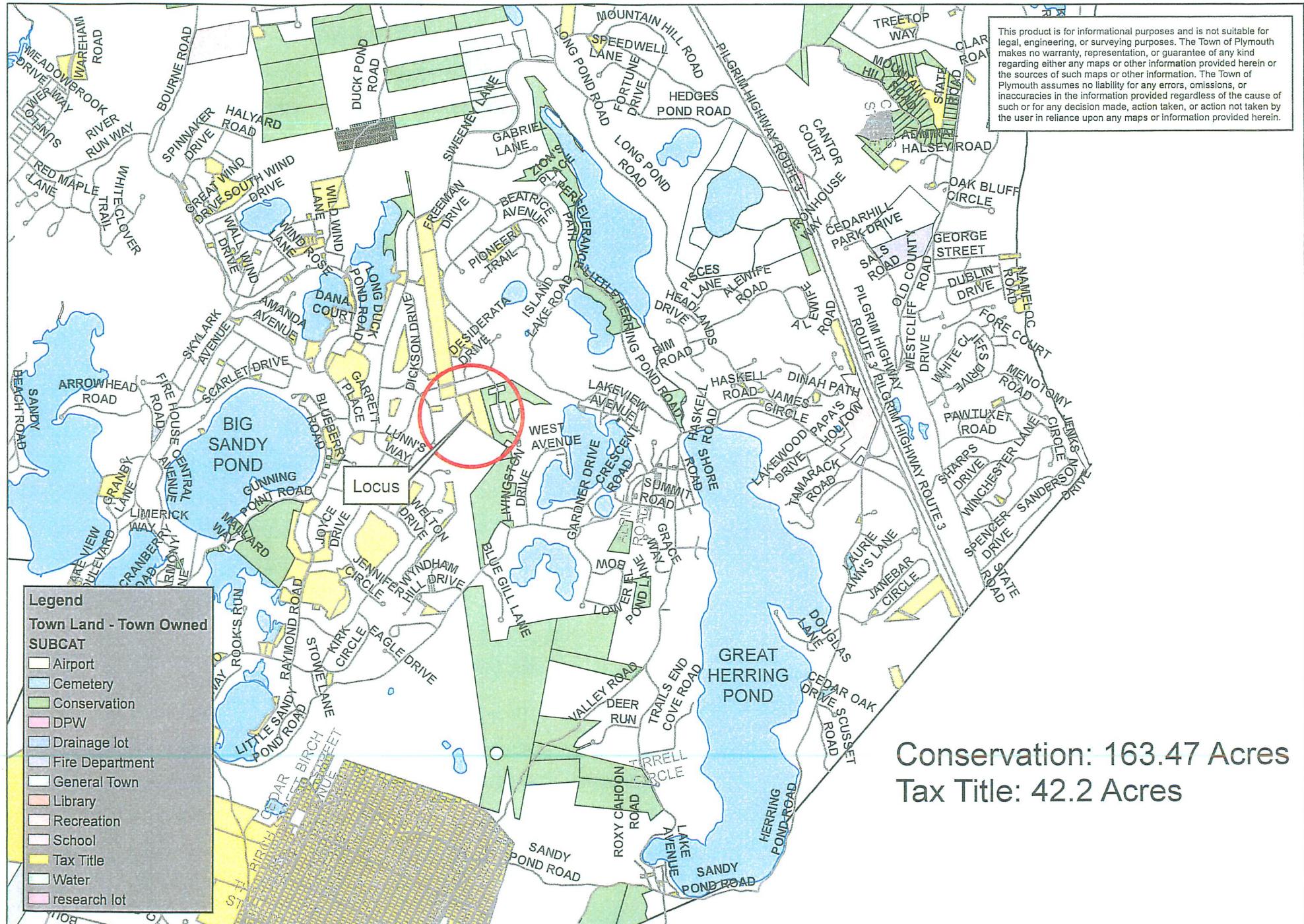
Property Images

No Sketch
 Available



No Picture
 Available





Spring Town Meeting 2024 Tax Title
 to Conservation Conveyance
 059-000-002-000 & 059-000-003-000

Map prepared by:
 Department of Planning & Development
 November 29, 2023

192

0

0.5

1

2 Miles



M: 59, L: 2

Previous Assessments

Year	Code	Building	Yard Items	Land Value	Acres	Special Land	Total
2023	936 - Vacant TT	0	0	80,300	3.65	0.00	80,300
2022	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2022	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2021	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2020	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2019	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2018	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2017	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2016	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2015	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2014	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2013	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2012	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2011	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2010	936 - Vacant TT	0	0	73,000	3.65	0.00	73,000
2009	903 - MUNICPL	0	0	73,000	3.65	0.00	73,000
2008	903 - MUNICPL	0	0	73,000	3.65	0.00	73,000
2007	903 - MUNICPL	0	0	65,300	3.65	0.00	65,300
2006	903 - MUNICPL	0	0	65,300	3.65	0.00	65,300
2005	903 - MUNICPL	0	0	45,600	3.65	0.00	45,600
2004	903 - MUNICPL	0	0	36,500	3.65	0.00	36,500
2003	903 - MUNICPL	0	0	30,300	3.65	0.00	30,300
2002	903 - MUNICPL	0	0	21,900	3.65	0.00	21,900
2001	903 - MUNICPL	0	0	20,100	3.65	0.00	20,100
2000	903 - MUNICPL	0	0	20,100	3.65	0.00	20,100
1999	903 - MUNICPL	0	0	20,100	3.65	0.00	20,100
1998	903 - MUNICPL	0	0	20,100	3.65	0.00	20,100
1997	903 - MUNICPL	0	0	20,100	3.65	0.00	20,100
1996	903 - MUNICPL	0	0	20,100	3.65	0.00	20,100
1995	903 - MUNICPL	0	0	20,100	3.65	0.00	20,100

THIS DEED NOT VALID UNLESS RECORDED IN THE PROPER REGISTRY OF DEEDS WITHIN 60 DAYS AFTER THE SALE

STATE TAX FORM 47B

TREASURER'S DEED TO MUNICIPALITY
LAND OF LOW VALUE

THE COMMONWEALTH OF MASSACHUSETTS

Plymouth

NAME OF CITY OR TOWN

OFFICE OF THE TREASURER

I, Andrew J. Collas, Treasurer of the CITY of Plymouth

Pursuant to the provisions of General Laws, Chapter 60, Section 79 and 80, hereby grant to said CITY the TOWN the parcel of land described in the instrument of taking or tax collector's deed to which reference is made in the following schedule:

NAME OF PERSON ASSESSED IN THE YEAR OF THE TAX FOR WHICH THE LAND WAS TAKEN OR SOLD	INSTRUMENT OF TAKING OR TAX TITLE DEED				NAME OF INTERESTED PERSONS SERVED BY REGISTERED MAIL WITH NOTICE OF SALE UNDER CHAPTER 60, SECTION 80 A.		
	RECORDED	REGISTERED	Book	Page	Document No.	Certificate of Title No.	
Emmanuel & Anna A. Dutra, Nr. Island Pd., Cedarville Lot 2 Pl.59 Bl155 P293	3402	95					Emmanuel & Anna A. Dutra

(ATTACH SCHEDULE IF MORE SPACE IS NEEDED. STATE NUMBER OF SCHEDULES ATTACHED 0)

The land hereby granted was included in an affidavit made by The Commissioner of Corporations and taxation, recorded on September 15, 1969, in the Plymouth County Registry of Deeds, registered Book 3517, Page 768, Document No. 2402, Certificate of Title No. 9/18, 25/69, relative to the value of certain parcels of land taken by tax collector by town for non-payment of taxes and to the validity of the tax titles held thereon; and was offered for sale at public auction on October 6, 1969, in accordance with a notice of sale posted on September 16, 1969, in Town Office Bldg., Lincoln St., Plymouth, Mass., & Old Colony Memorial.

(SPECIFY PLACE WHERE NOTICE WAS POSTED) ALSO GIVE DATE AND NAME OF NEWSPAPER IN WHICH NOTICE WAS PUBLISHED

(Strike out Paragraph (A) or (B) as the Circumstances Require)

(A) No bid was made at the time and place appointed for the sale or at any adjournment thereof and the said city town therefore became the purchaser at an adjournment of said sale on October 6, 1969.(B) The purchaser failed to pay the amount bid by him at the original time and place appointed for the sale, October 6, 1969, within ten days thereafter, wherefore the sale became void and the said town became the purchaser.Executed as a sealed instrument this 23rd day of October, 1969.Andrew J. Collas, Treasurer of the CITY of Plymouth

THE COMMONWEALTH OF MASSACHUSETTS

Plymouth, as, October 23, 1969Then personally appeared the above-named Andrew J. Collas and acknowledged the foregoing instrument to be his free and lawful Treasurer as aforesaid, before me,My commission expires September 3, 1976 Class 7th, 1969

Notary Public - Justice of the Peace

THIS FORM APPROVED BY COMMISSIONER OF CORPORATIONS AND TAXATION.

FORM 1157 HOBBS & WARREN, INC. PUBLISHERS

RECD OCT 24 1969 AT 1-50 PM AND RECORDED

Rec'd 3356
704

THIS INSTRUMENT NOT VALID UNLESS RECORDED WITHIN 60 DAYS OF THE * DATE OF TAKING!
STATE TAX--FORM 301

INSTRUMENT OF TAKING

THE COMMONWEALTH OF MASSACHUSETTS

Plymouth
NAME OF CITY OR TOWN

OFFICE OF THE COLLECTOR OF TAXES

Harold W. Baker

I, Harold W. Baker, Collector of Taxes for
the City of Plymouth, pursuant and subject to the provisions
of General Laws, Chapter 60, Sections 53 and 54, hereby take for said City ^{City} town the following
described land:

DESCRIPTION OF LAND

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

Nr. Island Pd., Cedarville Lot 2 Pl. 59 Bl155 P293

Said land is taken for non-payment of taxes as defined in Section 48 of said Chapter 60
assessed thereon to Emmanuel and Anna A. Dutra h/w

for the year 1966, which were not paid within fourteen days after demand therefor made upon
John L. Dutra on March 14, 1967, and now
remain unpaid together with interest and incidental expenses and costs to the date of taking in the
amounts hereinafter specified, after notice of intention to take said land given as required by law.

19 <u>66</u>	TAXES REMAINING UNPAID	<u>1.86</u>
INTEREST TO THE DATE OF TAKING		<u>.11</u>
INCIDENTAL EXPENSES AND COSTS TO THE DAY OF TAKING		<u>5.27</u>
SUM FOR WHICH LAND IS TAKEN		<u>7.24</u>

WITNESS my hand and seal this 11th day of September, 1967

*(DATE OF TAKING)

Harold W. Baker, Collector of Taxes for the City of Plymouth
Town

THE COMMONWEALTH OF MASSACHUSETTS

Plymouth, Mass.

OCT 2 - 1967

19

Then personally appeared the above named Harold W. Baker
and acknowledged the foregoing instrument to be his free act and deed as Collector of Taxes,

JUL 23 1971 before me, Andrew J. Hart, Justice of the Peace
My commission expires 1972

RECD OCT 23 1967 AT 9-30 AM AND RECORDED


[HOME](#) [SEARCH](#) [SUMMARY](#) [INTERIOR](#) [EXTERIOR](#) [SALES](#) [MAPS](#) [ABOUT](#)
[Printable Record Card](#) | [Previous Assessment](#) | [Condo Info](#) | [Sales](#) | [Zoning](#) | [Comments](#)
WebPro

Card 1 of 1

Location WOODLAND-ISLAND PD

Property Account Number 57823

Parcel ID 059-000-003-000

Old Parcel ID 9100

Current Property Mailing Address

Owner PLYMOUTH TOWN OF

Address 26 COURT ST

City PLYMOUTH

State MA

Zip 02360

Zoning R25

Current Property Sales InformationSale Date 1/1/1993
Sale Price 0Legal Reference 12109-16
Grantor(Seller)**Current Property Assessment**

Year 2023

Land Area 6.159 acres

Card 1 Value

Building Value 0

Xtra Features Value 0

Land Value 22,100

Total Value 22,100

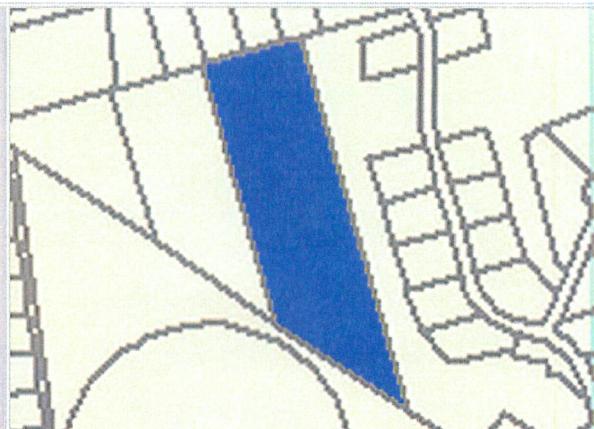
Narrative Description

This property contains 6.159 acres of land mainly classified as Vacant TT with a(n) N/A style building, built about , having N/A e N/A roof cover, with 0 unit(s), 0 total room(s), 0 total bedroom(s), 0 total bath(s), 0 total half bath(s), 0 total 3/4 bath(s).

Legal Description**Property Images**

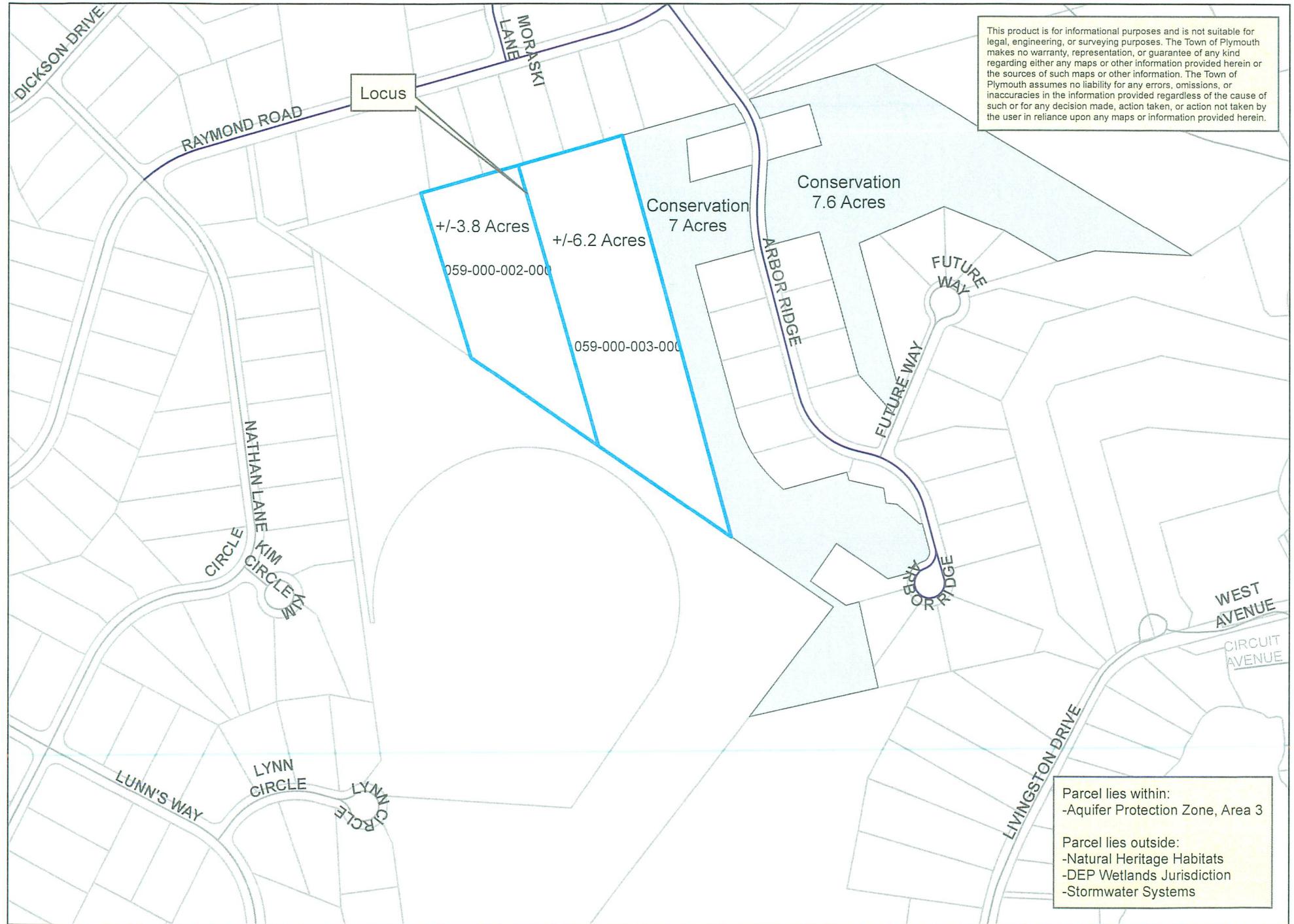
No Sketch

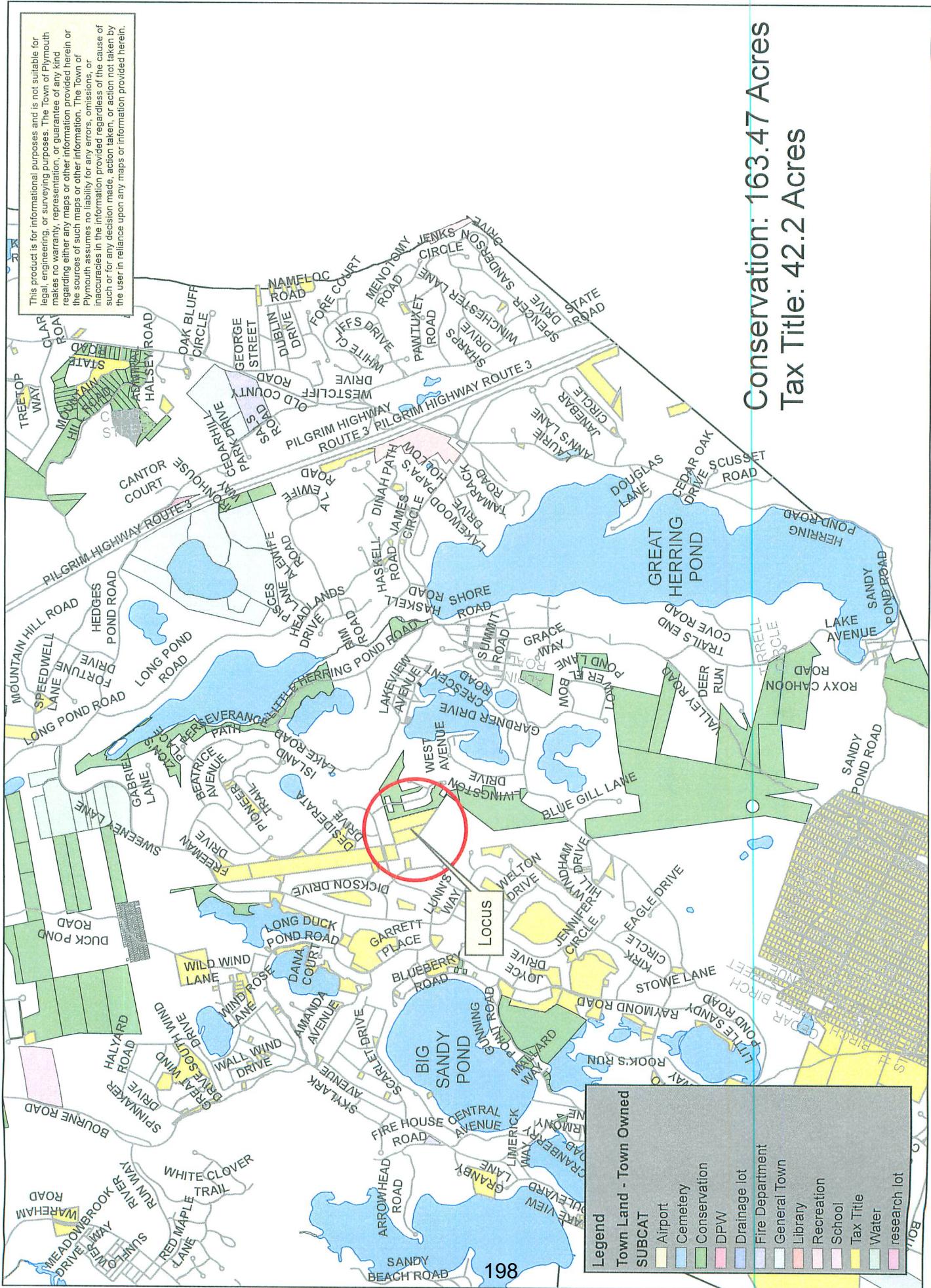
Available



No Picture

Available





Map prepared by:
 Department of Planning & Development
 November 29, 2023

Spring Town Meeting 2024 Tax Title
 to Conservation Conveyance
 059-000-002-000 & 059-000-003-000

2 Miles
 1
 0.5
 0

M:59, L:3

Previous Assessments

Year	Code	Building	Yard Items	Land Value	Acres	Special Land	Total
2023	936 - Vacant TT	0	0	22,100	6.16	0.00	22,100
2022	936 - Vacant TT	0	0	20,100	6.16	0.00	20,100
2022	936 - Vacant TT	0	0	20,100	6.16	0.00	20,100
2021	936 - Vacant TT	0	0	20,100	6.16	0.00	20,100
2020	936 - Vacant TT	0	0	19,700	6.16	0.00	19,700
2019	936 - Vacant TT	0	0	18,100	6.16	0.00	18,100
2018	936 - Vacant TT	0	0	17,100	6.16	0.00	17,100
2017	936 - Vacant TT	0	0	17,100	6.16	0.00	17,100
2016	936 - Vacant TT	0	0	16,100	6.16	0.00	16,100
2015	936 - Vacant TT	0	0	16,100	6.16	0.00	16,100
2014	936 - Vacant TT	0	0	16,100	6.16	0.00	16,100
2013	936 - Vacant TT	0	0	16,100	6.16	0.00	16,100
2012	936 - Vacant TT	0	0	17,100	6.16	0.00	17,100
2011	936 - Vacant TT	0	0	17,000	6.16	0.00	17,000
2010	936 - Vacant TT	0	0	17,600	6.16	0.00	17,600
2009	903 - MUNICPL	0	0	20,800	6.16	0.00	20,800
2008	903 - MUNICPL	0	0	22,100	6.16	0.00	22,100
2007	903 - MUNICPL	0	0	22,500	6.16	0.00	22,500
2006	903 - MUNICPL	0	0	22,100	6.16	0.00	22,100
2005	903 - MUNICPL	0	0	18,500	6.16	0.00	18,500
2004	903 - MUNICPL	0	0	14,800	6.16	0.00	14,800
2003	903 - MUNICPL	0	0	12,300	6.16	0.00	12,300
2002	903 - MUNICPL	0	0	8,800	6.16	0.00	8,800
2001	903 - MUNICPL	0	0	5,300	6.16	0.00	5,300
2000	903 - MUNICPL	0	0	5,300	6.16	0.00	5,300
1999	903 - MUNICPL	0	0	5,300	6.16	0.00	5,300
1998	903 - MUNICPL	0	0	11,400	6.16	0.00	11,400
1997	903 - MUNICPL	0	0	11,400	6.16	0.00	11,400
1996	903 - MUNICPL	0	0	11,400	6.16	0.00	11,400
1995	903 - MUNICPL	0	0	12,300	6.16	0.00	12,300

(SEAL)

Received & Recorded
 PLYMOUTH COUNTY
 REGISTRY OF DEEDS
 11 AUG 1993 09:00AM
 JOHN D. RIORDAN
 REGISTER

COMMONWEALTH OF MASSACHUSETTS
 LAND COURT
 DEPARTMENT OF THE TRIAL COURT

Case No. **96655 TL.**

FINAL JUDGMENT IN TAX LIEN CASE

Town of Plymouth

vs.

