

## SPRING ANNUAL TOWN MEETING

April 5, 2025

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# REPORT & RECOMMENDATIONS



## **REPORT & RECOMMENDATIONS OF THE ADVISORY & FINANCE COMMITTEE**

**Spring Annual Town Meeting - Saturday, April 5, 2025**

### **ARTICLE 1: 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, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 1. 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 2: 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 2026 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 2. Approval of this article will set the FY2026 spending caps for each of the revolving funds listed herein pursuant to G.L. c. 44, §53E ½.

### **ARTICLE 3: 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, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 3. Approval of this article will authorize the Cedarville Steering Committee and the Plymouth Center Steering Committee to continue to operate for the next three years, with a further review in three years at the 2028 Annual Town Meeting.

### **ARTICLE 4: 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, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 4. 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 5 – The General Fund Budget.

## **ARTICLE 5: General Fund Operating Budget**

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, 2025, or take any other action relative thereto.

### **SELECT BOARD**

#### **Sub-Committee Report A's Section of the Budget**

**RECOMMENDATION: Approval \$16,653,088 (Unanimously, 13-0-0)**

The Advisory & Finance Committee is recommending a decrease of \$6,700 to the Town Elections budget due to the cost savings from the reduction in polling locations. The Advisory & Finance Committee recommends Town Meeting approve an appropriation of \$16,653,088 which differs from Sub-Committee Report A.

#### **Sub-Committee Report B's Section of the Budget**

**RECOMMENDATION: Approval \$88,146,820 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$88,146,820 as detailed in Sub-Committee Report B.

#### **Sub-Committee Report C's Section of the Budget**

**RECOMMENDATION: Approval \$38,366,530 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$38,366,530 as detailed in Sub-Committee Report C.

#### **Sub-Committee Report D's Section of the Budget**

**RECOMMENDATION: Approval \$14,259,765 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$14,259,765 as detailed in Sub-Committee Report D.

#### **Sub-Committee Report E's Section of the Budget**

**RECOMMENDATION: Approval \$6,222,984 (11-2-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$6,222,984 as detailed in Sub-Committee Report E.

#### **Sub-Committee Report F's Section of the Budget**

**RECOMMENDATION: Approval \$127,647,811 (12-1-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$127,647,811 as detailed in Sub-Committee Report F.

## **ARTICLE 6: Water Enterprise Operating 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, 2025, or take any other action relative thereto.

**SELECT BOARD**

### **RECOMMENDATION: Approval \$6,346,287 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$6,346,287 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 \$1,776,968.

## **ARTICLE 7: Sewer Enterprise Operating 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, 2025, or take any other action relative thereto.

**SELECT BOARD**

### **RECOMMENDATION: Approval \$8,977,272 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$8,977,272 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 \$511,173.

## **ARTICLE 8: Solid Waste Enterprise Operating 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, 2025, or take any other action relative thereto.

**SELECT BOARD**

### **RECOMMENDATION: Approval \$958,417 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$958,417 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 \$430,722.

## **ARTICLE 9: Airport Enterprise Operating 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, 2025, or take any other action relative thereto.

**SELECT BOARD**

**RECOMMENDATION: Approval \$3,802,724 (10-3-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$3,802,724 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 \$433,477.

**ARTICLE 10: Cable Public Access Enterprise Operating 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, 2025, or take any other action relative thereto.

**SELECT BOARD****RECOMMENDATION: Approval \$1,545,000 (Unanimously, 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 11: Facility Capital 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, as authorized by the provisions of G.L. c. 40, §5B as amended, or take any other action relative thereto.

**SELECT BOARD****RECOMMENDATION: Approval \$500,000 (Unanimous, 11-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 11. 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.

**ARTICLE 12: Nuclear Mitigation Stabilization Fund**

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

**SELECT BOARD****RECOMMENDATION: Not Recommended (4-8-0)**

The Advisory & Finance Committee recommends Town Meeting does not approve Article 12 Nuclear Mitigation Stabilization Fund. For the second year in a row, many of the Committee members felt that the fund wasn't being used for it's intended purpose, tax relief, and therefore doesn't recommend putting additional funds into the Nuclear Mitigation Stabilization Fund when there is a current balance over \$9.7 million.

