

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST  
FY26 SPRING ANNUAL TOWN MEETING**

<b>Department:</b> Town Manager	<b>Priority #:</b>	1
<b>Project Title and Description:</b> 1749 Courthouse	<b>Total Project Cost:</b>	\$39,433.50

**Department/Division Head:**

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

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

List any funding sources and amounts already granted:

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>			<i>FY27</i>		
<i>Labor and Materials</i>	\$38,333.50		<i>FY28</i>		
<i>Administration</i>			<i>FY29</i>		
<i>Land Acquisition</i>			<i>FY30</i>		
<i>Equipment</i>			<i>FY31</i>		
<i>Other</i>	\$1,100	Shipping			
<i>Contingency</i>					
<b>Total Capital</b>					

**Project Justification and Objective:**

**For Capital Project Requests:**

Will this project be phased over more than one fiscal year? If yes, enter it on the 5 Year Plan  
Can this project be phased over more than one fiscal year?

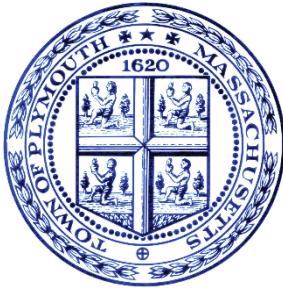
Yes  No   
Yes  No

**For Capital Equipment Requests:**

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

What is the expected lifespan of this new/replacement equipment:

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



**TOWN OF PLYMOUTH**  
TOWN MANAGER'S OFFICE  
26 COURT STREET, PLYMOUTH, MA 02360  
PHONE: (508) 747-1620 x 10213  
[WWW.PLYMOUTH-MA.GOV](http://WWW.PLYMOUTH-MA.GOV)

## MEMORANDUM

TO: CAPITAL IMPROVEMENTS COMMITTEE

CC: SANDRA STRASSEL, PROCUREMENT OFFICER

LYNNE BARRETT, FINANCE DIRECTOR

DEREK BRINDISI, TOWN MANAGER

SILVIO GENAO, ASSISTANT TOWN MANAGER

FROM: CONNOR ANDERSON, ARCHIVIST/RECORDS ACCESS OFFICER

SUBJECT: FY2026 CAPITAL REQUESTS

DATE: OCTOBER 10, 2024

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Dear Members of the Capital Improvements Committee,

Please see the attached FY2026 Capital request and supporting documentation for the Town Manager's Office. The Town Manager's Office seeks funding for the acquisition of 10 museum-grade display cases to replace our current display cases at the 1749 Courthouse Museum, which date back to the 1970s. These outdated cases do not provide adequate protection for our valuable artifacts, posing a risk to their preservation and longevity.

Our existing display cases lack modern protective features, exposing artifacts to potential damage from environmental factors such as UV light, humidity, dust, and physical handling. As a result, many of the artifacts in the 1749 Courthouse Museum's collection have begun to deteriorate. The continued deterioration of these artifacts could lead to significant loss, both culturally and financially, as well as negatively impact our institution's reputation.

This funding will be used to purchase 10 state-of-the-art museum-grade display cases designed to ensure optimal preservation and presentation of our artifacts. These cases will offer the following benefits:

**Enhanced Protection:** These cases are built with materials that block UV light and regulate humidity, ensuring artifacts are shielded from environmental damage.

**Improved Visibility:** These cases are designed for clear visibility, these cases will enhance the aesthetic presentation of our collections, allowing visitors to appreciate the artifacts more fully.

Visitor Engagement: Features such as integrated lighting and interactive elements will create a more engaging experience for our visitors, potentially increasing attendance and community interest.

Replacing our outdated display cases is an essential step in safeguarding our artifacts for future generations while enhancing the overall visitor experience. I strongly encourage your support for this capital improvement request, as it will significantly benefit our museum and community.

Please feel free to contact me with any questions or concerns.

Thank you

Connor Anderson  
Archivist/Records Access Officer



X



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**Estimated Total****\$39,433.50**[Review Order](#)**PO #****Shipping Instructions****Payment Method** Purchase Order Credit CardApply Discount Code **Order Summary**

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Cart Subtotal	\$38,333.50
Shipping	\$1,100.00
Shipping - Freight	

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**Order Total****\$39,433.50**17 Items in Cart ^

Four Leg Display Case - HingedTop Natural 60x30

Qty: 10

\$25,458.00



Traditional Display Case - extra half shelf w/ brackets

Qty: 2

\$159.50



Traditional Display Case - White Back, Walnut

Qty: 5

\$12,716.00

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**Ship To:**

Connor Anderson

26 Court Street

Plymouth, Massachusetts 02360

United States

508-322-3388

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**Shipping Method:**

Shipping - Freight



## **SSL Certificate**

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