Edgar Howe

JUDGMENT

This case came on to be heard and was argued by counsel, and thereupon, upon consideration thereof, it is
 ADJUDGED and ORDERED that all rights of redemption are forever foreclosed and barred under the deed
 given by the Collector of Taxes for the **Town**
 of **Plymouth** in the County of **Plymouth**
 and said Commonwealth, dated **August 11, 1989** and duly recorded in
 Book **9293** Page **93**

By the Court **(Cauchon, C.J.)**

Attest:

Charles W. Trembley, Jr.

Recorder

A TRUE COPY
 ATTEST

Charles W. Trembley, Jr.

Mail to: Coppola and Coppola
 40 South Street
 Marblehead, MA 01945

ab

200
 ← END OF INSTRUMENT →

[THIS INSTRUMENT NOT VALID UNLESS RECORDED WITHIN 60 DAYS OF THE * DATE OF TAKING]
STATE TAX—FORM 301

INSTRUMENT OF TAKING

THE COMMONWEALTH OF MASSACHUSETTS

Town of Plymouth
NAME OF CITY OR TOWN

OFFICE OF THE COLLECTOR OF TAXES

I, Edward D. Borgatti, Collector of Taxes for the City of Plymouth, pursuant and subject to the provisions of General Laws, Chapter 60, Sections 60 and 64, hereby take for said town the following described land:

DESCRIPTION OF LAND

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

Land in said Plymouth at Island Pond, shown as Lot 3 on

Assessors' Plat 59, described in Ply. Deeds, B. 1297, P. 514.

Said land is taken for non-payment of taxes as defined in Section 48 of said Chapter 60 assessed thereon to Edgar Howe.

for the year 1987, which were not paid within fourteen days after demand therefor made upon Edgar Howe on September 16, 1988, and now remain unpaid together with interest and incidental expenses and costs to the date of taking in the amounts hereinafter specified, after notice of intention to take said land given as required by law.

1987 TAXES REMAINING UNPAID	(bal.)	260.54
INTEREST TO THE DATE OF TAKING		69.20
INCIDENTAL EXPENSES AND COSTS TO THE DAY OF TAKING		18.56
SUM FOR WHICH LAND IS TAKEN		348.30

WITNESS my hand and seal this 11th day of August, 1989.
(DATE OF TAKING)

Edward D. Borgatti, Collector of Taxes for the City of Plymouth
Town

THE COMMONWEALTH OF MASSACHUSETTS

Plymouth, 88. August 11, 1989.

Then personally appeared the above named Edward D. Borgatti and acknowledged the foregoing instrument to be his free act and deed as Collector of Taxes,

before me, James E. Coppola - Notary Public - JAMES E. COPPOLA
My commission expires August 14, 1992

, 1989, at o'clock and minutes M.
Received and entered with Registry of Deeds,
Book , Page . Document No. , Certificate of Title No. .

Attest: Register

THIS FORM APPROVED BY THE DEPARTMENT OF REVENUE.

FORM 111A HOBBS & WARREN, INC., PUB 204 ps.

REC'D AUG 11 1989 AT 12 15 PM AND RECORDED

ARTICLE 12:

ARTICLE 12: Chapter 90 Roads

To see if the Town will vote to accept and expend such sum or sums of money allotted or to be allotted to the Town from the Commonwealth of Massachusetts under the provisions of M.G.L. Chapter 90 or under any other state roadway reimbursement programs for FY25, and to authorize the Board of Selectmen to enter into a contract or contracts with the Massachusetts Department of Transportation Highway Division for such purposes; and further, to authorize the Treasurer with the approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts, or to take any other action relative thereto.

DEPARTMENT OF PUBLIC WORKS—ENGINEERING DIVISION

RECOMMENDATION: Approval (Unanimous, 11-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 12. Approval of this article will enable the Town to accept State Highway (Chapter 90) Funds for repairs and reconstruction of public roads. While the estimated amount of Chapter 90 funds for FY2025 was not known at the time this report was prepared, Plymouth did receive more than \$1.59 million for FY2024. The Town expects a similar amount in FY2025 unless there is change in policy and/or the state's financial health.

TOWN OF PLYMOUTH
Department of Public Works
Engineering Division
26 Court Street
Plymouth, Massachusetts 02360

MEMO

To: **Advisory & Finance Committee**

From: **James Downey, Acting Town Engineer JD**

Through: **William A. Coyle, P.E., Director of Public Works**

CC: **Derek Brindisi, Town Manager**

Date: **December 22, 2024**

Subject: **2024 Spring Annual Town Meeting**
Article 12 - Accepting Chapter 90 Funds

Please be advised that this Annual Article authorizes the Town to accept funding provided by the Commonwealth of Massachusetts under G.L., Chapter 90 for the maintenance of public roads. In the previous round of Fiscal Year 2024 appropriations, the Town received \$1,592,118.79. The estimated amount for Fiscal Year 2025 is currently unknown. However, the Town can expect a similar amount in Fiscal Year 2025 unless there is a change in policy and/or the Commonwealth's financial health.

There is not any need for funding Article 12.

The DPW recommends that the Advisory & Finance Committee members vote to support Article 12 as presented.

ARTICLE 13:

ARTICLE 13: Town Promotion Fund

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

SELECT BOARD

RECOMMENDATION: Approval \$1,332,583 (Unanimous, 12-0-0)

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

Memo

To: Board of Selectmen
Advisory and Finance Committee

From: Lee Hartmann, Director of Planning and Development

Re: FY25 Town Promotion Fund – 2024 ATM Article 13

Date: January 4, 2024

The receipts collected through the 6% Hotel/Motel Tax increased by 6.9% from last year (\$2,961,296 compared to FY 24 which was \$2,769,791). The Town, by a special act, places 45% of the total Hotel/Motel Tax into its Promotion Fund. The total FY25 funding to be approved for the Town Promotions budget is \$1,332,583 which is a \$86,177 increase from last year's appropriation.

The Visitor Services Board oversees expenditures from the Promotion Fund.

This year's fixed costs are \$599,223 and include:

- The Town Promotions and Water Street Visitors Information Center operation contract with Destination Plymouth is \$465,365
- Public Improvements at \$133,258 which is 10% of the budget as required by the Home Rule Petition.
- Salaries/Equipment (\$600)

Other costs include (\$733,360)

- Event Funding and Additional Marketing (\$723,360)
- Distinguished Visitors (\$10,000)

The FY25 budget is as follows:

Salaries and Wages (Admin. Support)	\$600
Contractual Services (Promotions and Info Center).....	\$465,365*
Public Improvements	\$133,258*
Distinguished Visitors.....	\$10,000
Event Funding & Additional Marketing	\$723,360
Total	\$1,332,583

*Fixed costs

The following is a list of Celebrations (special events and exhibit grants) funding from FY25:

Special Events

Bark in the Park	\$5,000	Polar Plunge	\$500
America's Hometown Laureate	\$2,500	PorchFest	\$3,000
First Friday	\$5,000	Project Arts Concert Series	\$15,000
Halloween on Main	\$4,000	Local Eats	\$4,000
Herring Run Festival	\$3,020	Philharmonic Orchestra (23/42)	\$10,000
July 4th Fireworks	\$12,500	TG Patriot Concert	\$20,000
July 4 th Parade	\$12,500	TG Waterfront Activities	\$20,000
July 4th Philharmonic	\$35,000	Thanksgiving Parade	\$20,000
L. Knife & Son Concert Series	\$1,500	Thanksgiving Phil Concert	\$25,000
Myles Standish State Forest RR	\$4,500	The Thirsty Pilgrim	\$975
Plymouth Public Library Arts Festv	\$7,500	Waterfront Festival	\$10,000
Pilgrim Progress	\$1,500		

Misc

Building Campaign (America's Hometown Inc)	\$100,000
Town Hall Restrooms	\$10,000
Draken Viking Ship	\$30,000
Transient Mooring – Harbormaster	\$22,000
Public Art Inititave - Chamber of Commerce	\$7,500
Giant Adirondack Chair - Downtown Waterfront District	\$2,500
Light the Night - Downtown Waterfront District	\$20,000
Town Hall Tree Lighting and Stage	\$28,800
Funding for Board members to attend conferences/Events	\$1,000
Event Boards - Plymouth Bay Cultural District	\$3,000
Indigenous Voices - Plimoth Patuxet	\$20,000
Ride Circuit - See Plymouth	\$150,000
Seaside Trail - Marine & Environmental	\$95,000
America's Hometown Thanksgiving Security	\$47,000
America's Hometown Thanksgiving Parking & Shuttle	\$22,000
Jenney Gristmill Lighting Project - Parks Dept	\$65,000
Additional Funding to maintain Celebration Lights	\$5,000
Labor to maintain Celebration Lights - Parks Dept	\$10,000
Flower Baskets - Parks Dept	\$8,598
Celebration Light Pole Strings - Parks Dept	\$3,000
Holiday Linden Tree Lights - Parks Dept	\$1,500
Holiday Wreaths for downtown - Parks Dept	\$3,612
New Waterfront Visitor Center - See Plymouth	\$100,000
Current Waterfront Visitor Center repairs - See Plymouth	\$5,000
Trash bins & recycling - Downtown Waterfront District	\$15,000

Thank you.

ARTICLE 14:

ARTICLE 14: Amend Zoning Bylaw – Accessory Dwelling Unit (ADU)

To see if the Town will vote to amend the Zoning Bylaw Section 201.3 Definitions and to create a new section entitled Accessory Dwelling Units to allow studio and one bedroom accessory apartments by right under certain conditions and subject to criteria, in all Residential and Mixed Use Zoning Districts as well as amend any other definitions, procedures, and provisions for said installations. Text, map, and other information can be found on file with the Town Clerk, or by visiting the Town of Plymouth website using the following link: <https://www.plymouth-ma.gov/DocumentCenter/View/4372/Draft-Accessory-Dwelling-Unit-Bylaw>. or take any other action relative thereto.

PLANNING BOARD

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

The Advisory & Finance Committee recommends Town Meeting approve Article 14. Approval of this article will amend the Zoning Bylaw to allow Accessory Dwelling Units by right. The intent is to increase the number of moderately priced long term rental units in the Town and to allow residents on fixed incomes who wish to remain in their homes the option to supplement their income through the rental of such a unit.

**FINAL REPORT AND RECOMMENDATION TO
ALLOW ACCESSORY DWELLING UNITS
IN ALL RESIDENTIAL AND MIXED-USE ZONING DISTRICTS**

DATE OF PUBLICATION OF PUBLIC HEARING: October 5, 2023

October 12, 2023

DATE OF PUBLIC HEARING: October 25, 2023

VOTE: On October 25, 2023, the Planning Board voted (5-0) **to support** the following amendment to the Zoning Bylaw:

INTENT OF THE PROPOSED AMENDMENT:

1. Increase the number of dwelling units available for year-round rental in Town;
2. Encourage a more economic and efficient use of the Town's housing supply while maintaining the appearance and character of the Town's single-family neighborhoods;
3. Adapt single-family residential properties so they are supportive of residents at a variety of stages in their life cycle;
4. Encourage greater diversity and support of all populations with particular attention to young adults and senior citizens;
5. Provide homeowners with a means of obtaining rental income to defray housing costs;
6. Provides an opportunity to support residents on fixed incomes who wish to remain in their home; and
7. Increase the number of moderately-priced rental units in the Town.

NEED AND JUSTIFICATION FOR THE AMENDMENT:

Accessory dwelling units are small, one-bedroom rental only and only applies to single family dwellings.

The use of an accessory dwelling unit for a short-term rental (i.e. Airbnb) is prohibited.

This amendment seeks to create affordable housing opportunities for Plymouth's workforce. It also has the potential to provide rental income to residents on fixed incomes who would like to remain in their homes.

PROPOSED AMENDMENT:

Plymouth Zoning Bylaw Use Table

Insert F (5) as follows:

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 ²⁸	MC	HC
F	Accessory																
5	Accessory Dwelling Units	Y	Y	Y	Y	Y	Y	Y	Y	X	X	X	X	X	X	X	X

The following language to be inserted:

DEFINITIONS

201-3. DEFINITIONS.

ACCESSORY DWELLING UNIT (ADU) – A self-contained detached or attached housing unit, inclusive of sleeping, cooking and sanitary facilities on the same lot as the principal single-family dwelling and that is accessory to an owner-occupied Single-Family Dwelling located in a Residential or Mixed Use Zoning District. Only one ADU shall be allowed on a Lot. An ADU shall:

1. Remain in single ownership with the principal Single-Family Dwelling;
2. Not be used as a short-term rental unit as defined by MGL c. 64G;
3. Be located on the same Lot as the principal Single-Family Dwelling;
4. Maintain a separate entrance, either directly from the outside or through an entry hall or corridor shared with the principal dwelling sufficient to meet the requirements of the state building code for safe egress;
5. Not be larger in floor area than 900 square feet; and
6. Complies with the parking requirements (based on total bedroom count on the Lot) of the Zoning Bylaw.

203-17. ACCESSORY DWELLING UNITS:

Intent:

1. Provides an opportunity to support residents on fixed incomes who wish to remain in their home.
2. Increase the number of moderately-priced rental units in the Town.

An Accessory Dwelling Unit is allowed by right in all Residential and Mixed Use zoning districts provided that:

1. The principal Single-Family Dwelling and the Lot on which it is located conforms to the area and dimensional requirements of the underlying Zoning District; or
2. The principal Single-Family Dwelling and/or the Lot on which it is located do not conform to the area and dimensional requirements of the underlying Zoning District but the ADU does not create any new zoning non-conformities; and
3. It complies with all minimum standards of applicable health and building codes.

For the purposes of permitting Accessory Dwelling Units within the Town under this Section of the Bylaw, the following shall not be considered single-family dwellings:

1. A condominium as otherwise defined by Massachusetts General Laws; or
2. A townhouse dwelling as defined with Section 201-3 of this Bylaw.

TOWN OF PLYMOUTH

Timothy Grandy, Chairman



Carl Donaldson


Steve Bolotin


David Peck

Birgitta Kuehn

BEING A MAJORITY OF THE PLANNING BOARD
DATE SIGNED BY THE PLANNING BOARD: November 29 2023

DATE FILED WITH TOWN CLERK:

c:

November 30 2023

Town Clerk
Board of Selectmen
Advisory and Finance Committee

009934

RECEIVED
TOWN CLERK'S OFFICE
PLYMOUTH, MA
2023 NOV 30 AM 10: 50

ARTICLE 15:

ARTICLE 15: Expand Historic District

To see if the Town will vote under the provisions of MGL Chapter 40C, to expand the Plymouth Historic District as shown on a plan entitled "Plymouth Historic District Expansion 2024" dated November 1, 2024, prepared by Office of Planning and Development and is on file with the Town Clerk and by substituting § 90-2. Establishment in the Town General Bylaw with the following language:

§ 90-2. Establishment.

There is hereby established in the Town of Plymouth an historic district as shown on a plan entitled "Plymouth Historic District Expansion 2024" prepared for the Historic District Commission, Town of Plymouth, Massachusetts, dated November 1, 2023, prepared by Office of Planning and Development, a copy of which is on file in the Town Clerk's office. or take any action relative thereto.

HISTORIC DISTRICT COMMISSION

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

The Advisory & Finance Committee recommends Town Meeting approve Article 15. Approval of this article will expand the current Downtown & Waterfront District to include Union St., Lincoln St., Bradford St., including the Plymouth Marina, Plymouth Yacht Club, Nathaniel Morton School and 11 Lincoln St, and all properties located within this area.

Memo

To: Select Board & Advisory and Finance Committee
From: Historic District Commission
Date: January 22, 2024
Re: Article 15 - Historic District Expansion

Article

To see if the Town will vote under the provisions of MGL Chapter 40C, to expand the Plymouth Historic District as shown on a plan entitled "Plymouth Historic District Expansion 2024" dated November 1, 2024, prepared by Office of Planning and Development and is on file with the Town Clerk and by substituting § 90-2. Establishment in the Town General Bylaw with the following language:

§ 90-2. Establishment.

There is hereby established in the Town of Plymouth an historic district as shown on a plan entitled "Plymouth Historic District Expansion 2024" prepared for the Historic District Commission, Town of Plymouth, Massachusetts, dated November 1, 2023, prepared by Office of Planning and Development, a copy of which is on file in the Town Clerk's office. or take any action relative thereto.

Also see attached map.

Recommendation

The Plymouth Historic District Commission has voted unanimously to support an expansion to the current Downtown & Waterfront District. The proposed district includes Union St., Lincoln St., Bradford St., including the Plymouth Marina, Plymouth Yacht Club, Nathaniel Morton School and 11 Lincoln St., and all properties located within this area.

As part of this effort the Commission retained a professional consultant to conduct the necessary historical research and has also conducted a considerable amount of public outreach on this expansion including:

- All Property Owners Notified
- Public Forum July 13, 2023
- Public Forum September 25, 2023

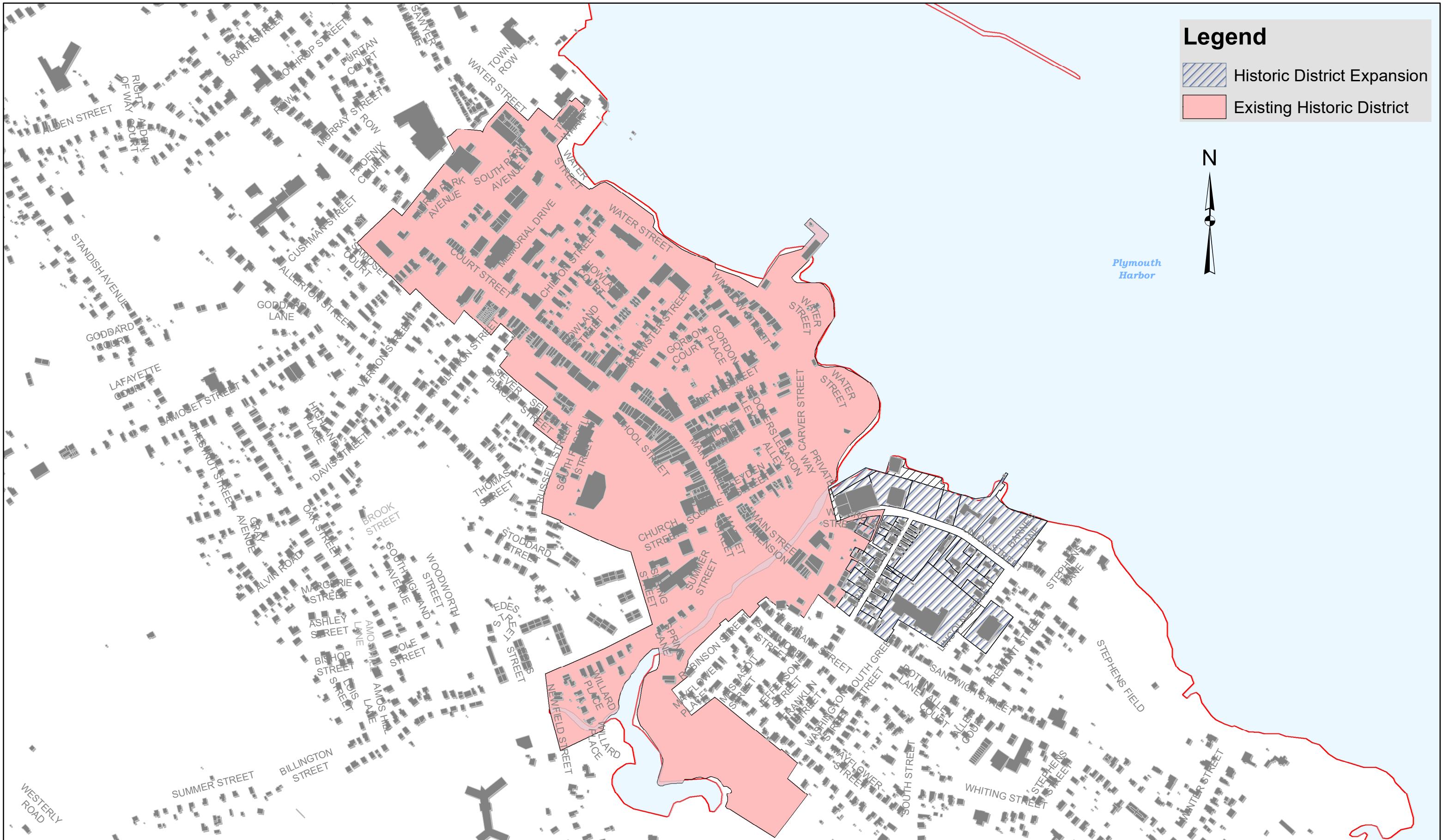
- Resident Survey
- Public Hearing January 3, 2024

The Plymouth Redevelopment Authority recognized the decline taking place and commissioned a master plan for the revitalization of the Bradford St. area. The plan recognized the unique historic significance of the area and recommended an approach that would include historic preservation. The plan notes that in a survey of residents, the establishment of a local historic district was supported. Listed in 1983 as the Bradford-Union Street Historic District, the district was found significant for architecture, commerce, industry and archeological-historic.

The listing of the Bradford-Union Street Historic District on the National Register of Historic Places in 1983 further demonstrated the uniqueness and significance of the area to the history of the town. Today, the collection of buildings extant in the neighborhood conveys a distinct era of Plymouth's history and reflects the occupations and hardworking individuals that maintained an active harbor of fishing, shipping, and industry.

Although recognized by the National Register of Historic Places, only the Historic District designation provides historic preservation of the proposed area.

Plymouth Historic District Expansion 2024



ARTICLE 16A:

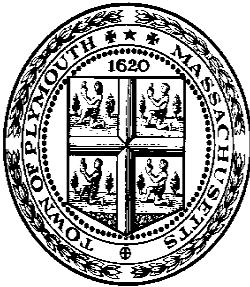
ARTICLE 16A: Affordable Housing - Plymouth Area Coalition for the Homeless

To see if the Town will vote to appropriate from the Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, or borrow the sum of \$3,000,000 to grant to Plymouth Area Coalition for the Homeless, Inc. for the purposes of constructing 26 family shelter units and education center with a deed restricted for affordable housing on the property located at 54 Industrial Park Road Plymouth Massachusetts, lot 12A-6, on assessors map 102 and further to authorize the Select Board to accept an affordable housing restriction pursuant to G.L. c. 44B, Section 12 and G.L. c. 184, Sections 31-33 at 54 Industrial Park Road, Plymouth Massachusetts or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Not Recommended (6-8-0)

The Advisory & Finance Committee recommends Town Meeting does not approve Article 16A. The opinions expressed in opposition to this article were so varied that it would be difficult to attribute a specific reason for the failure but a common concern was the borrowing of funds so CPC could grant those funds to Plymouth Area Coalition for the Homeless for this project.



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

To: SELECT BOARD
ADVISORY & FINANCE COMMITTEE
TOWN MEETING MEMBERS

FROM: LYNNE A. BARRETT
DEPARTMENT OF FINANCE

SUBJECT: CPC ARTICLES – 16A THRU 16G

DATE: JANUARY 23, 2024

Based on the estimated fiscal 2025 annual Tax Levy for the Town of Plymouth's budget the following is the estimated budget for Community Preservation Revenues. Based on this budget I am recommending the following funding sources for the CPC Articles at the annual town meeting. These funding sources will be used for the motions.

Estimated annual CPA Revenues:

Estimated Tax Revenue	\$ 223,043,603
CPA Surcharge Rate	1.50%
Estimated Surcharge for 2024 (Less 3-Year Avg in Abatements)	\$ 3,333,518
Investment Earnings	\$ 25,000

**State Trust Fund Distribution (Approximately 21%
Estimate as of FY2024)**

\$ 654,252
<u>\$ 4,012,770</u>

16 A - Housing: Plymouth Area Coalition Family 26 Units \$3,000,000
Authorization to Borrow

16 B - Housing: 132 Court St: 6 Units \$960,000

10% Annual Revenues Required for Housing - \$401,277
Existing Reserve for Housing - \$558,723

16 C - Housing: Redbrook: 52 Senior Units \$4,000,000

Authorization to Borrow

16 D Recreation: Town Brook Trail Enhancement \$3,000,000

Authorization to Borrow

16 E Historic: Pilgrim Hall Museum Borrowing Authorization Reduction \$2,466,799

10% Annual Revenues Required for Historic - \$401,277

Remaining Annual Revenues \$2,065,522

16 F Recreation: Stephens Field Borrowing Authorization Reduction \$871,041

10% Annual Revenues Required for Open Space / Recreation - \$401,277

Remaining Annual Revenues - \$469,764

16 G FY25 CPA Account Set up: (Housing, Historical, Open Space & Admin)

\$273,653

- No set asides recommended due to them being applied to appropriate uses.
- 4% for Administration Budget \$160,511 – from Annual Revenues
- Annual Debt Service Budget \$113,142 – from Annual Revenues

In summary total article submission funding sources:

Authorization to Borrow	\$10,000,000
Annual Revenues	\$ 4,012,770
Reserve for Housing	<u>\$ 558,723</u>
Grand Total	\$14,571,493

Thank you for your consideration in this matter.



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 December 8, 2023
Re: Spring TM 2024: CPA Article 16A: 54 Industrial Park Rd Affordable Housing

ARTICLE 16A: To see if the Town will vote to appropriate from the Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, the sum of \$3,000,000 to grant to Plymouth Area Coalition for the Homeless, Inc. or the purposes of constructing 26 family shelter units and education center with a deed restricted for affordable housing on the property located at 54 Industrial Park Road Plymouth Massachusetts, lot 12A-6, plot XXX, assessors map XXX and further to authorize the Select Board to accept an affordable housing restriction pursuant to G.L. c. 44B, Section 12 and G.L. c. 184, Sections 31-33 at 54 Industrial Park Road, Plymouth Massachusetts or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously Article 16A at its meeting held Thursday December 7, 2023

SUMMARY & INTENT:

The Community Preservation Committee recommended article 16A for Spring Town Meeting 2024 for the construction of 26 family shelter units affordable housing and education center located at 54 Industrial Park Rd Plymouth MA. The Property is currently owned by to the Plymouth Area Coalition for the Homeless, Inc.

Plymouth Community Preservation Committee
FISCAL YEAR 2022-2023 APPLICATION



FISCAL YEAR 2022-2023 APPLICATION

Project Name: Emergency Assistance Family Shelter - Plymouth Area Coalition

If the amount is unknown, will an appraisal be needed? Y N (If yes see page 14 of the appraisal process)

CPA Funding requested. \$ 3,000,000

Total project cost: \$ 6,978,590

Category--check all that apply: Open Space/Recreation Historic Housing

Lot and Plot: Lot-12A-6

Assessors Map #: _____

Number of acres in parcel: 64,007 square feet

Number of proposed housing units: 24-27 Family Shelter Units

Are there any existing deed restrictions on this property? No Don't know Yes/

DESCRIBE Describe restrictions below:

Project Sponsor/Organization: Plymouth Area Coalition for the Homeless, Inc. Contact Name: Suzanne R. Giovanelli

Address: 149 Bishops Highway, Kingston

Phone #: 774-283-1206 E-mail: sgiovanelli@plymouthareacoalition.org

7.10.23

Applicant Signature

Date submitted

APPLICATION REQUIREMENTS:

A complete application consists of this application page (the specific amount of CPA funding is required), along with the following:

- A detailed description of the project explaining how your proposal benefits the Town of Plymouth and how it meets CPA goals and selection criteria outlined at the end of this application packet.
- Are there any special permit, variance or other approvals required? Are there any legal ramifications or impediments to this project?
- A detailed project budget including any additional revenue sources. Will there be any annual costs to the town once the project is operational?
- A project timeline.
- Additional supporting information such as photographs, plot plans, and maps (if applicable).
- Applicant must provide all title information for the property.
- Applicant must initial each page in the space provided.



June 29, 2023

**Plymouth Area Coalition for the Homeless, Inc.
54 Industrial Park Rd, Plymouth Project Plan**

The Plymouth Area Coalition for the Homeless, Inc. plans to expand the organization's Emergency Assistance Shelter Program by adding 27 family units to its portfolio. Currently, the Coalition provides shelter to 109 families (13 at the Pilgrim's Hope Shelter and 96 at the Baymont Inn). In May 2023, the Coalition completed the acquisition of the former Bartlett Nuclear Office Building located at 54 Industrial Park Road. The parcel is 1.47 acres. The Plymouth Area Coalition for the Homeless as met the needs of homeless families, and provided basic needs support to our less fortunate neighbors for 40 years.

The property is fully developed with an 10,426 SF 2 ½ story building with a lower level partially at grade, and will meet the needs of 27 homeless families as they work to become self-sustainable.

Plan is to renovate the interior office space and convert them to include:

- 1) 24-27 family shelter units (2 sets of bunk beds, 2 bureaus, nightstand, and able to fit a crib and toddler bed if necessary), each with a window.
- 2) Private Office space for case managers and re-housing staff to meet with clients
- 3) ADA accessible bathrooms including roll in showers and sinks
- 4) Reception Desk/office area for on-duty residential staff
- 5) The 3,100 building footprint will remain the same.

Ist Floor would include Residential staff office, childcare room, Nurse's station, and Staff Annex.

The facility would also have a conference room and 2 administrative offices.

The Lower Level

- 1) will have a large congregate kitchen with refrigeration, stoves and storage
- 2) Large dining/family room
- 3) Laundry
- 4) Bathrooms
- 5) Education Room with access from the outside of the shelter space. This would enable the education program to be accessed by non-shelter residents without entry into the shelter.
 - An elevator will be installed providing access to all levels.
 - The building will be completely ADA compatible.
 - 21 parking spaces
 - The location is ideal for EA Shelter participants as it is on the public transit line (GATRA), and in the Plymouth Industrial Park which provides easy access to job

opportunities, State offices, medical offices, shopping, other retail resources, the P&B bus station, and is in close proximity to schools, train station, and Routes 3 and 44.

The 54 Industrial Park Rd EA Shelter Project will meet CPA goals by providing temporary emergency assistance housing and support programs to homeless families.

The goal of the Massachusetts Executive Office of Housing and Living Conditions (EOHLC) is to provide a program where homeless families are housed on a temporary basis, and receive support services that include extensive case management, collaborative work with a staff re-housing specialist, and the opportunity to attend educational programs to assist them in becoming self-sustainable.

The Plymouth Area Coalition for the Homeless operates its programs under contract with the EOHLC Emergency Assistance Shelter Program. Families are placed in shelter by EOHLC, and every effort is made to place families within a 20-mile radius of their home community.

This project will enhance temporary shelter opportunities for area families faced with homelessness due to the ever-increasing challenges presented in today's world. No-fault evictions, sky-rocketing rents, affordable housing shortages, medical concerns, and job loss are among the most common causes leading families to seek support through the EA Shelter System. The Coalition Education Program is designed strengthen families by offering classes in personal health, parenting, job search, personal finance, etc.

Child Care through Horizons for the Homeless, and tutor and mentoring (School on Wheels) programs are in place to support our youngest clients.

The Plymouth Area Coalition for the Homeless, Inc. was established in 1984, and since that time has worked to provide shelter and basic needs support to families throughout the greater Plymouth Area.

We are confident that the Plymouth Area Coalition's 54 Industrial Park Road project meets the CPC's goals in the area of Community Housing.

- The project calls to renovate an existing building which has been unused for some time and utilize the space to provide temporary housing for 27 homeless families
- As a family homeless shelter, the project will provide supportive housing and programing to help strengthen families and identify permanent housing, and become self sustainable
- The Project will not alter the building's façade, renovations will be interior, with the exception of a small, enclosed play area.
- The Plymouth Area Coalition is working with consultant, Emily Rothchild (Director of Special Projects, Neighborhood Works) as we apply for additional project funding, and manage the construction phase of the project.

Project Summary Information

NOTE: Do not fill out this section. It is automatically filled in by program.

Project Name	New Plymouth Family Shelter	
Developer	N/A	
Community	Plymouth	

Number of Units	27
-----------------	----

SRO	27	Low-Income, Rental Assisted	0
0 bedroom	0	Low-Income, Below 50%	27
1 bedroom	0	Low-Income, Below 60%	0
2 bedrooms	0	Other Income (User-defined)	0
3 bedrooms	0	Market Rate	0
4 bedrooms	0		

This is an application for:	DHCD Tax Credit Allocation	No
	HOME Funding through DHCD	No
	MHFA Official Action Status.....	No
	MHFA Construction Financing.....	No
	MHFA Permanent Financing	No
	MHP Fund Financing	No
	MHIC Construction Loan.....	No
	MHIC Tax Credit Equity	No
	Boston: DND.....	No
	Other.....	0
	Other.....	0
	Other.....	0
	Financing from Massdevelopment.....	No

Sources of Funds:

Developer's Equity	\$0
Tax Credit Equity	\$0
Public Equity	\$1,000,000
Subordinate Debt	\$3,478,590
Permanent Debt	\$1,000,000
Total All Sources	\$5,478,590

Uses Exceed Sources by	\$0
------------------------------	-----

Uses of Funds:

Acquisition	\$1,500,000
Construction	\$2,796,305
General Development	\$782,285
Developer Overhead	\$200,000
Developer Fee	\$200,000
Capitalized Reserves.....	\$0
Total All Uses	\$5,478,590

Rent Levels:

Low-Income, Rental Assisted	N/A
Low-Income, Below 50%	\$0
Low-Income, Below 60%	N/A
Other Income (User-defined).....	N/A
Market Rate	N/A
<i>Average, All Units</i>	<i>\$0</i>

BR (aver.)

N/A
0.0
N/A
N/A
N/A
0.0

SF (aver.)

N/A
300
N/A
N/A
N/A
300

Annual Operating Income (year 1):

Gross rental income (residential)	\$0
Vacancy (resid.)	\$0
Other Income (net of vacancies)	\$1,705,120
Subtotal	\$1,705,120
Operating Subsidies	\$0
Draw on Operating Reserves	\$0
Total Annual Income	\$1,705,120
 Net Operating Income	 \$83,729
Debt Service	\$79,434

Annual Operating Expense (year 1):

Management Fee	\$110,000
Administrative	\$192,900
Maintenance	\$206,900
Res. Service, Security	\$581,091
Utilities	\$91,000
Repl. Reserve	\$20,000
Oper. Reserve	\$20,000
Taxes, Insurance	\$399,500
Total	\$1,621,391

BILL OF SALE

THIS BILL OF SALE is executed and delivered as of this 27th day of April, 2023, by 54 INDUSTRIAL PARK ROAD LLC, a Massachusetts limited liability company ("Grantor"), to PLYMOUTH AREA COALITION FOR THE HOMELESS, INC., a Massachusetts nonprofit corporation ("Grantee").

Contemporaneously herewith, Grantor is conveying to Grantee the land and building located at and commonly known as 54 Industrial Park Road, Plymouth, Massachusetts (the "Real Estate").

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor does hereby bargain, sell and deliver to Grantee, without representation or warranty, all of the right, title and interest of Grantor in and to any and all of the fixtures, equipment, machinery, furniture, furnishings, apparatus, supplies and other tangible personal property of every nature or description owned by Seller now located in or on the Real Property, excluding any personal property owned by tenants or other third parties (collectively, the "Tangible Personal Property").

To have and to hold unto Grantee, its successors and assigns forever.

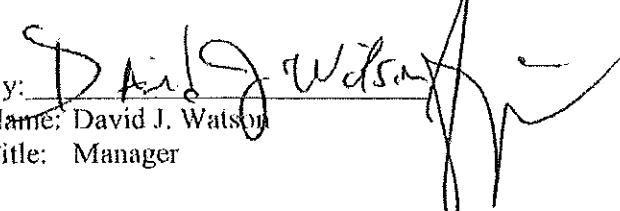
Grantor has not made and does not make any express or implied warranty or representation with respect to the Tangible Personal Property, including but not limited to merchantability of the Tangible Personal Property or its fitness for any particular purpose, the condition of the Tangible Personal Property, or the quality or capacity of the Tangible Personal Property.

Seller hereby covenants with the Buyer that it is the lawful owner of the said Tangible Personal Property; that they are free from all encumbrances; that it has good right to sell the same as aforesaid; and that it will warrant and defend the same against the lawful claims and demands of all persons.

Grantor has executed this Bill of Sale as of the date first set forth above.

GRANTOR:

54 INDUSTRIAL PARK ROAD LLC

By: 
Name: David J. Watson
Title: Manager

by John G.F. Ruggieri-Lam
attorney in fact

QUITCLAIM DEED

54 Industrial Park Road LLC, a Massachusetts limited liability company with a principal place of business at 282 Powder Point Avenue, Duxbury, MA 02332

For consideration paid and in full consideration of One Million Five Hundred Thousand and 00/100 Dollars (\$1,500,000.00) grants to **Plymouth Area Coalition for the Homeless, Inc.**, a Massachusetts nonprofit corporation with a principal place of business at 149 Bishops Highway, Kingston, MA 02364

with quitclaim covenants

That certain parcel of land together with the buildings thereon situated in Plymouth, Plymouth County, Massachusetts, having an address of 54 Industrial Park Road consisting of approximately 64,007 Sq. Ft. +/- and identified as Lot 12A- 6 in the Plan of Land in Plymouth, Plymouth County, MA prepared for Sunset Bay Realty Trust by Associated Engineers of Plymouth Inc, dated March 29, 1990, recorded in Book 33 Page 700 of the Book of Plans with the Plymouth County Registry of Deeds.

This lot is subject to an easement as shown on said plan of 3,618 square feet in favor of the Town of Plymouth and a driveway access easement and Agreement recorded with the Plymouth County Registry of Deeds in Book 53513 page 32.

This conveyance does not constitute all or substantially all of the LLC's assets located within the Commonwealth of Massachusetts.

Grantor hereby affirms under penalties of perjury that no other party has any other right of homestead, and hereby releases all claims of homestead.

Being the same premises conveyed to the Grantor by deed dated March 4, 2021 and recorded with the Plymouth County Registry of Deeds at Book 54531, Page 232.

[remainder of page intentionally left blank]

Executed as a sealed instrument under the pains and penalties of perjury this 29th day of April 2023

Seller:

54 Industrial Park Road LLC

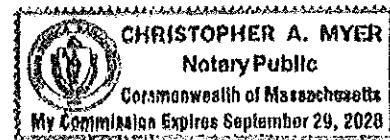

By: David J. Watson
Its: Manager

COMMONWEALTH OF MASSACHUSETTS

 ss.

On this 29th day of April 2023, before me, the undersigned notary public, personally appeared David J. Watson, Manager, known by me to be the person whose name is signed on the foregoing document, and swore or affirmed to me that the contents of this document are truthful and accurate to the best of his/her/their knowledge and belief, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose as Manager of 54 Industrial Park Road LLC.


Notary Public:
My commission expires:



ACELLA
Construction Corporation

Date: 2.8.2023

Project: 54 Industrial Park Road - Plymouth, MA

Job Number: 2023-018

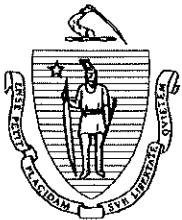
BUDGET PROPOSAL

Description	Quantity	Unit	Unit Cost	Total
General Conditions				\$255,400.00
General Requirements				\$39,975.00
Sitework				\$72,750.00
Demolition				\$68,952.00
Concrete				\$25,750.00
Masonry				\$55,000.00
Structural Steel				\$74,590.00
Misc. Metals				\$6,500.00
Rough Carpentry				\$116,250.00
Finish Carpentry				\$45,000.00
Waterproofing				\$14,500.00
Insulation				\$13,000.00
Roofing				\$49,400.00
Windows				\$79,200.00
Doors, Frames & Hardware				\$43,280.00
Drywall				\$136,000.00
Flooring				\$75,000.00
Acoustical Ceilings				\$6,000.00
Painting				\$54,825.00
Specialties + Elevator				\$163,000.00
Fire Protection				\$16,500.00
Plumbing				\$140,000.00
HVAC				\$182,000.00
Electrical + Fire Alarm				\$334,000.00
SUBTOTAL:				\$2,096,782.00
Contingency - Percentage of the Subtotal Costs			10%	\$209,678.20
Design Fees: Arch. + Engin. \$115,330 / Civil \$22,550			10.0%	\$137,880.00
Insurance			1.50%	\$31,451.73
Permit - .65 per sq.ft. x 12311 sq.ft. + addition			\$9,100.00	\$9,100.00
Fee			4.00%	\$83,871.28
TOTAL				\$2,568,763.21

With our first draft proposal we propose that the project is in the \$2,475,000 - \$2,600,000 Range



Tri-County Appraisal Group, LLC



Commonwealth of Massachusetts
**DEPARTMENT OF HOUSING &
COMMUNITY DEVELOPMENT**
Maura T. Healey, Governor ♦ Kimberley Driscoll, Lieutenant Governor ♦ Jennifer D. Maddox, Undersecretary

March 7, 2023

Dear Funding Source,

During the recent time the Department of Housing and Community Development has experienced an unprecedented need for additional Emergency Assistance Family Shelter support and facilities. The need for more Emergency Family Shelter has grown with the influx of families into the state of Massachusetts.

I am writing this letter to support any funding which will help the Plymouth Area Coalition for the Homeless, Inc. to obtain and fund additional shelter buildings, space and units.

Today, the Department has close to 4000 homeless families and the need for safe, secure temporary shelter continues to grow. The Plymouth Area Coalition for the Homeless, Inc. has recently stepped up and provides continuous services to over 90 families in a hotel in their region, and although a permanent solution to this homeless crisis for these families is hoped for, DHCD recognizes that a more stable, safe and better quality shelter site is preferred. This letter is to support any funds which could be obtained to help homeless families in Massachusetts.

Best Regards,

Warren F. O'Donnell

Warren O'Donnell
DHCD – Contract Manager
100 Cambridge Street
Boston, MA 02114
Warren.odonnell@mass.gov
857 291 0008

ARTICLE 16B:

ARTICLE 16B: Affordable Housing – 132 Court St

To see if the Town will vote to appropriate from Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, or borrow the sum of \$960,000 to grant to MEGRYCO, Inc. for the purposes of constructing 6 affordable units with a deed restricted for affordable housing on the property located at 132 Court Street Plymouth Massachusetts, shown on assessors map 14, as Lot 6-1 and further to authorize the Select Board to accept an affordable housing restriction pursuant to G.L. c. 44B, Section 12 and G.L. c. 184, Sections 31-33 at 132 Court Street, Plymouth Massachusetts or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$960,000 (12-1-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16B. Approval of this Article will authorize a grant to MERGRYCO, Inc. for the purpose of constructing 6 affordable deed restricted units at 132 Court Street.



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 December 8, 2023
Re: Annual Spring TM 2023: CPA Article 16B 132 Court Street 6 affordable units

ARTICLE 16B: To see if the Town will vote to appropriate from Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, the sum of \$960,000 to grant to MEGRYCO, Inc. for the purposes of constructing 6 affordable units with a deed restricted for affordable housing on the property located at 132 Court Street Plymouth Massachusetts, lot 14, Plot 6B, assessors map 014-000-0068-000 and further to authorize the Select Board to accept an affordable housing restriction pursuant to G.L. c. 44B, Section 12 and G.L. c. 184, Sections 31-33 at 132 Court Street, Plymouth Massachusetts or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously Article 16B at its meeting held Thursday December 7, 2023

SUMMARY & INTENT:

The Community Preservation Committee recommended article 16B for Spring Town Meeting 2024 for the construction of 6 units of affordable housing located at 132 Court Street. The 6 units are permitted currently as market rate but with the use of the CPA Fund they will all be deed restricted as affordable housing. The applicant is currently building a 34 residential unit complex at 132/134 Court St and is required to have 4 affordable units. The CPA funds will not be used to create the 4 units the application is required to build as a result of the permitting process. The CPA Funds will be used to create an additional 6 units at the Court Street complex.

FISCAL YEAR 2024-2025 APPLICATION

Project Name: Megryco, Inc.

CPA Funding requested: \$ 960,000.00 If the amount is unknown, will an appraisal be needed?

Y (If yes see page 14 of the appraisal process)

Total project cost: \$ 4,510,000.00



Category—check all that apply: Open Space/Recreation Historic Housing

Lot and Plot: 14, 6B

Assessors Map #: 014-000-0068-000

Number of acres in parcel: 3

Number of proposed housing units: 6 AFF

Are there any existing deed restrictions on this property? No Don't know DESCRIBE

Describe restrictions below: Total units on site are 34. Currently that consists of 24 over fifty-five, 6 market-rate apartments, and 4 affordable apartments. We will convert the 6 market-rate units to affordable to meet the needs of downtown.

Project Sponsor/Organization: Megryco, Inc.

Contact Name: Rick Vayo

Address: 22 1/2 Whiting St., Plymouth, MA 02360

Phone #: 508-415-6160 E-mail: r_vayo@megryco.com

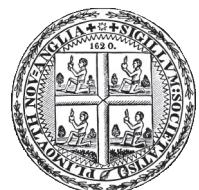
Applicant Signature

Date submitted
11/21/23

APPLICATION REQUIREMENTS:

A complete application consists of this application page (the specific amount of C A funding is required), along with the following:

- A detailed description of the project explaining how your proposal benefits the Town of Plymouth and how it meets CPA goals and selection criteria outlined at the end of this application packet.
- Are there any special permit, variance or other approvals required? Are there any legal ramifications or impediments to this project?
- A detailed project budget including any additional revenue sources. Will there be any annual costs to the town once the project is operational?
- A project timeline.
- Additional supporting information such as photographs, plot plans, and maps (if applicable).
- Applicant must provide all title information for the property.
- Applicant must initial each page in the space provided.



From: MEGRYCO, Inc.

To: Community Preservation Committee

Regarding: 132 Court St. (Davis Manor site, name TBD)

Convert six market-rate units to affordable

Overview:

MEGRYCO, Inc. has been serving the real estate needs of the Southern New England community for nearly three decades. We are a multi-generation family business that prides itself on bettering the communities we reside in and building long-lasting relationships with the individuals we serve. To that end, MEGRYCO, Inc. has roots in many local towns and cities with complexes ranging from single- and multi-family residential structures to over 50,000 square foot multi-tenant commercial facilities. Most recently MEGRYCO, Inc. has focused nearly all its energies on the town of Plymouth. Recent residential projects include the groundbreaking redevelopment of the former Armory in downtown Plymouth, *Residences @ the Armory*, the historic redevelopment of *The Registry* also in downtown Plymouth, *Knapp Place* in North Plymouth, *Pointe 1620* apartments on Obery St. and *Beech Tree Estates* in Chiltonville. These completed projects along with nearly 200 additional housing units under development in Plymouth illustrate the commitment MEGRYCO, Inc. has to the community. As part of that commitment, we are now focusing our attention on private/public partnerships for affordable housing to ensure Plymouth's success is realized by all.

The project on State Rd. in Manomet was the first of many opportunities we developed that will provide long-term options for affordable housing in Plymouth. Presently State Rd. is completed with 23 affordable units online. Carver Landing phase one and two was the second opportunity for more affordable units. This project located in West Plymouth, was a duplicate of State Rd. in design and use and is now fully occupied with 40 affordable units. These projects began a new era of public and private partnerships in the town of Plymouth. We are able to build these properties at costs far below that of a public project and most importantly were able to bring these properties online within months rather than years or decades. And, most importantly manage and maintain these properties as pillars of the community with **NO future costs to the town**.

Recognizing areas of need, flexibility to move quickly and decisively and a willingness to allocate funds and resources to a long-term commitment to affordable housing combines to provide the CPC, AHT and others charitable organizations with a conduit to immediately provide homes to those in need. To that end we have, to date, created nearly **80 voluntary affordable units in Plymouth. More than all other developers combined.**

We are now seeking another public/private partnership to help fund a new development in the Downtown area that will create a total of 10 affordable units. Coupling CPC funding with MEGRYCO, Inc. cash/financing and our ability to provide economical/expeditious construction and long-term property management, we will be able to provide much needed housing in an area that is greatly underserved for the affordable community.

Timeline:

All approvals and permits are in place. Construction to begin Q1 24' and we expect full occupancy Q1 25'.

Specifications:

Davis Manor (name TBD) is a new development of 34 residential units (24 over fifty-five and 10 apartments) on approximately three acres at 132/134 Court St. Currently, the apartments are planned as 6 market-rate and 4 affordable. **With this proposal we intend to convert the 6 market-rate to affordable through public/private partnership.**

These units will be housed in a newly constructed building designed to recapture the original streetscape of Court St. The new building will help return the historic streetscape to the days of glory. Once lined with beautiful homes, the Court St. of days gone by was a promenade filled with charm and designed to promote community interaction. Our placement and architecture of the structure is by no means by chance. Working carefully with the architect and turn of the century images we intend to restore that charm by recreating the downtown streetscape. We feel strongly that once completed it will be a catalyst for other redevelopment with an eye to the past.

The area provides public transportation, local shopping, downtown/waterfront direct access and has easy access to parks and beaches all in the immediate area. MEGRYCO, Inc. will remain as the owner and provide long-term management to ensure a high-quality development and an environment that all tenants will be proud to call home.

Pro-forma:

Costs:

Land and infrastructure	\$ 580,000.00
New construction	\$ 3,930,000.00*
Total	\$4,510,000.00

Proposed funding:

Developer monies (cash/financing)	\$ 3,550,000.00
CPC funding	\$ 960,000.00
Total	\$ 4,510,000.00

*Construction costs are higher than previous projects due to: Post COVID industry-wide material/labor increases, final DPW requirements, downtown area site work/sewer infrastructure, downtown architectural plans, and overall inflation in all aspects of construction.



Rick Vayo | President

MEGRYCO, Inc.

22 1/2 Whiting St, Plymouth, MA 02360

Tel> 508.830.4646 x201 Fax>508.747.4242

www.megryco.com

ARTICLE 16C:

ARTICLE 16C: Affordable Housing – Cranberry Commons at Redbrook

To see if the Town will vote to appropriate from Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, or borrow the sum of \$4,000,0000 to grant to the Grantham Group, LLC. for the purposes of constructing a 52 units in a multi-family complex building with a deed restricted affordable housing on the property located at Cranberry Commons at Redbrook Plymouth Massachusetts, shown on assessors map 115 as lot 1348 and further to authorize the Select Board to accept an affordable housing restriction pursuant to G.L. c. 44B, Section 12 and G.L. c. 184, Sections 31-33 at 237 Wareham Road, Plymouth Massachusetts or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$4,000,000 (Unanimous, 14-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16C. Approval of this Article will grant \$4,000,000 to the Grantham Group for the purposes of constructing 62 units in a multi-family complex building for local senior citizens. The Committee initially voted not to recommend this article but after reconsideration of new materials which included the addition of 10 more units of affordable senior housing, revised parking ratio of 1 space per unit, a sidewalk on the project side, and no additional funding requested the committee voted unanimously to recommend this project to Town Meeting.



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 December 7, 2023
Re: ASTM 2024: CPA Article 16C Redbrook /Agawam Development LLC/ The Grantham Group, LLC.

ARTICLE 16C: To see if the Town will vote to appropriate from Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, the sum of \$4,000,0000 to grant to the Grantham Group, LLC. for the purposes of constructing a 52 units in a multi family complex building with a deed restricted affordable housing on the property located at Cranberry Commons at Redbrook Plymouth Massachusetts, lot 4-176, Plot XXX, assessors map 116 and a portion of Map 116 Lot A-035 and further to authorize the Select Board to accept an affordable housing restriction pursuant to G.L. c. 44B, Section 12 and G.L. c. 184, Sections 31-33 at 237 Wareham Road, Plymouth Massachusetts or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted 4 in favor and two in opposition of Article16C at its meeting held Thursday December 7, 2023

SUMMARY & INTENT:

The Community Preservation Committee recommended article 16B for Spring Town Meeting 2024 for the construction of 52 units of affordable housing in a multi family building located at 237 Wareham Road, Redbrook Development, Plymouth MA. The Grantham Group, LLC would build the complex at the ADM Agawam LLC/Redbrook development.

Update: February 15, 2024
Fact Sheet: Community Preservation Committee Request
For Cranberry Commons Developed by the Grantham Group at Redbrook
A new component of Redbrook catering to local senior citizens.

Since the project team last met with the Advisory and Finance Committee, we have received useful input from residents and town officials, and we are pleased to inform you that we and the Grantham Group have changed the plan to incorporate most of the feedback we received. Changes are highlighted in red, and a revised site plan is included. Although some changes may not be relevant to the A&F, I wanted you to be aware of all of them.

The project, known as Cranberry Commons at Redbrook, will be a **62-unit** affordable housing community for seniors to be developed by the Grantham Group in conjunction with the A.D. Makepeace Company. Because this level of deep affordability requires heavy subsidies, the A.D. Makepeace Company will donate the land and Grantham is seeking public support from the Community Preservation Committee and Town of Plymouth Affordable Housing Trust to ensure that 100% of the Project's units are affordable. **Ten units were added at the request of the A&F Committee and the Selectboard to increase the number of units added to the town's Subsidized Housing Inventory (SHI). There is no increase in the CPC request.**

The Grantham Group, LLC, is a Massachusetts-based developer with over 20 years of experience in the development, construction, and management of senior housing. They bring a strong track record of forging public private partnerships with municipalities, state agencies, and non-profit community partners.

Key Project Highlights

- **Original Submittal, 52 Units, 100% Affordable, Deep Affordability**
 - o At or below 30% of AMI = 12
 - o At or below 60% of AMI = 30
 - o At or below 80% of AMI = 10
 - o All units qualify for the Town's Subsidized Housing Inventory
- **Revised Submittal, 62 Units, 100% Affordable, Deep Affordability**
 - o At or below 30% of AMI = 13
 - o At or below 60% of AMI = 30
 - o At or below 80% of AMI = 19
- **70% Local preference**
 - o At the Town's request there could be an initial local preference set-aside for Plymouth
 - o These details would be coordinate with local and state officials
- **Original Submittal, Per Unit Request of the Community Preservation Committee**
 - o 52 units = \$76,900 per affordable unit
 - o Lower per unit cost than a typical request for the CPC

- **Revised Submittal, Per Unit Request of the Community Preservation Committee**
 - o 62 units = now just \$64,520 per affordable unit
 - o Lower per unit cost than a typical request for the CPC
 - o The additional 10 units is proposed above and beyond Redbrook's initial commitment of 103
- **On-site Community Manager**
- **Original Submittal Location**
 - o Adjacent to the Redbrook Village Green
 - o In close proximity and walking distance to the YMCA, Beth Israel Lahey Health, Long Pond Physical Therapy, two restaurants, and Redbrook's Community Garden

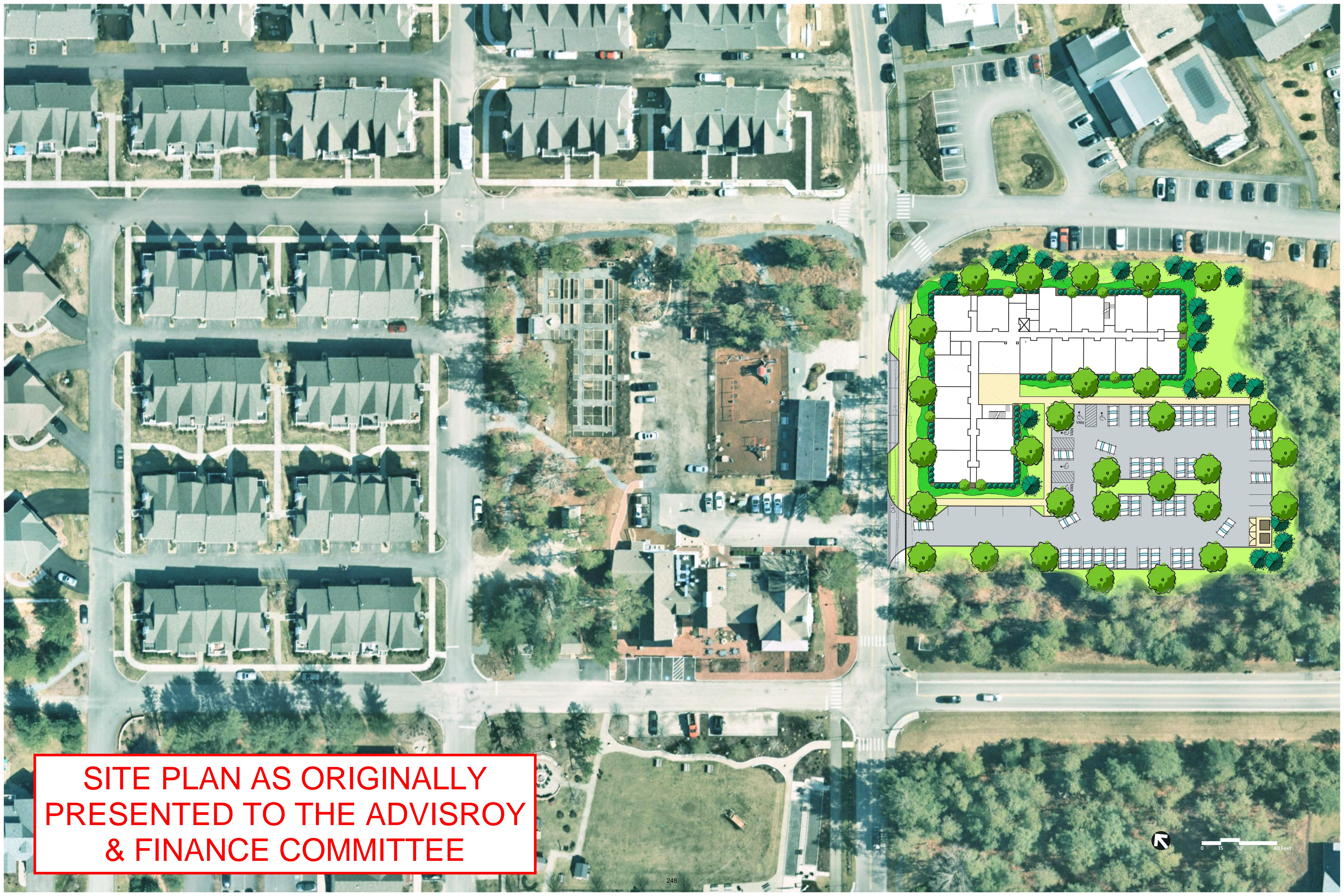
Revised Submittal Location

Building Alignment: We determined that we could rotate the building, which allows most of the building length to be adjacent to the Redbrook Apartments and the wood line to the east. The building setback from Wareham Road is consistent with the setback of the Redbrook Apartments.

1. **Parking:** The revised site design shows a parking ratio of 1 space per unit, twice what zoning requires and 20% more than originally proposed. In addition, the dashed area to the east of the building shows an area for future parking expansion and dumpster relocation should demand warrant additional capacity, this could simply be a condition during future Planning Board meetings.
2. **Pedestrian Connectivity:** Upon construction of the project, a sidewalk will be constructed on the project side. Once the construction trailer is returned, that area will be reviewed to see the best area for safe pedestrian circulation from Sunflower Way to Greenside Way North.
3. **Unit Count:** As you may recall, members of the Advisory and Finance Committee and the Selectboard both asked if the Redbrook project could support additional affordable units. This new location and design allow for an increase of 10, bringing the total units up from the original 52 units to 62 units. **All 10 units are proposed to above and the initial Redbrook affordable commitment. No additional funding will be requested from the CPA or the AFHT for the additional units.**
4. In creating the additional units, the design team took careful consideration to minimize the impact along Wareham Road, so the expansion occurs to the eastern wood line and not adjacent to Wareham Road. The new plan shows a total of 62 parking spaces with the ability to expand parking if needed as noted. Site access will remain on Wareham Road for public safety reasons.

The \$4 million request for CPA funds remains the same and the total request per door is now \$64,520. Based on the unit mix, this type of project reduces the rent payment by over \$800,000 yearly compared to a market rate situation.

If you have any additional questions about the project, please do not hesitate to reach out to me directly via email or call me at (508) 254-7581.



**SITE PLAN AS ORIGINALLY
PRESENTED TO THE ADVISORY
& FINANCE COMMITTEE**



REVISED SITE PLAN

Plymouth Community Preservation Committee Application for Funding Fiscal Year 2024-2025



“Cranberry Commons” at Redbrook

Submitted by

The GRANTHAM Group, LLC

November 24, 2023

Project Overview:

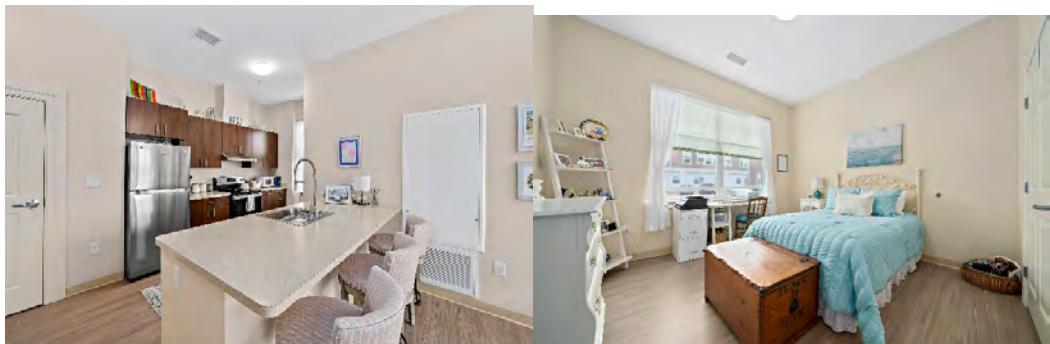
Cranberry Commons at Redbrook Village (the “Project”) will be a senior affordable housing development for people aged 62 years and above to be developed by the Grantham Group in conjunction with the A.D. Makepeace Company, in partnership with the Commonwealth of Massachusetts’ Executive Office of Housing and Livable Communities (“HLC”). The Project will be located at 237 Wareham Road in the heart of the A.D. Makepeace Company’s smart growth village known as Redbrook. The Project will be seamlessly integrated into the fabric of Redbrook Village, by fronting on existing roadways and sidewalks a stone’s throw from the Village Common.

The Project will be a three-story building comprising 52 individual one-bedroom apartments. All apartments will feature a living room, full bath with shower stall, a walk-in closet, kitchen with stainless steel appliances including dishwasher, range, and in-unit washer and dryer. The Project will have common areas including a first floor living room featuring a fireplace and a multipurpose community room for use by the building’s residents.



First Floor Living Room

Multipurpose Community Room



Representative Unit Photos



Representative Unit Photos

The Project will have an on-site Community Manager, who will act as part property manager and part social worker, who will be actively involved in the wellbeing of the Community's Residents. In our other communities the Community Manager serves as a resource for residents to aid in assistance with recreational events, financial planning, elder services and provides a liaison resource for families.

Affordability Unit Matrix:

The Project will feature a high level of deep affordability with 12 units restricted to persons at or below 30% of the Area Median Income (AMI). The remaining 40 units will be reserved for persons at or below 60% and 80% of AMI. All the units will be deed restricted as affordable in perpetuity. The unit affordability break out is as follows:

Unit Affordability Matrix	
Unit Type	Number of Units
At or below 30% of AMI	12
At or below 60% of AMI	30
At or below 80% of AMI	10
Total Units	52

Project Benefits:

All of units at Cranberry Commons will be affordable to income-eligible seniors between 30% and 80% of the area median income. 100% of the apartments will be deeded affordable in perpetuity and all 52 will qualify toward the Town of Plymouth's Subsidized Housing Inventory (SHI). Upon construction completion and initial occupancy of the Project will be made available via a public housing lottery. At the town's request to HLC there may be an initial local preference set-aside for Plymouth residents including family members for up to 70% of the units.

Permitting and Entitlements:

The Project Site is fully zoned for multi-family development and is served by all utilities. The A.D. Makepeace Company is gifting the land valued at \$2.5 million to the Grantham Group to offset the cost of developing the affordable housing. The total project cost as of November 2023 is estimated to be \$25 million and will be financed using federal low income housing tax credits, Massachusetts state housing funds administered by the Executive Office of Housing and Livable Communities (HLC), private debt and local Affordable Housing Trust Funds. There are no known legal or regulatory impediments to the Project's development, meaning that the Project is truly shovel-ready.

Compliance with Community Preservation Committee's Goals:

Goal 1: The Project uses resources wisely by being located in on an in-fill site within an existing development fully served by all utilities. While the Project will be new construction, being located within Redbrook a master-planned walkable community, ensures that the Project does not contribute to further loss of Open Space in Plymouth.

Goal 2: The Project will maximize affordability by providing new housing opportunities to eligible seniors whose incomes range from 30% to 80% of the Area Median Income. Fully 100% of the Project will be deed restricted as affordable. The Project will feature a high percentage of units devoted to the lowest-income residents with 12 units specifically reserved for persons at 30% or below of the AMI. The location of the Project within Redbrook provides a unique opportunity to co-locate affordable housing within a mixed-use, walkable community where density, community amenities and open-space preservation are key features.

Goal 3: The Project will be located on an existing in-fill site within the Redbrook development. The Project's design will be harmonious with surrounding Redbrook aesthetic and will pay homage to the traditional New England vernacular architecture. The location of the Project a mere stone's throw from the Redbrook Village Green will place this affordable housing directly in the heart of the community's amenities. The award-winning **Redbrook** design minimizes the routine car trips that make up so many of Americans' vehicle miles. The new YMCA and its child care facility are a quick walk from any Redbrook neighborhood in the village, where construction began in 2014. Children can safely bike to the neighborhood elementary school. Our Village Green hosts community events and our seasonal farmers' market. Also at the green, pop-up shops and food trucks augment two full-service restaurants serving lunch and dinner daily, and a popular coffee shop. We have a Beth Israel Deaconess primary care physician's office on-site. Miles of walking trails, a playground, a pond for swimming and fishing, and a kayak launch are all within walking distance.

Goal 4: Fully 100% of the Project's apartment units will qualify for inclusion the State's Subsidized Housing Inventory and will contribute to meeting Plymouth's 10% goal. All of the Project's units will be permanently includable on the Subsidized Housing Inventory as these units will be deed restricted as affordable in perpetuity.

Goal 5: The Project will leverage all available public and private funding to the maximum extent possible. It is anticipated that the Project will be financed with Federal Low Income Housing Tax Credits, State Low Income Housing Tax Credits, state Affordable Housing Trust Funds, state HSF/HIF funds, state HOME Investment Partnership Funds, Town Affordable Housing Trust Funds, CPC funds, and private debt. Approval of a CPC grant by Town Meeting will demonstrate community support for this project, a factor that will be taken into consideration by the other funding sources.

Anticipated Project Timeline:

- November 2023 – File Pre-Application with Massachusetts Executive Office of Housing Livable Communities (“HLC”) for Winter 2024 Rental Development Competition
- February 2024 – if accepted by HLC into Winter Funding Round, file complete package with HLC;
- March 2024 – Submission of Permitting Application to Town of Plymouth
- Spring 2024 – Plymouth Town Meeting Approval of CPA Funding for Project
- Summer 2024 – Announcement of Winter 2024 Funding Awards¹
- Fall 2024 – If awarded funding by HLC Commencement of Financial Closing
- Fall 2024 – Submission of Winter 2025 Rental Development Funding Pre-Application
- Winter 2025 – Submission of full funding package to HLC
- Summer 2025 – Announcement of Winter 2025 Funding Awards
- Fall 2025 – Financial Closing with HLC
- October 2025 – Construction Start (12 month construction period)
- September 2026 – Housing Lottery for Residents
- October 2026 – Construction Completion
- November 2026 – Certificate of Occupancy and Resident Move-in

¹ Note: that due to oversubscription of the HLC funds, it is highly unlikely for a Rental Development Project to be funded on its first application round.

Project Budget: Anticipated Development Budget November 2023

Cranberry Crossing Development Budget	
Sources of Funds	
LIHTC Equity	\$ 8,800,000
State LIHTC Equity	\$ 2,800,000
HLC HOME Funds	\$ 850,000
Town CPC & AHTF Commitment	\$ 4,500,000
AHTF Loan	\$ 1,600,000
HSF	\$ 1,500,000
Conventional Debt	\$ 4,000,000
Deferred Development Fee	\$ 1,000,000
Total Sources of Funds	\$ 25,050,000
Uses of Funds	
Acquisition	\$ 1
Total Acquisition	\$ 1
Hard Costs	
Hard Construction Cost	\$ 19,032,000
Construction Contingency	\$ 951,600
Total Hard Costs	\$ 19,983,600
Soft Costs	
Architecture and Engineering	\$ 840,000
Survey and Permits	\$ 165,000
Clerk of Works	\$ 180,000
Environmental/HazMat Engineer	\$ 18,400
FF&E	\$ 75,000
Bond Premium	\$ -
Legal	\$ 65,000
Title/Recording	\$ 40,000
Accounting/Cost Certification	\$ 12,500
Rent Up Make Ready	\$ 50,000
Real Estate Taxes/PILOT	\$ -
Insurance	\$ 99,100
Relocation	\$ -
Appraisal/Market Study	\$ 30,000
Security Monitoring Construction	\$ 6,500
Construction Interest Expense	\$ -
Predevelopment Loan Interest and Fees	\$ -
HLC Inspecting Engineer	\$ 55,000
Mortgage Insurance Premium	\$ -
Credit Enhancement Fees	\$ 155,961
Development Consultant	\$ 160,000
Soft Cost Contingency	\$ 388,921
Total Soft Costs	\$ 2,341,382
Capitalized Reserves	
Replacement Reserves	\$ 45,000
Initial Rent up Reserves/Lease Up Reserves	\$ 30,000
Operating Reserves	\$ 250,000
Total Capitalized Reserves	\$ 325,000
Developer Fee and Overhead	
Developer Overhead	\$ 850,000
Developer Fee	\$ 1,550,000
Total Fee & Overhead	\$ 2,400,000
TOTAL DEVELOPMENT COST	\$ 25,049,983
(GAP)/SURPLUS	\$ 17

FISCAL YEAR 2024-2025 APPLICATION

Project Name: Cranberry Commons at Redbrook

CPA Funding requested: \$ 4,000,000 If the amount is unknown, will an appraisal be needed?

Y N (If yes see page 14 of the appraisal process)

Total project cost: \$ \$25,050,000

Category—check all that apply: Open Space/Recreation Historic Housing

Lot and Plot: Map 116 Lot 4-176 & a portion of Map 116 Lot A-035

Assessor's Map #: Plymouth County Registry of Deeds Book 66 at Page 521

Number of acres in parcel: >1.01 acres

Number of proposed housing units: 52

Are there any existing deed restrictions on this property? No Don't know Yes/DESCRIBE

Describe restrictions below:

Project Sponsor/Organization: The Grantham Group, LLC

Contact Name: Michael Cucchiara & Walter Ohanian

Address: 99 Pleasant Street, Marlborough, MA 01752

Phone #: 781-690-1567 E-mail: mcucchiara@grantham-group.com wohanian@grantham-group.com



Applicant Signature

November 28, 2023

Date submitted

APPLICATION REQUIREMENTS:

A complete application consists of this application page (the specific amount of CPA funding is required), along with the following:

- A detailed description of the project explaining how your proposal benefits the Town of Plymouth and how it meets CPA goals and selection criteria outlined at the end of this application packet.
- Are there any special permit, variance or other approvals required? Are there any legal ramifications or impediments to this project?
- A detailed project budget including any additional revenue sources. Will there be any annual costs to the town once the project is operational?
- A project timeline.
- Additional supporting information such as photographs, plot plans, and maps (if applicable).
- Applicant must provide all title information for the property.
- Applicant must initial each page in the space provided.



ARTICLE 16D:

ARTICLE 16D: Open Space - Jenney Pond/Town Brook Trails

To see if the Town will vote to appropriate \$3,000,000.00 for the creation and/or restoration and rehabilitation of land for recreational use pursuant to the Community Preservation Act, which land is commonly known as Jenney Pond and Town Brook Park, and is shown as Assessors Map 19, Lot C-6 and C-8A, and specifically for the trail creation, improvements and enhancements and as funding therefor to appropriate said sum from the Community Preservation Fund estimated annual revenues, fund balance, or reserves, and/or borrow pursuant to G.L. c.44B or any other enabling authority and to authorize the Treasurer, with the approval of the Select Board to borrow said sum and issue notes and bonds therefor; and, in connection therewith, to authorize the Select Board to grant to a nonprofit or charitable corporation a restriction in said land meeting the requirements of G.L. c.184, §§31-33; or take any other action related thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$3,000,000 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16D. Approval of this Article will create, improve and enhance the trails along the Town Brook. The funding will be used to upgrade the existing paths, electrical wiring and conduit, lighting, landscaping, drainage, stone walls, and aesthetics of the of Town Brook Trail from Main Street Extension Bridge to Brewster Gardens, supplemental funding to replace the footbridge at Jenney Pond along with associated ADA sidewalks and lighting.



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 December 8, 2023
Re: SPRING TM 2024: CPA Article 16D Town Brook Trails: Recreational

ARTICLE 16D: To see if the Town will vote to appropriate \$3,000,000.00 for the creation and/or restoration and rehabilitation of land for recreational use pursuant to the Community Preservation Act, which land is commonly known as Jenney Pond and Town Brook Park, and is shown as Assessors Map 19c, Lot 6 and 8a, and specifically for the trail creation, improvements and enhancements and as funding therefor to appropriate said sum from the Community Preservation Fund estimated annual revenues, fund balance, or reserves, and/or borrow pursuant to G.L. c.44B or any other enabling authority and to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum and issue notes and bonds therefor; and, in connection therewith, to authorize the Board of Selectmen to grant to a nonprofit or charitable corporation a restriction in said land meeting the requirements of G.L. c.184, §§31-33; provided however, that prior to expenditure of the funds appropriated hereunder, shall execute a mutually acceptable Grant Agreement between the Community Preservation Committee and the Town of Plymouth; or take any other action related thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously in favor of Article 16D at its meeting held Thursday, December 7, 2023.

SUMMARY & INTENT:

The intent of the CPC is to appropriate \$3,000,000.00 from the Community Preservation Fund to create, improve and enhance the trails along the Town Brook from Jenney Pond Park to Brewster Gardens. The funds being requested from the CPA Funds are intended to upgrade the existing paths, electrical wiring and conduit, lighting, landscaping, drainage, stone walls, and aesthetics of the Town Brook Trail from Main Street Extension Bridge to Brewster Gardens and replace the footbridge at Jenney Pond along with associated ADA sidewalks and lighting. The replacement of the Jenney Pond Footbridge and the other proposed trail improvements would ensure that all the paths associated with the larger project are ADA compliant and connect to similar proposed work from Main Street Extension to Jenney Park which will be undertaken as part of the Jenney Pond Dam and Nature-like Fish-way Project.

Plymouth Community Preservation Committee
FISCAL YEAR 2022-2023 APPLICATION

FISCAL YEAR 2022-2023 APPLICATION

Project Name: Town Brook Trail Improvements

CPA Funding requested: \$ 3,000,000 If the amount is unknown, will an appraisal be needed?

Y N (If yes see page 14 of the appraisal process)

Total project cost: \$ 21,800,000

Category—check all that apply: Open Space/Recreation Historic Housing

Lot and Plot: 6 and 8A

Assessors Map #: 19C

Number of acres in parcel: 1.329 acres

Number of proposed housing units: N/A

Are there any existing deed restrictions on this property? No Don't know Yes/DESCRIBE

Describe restrictions below:

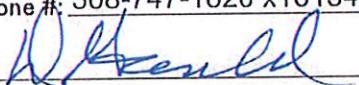
As park land there is Article 97 protection under state ensuring that the land remain as park land and not be developed.

Project Sponsor/Organization: Department of Marine and Environmental Affairs

Contact Name: David Gould

Address: 26 Court Street

Phone #: 508-747-1620 x10134 E-mail: dgould@plymouth-ma.gov

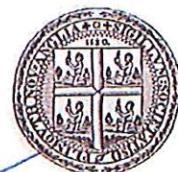
Applicant Signature: 

10/31/23
Date submitted

APPLICATION REQUIREMENTS:

A complete application consists of this application page (the specific amount of CPA funding is required), along with the following:

- A detailed description of the project explaining how your proposal benefits the Town of Plymouth and how it meets CPA goals and selection criteria outlined at the end of this application packet.
- Are there any special permit, variance or other approvals required? Are there any legal ramifications or impediments to this project?
- A detailed project budget including any additional revenue sources. Will there be any annual costs to the town once the project is operational?
- A project timeline.
- Additional supporting information such as photographs, plot plans, and maps (if applicable).
- Applicant must provide all title information for the property.
- Applicant must initial each page in the space provided.



Project Context

The proposed Town Brook Trail Improvements is part of a larger project that involves the dredging of Jenney Pond, repairs to Jenney Pond Dam and the construction of a nature-like fishway at Town Brook. Engineering for this work is complete and all permits have been submitted and will be received by the fall of 2024. The project is shovel ready.

The dredging component of the project has been partially funded by the CPC in the amount of \$1,101,000. The other half of the project costs are being sought through a grant application to NOAA. The dam repair work in the amount of \$5,100,000 will be sought at Spring Town Meeting and through the MA Dam and Seawall Program. The nature-like fishway (which will also provide increased spillway capacity for the dam to comply with Dam Safety regulations) and all associated utility and landscaping improvements is being sought via a NOAA grant for fish passage restoration for diadromous fish. This component is estimated at \$10,000,000.

Project Request

The funds being requested (**\$3,000,000**) from CPC are intended to upgrade the existing paths, electrical wiring and conduit, lighting, landscaping, drainage, stone walls, and aesthetics of the Town Brook Trail from Main Street Extension Bridge to Brewster Gardens and replace the footbridge at Jenney Pond along with associated ADA sidewalks and lighting. The CPC previously provided funding in the amount of \$414,230 for the Jenney Pond Footbridge replacement. Portions of that funding were utilized to complete engineering and permitting. \$383,828 remains in the account. This project was one of the few projects negatively impacted by the Covid-19 pandemic. Due to delays in holding a Town Meeting we were unable to meet the deadline for the state grant and returned the \$400,000 in PARC grant funds that had been received for this project. We re-applied and received funding a second time and put the project out to bid and the costs had increased nearly 40% beyond the available budget. As a result, we once again returned the \$400,000 in PARC Grant funds. We are now requesting funds to complete this project.

The replacement of the Jenney Pond Footbridge and the other proposed trail improvements would ensure that all the paths associated with the larger project are ADA compliant and connect to similar proposed work from Main Street Extension to Jenney Park which will be undertaken as part of the Jenney Pond Dam and Nature-Like Fishway Project. Due to its location beyond the geographic extent and scope of the fishway and dam work these improvements are not eligible for the NOAA or state grant funds. However, it makes little sense to leave the portion of the park between Main Street Extension and Brewster Gardens in poor condition with unimproved paths, lighting, and drainage.

Currently, the existing asphalt paths are uneven and broken due to drainage problems and freeze and thaw issues during the winter months. After twenty years (the pavement was placed in 2004) that has resulted in the current poor condition of the walkways. The approaches at

both the Main Street Extension and Market Street bridges are uneven, broken and in the case of Market Street frequently inundated and without railings. Drainage improvements, new conduit and lighting, new paths and landscaping would serve to connect Jenney Park to Brewster Gardens. This would benefit residents of the community that use this greenway and park space but also enhance the experience for tourists along this busy path to the waterfront along the Town Brook National Historic District.

Plans, specifications, and permits are all in-hand. Overall, the nature like fishway and dam repair work is \$15,000,000. We are submitting this request because the geographic extent of the proposed work area that is the subject of this application cannot be covered by dam repair or fishway funding. This work is clearly the responsibility of the Town. To date all engineering, landscape design and permitting work has been covered by the Environmental Affairs Fund.

Open Space Goals

Goal 1: Preserve Plymouth's rural character. The Town Brook corridor is one of the most prominent remaining natural areas in downtown Plymouth. This greenway helps maintain the historic feel and character of the downtown, especially walking along the brook.

Goal 2: Protect rare, unique, and endangered plant and wildlife habitat. The improved drainage, native plantings and removal of accumulated stormwater sediment and placement of natural wood and boulder clusters in the brook improve water quality and habitat for local fish and wildlife that use Town Brook.

Goal 3: Protect aquifer and aquifer recharge areas to preserve quality and quantity of future water supply. The drainage improvements help to improve water quality and recharge the aquifer which in this location also helps to maintain the groundwater baseflow of the brook.

Goal 6: Increase the town's ability to protect environmentally sensitive, historic, and culturally significant properties. Proper maintenance and upgrades of public space and historic properties downtown help to ensure the longevity of these sites and reduce the impact of visitors.

Goal 7: Improve public access and trail linkages to existing conservation, recreational and other land uses. This project not only improves the existing trail but makes it ADA compliant and helps connect it with Jenney Park, Brewster Gardens and downtown businesses and restaurants and homes at Spring Lane, Summer Street and Market Street. Improvements to the Town Brook path help connect folks all the way from the harbor to Morton Park.

Historic Preservation Goals

The location of the proposed work falls within the local Historic District as well as the federal Town Brook Historic District. Like all previous projects the Town (DMEA) has been working with Public Archaeology Laboratory (PAL), NOAA (as the lead federal agency) in the Section 106 Historic and Archaeological process along with the Massachusetts Historical Commission and the local Historic District Commission. In addition, to the requirements for a local Certificate of

Appropriateness we will also secure a Section 106 Memorandum of Understanding with MHC and NOAA to ensure protect and mitigate our work and impacts to historic and archaeological resources.

Goal 2: Optimize the use and enjoyment of the Town's historic resources for residents and visitors. Improved pathways, lighting, drainage, landscaping, benches, and overall beautification of the public space makes the park a more enjoyable overall experience for both residents and visitors. Repairing the crumbling walls, creating drier paths (and reducing ice in the winter), improved lighting of the walkways and providing a more cohesive and aesthetically pleasing landscape design makes it a much more comfortable and enjoyable place to visit.

Goal 3: Maximize the economic benefits of Plymouth's heritage and historic character for the Town and region. The waterfront and downtown area are the lifeblood of Plymouth's heritage and historic character. The Town Brook Historic District is part of that. Ensuring that this area remains a beautiful place not only for people but for fish and wildlife ensures that the historic nature of the site continues. The trail provides a critical link between downtown Jenney Park and the waterfront and allows residents and visitors to visit shops, museums, restaurants, and other businesses along the way.

Goal 4: Recognize, preserve, and enhance the historic heritage and character of the Town of Plymouth for current and future generations. The Town and the CPC have long recognized the historic heritage and character of the Town of Plymouth, especially along Town Brook. As a result, DMEA and the CPC have partnered on numerous projects over decades to improve and enhance this district. This project builds upon those previous projects and leverages state and federal funds in the same manner. Completion of the project will ensure that the condition of the park land is improved now and for decades to come.

Project Budget

The estimated cost of the proposed landscaping improvements is \$1,673,100. The remaining funds, \$1,326,900 would go towards the Jenney Pond Footbridge. Projects costs from 2021 have been provided. However, the parking lot lights originally included in the scope have been completed. Budget spreadsheets developed by the consulting engineer for both project components have been provided to the Committee for your review to provide good backup to the request. Thank you.

Opinion of Estimated Construction Costs
Jenney Grist Mill Bypass - Town Brook Trail Improvements
Plymouth, Massachusetts
Preliminary Design
11982.00018
Prepared on: 10/11/2023 by SLR

ITEM NO.	ITEM/DESCRIPTION	UNIT	QTY	UNIT COST	AMOUNT IN FIGURES
1.0	Site Preparation, Removals & Mobilization				
	Mobilization	LS	1	\$ 176,000	\$100,000
	Construction Staking	LS	1	\$ 20,000	\$20,000
	Chainlink Safety Fencing	LF	300	\$ 10	\$3,000
	Temporary Signage and Vehicular and Pedestrian Traffic Control	LS	1	\$ 35,000	\$35,000
	Removal of Concrete	SF	45	\$ 20	\$900
	Removal of Bituminous Paving	SF	800	\$ 5	\$4,000
	Removal of Curb (along sidewalk)	LF	210	\$ 35	\$7,350
	Removal of Two Existing Railings (Under Bridges)	LF	110	\$ 20	\$2,200
	Removal of Existing Light Poles and Foundations	EA	3	\$ 700	\$2,100
	Removal of Existing Trees	EA	10	\$ 1,000	\$10,000
	Tree Protection	EA	6	\$ 500	\$3,000
	Topsoil-strip and Stockpile (6" Depth)	CY	50	\$ 8	\$400
	Clearing and Grubbing	LS	1	\$ 15,000	\$15,000
					Total Site Prep
					\$203,000
2.0	Sediment and Erosion Controls & Water Control				
	Construction Entrance Pad	EA	1	\$ 2,000	\$2,000
	Temporary Road & E&S Measures	LS	1	\$ 20,000	\$20,000
	Silt Fence & Haybales	LF	250	\$ 8	\$2,000
	Turbidity Curtains	LS	1	\$ 10,000	\$10,000
	Water Control (Cofferdamming, Bypass, Pumping, Etc.)	LS	1	\$ 120,000	\$120,000
					Total S&E
					\$154,000
3.0	Earthwork and Grading				
	Formation of Subgrade for Paving	SY	100	\$ 65	\$6,500
	Formation of Subgrade for Rain Gardens	EA	3	\$ 3,000	\$9,000
	Reconstruct Existing Seeps	EA	4	\$ 4,000	\$16,000
	Subgrade Material to be Excavated/Reused	CY	20	\$ 40	\$800
	Subgrade Material to be Imported	CY	20	\$ 70	\$1,400
	Subgrade Material to be Exported	CY	180	\$ 85	\$15,300
					Total Earthwork and Grading
					\$49,000
4.0	Site Features				
	Colored Concrete Paving (4" depth)	SY	100	\$ 85	\$8,500
	Gravel Subbase for concrete (6" depth)	CY	20	\$ 40	\$800
	Steel edging (landscape beds)	LF	200	\$ 12	\$2,400
	Porcelain Pavers	SF	530	\$ 35	\$18,550
	Stone Slab Crossings	EA	3	\$ 1,200	\$3,600
	Boulders	TON	100	\$ 130	\$13,000
	Sitting Boulders (4'x3'x3')	TON	120	\$ 130	\$15,600
	Decorative Railing (Under Bridges)	LS	2	\$ 30,000	\$60,000
	ADA Ramp Handrails	LF	90	\$ 75	\$6,750
					Total Site Features
					\$130,000
5.0	Park-Site Furniture				
	Salvaged Granite Block Benches (setting only)	EA	2	\$ 500	\$1,000
	Upright Adirondack Chair (Product & Install)	EA	8	\$ 300	\$2,400
	Pole Mounted Site Light (Product & Install)	EA	5	\$ 12,000	\$60,000
					Total Park Site Furniture
					\$64,000
6.0	Topsoil				
	Furnish and Place Topsoil (Planting Areas) 12" Depth	CY	100	\$ 55	\$5,500
	Furnish and Place Topsoil (Lawn) 6" Depth	CY	130	\$ 55	\$7,150
					Total Topsoil
					\$13,000

Opinion of Estimated Construction Costs
Jenney Grist Mill Bypass - Town Brook Trail Improvements
Plymouth, Massachusetts
Preliminary Design
11982.00018
Prepared on: 10/11/2023 by SLR

ITEM NO.	ITEM/DESCRIPTION	UNIT	QTY	UNIT COST	AMOUNT IN FIGURES
7.0	Plantings				
	Shrubs	EA	30	\$ 80	\$2,400
	Perennials	EA	400	\$ 35	\$14,000
	Seed Mix	LB	1	\$ 100	\$100
	Pine Bark Mulch (4" Depth)	SY	1100	\$ 10	\$11,000
	Lawn (seed)	SF	10000	\$ 1	\$10,000
	Temporary Irrigation	SF	10000	\$ 1	\$5,000
				Total Plantings	\$43,000
8.0	Structural				
	Main St Ext Underpass Repairs	LS	1	\$ 150,000	\$150,000
	Market St Underpass Repairs	LS	1	\$ 55,000	\$55,000
	Stone Masonry Headwall	LS	1	\$ 10,000	\$10,000
	Boardwalks	LS	1	\$ 160,000	\$160,000
	Temporary Shoring, Supports and Specialty Equipment	LS	1	\$ 37,500	\$37,500
				Total Structural	\$413,000
9.0	Utilities				
	Drainage Improvements	LS	1	\$ 30,000	\$30,000
	Town Brook Trail Electrical Work	LS	1	\$ 26,000	\$26,000
				Total Utilities	\$56,000
10.0	Construction Incidentals ($\pm 5\%$)				\$ 50,000.0
11.0	Project Closeout ($\pm 2\%$)				\$ 20,000.0

CONTRACT ITEMS SUBTOTAL = \$1,195,000

12.0 CONTINGENCY ($\pm 25\%$) =	\$298,800
13.0 CONSTRUCTION PHASE ENGINEERING AND CONSULTING ($\pm 15\%$)	\$1,493,800
	\$179,300
	TOTAL CONSTRUCTION PHASE
	\$1,673,100

ARTICLE 16E:

ARTICLE 16E: Reduce Borrowing - Pilgrim Hall Museum

To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 9D of the 2023 Fall Annual Town Meeting for the historical preservation, restoration and rehabilitation for the Pilgrim Hall Meeting Museum, located at 75 Court Street Plymouth MA, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2025 Community Preservation Act estimated annual revenues or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$2,466,799 (Unanimous, 14-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16E. Approval of this Article will authorize the Town to use available Fiscal Year 2025 Community Preservation Act revenues to reduce the borrowing commitment for the historical preservation, restoration and rehabilitation for the Pilgrim Hall Meeting Museum.



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 December 8, 2023
Re: Spring Town Meeting 2024: CPA Article 16E Pilgrim Hall Borrowing Reduction

ARTICLE 16E: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 9D of the 2023 Fall Annual Town Meeting for the historical preservation, restoration and rehabilitation for the Pilgrim Hall Meeting Museum, located at 75 Court Street Plymouth MA as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2025 Community Preservation Act estimated annual revenues or other available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimous Article 16E at its meeting held Thursday December 7, 2023.

SUMMARY & INTENT:

Article 16E would reduce the borrowing component on the original Article 9D from Fall Town Meeting 2023 for the restoration work on Pilgrim Hall Museum. Article 16E would pay down the borrowing authorization of \$3,200,000 of CPA funds by (amount to be confirm by the Finance Director). By not borrowing the authorized amount will save the CPA Fund on the cost of interest.

ARTICLE 16F:

ARTICLE 16F: Reduce Borrowing - Stephens Field

To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16B Spring 2015 Town Meetings for the restoration and rehabilitation of Stephens Field as previously amended, by reducing the amount to be borrowed by a sum of money and appropriating a sum of money from Fiscal Year 2025 Community Preservation Act revenues or transfer from Community Preservation available funds or reserves for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$871,041 (Unanimous, 14-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16F. Approval of this Article will authorize the Town to use available Fiscal Year 2025 Community Preservation Act revenues to reduce the borrowing commitment for the restoration and rehabilitation of Stephens Field.



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 December 8, 2023
Re: Spring TM 2024: CPA Article 16F: Stephens Field Borrowing Reduction

ARTICLE 16F: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16B Spring 2015 Town Meetings for the restoration and rehabilitation of Stephens Field as previously amended, by reducing the amount to be borrowed by a sum of money and appropriating a sum of money from Fiscal Year 2025 Community Preservation Act revenues or transfer from Community Preservation available funds or reserves for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously to support Article 16F at its meeting held Thursday December 7, 2023.

SUMMARY & INTENT:

The Community Preservation Committee is recommending 16F. This will allow the Finance Department to use available CPA funds (amount to be confirm by the Finance Director). Reducing the original Town Meeting borrowing authorization will control the cost of interest.

ARTICLE 16G:

ARTICLE 16G: FY25 Annual Budget

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2025 Community Preservation Budget including debt service and to appropriate from the Community Preservation Fund Fiscal Year 2025 estimated annual revenues a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2025, and to set aside sums for future appropriation for the following purposes as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation, and preservation of land for open space, including restoration and rehabilitation of land for recreational use; a sum of money for acquisition, preservation, restoration and rehabilitation of historic resources; and a sum of money for the acquisition, creation, preservation and support of community housing, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$273,653 (Unanimous, 13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16G. Approval of this Article will allow the Community Preservation Committee to allocate 10% of the estimated annual revenues of the Community Preservation Fund (CPA) for future spending in community housing. Additionally, 4% of the estimated annual revenues of the CPA will be set aside for funding administrative and operational expenses and an amount will be set aside for interest expense on debt.



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 December 8, 2023
Re: Spring TM 2024: CPA Article 16G: 2025 CPA Fund Budget/Account set-aside.

ARTICLE 16G: To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2025 Community Preservation Budget and to appropriate from the Community Preservation Fund Fiscal Year 2025 estimated annual revenues a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2025, and to set aside sums for future appropriation for the following purposes as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation, and preservation of land for open space, including restoration and rehabilitation of land for recreational use; a sum of money for acquisition, preservation, restoration and rehabilitation of historic resources; and a sum of money for the acquisition, creation, preservation and support of community housing, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously in favor Article 16G at its meeting held Thursday December 7, 2023.

SUMMARY & INTENT:

The Community Preservation Committee recommends that 10% of the Fiscal Year 2024 estimated annual Community Preservation Fund revenues be set aside for each of the following purposes: a) community housing, b) historic resources and c) open space, including land for recreational use; and further, that up to 5% can be used but the CPC is requesting 4% of the annual revenues in the Community Preservation Act Fund be appropriated for the purpose of funding the administrative and operating expenses of the Community Preservation Committee in Fiscal Year 2024 including legal and appraisal work, as well as signage, improvements for safe access, emergency historical protection for active applications and approved CPA projects. It should be noted that any unused portion of funds appropriated for the administrative purposes of the Committee reverts to the CPA unallocated balance at the end of each fiscal year.

Community Preservation Fund
FISCAL 2025 SOURCES & USES OF FUNDS
Report for Community Preservation Committee
(Based on Select Board Budget - Subject to Change)

SOURCES:

Estimated 2025 CPA Revenues:

Estimated Tax Revenue	\$ 223,043,603
CPA Surcharge Rate	1.50%
Estimated Surcharge for 2025 (Less 3-Year Avg in Abatements)	\$ 3,333,518
Investment Earnings	\$ 25,000
State Trust Fund Distribution estimated at 21% (2024 Actual)	\$ 654,252
	<u>\$ 4,012,770</u>

USES:

To meet the required Percentages (%) from 2025 Estimated CPA Revenues:

Open Space /	
Recreation	10%
Historic Resources	10%
Community Housing	10%
Total required to be spent or set aside	\$ 1,203,831

Amount available for CPA Administrative costs:

CPA Operating Budget	4.00%	\$ 160,511
Interest Expense on Debt	\$	-
Total Budget	\$ 160,511	

Article Spending from Estimated Receipts	\$ -
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Amended amount to be set aside in budgeted reserve / Spending Recommendation	<u>\$ 2,648,429</u>
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Community Preservation Fund - Available Funds & Spending Recommendation				
Fund Balances:	Balances 6/30/2023 - CP2 Updated at the Fall ATM 2023	Articles	Spring 2024	Balances Remaining
Reserved for Open Space	-			-
Reserved for Community Housing	656,831.00	ATM 16B	(558,723.00)	98,108.00
Reserved for Historic Resources	-			-
Budgeted Reserve				
Unreserved - for any Purpose				
Undesignated Fund Balance	1,373,299.64	STM Art 8 B & C	(1,062,846.00)	310,453.64
Grand Total	2,030,130.64		(1,621,569.00)	408,561.64

ARTICLE 17:

ARTICLE 17: Amend Bylaw CH23, Article I Dog Control

To see if the Town will vote to amend General bylaws, Chapter 23, Animals, Article I, Dog Control, by deleting it in its entirety and replacing with the proposed language as on file with the Town Clerk, or take any other action relative thereto.

TOWN CLERK

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

The Advisory & Finance Committee recommends Town Meeting approve Article 17. Approval of this Article will amend General bylaws, Chapter 23, Animals, Article I, Dog Control, by deleting it in its entirety and replacing with the proposed language as on file with the Town Clerk.



TOWN OF PLYMOUTH

Town Clerk

26 Court Street
Plymouth, Massachusetts 02360
(508) 747-1620
www.plymouth-ma.gov

December 20, 2023

Amended: 2/20/2024

Brad Brothers
Assistant Town Manager

I would like to submit an article to change Town of Plymouth's General Bylaws for the Annual Town Meeting, Chapter 23, Article I, Animals:

Article 17: To see if the Town will vote to amend General bylaws, Chapter 23, Article I by deleting it in its entirety and replace with as on file with the Town Clerk, or take any other action relative thereto.

Justification: To update the current Animal, Article I, Dog Control bylaw for clarification purposes and add language to accommodate a Dog Park in the Town of Plymouth.

TOWN CLERK

Sincerely,

Kelly A. McElreath
Town Clerk

Chapter 23

Animals

Article I

Dog Control

§ 23-1 Purpose.

The purpose of this bylaw is control of dogs to prevent injury to property, persons and animals.

§ 23-2 Definitions.

Massachusetts General Laws Chapter 140, Section 136A, shall be referenced to define terms used on this bylaw.

§ 23-3 Administration.

- A. The Town Manager shall appoint an Animal Control Officer, who shall be responsible for the enforcement of this bylaw and the General Laws relating to the regulation of animals.
- B. The Town Manager shall appoint a Hearing Officer to perform the duties and responsibilities outlined in this bylaw.
- C. For purposes of this bylaw and MGL c. 140, § 157, the Select Board shall be the Hearing Authority.

§ 23-4 Control of dogs.

- A. Any person owning, keeping, or harboring a dog within the Town is responsible for removing and properly disposing of any feces left by the dog whether on public or private property. The provisions of this subsection shall not apply to a disabled person who is using a service animal and who is physically unable to comply. Animal Control and your fellow residents appreciate you doing your part to keep our Town clean and enjoyable for all.
- B. Other Town facilities: All dogs shall be kept on a leash while on Town's athletic fields, Town parks, Town Common, Town Hall, public schools.
- C. Town of Plymouth will have areas of Town designated as Dog Park. The rules and regulations of said Dog Parks will be determined as a policy of the Select Board and posted at each Dog Park.
- D. Provided, however, that Subsections **B** and **C** shall not apply:
 - (1) To service animals as defined by the Americans with Disabilities Act or regulations promulgated thereunder;
 - (2) To dogs belonging to a law enforcement agency or formally trained as search and rescue animals, provided that such dogs are acting in the line of duty; or
 - (3) With permission of the landowner for the purpose of training dogs or hunting.

§ 23-5 Roaming at large.

- A. No owner or keeper of any dog shall cause or permit such dog, whether licensed or unlicensed, to run at large within the Town of Plymouth, or permit such dog to wander unrestrained on public or private property other than the premises of the owner or keeper or the premises of another person with knowledge and permission of such other person. A dog is under restraint within the meaning of this

bylaw if it is controlled by a leash of no more than 6' or within a vehicle being driven or parked.

- B. Unrestrained or unlicensed dogs may be caught and confined by the Animal Control Officer or any police officer of the Town of Plymouth. A dog so confined may be held for not more than seven (7) days. If the owner or keeper of the dog claims it and pays the sum of \$40 for each day that the dog has been held, the dog shall be returned to its owner or keeper. Any dog not claimed by the owner or keeper within said seven-day period may be subject to adoption or euthanization as set forth in MGL c. 140, §§ 151A and 167, as may be amended from time to time.

§ 23-6 Nuisance and dangerous dogs.

- A. The Animal Control Officer shall investigate all complaints made to the Animal Control Officer, the Town of Plymouth Police Department, the Select Board, or the Town Manager that any dog owned or kept within the Town of Plymouth is a nuisance dog or dangerous dog, as those terms are defined in MGL c. 140, §§ 136A and 157, as may be amended from time to time.
- B. The Animal Control Officer shall require that said complaints be in writing and is hereby empowered to make whatever inquiry is deemed necessary to determine the accuracy of said complaint and may make such orders as he or she deems necessary to ensure the protection of public safety and/or to eliminate said nuisance, as provided in MGL c. 140, § 157, as may be amended from time to time.
- C. Any person aggrieved by an order of the Animal Control Officer may request a hearing before the Hearing Officer. Said request shall be in writing and received by the Hearing Officer within five business days of issuance of the Animal Control Officer's order. A copy of the hearing request shall also be delivered to the Animal Control Officer. If no such request is filed within the time specified herein, the order of the Animal Control Officer shall be final.
- D. Upon receipt of a timely request, the Hearing Officer shall convene a public hearing, which shall include an examination of the complainant under oath, to determine whether the dog is a nuisance dog or dangerous dog. Based on the credible evidence and testimony presented at said public hearing, the Select Board may affirm the Animal Control Officer's order, reverse and nullify the Animal Control Officer's order, or issue any such order as it deems necessary to ensure the protection of public safety and/or eliminate a nuisance, as provided in MGL c. 140, § 157, as may be amended from time to time. The determination of the Select Board after a hearing shall be final.
- E. Nothing in this bylaw is intended to limit or restrict the authority of the Select Board to act in accordance with MGL c. 140, § 157.

§ 23-7 Dog tags.

All dogs shall wear a collar or similar device with the current dog tags (license) attached.

§ 23-8 Licensing.

- A. All dogs six months or over must be licensed and tagged. The registering, numbering, and licensing of dogs, if kept in the Town of Plymouth, shall be conducted in the office of the Town Clerk.
- B. The annual license period shall run from January 1 to December 31 of each calendar year.
- C. The annual fees to be charged by the Town of Plymouth for the issuance of licenses for dogs shall be:
- (1) Intact males and females: \$25.
 - (2) Neutered males and spayed females: \$15. (A certificate of neutering or spaying is required.)
 - (3) Dog owners over the age of 70: no fee.

(4) Service animals as defined by the American with Disabilities Act or regulations promulgated thereunder: no fee.

(5) Dangerous dog relicensing fee: \$30.

The word kennel shall be one collection of dogs on a single premises, whether maintained for breeding, boarding, sale training, hunting or other purpose, including more than three dogs, three months old or older, provided however, that a veterinary hospital shall not be considered a kennel under the intent of this Bylaw. A commercial kennel shall require a kennel license.

(6) Personal kennels (subject to inspections):

New Kennels: \$150

Renewals:

- (a) Four dogs to five dogs: \$50.
- (b) Six to nine dogs: \$75.
- (c) 10 to 24 dogs: \$150.
- (d) Commercial kennels (subject to inspections): \$200.

D. Further, the Town will charge a late fee of \$15 to be paid by owners or keepers of record each year who license said dog or dogs on or after April 1. All money received from issuance of dog licenses by the Town of Plymouth or recovered as fines or penalties by said Town under provisions of MGL c. 140 relating to dogs, shall be paid into the general fund of the Town. The late fee will be waived for any new dogs to the community registered after the deadline.

§ 23-9 Licensing of dangerous dogs.

- A. The Hearing Officer shall notify the Town Clerk of all dogs that have been designated as dangerous dogs in accordance with § 23-6 of this bylaw and/or MGL c. 140, § 157.
- B. The owner or keeper of any dog(s) designated as a dangerous dog(s) in accordance with § 23-6 of this bylaw and/or MGL c. 140, § 157, which has not been ordered euthanized shall relicense said dog(s) as "dangerous" within 30 days of such determination. A unique licensing number shall be assigned to a dangerous dog by the Town Clerk. That number shall be noted on the Town licensing files. The owner or keeper of such dangerous dog shall pay a relicense fee in accordance with § 23-8 of this bylaw.
- C. The owner or keeper of a dangerous dog shall notify within 12 hours the Animal Control Officer if said dog is unconfined, has attacked a domestic animal or another dog or has attacked a human, or has died or has been sold or given away; the owner or keeper shall also provide the Animal Control Officer with the name, address and telephone number of the new owner of the dangerous dog.

§ 23-10 Enforcement and penalties.

A. Allowing dog to roam at large.

- (1) In addition to the remedy of impoundment as set forth therein, § 23-5 of this bylaw may be enforced by the Animal Control Officer or any police officer of the Town through any means available in law or equity, including but not limited to criminal indictment in accordance with MGL c. 40, § 21, and noncriminal disposition in accordance with MGL c. 40, § 21D, and § 1-5, Noncriminal disposition, of this Code. When enforced in accordance with MGL c. 40, § 21, the maximum penalty shall be \$300 and each day a violation exists shall constitute a separate violation.

- (2) When enforced through noncriminal disposition, the penalties shall be as follows: [
- (a) First offense: fine of \$50.
 - (b) Second offense: fine of \$100.
 - (c) Third offense: fine of \$300.
 - (d) Fourth and subsequent offense: fine of \$500.
- (3) For purposes of enforcement through noncriminal disposition, any violation of the provisions of this bylaw occurring more than 12 months after a first offense shall constitute a new and separate violation.
- B. Violation of order to restrain nuisance or dangerous dog.
- (1) In addition to the remedies set forth therein, § 23-6 of this bylaw may be enforced by the Animal Control Officer or any police officer of the Town through any means available in law or equity, including but not limited to criminal indictment in accordance with MGL c. 140, § 157A, as may be amended from time to time, and noncriminal disposition in accordance with MGL c. 40, § 21D, and § 1-5, Noncriminal disposition, of this Code. When enforced in accordance with MGL c. 140, § 157A, an owner or keeper of a dog who fails to comply with an order of the Selectmen or District Court shall be punished, for a first offense, by a fine of not more than \$500 or imprisonment for not more than 60 days in a jail or house of correction, or both, and for a second or subsequent offense by a fine of not more than \$1,000 or imprisonment for not more than 90 days in a jail or house of correction.
- (2) When enforced through noncriminal disposition, the penalties shall be as follows:
- (a) First offense: \$100 fine.
 - (b) Second offense: \$200 fine.
 - (c) Third and subsequent offense: \$500 fine.
- (3) For purposes of enforcement through noncriminal disposition, any violation of the provisions of this bylaw occurring more than 12 months after a first offense shall constitute a new and separate violation. The Animal Control Officer or any Town of Plymouth police officer shall seize and impound any dangerous dog found outside of its enclosure in violation of this bylaw or any order issued by the Animal Control Officer, the Select Board or the Court.
- C. Other. The Plymouth Select Board may enforce this bylaw or enjoin violations thereof through any lawful process, and the election of one remedy by the Select Board shall not preclude enforcement through any other lawful means.

§ 23-11 Severability.

The invalidity of any section, provision, paragraph, sentence, or clause of this bylaw shall not invalidate any other section, provision, paragraph, sentence, or clause thereof, nor shall it invalidate any permit or determination that previously has been issued.

ARTICLE 18:

ARTICLE 18: MBTA Communities

To see if the Town will vote to amend the Plymouth Zoning Bylaw by adding a new district, Section 206.6 - Multifamily Overlay District, and amend other sections of the Zoning Bylaw as necessary to create an as-of-right Multifamily Overlay District in compliance with the Commonwealth's MBTA Communities law (MGL 40A, Section 3A), including establishing dimensional, affordable housing, signage, parking and procedural requirements related thereto, and to amend the Official Zoning Map (Sheet 2) to delineate the district, or take any other action relative thereto. The full text of the zoning amendments, proposed Zoning Map and other information can be found on file with the Town Clerk, inspected at the Planning Board Office or by visiting the Town of Plymouth website using the following link on the Town's website at <https://www.plymouth-ma.gov/1246/MBTA-Communities>.

or take any action relative thereto.

PLANNING BOARD

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

The Advisory & Finance Committee recommends Town Meeting approve Article 18. Approval of this Article will amend the the Plymouth Zoning Bylaw by adding a new district, Section 206.6 - Multifamily Overlay District, and amend other sections of the Zoning Bylaw as necessary to create an as-of-right Multifamily Overlay District in compliance with the Commonwealth's MBTA Communities law (MGL 40A, Section 3A), including establishing dimensional, affordable housing, signage, parking and procedural requirements related thereto, and to amend the Official Zoning Map (Sheet 2) to delineate the district. The State has mandated that communities such as Plymouth comply with the Commonwealth of Massachusetts Housing Choice Initiative. In 2021, the Massachusetts Legislature enacted the law requiring all 177 cities and towns in the MBTA service area to adopt zoning that encourages multifamily housing.

RECEIVED
TOWN CLERK'S OFFICE
PLYMOUTH, MA
Article 18
2024 JAN 25 AM 9:14

2024 April Annual Town Meeting

013209

FINAL REPORT AND RECOMMENDATION TO CREATE A
NEW ZONING DISTRICT, SECTION 206.6 - MULTIFAMILY OVERLAY DISTRICT

DATE OF PUBLICATION OF PUBLIC HEARING: January 4, 2024

January 11, 2024

DATE OF PUBLIC HEARING: January 24, 2024

VOTE: On January 24, 2024, the Planning Board voted (4-0) **to find** that all four districts within the Multifamily Overlay District are “eligible locations” by virtue of their supporting infrastructure, transportation access and **to further find** that these locations are highly suitable for residential development for families with children and **to support** the following amendment to the Zoning Bylaw.

NEED AND JUSTIFICATION FOR THE AMENDMENT:

The State has mandated that communities such as Plymouth comply with the Commonwealth of Massachusetts Housing Choice Initiative. In 2021, the Massachusetts Legislature enacted the law requiring all 177 cities and towns in the MBTA service area to adopt zoning that encourages multifamily housing.

Plymouth is designated an “Adjacent Community” and is required to create zoning that allows for the creation of 2,807 as-of-right multi-family dwelling units. It is important to note that the initiative **DOES NOT** require that any units actually be built it **ONLY** requires that zoning be put in place.

If the Town fails to comply with this law, Plymouth:

- Will be ineligible for certain State funds;
- Will be ineligible for a number of State grants;
- Will not be as competitive for a variety of other state grants;
- May be subject to other penalties; and
- May face potential fair housing enforcement actions and litigation.

For Plymouth, the law requires:

- Multifamily “as of right (i.e. no special permits) development at 15 units/acre
- No age restrictions or limits on unit sizes, number or size of bedrooms, or number of occupants are permitted
- Where possible; the zoning district to be located within ½ mile of a commuter rail station
- District must be ”of a reasonable size”

To build consensus in the community, the Town held two townwide community forums and a joint Select Board/Planning Board meeting. The bylaw before Town Meeting now is the culmination of that process. The Overlay District is placed in areas where higher density multi-family development is already permitted or constructed thereby limiting the potential for a significant amount of new development in a community already experiences significant residential growth pressures.

INTENT OF THE PROPOSED AMENDMENT:

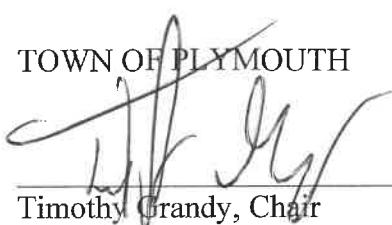
- Comply with the Commonwealth of Massachusetts Housing Choice Initiative;
- Reduce local regulatory barriers to multifamily housing;
- Increase the number of residential dwelling units available in Town;
- Encourage a variety of housing sizes and types to provide equal access to new housing throughout the community for people with a variety of needs and income levels;
- Locate new housing within or adjacent to existing developed areas and infrastructure.

PROPOSED AMENDMENT:

See Attached Map

See Attached Amendments

TOWN OF PLYMOUTH



Timothy Grandy, Chair



Carl Donaldson



Steve Bolotin



David Peck

Birgitta Kuehn

BEING A MAJORITY OF THE PLANNING BOARD
DATE SIGNED BY THE PLANNING BOARD: _____

DATE FILED WITH TOWN CLERK: _____

c:

Town Clerk
Select Board
Advisory and Finance Committee

Insert the following new section into the Zoning Bylaw:

Section 206.6. Multifamily Overlay District

A. Purposes

The purpose of the Multifamily Overlay District (MOD) is to provide for multifamily housing development in accordance with G.L. c. 40A, § 3A and the Section 3A Compliance Guidelines of the Executive Office of Housing and Livable Communities (HLC), as may be amended from time to time. In addition, Section 206.6 is intended to achieve the following purposes:

1. Encourage the production of a variety of housing sizes and types to provide access to new housing for people with a variety of needs and income levels;
2. Locate housing in walkable areas to promote public health and meet the community's environmental goals, including reducing greenhouse gases and improving air quality;
3. Implement the Plymouth Housing Production Plan; and
4. Locate new and/or redeveloped housing in or near existing developed areas and infrastructure.

B. Establishment of District

The MOD is shown on the map entitled, Multifamily Overlay District, and dated April 4, 2024, on file with the Town Clerk. The MOD contains the following sub-districts, all of which are shown on the map of the Multifamily Overlay District:

Subdistrict 1/Cordage
Subdistrict 2/Home Depot Drive
Subdistrict 3/Plaza Way
Subdistrict 4/ Pinehills

C. Applicability

At the option of the Applicant, development of land within the MOD may be undertaken subject to the requirements of this Section 206.6 or by complying with all applicable requirements of the underlying district. Developments proceeding under this Section 206.6 shall be governed solely by the provisions herein and the standards or procedures of the underlying districts shall not apply. Unless otherwise regulated within this section, all use, dimension, and all other provisions of the Zoning Bylaw shall remain in full force. Where the MOD authorizes uses not otherwise allowed in the underlying district, the provisions of the MOD shall control.

Residential development serviced by a municipal water supply and a municipal wastewater system shall be exempt from the provisions of Section 206-1, Aquifer Protection Overlay District (APOD).

D. Use Regulations

The following use regulations shall apply in the MOD.

Use	Cordage	Home Depot Drive	Plaza Way	Pinehills	Sec. 206.6 Development Plan Approval Required?
Multifamily dwelling	Yes	Yes	Yes	Yes	R

For purposes of this Section 206.6, “multifamily dwelling” shall mean a residential structure with three or more dwelling units or two or more structures on a lot, each of which has two or more dwelling units. R=required; NR = not required.

E. Density and Dimensional Regulations

Basic Standards

	Cordage	Home Depot Drive	Plaza Way	Pinehills
Minimum lot area	20,000	5,000	60,000	80,000
Maximum lot coverage	50%	30%	30%	30%
Maximum height*				
Stories (maximum)	3	3	3	3
Feet (maximum)	45	45	45	45

*Exceptions.

Vertical projections or roof structures that house elevators, stairways, tanks, ventilating fans, or similar equipment required to operate and maintain the building, or to fire or parapet walls, skylights, towers, steeples, flagpoles, chimneys, smokestacks, water tanks, wireless, radio or television masts, silos, energy generation and conservation apparatus, or similar unoccupied features, may be erected above the height limits in this Section 206.6 provided the structures are in no way used for living purposes and do not constitute more than 25% of the ground floor area of the building.

Additional Standards

	Cordage	Home Depot Drive	Plaza Way	Pinehills
Minimum frontage	50	50	50	50
Minimum setbacks:				
Front	25	25	25	25
Side	10	10	10	10
Rear	10	10	10	20
Maximum units per acre	20	15	20	22

F. Affordable Housing

Any residential or mixed-use development in the MOD shall provide affordable dwelling units in accordance with Section 207-7, except as follows.

1. Developments in the MOD shall be exempt from the provisions of Sections 207.7(C) and 207.7(D).
2. Applicability.
 - a. This Section 206.6 applies to the construction of ten or more dwelling units in any Development Project created under the provisions of the MOD. In any such development, at least 10% of the units shall be affordable dwelling units.
 - b. If, when applying the percentage to the total number of units to determine the number of affordable units, the number of affordable dwelling units results in a fraction, the number shall be rounded down to the nearest whole number.
3. Local Preference for Affordable Units. The applicant shall comply with local preference requirements, if any, established by the Board of Selectmen or the Director of the Office of Community Development, subject to an affirmative fair housing marketing plan approved by the Executive Office of Housing and Livable Communities (EOHLC) Local Action Unit (LAU) Program.
4. Affordable Unit Location and Standards.
 - a. Affordable units shall be built on the same site as the remainder of the project.
 - b. Affordable units shall be dispersed throughout a project and be comparable in construction quality and exterior design to the market rate units. The affordable units must have access to all on-site amenities.
 - c. All affordable units must be constructed and occupied concurrently with or prior to the construction and occupancy of market rate units or development. In phased developments, affordable units may be constructed and occupied in proportion to the number of units in each phase of the project.
5. Term of Affordability.
 - a. Affordable Units must qualify to be placed on the Town's Subsidized Housing Inventory (SHI).
 - b. Affordable units shall remain affordable in perpetuity, as documented through an affordable housing agreement that conforms to the requirements of Section 207.7(C)(8).

- c. The affordable housing agreement shall be a condition of zoning compliance and shall be incorporated within the Planning Board's MOD Plan Approval decision.
- d. The affordable housing agreement shall be recorded with the Plymouth County Registry of Deeds or Land Court Registry District of Plymouth County prior to issuance of a building permit.
- 6. Submission Requirements and Procedures. Information required to demonstrate that the applicant complies with this Section 206.6 shall be in accordance with the Planning Board's MOD Plan Approval regulations.
- 7. Administration. The Planning Board shall review and act on any proposed affordable dwelling units as part of the MOD Development Plan Approval Process.
- 8. Any inconsistency between Section 206.6 and the applicable provisions of Section 207.7 shall be resolved in favor of Section 206.6.

G. Site Development Standards

- 1. Developments in the MOD shall conform to the standards in this §206-6 and the following:
 - a. §203-3, Signs;
 - b. §207-4, Prevention of Light Pollution
 - c. §203-2, Landscaping
- 2. Off-Street Parking. Development in the MOD shall comply with §203-7 and the following additional provisions. Any conflict between §203-7 and this §206-6 shall be resolved in favor of this §206-6.
 - a. The minimum number of off-street parking spaces for a multifamily dwelling shall be 1.5 spaces per unit.
 - b. Surface parking shall be located to the rear or side of the principal building. No parking shall be located in the setback between the building and any lot line adjacent to the street or internal access drive.
 - c. Parking shall be subordinate in design and location to the principal building façade.
 - d. Structured parking on the same lot as one or more multi-family buildings shall be subordinate in design and placement to the multi-family building(s) on the lot.
 - e. The vehicular entry into the garage shall be subordinate in design and placement to the principal pedestrian entry into the building.

3. Bicycle Parking. For multifamily developments with 10 or more units, there shall be a minimum of one covered bicycle storage space per two dwelling units.
4. Buildings.
 - a. In developments with multiple buildings, a paved pedestrian network shall connect parking to the entries to all buildings and the buildings to each other.
 - b. The orientation of multiple buildings on a lot should reinforce the relationships among the buildings. All building façade(s) shall be treated with the same care and attention in terms of entries, fenestration, and materials.
 - c. Building(s) adjacent to a principal access drive shall have a pedestrian entry facing that access drive.
 - d. To encourage clustering of buildings and preservation of open space, no building may be more than 80 feet from the nearest adjacent building unless approved by the Planning Board.
5. Shared outdoor space. Multi-family housing shall have common outdoor space that all residents can access. The outdoor space may be located in any combination of ground floor, courtyard, rooftop, or terrace.
6. Waivers. Upon the request of the Applicant, the Planning Board may waive by majority vote the requirements of this Section 206.6 in the interests of design flexibility, and overall project quality, and upon a finding that the proposed variation is consistent with the overall purpose and objectives of the MOD.

H. MOD Development Plan Approval

Development within the MOD shall be subject to Site Plan Review under §203-15 of this Bylaw and must comply with the above Section E and G.

I. Rules and Regulations

The Planning Board shall adopt administrative rules and regulations relative to MOD Development Plan Application requirements and contents and shall file the rules with the Town Clerk. The Board's rules and regulations may include filing fees and procedures for the Board to engage outside consultants under G.L. c. 44, § 53G.

J. Development Phasing

As a condition of MOD Development Plan Approval, the Planning Board may allow a Development to be constructed in one or more phases.

K. Modifications to Approved Development Plans

1. Minor Change. After MOD Development Plan Approval, an Applicant may apply to make minor changes involving minor utility or building orientation adjustments, or minor adjustments to parking or other site details that do not affect the overall buildout of the site, or provision of open space, number of housing units, or affordable housing. A change of 5 percent or less in the number of housing units in a Development shall constitute a minor change. Minor changes must be submitted to the Planning Board in accordance with the Planning Board's Multifamily Overlay District Rules and Regulations and shall include redlined prints of the Approved Plan. The Planning Board may authorize the proposed changes at any regularly scheduled meeting without the need to hold a public hearing. The Planning Board issue a written decision to approve or deny the minor changes and provide a copy to the Applicant for filing with the Town Clerk.
2. Major Change. Changes deemed by the Planning Board to constitute a major change in an Approved Development because of the nature of the change or because the change cannot be appropriately characterized as a minor change under subsection L(1) above shall be processed by the Planning Board as a new Application for MOD Development Plan Approval under §206.6.

L. Design Guidelines

The Planning Board may adopt Design Guidelines for Development in the MOD and shall file a copy with the Town Clerk. The purpose of the Design Guidelines is to communicate, through text and graphics, the Board's preferences for developments in the MOD and any of its subdistricts. During its review of a proposed Development in the MOD, the Planning Board may request building and site design modifications to incorporate the Design Guidelines. . In the event of any conflict between §206.6 and the Design Guidelines, §206.6 shall control.

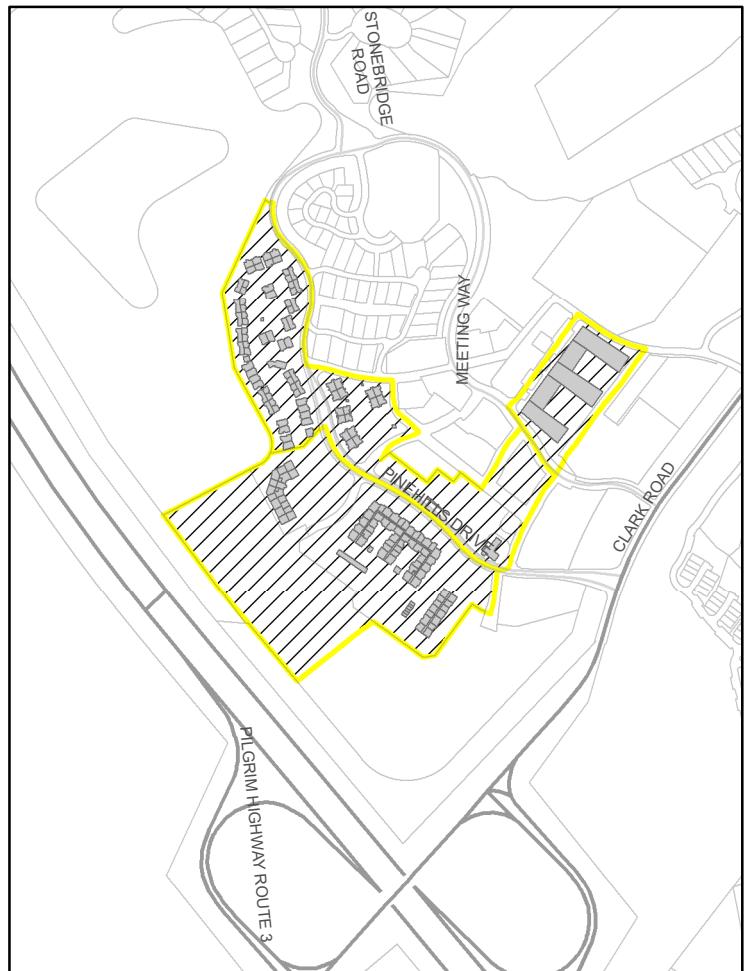
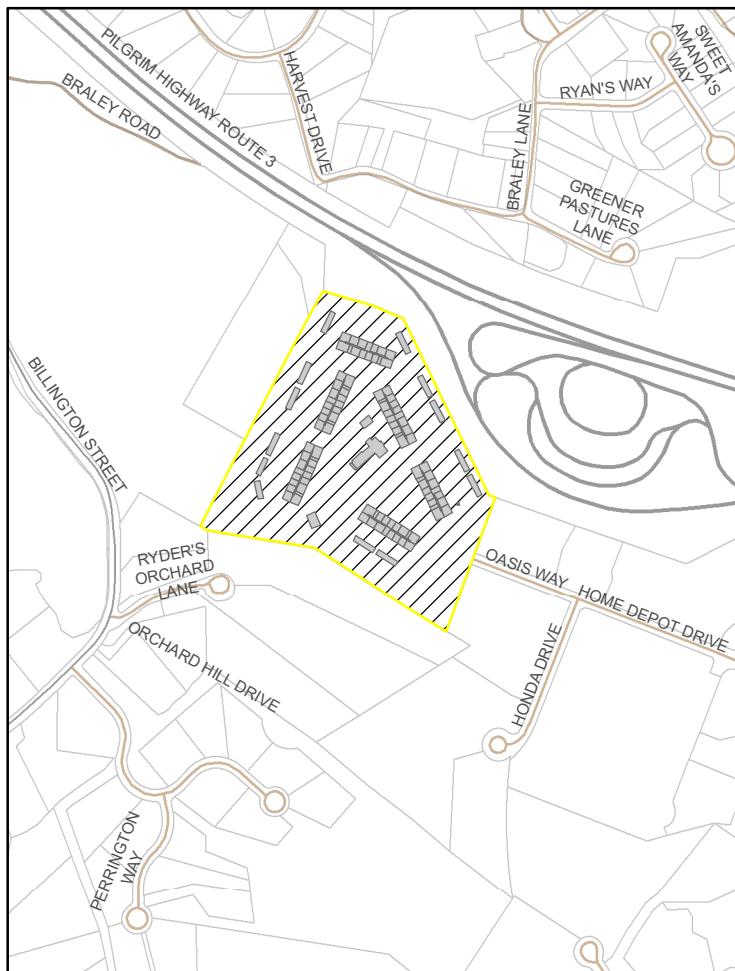
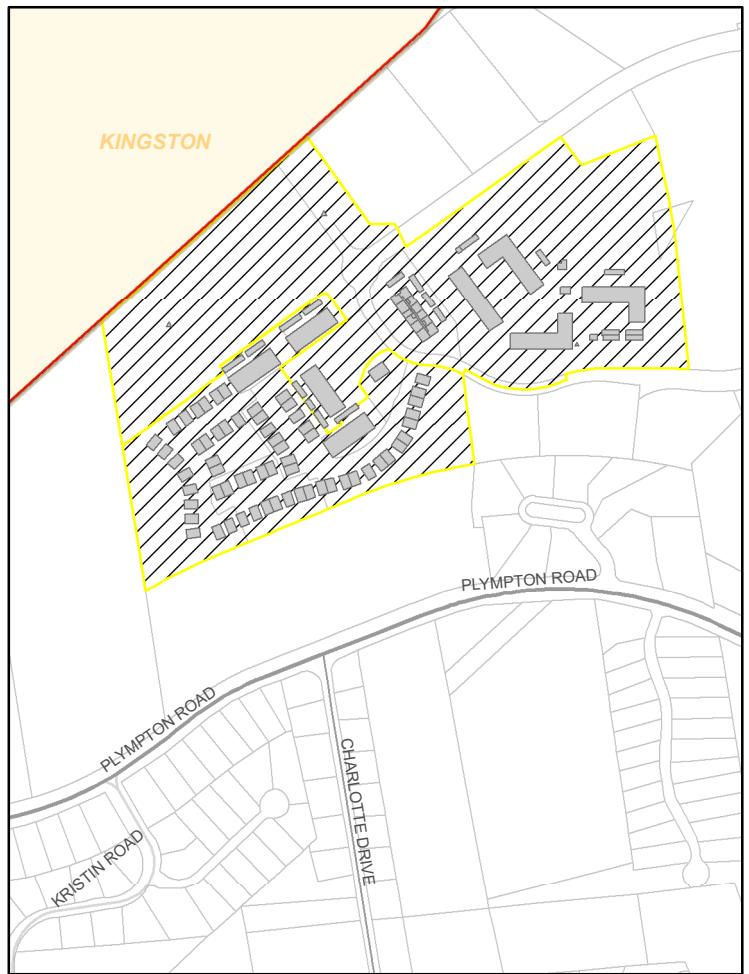
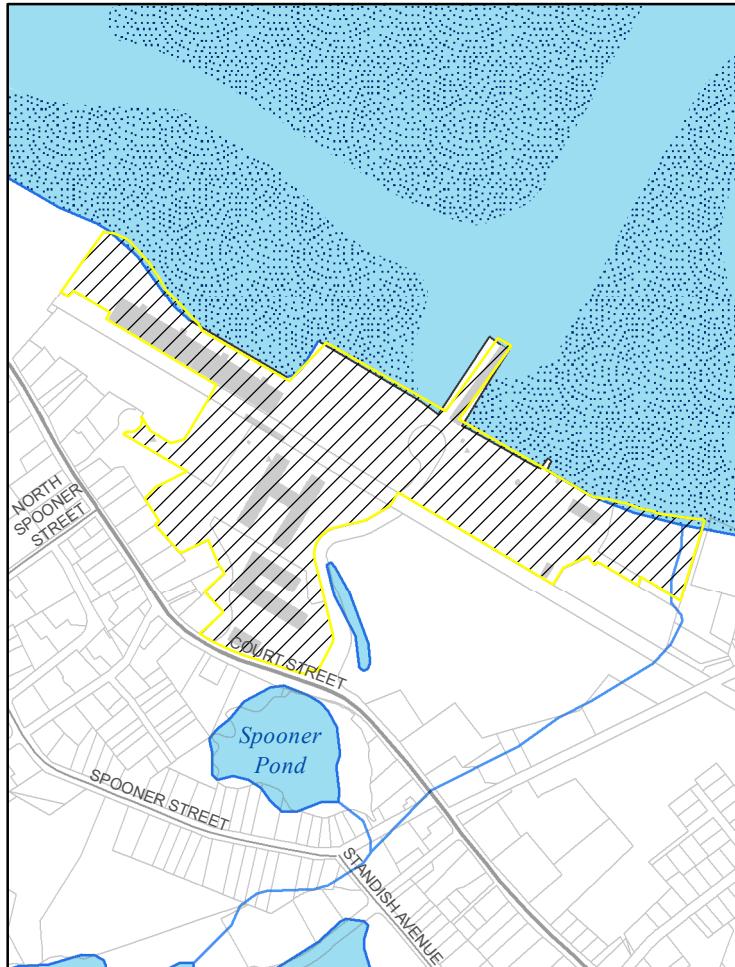
Underline to be inserted:

ARTICLE III

§ 203.1. Lot Regulations

D. Number of Principal Buildings on One Lot.

3. In the LI, AP, MC, HC, MOD, and CVED Districts, more than one principal Building may be erected on a Lot following a determination by the Planning Board that the entire Lot and all Structures thereon are planned and designed as a unified complex and that adequate shared parking, access, drainage and utilities are provided, subject to the following:



ARTICLE 19:

ARTICLE 19: Amend CH90 §E Historically Significant Buildings

To see if the Town will vote to amend its General Bylaws, Chapter 90 section E., The Preservation of Historically Significant Buildings, subsection 3.3 by adding the underline text and deleting the ~~strikethrough~~ text as follows:

Upon receipt of the application the Commission shall vote an Initial Determination within twenty-one ~~fourteen~~ days as to whether the Significant Building is Preferably Preserved or Not Preferably Preserved.

or take any other action relative thereto.

HISTORIC DISTRICT COMMISSION

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

The Advisory & Finance Committee recommends Town Meeting approve Article 19. Approval of this Article will amend General Bylaws, Chapter 90 section E., The Preservation of Historically Significant Buildings, subsection 3.3 to increase the determination period from 14 days to 21 days relative to the Demolition Delay Bylaw.

Memo

To: Select Board & Advisory and Finance Committee
From: Historic District Commission
Date: January 22, 2024
Re: Article 19 – Demolition Delay

Article

To see if the Town will vote to amend its General Bylaws, Chapter 90 section E., The Preservation of Historically Significant Buildings, subsection 3.3 by adding the underline text and deleting the ~~strikethrough~~ text as follows:

Upon receipt of the application the Commission shall vote an Initial Determination within twenty-one ~~fourteen~~ days as to whether the Significant Building is Preferably Preserved or Not Preferably Preserved.
or take any other action relative thereto.

Recommendation

The Plymouth Historic District Commission unanimously supports the following update to the current Demolition Delay Bylaw. Currently, Article 23, Section 3.3 states that an initial determination will be given within 14 days. Due to some months having 5 weeks, there are occasionally 3 weeks between meetings, changing to 21 days for determination would allow adequate time to schedule Demolition Delay Bylaw determinations at regularly scheduled meetings.

ARTICLE 21:

ARTICLE 21: Amend Zoning Bylaw § 207-11 Ground-Mounted Solar Photovoltaic Systems

To see if the Town will vote to amend its Zoning Bylaws governing Ground-Mounted Solar Photovoltaic Systems (§ 207-11). The intent is to ensure that when there are nearby residents who are not naturally shielded from a proposal, a plan to adequately do so MUST be presented to the Planning Board, who in turn MUST make the implementation of such a plan a recommendation to the Building Commission.

This plan further makes changes to the Financial Surety section of the bylaw concerning bonds and adds language to the abutter notification requirements.

SEE ATTACHED

Or take any other action relative thereto.

BY PETITION: MARK PACHECO, et al

§ 207-11. Ground-Mounted Solar Photovoltaic Systems [Amended 10-23-2018 FTM by Article 22; Amended 4-8-19 SATM by Article 22]

4. Information Required with Zoning Permit for all GMSPS.

- d) **Financial Surety.** Except for a municipally owned GMSPS *or a GMSPS designed to cover a parking lot, a project designed to generate in excess of 2MW, any project designed at, or in excess of, 4-acres (174,240 sq./ft) of ground mounted coverage* shall require a performance guarantee in the form of a cash bond in an amount approved by the Building Commissioner to cover the cost of GMSPS removal in the event the town must remove the installation and stabilize the Development Site with loam and seed.

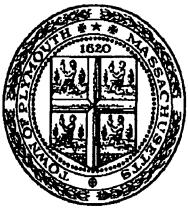
5. Other Requirements.

- a) **Notification.** When site plan review is required, at least fourteen days prior to site plan review by the Planning Board, notice of the time and place of said review shall be sent by mail by the GMSPS Owner/Operator, postage prepaid to abutting owners of land within three hundred feet of the property line of the parcel or parcels upon which the GMSPS proposes to be situated, as said abutters appear on the most recent applicable tax list. The assessors maintaining any applicable tax list shall certify the names and addresses of parties in interest and such certification shall be conclusive for all purposes. At least 60 business days prior to the commencement of work on a project, the GMSPS Owner/Operator shall notify abutters within 300 feet of when work will commence and that site plans are available for public review at Town Hall.

1. *In order to minimize impacts, as is in part the intent of this bylaw, the Town encourages the notification by the GMSPS Owner/Operator to any residential neighbors for whom a proposed GMSPS installation creates an **undue impact upon the character of the neighborhood, on property values, or on scenic, historic, and environmental resources.***
- g) *Standards and Conditions. When site plan review is required, exempting the municipality, or a GMSPS proposal designed to cover a parking lot, the following **SHALL** apply:*
1. *An applicant **SHALL** present to the town **FOR PLANNING BOARD REVIEW** and **RECOMMENDATION** a stamped, engineered plan which includes screening, as defined in §201-3 of the Bylaw, which accomplishes the goal of **largely minimizing the impacts of solar facilities on surrounding RESIDENTIAL properties.***
 - a) *As determined by the Planning Board following the input of Inspectional Services, said **RESIDENTIAL** properties **SHALL** be defined as those **MORE LIKELY THAN NOT** to be impacted with regard to the character of neighborhoods, on property values, and on the scenic, historic, and environmental resources of the Town.*
 - b) *The Planning Board **MAY** waive this provision for a particular abutting property **IF** the applicant obtains the notarized, written permission of said property's **LANDOWNERS.***
2. *As per § 207-11-C-2-g, the Planning Board **SHALL** make a recommendation for screening which largely accomplishes the goal of adequately and sufficiently reducing the impacts of the GMSPS.*
- h) *Severability. If any section, provision, or portion of this bylaw is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.*

RECOMMENDATION: Approval (11-0-1)

The Advisory & Finance Committee recommends Town Meeting approve Article 21. Approval of this Article will amend its Zoning Bylaws governing Ground-Mounted Solar Photovoltaic Systems (§ 207-11). The effect of this amendment would be to provide additional clarification of screening measures and notification to abutting residences, while updating performance guarantee requirements.



Town of Plymouth
Plymouth Energy Committee
26 Court Street
Plymouth, MA 02360
(508) 747-1620, Ext: 10204

December 7, 2023

Tim Grandy, Chair
Plymouth Planning Board
26 Court Street
Plymouth, MA 02360

Re: Spring Town Meeting 2024
Petitioned Solar Bylaw Amendment Article

Dear Mr. Grandy,

At their regularly scheduled meeting held on December 6, 2023, the Town of Plymouth's Energy Committee voted to unanimously support the proposed language to amend §207-11 Ground-Mounted Solar Photovoltaic Systems (GMSPS), from a Citizens Petitioned Warrant Article (please see attached) for the upcoming Spring 2024 Town Meeting. The Committee determined that the proposed language would not hinder GMSPS installations, while providing additional accommodations to abutting residential neighborhoods.

Sincerely,


Margie Burgess
Chair, Energy Committee

FINAL REPORT AND RECOMMENDATION ON THE PETITIONED ARTICLE TO
AMEND SECTION 207-11. GROUND-MOUNTED SOLAR PHOTOVOLTAIC SYSTEMS
TO THE ZONING BYLAW

DATE OF PUBLICATION OF PUBLIC HEARING: January 4, 2024
January 11, 2024

DATE OF PUBLIC HEARING: January 24, 2024

At the January 24, 2024, Planning Board Meeting, the Board voted (4-0) to support the petitioned article to amend a section (§207-11. Ground-mounted Solar Photovoltaic Systems) of the Zoning Bylaw.

PROPOSED CHANGES:

- A. (§207-11.C.4.d *Financial Surety*): Remove and insert the following: Except for a municipally owned GMSPS or a GMSPS designed to cover a parking lot, a project designed to generate in excess of 2MW, any project designed at, or in excess of, 4-acres (174,240 sq./ft.) of ground mounted coverage shall require a performance guarantee in the form of a cash bond in an amount approved by the Building Commissioner to cover the cost of GMSPS removal in the event the town must remove the installation and stabilize the Development Site with loam and seed.
- B. (§207-11.C.5.a.i. *Notification*): Insert the following: In order to minimize impacts, as is in part the intent of this bylaw, the Town encourages the notification by the GMSPS Owner/Operator to any residential neighbors for whom a proposed GMSPS installation that creates an undue impact upon the character of the neighborhood, on property values, or on scenic, historic, and environmental resources.
- C. (§207-11.C.5.g. *Standard and Conditions*): Insert the following Section:

When site plan review is required, exempting the municipality, owner occupied residential, or a GMSPS proposal designed to cover a parking lot, the following SHALL apply:

- a. An applicant SHALL present to the town FOR PLANNING BOARD REVIEW and RECOMMENDATION a stamped, engineered plan which includes screening, as defined in §201-3 of the Bylaw, which accomplishes the goal of largely minimizing the impacts of solar facilities on surrounding RESIDENTIAL properties.
- b. As determined by the Planning Board following the input of Inspectional Services, said RESIDENTIAL properties SHALL be defined as those MORE LIKELY THAN NOT to be impacted with regard to the character of neighborhoods, on property values, and on the scenic, historic, and environmental resources of the Town.
- c. The Planning Board MAY waive this provision for a particular abutting

property IF the applicant obtains the notarized, written permission of said property's LANDOWNERS.

- d. As per § 207-11-C-2-g, the Planning Board SHALL make a recommendation for screening which largely accomplishes the goal of adequately and sufficiently reducing the impacts of the GMSPS.
- D. (*§207-11.C.5.h. Severability*): Insert the following Section: If any section, provision, or portion of this bylaw is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.

JUSTIFICATION FOR THE AMENDMENT:

This petitioned article seeks to amend and add a new section of the ground-mounted solar facilities bylaw while maintaining the spirit of solar project accessibility.

Ground-Mounted Solar Photovoltaic Systems (GMSPS) are allowed by-right in all zoning districts subject to Site Plan Review under §203-15 and MGL Chapter 40A, Section 3 which states: "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."

The current solar bylaw states that its intent is, in part, to "minimize the impacts of solar facilities on the character of neighborhoods, on property values, on the scenic, historic and environmental resources of the Town..." However, many solar projects in town were "by right." This left elected officials little by way of tools to ensure any of those impacts were truly minimized. The petitioners are seeking to introduce language to improve the Site Review Process.

EFFECT OF THE AMENDMENT:

The effect of this amendment would be to provide additional clarification of screening measures and notification to abutting residences, while updating performance guarantee requirements.

PROPOSED AMENDMENT:

The Petitioner proposes these amendments within the context of Section 207-11, as follows:

§ 207-11. Ground-Mounted Solar Photovoltaic Systems [Amended 10-23-2018 FIM by Article 22; Amended 4-8-19 SATM by Article 22]

- A. Intent.** The intent of this bylaw is to promote, by-right, subject to Site Plan Review, in all Districts, the generation of solar energy and to minimize the impacts of solar facilities on the character of neighborhoods, on property values, on the scenic, historic and environmental resources of the Town; and to protect health and safety, while allowing solar energy technologies to be utilized.
- B. Location and Area Requirements.**

Except as otherwise provided herein, GMSPS are allowed by-right in all Districts subject to Site Plan Review under §203-15. Site Plan Review.

- a. Site Plan Review is not required for a GMSPS that:

- i. Actively occupies 1,500 square feet or less of land and has a total GMSPS height of less than 8 feet from final grade, subject to Section C.2.e.; or
- ii. is located on agricultural land, and used primarily for the accessory generation of energy for the operation of the agricultural use; or
- iii. is located on a Development Site consisting primarily of Disturbed Area and, if located within any of the following Districts or areas, provided a minimum 200-foot Buffer is in place along each Lot line that abuts a Residential District:
 - I. Airport (AP)
 - II. Arterial Commercial (AC)
 - III. General Commercial (GC)
 - IV. Highway Commercial (HC)
 - V. Light Industrial (LI)
 - VI. Light Industrial/Waterfront (LI/WF)
 - VII. Mixed Commerce (MC)
 - VIII. Parking Lots
 - IX. Power Line Utility Easements

- b. GMSPS, up to 15 acres in size, are allowed on landfills located within the Rural Residential(RR) Zone and Cedarville Village Enterprise District (CVED).

C. Prohibited:

- a. A GMSPS that actively occupies more than five acres in area in any Residential District.
- b. GMSPS are prohibited on any parcel that include Estimated Habitats of Rare Wildlife or Priority Habitats of Rare Species as identified by the Commonwealth of Massachusetts Natural Heritage and Endangered Species Program or that are located within a State designated Area of Critical Environmental Concern (ACEC).
- c. GMSPS are not allowed on parcels in R20-SL, R20-MF, R25, R40 and RR zones that have been previously disturbed (i.e. cleared or substantially cleared of natural vegetation by other than natural forces such as fire or flood) for a period of five years from the date of disturbance.

D. Standards. The following standards apply to all GMSPS:

- a. **Setback:** A GMSPS site and construction thereon shall conform to the dimensional and intensity requirements set forth in Dimensional Table of the Zoning Bylaw.
- b. **Design:**
 - (i) **Lighting.** High efficiency lighting, such as LED, or equivalent, shall be limited to that required for safety and operational purposes, and shall comply with the requirements of §207-4. Prevention of Light Pollution.
 - (ii) **Utility Connections.** Cabling and utility connections within the GMSPS shall be placed underground.
 - (iii) **Security.** The GMSPS must be physically secured by measures including, but not limited to, appropriate fence material, construction, locking devices and surveillance equipment.
- c. **Signage:**
 - i. Required: A Sign complying with Signs. §203-3 shall identify the owner and operator, if not the same, and provide the following information: business

name for any company or other entity owning and/or operating the installation, with the business address and name of a contact person for each; electric utility or other safety warnings and a 24-hour emergency contact phone number.

- ii. Prohibited: Any advertising display.
- d. All emergency vehicle access ways shall conform to dimensional requirements of the Plymouth Fire Department.
- e. Screening, as defined in §201-3, shall be installed to shield residences from a GMSPS.
- f. Buffers as defined in §201-3 are required as follows:
 - (i) A minimum of 150 feet for 1 to 2 MW DC systems. A minimum of 200 feet for systems greater than 2 MW DC.

E. Land Clearing, Soil Erosion and Habitat Impacts.

- a. Clearing of native vegetation on any undeveloped land in its natural state shall be limited to that necessary for the construction, operation and maintenance of the GMSPS. Effective internal storm water management and erosion control features shall be maintained at all times during and post-construction. Installed fencing shall maintain a minimum distance of 8 inches from final grade for small wildlife passage.
- b. Stormwater management controls shall comply with Plymouth's Stormwater Design Guidelines. Percolation tests will be required if no stormwater system controls are provided.
- c. Management of all vegetated areas within the GMSPS shall be maintained throughout the life of the project through mechanical means and without the use of chemical herbicides.
- d. Native plant species and seed mix installation/management practices that provide benefits to gamebirds, songbirds, and pollinators shall be used, as described in the Massachusetts Pollinator Protection Plan, Best Management Practices and Actions to Benefit Pollinators (p.13-22).

F. Information Required with Zoning Permit for all GMSPS.

- a. **Landscape Plan.** A landscape plan prepared by a Registered Landscape Architect is required and shall include location of existing significant trees, shrubs and grasses to remain and all proposed additions, identified by specimen size and species at installation. Low growth vegetation shall be planted and maintained in areas under GMSPS rack equipment.
- b. **Materials.** Manufacturer's specifications for a proposed GMSPS 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 GMSPS Owner or Operator shall submit a copy of the project summary, electrical schematic, and Development Site plan to the Building Commissioner, with a copy for review by the Fire Chief. Instructions to de-energize 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

GMSPS.

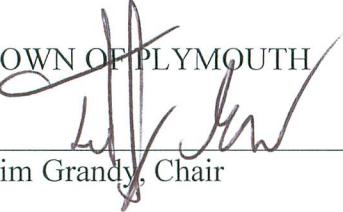
- d. **Financial Surety.** Except for a municipally owned GMSPS *or a GMSPS designed to cover a parking lot, a project designed to generate in excess of 2MW, any project designed at, or in excess of, 4-acres (174,240 sq./ft.) of ground mounted coverage* shall require a performance guarantee in the form of a cash bond in an amount approved by the Building Commissioner to cover the cost of GMSPS removal in the event the town must remove the installation and stabilize the Development Site with loam and seed.

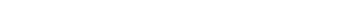
7. Other Requirements.

- a. **Notification.** When site plan review is required, at least fourteen days prior to site plan review by the Planning Board, notice of the time and place of said review shall be sent by mail by the GMSPS Owner/Operator, postage prepaid to abutting owners of land within three hundred feet of the property line of the parcel or parcels upon which the GMPS proposes to be situated, as said abutters appear on the most recent applicable tax list. The assessors maintaining any applicable tax list shall certify the names and addresses of parties in interest and such certification shall be conclusive for all purposes. At least 60 business days prior to the commencement of work on a project, the GMSPS Owner/Operator shall notify abutters within 300 feet of when work will commence and that site plans are available for public review at Town Hall.
- (i) *In order to minimize impacts, as is in part the intent of this bylaw, the Town encourages the notification by the GMSPS Owner/Operator to any residential neighbors for whom a proposed GMSPS installation that creates an undue impact upon the character of the neighborhood, on property values, or on scenic, historic, and environmental resources.*
- b. **Modification.** A substantial modification to a GMSPS shown on an approved Site Plan shall require Site Plan modification in compliance with the standards and procedures applicable to the original application.
- c. **Segmentation.** Adjacent parcels in the same ownership or control shall be deemed to be one parcel for purpose of calculating the area limitation of §B.2 above.
- d. **Abandonment.** A GMSPS shall be deemed abandoned when its operations are discontinued for more than one year without the written consent of the Building Commissioner; or if the Building Commissioner has determined that the installation is a hazard to public safety and the conditions have not been corrected within three months. A GMSPS must be removed by its owner and the site restored when it has been abandoned as provided herein.
- e. **Site Restoration.** A GMSPS must be removed by its owner within 150 days from the date of discontinuation of operations. The owner or operator shall notify the Building Commissioner by certified mail of the proposed date of discontinuation and provide detailed plans and schedule for GMSPS removal and restoration of the site to a function approved by the Building Commissioner or to a natural

- vegetative state.
- f. Exemption. This §207-11 shall not apply to a GMSPS for which a zoning permit was issued and was still in effect as of July 20, 2016 [the first publication date of notice of the August 8, 2016, Planning Board public hearing], but the record owner of the land shall have the right to waive this exemption, in which case this §207-11 shall apply.
- g. Standards and Conditions. When site plan review is required, exempting the municipality, owner occupied residential, or a GMSPS proposal designed to cover a parking lot, the following SHALL apply:
- (i) An applicant SHALL present to the town FOR PLANNING BOARD REVIEW and RECOMMENDATION a stamped, engineered plan which includes screening, as defined in §201-3 of the Bylaw, which accomplishes the goal of largely minimizing the impacts of solar facilities on surrounding RESIDENTIAL properties.
- (ii) As determined by the Planning Board following the input of Inspectional Services, said RESIDENTIAL properties SHALL be defined as those MORE LIKELY THAN NOT to be impacted with regard to the character of neighborhoods, on property values, and on the scenic, historic, and environmental resources of the Town.
- (iii) The Planning Board MAY waive this provision for a particular abutting property IF the applicant obtains the notarized, written permission of said property's LANDOWNERS.
- (iv) As per § 207-11-C-2-g, the Planning Board SHALL make a recommendation for screening which largely accomplishes the goal of adequately and sufficiently reducing the impacts of the GMSPS.
- (v) Severability. If any section, provision, or portion of this bylaw is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.

TOWN OF PLYMOUTH


Tim Grandy, Chair


Steven Bolotin, Vice Chair


David Peck

BEING A MAJORITY OF THE PLANNING BOARD

DATE SIGNED BY THE PLANNING BOARD:


Jan 24, 2024

DATE FILED WITH TOWN CLERK:


Jan 25, 2024

cc: Town Clerk
Board of Selectmen
Advisory and Finance Committee

Ground Mounted Solar Amendment Handout Spring 2024

Over the past few years, Massachusetts has increasingly promoted solar energy as an important piece in ensuring our energy needs are met in a safe, green, and sustainable fashion. And rightfully so. Ground-Mounted Solar Photovoltaic Systems (GMSPS), or solar fields/farms, are a crucial part of any plan to combat climate change.

However, we are concerned that our Planning Board does not have the tools they need to ensure these often-massive projects do not overwhelm their surrounding neighbors. We want our elected officials to be able to both SUPPORT solar farms while PROTECTING the interests of all residents. We feel it is necessary to emphasize the need to protect residents and ensure that recommendations to do so shall be made to the proper officials.

Therefore, our proposed zoning bylaw amendment is to see if the Town will vote to amend Chapter 207, Section 11 of the Town Bylaws by adding the underlined and italicized, and deleting the strike through text as shown below:

§ 207-11. Ground-Mounted Solar Photovoltaic Systems [Amended 10-23-2018 FTM by Article 22; Amended 4-8-19 SATM by Article 21]

4. Information Required with Zoning Permit for all GMSPS.

- d) **Financial Surety.** Except for a municipally owned GMSPS or a GMSPS designed to cover a parking lot, a project designed to generate in excess of 2MW, any project designed at, or in excess of, 4-acres (174,240 sq./ft) of ground mounted coverage shall require a performance guarantee in the form of a cash bond in an amount approved by the Building Commissioner to cover the cost of GMSPS removal in the event the town must remove the installation and stabilize the Development Site with loam and seed.

The change here is going from a technology base (2 MW) to a sized based bylaw. The equipment needed to generate 2 MW of power will, over time, change and hence in 10 years' time a bond for 2 MW may seem foolish. 4 acres however will always be 4-acres. Further, we believed smaller than 4 was perhaps putting too great a burden on a developer. To visualize this, understand your average Walmart Super Center is about 4-acres.

5. Other Requirements.

- a) **Notification.** When site plan review is required, at least fourteen days prior to site plan review by the Planning Board, notice of the time and place of said review shall be sent by mail by the GMSPS Owner/Operator, postage prepaid to abutting owners of land within three hundred feet of the property line of the parcel or parcels upon which the GMSPS proposes to be situated, as said abutters appear on the most recent applicable tax list. The assessors maintaining any applicable tax list shall certify the names and addresses of

parties in interest and such certification shall be conclusive for all purposes. At least 60 business days prior to the commencement of work on a project, the GMSPS Owner/Operator shall notify abutters within 300 feet of when work will commence and that site plans are available for public review at Town Hall.

1. *In order to minimize impacts, as is in part the intent of this bylaw, the Town encourages the notification by the GMSPS Owner/Operator to any residential neighbors for whom a proposed GMSPS installation creates an undue impact upon the character of the neighborhood, on property values, or on scenic, historic, and environmental resources.*

A concern previous opposition had with our bylaw was that we were creating a new notification standard for the town that would only come into play for solar. We have therefore gone with this language as suggested by the Planning Department. While this section holds no force of law, we hope that its inclusion will signal to developers the town's seriousness with regard to protecting residents.

- g) *Standards and Conditions. When site plan review is required, exempting the municipality, or a GMSPS proposal designed to cover a parking lot, the following SHALL apply:*

1. *An applicant SHALL present to the town **FOR PLANNING BOARD REVIEW** and **RECOMMENDATION** a stamped, engineered plan which includes screening, as defined in §201-3 of the Bylaw, which accomplishes the goal of largely minimizing the impacts of solar facilities on surrounding **RESIDENTIAL** properties.*
 - a) *As determined by the Planning Board following the input of Inspectional Services, said **RESIDENTIAL** properties SHALL be defined as those **MORE LIKELY THAN NOT** to be impacted with regard to the character of neighborhoods, on property values, and on the scenic, historic, and environmental resources of the Town.*
 - b) *The Planning Board MAY waive this provision for a particular abutting property IF the applicant obtains the notarized, written permission of said property's **LANDOWNERS**.*
2. *As per § 207-11-C-2-g, the Planning Board SHALL make a recommendation for screening which largely accomplishes the goal of adequately and sufficiently reducing the impacts of the GMSPS.*

This section largely accomplishes what the previous warrant article would have but does so without the use of the term “viewshed”. Instead, it is triggered by language already included in the current bylaw, Section A, Intent.

§ 207-11. Ground-Mounted Solar Photovoltaic Systems [Amended 10-23-2018 FIM by Article 22; Amended 4-8-19 SATM by Article 22]

A. Intent. The intent of this bylaw is to promote, by-right, subject to Site Plan Review, in all Districts, the generation of solar energy and to minimize the impacts of solar facilities on the character of neighborhoods, on property values, on the scenic, historic and environmental resources of the Town; and to protect health and safety, while allowing solar energy technologies to be utilized.

- h) Severability. If any section, provision, or portion of this bylaw is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.**

This final section has been included at the behest of Town Counsel