## ARTICLE 13: 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,

ITEM	DEPARTMENT	PROJECT DESCRIPTION
A1	123 - Town Manager	1749 Courthouse
A2	155 - Information Technology	Fiber Over Lash Phase 3
A3	155 - Information Technology	Strategic Plan Refresh
A4	155 - Information Technology	Document Digitization Phase 3
A5	210 - Police	Property/Evidence Climate Control
A6	210 - Police	Feasibility Study for Police HQ
A7	210 - Police	Armored Vehicle Replacement
A8	220 - Fire	Replace and Equip Command Vehicles
A9	295 - Harbormaster	Town Wharf Extension
A10	295 - Harbormaster	34' Calvin Beal - Refit
A11	300 - School	PCIS Fire Alarm System Upgrade
A12	300 - School	PNHS Main Entry Drain Install
A13	300 - School	Purchase 7D Van
A14	300 - School	Purchase School Bus
A15	300 - School	SES Replacement of Remaining RTUs and Controls
A16	300 - School	PCIS Parking Lot Pave/Stripe
A17	300 - School	MES Replace Rubber Roof (Added Scope)
A18	300 - School	District-Wide HVAC Repairs
A19	300 - School	District-Wide Roofing Assessments and Repairs
A20	300 - School	Admin Building Generator Replacement
A21	300 - School	SES Final Asphalt Coat of Side Parking Lot
A22	300 - School	PNHS Soccer Turf Replacement
A23	300 - School	WES Ball Courts / Sidewalk Repave & Stripe
A24	300 - School	NMES Stairwell Renovations
A25	300 - School	PSHS Maintenance Garage
A26	300 - School	Admin Building Exterior Repairs & Cupola
A27	300 - School	FFES Multi-Use Tractor
A28	411 - DPW Engineering	Roadway Improvement Program & Preservation
A29	420 - DPW Highway	Replace 2008 F550 Bucket Truck
A30	420 - DPW Highway	New Roadside Mower
A31	420 - DPW Highway	Replace F350 Utility Body
A32	420 - DPW Highway	Replace 2014 John Deere Skid Steer
A33	422 - DPW Facility Maintenance	FS1 HQ Brick Repointing

A34	422 - DPW Facility Maintenance	PD HQ Locker Room / Restroom Renovation
A35	491 - DPW Cemetery	White Horse Cemetery Easement Construction
A36	492 - DPW Parks & Forestry	Reconstructing Tennis Courts - Briggs & Elmer Raymond
A37	492 - DPW Parks & Forestry	Replace Utility Pickup Truck #23
A38	541 - Center For Active Living	Moving Wall Replacement
A39	630 - Recreation	Forges Field Pickleball Court Drainage/Pathway
A40	440 - DPW Sewer	Sewer System Improvements
A41	440 - DPW Sewer	Truck Replacement #S55
A42	450 - DPW Water	Distribution System Improvements
A43	450 - DPW Water	Water System Improvements
B1	220 - Fire	Replace and Equip 2006 Aerial Platform
B2	220 - Fire	Replace and Equip 2007 Pumping Engine
B3	440 - DPW Sewer	CMOM Program

or take any other action relative thereto.

## **SELECT BOARD**

### **RECOMMENDATION: Approval \$21,738,444 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 13. The Town Manager recommended funding \$21,738,444 worth of capital items requested for FY26. The Advisory & Finance Committee agrees with this recommendation. (See pages **24-27** for the CIC spreadsheet). The recommended capital items fall within the following two overarching categories:

- **General Fund items** totaling \$19,228,444 to be funded with \$12,746,886 from Free Cash, \$3,469,761 from borrowing, \$2,650,000 from General Fund Revenues, \$59,330 from Transportation Network Fee Fund, \$100,000 from Fire Prevention Revolving Fund, and \$202,467 from a Police Department Grant that does not require Town Meeting appropriation,
- **Enterprise Fund items** totaling \$2,510,000 to be funded with \$360,000 from Sewer Enterprise Fund Retained Earnings, \$850,000 from Water Enterprise Fund Retained Earnings, and \$1,300,000 from borrowing.

## **ARTICLE 14: 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 FY26, and to authorize the Select Board 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 Select Board, 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 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 14. 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 FY2026 was not known at the time this report was prepared, Plymouth did receive more than \$1.59 million for

FY2025. The Town expects a similar amount in FY2026 unless there is change in policy and/or the state's financial health.

### **ARTICLE 15: 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 \$1,355,872 (Unanimously, 12-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 15. 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 16: CPC - Reduce Borrowing – Plymouth Area Coalition for the Homeless (PACH)**

To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16A, 2024 Spring Town Meeting for the purpose of constructing 26 family shelter units and education center deed restricted for affordable housing purposes located at 54 industrial Park Road Plymouth Massachusetts, by reducing the amount to be borrowed by a sum of money and appropriating a sum of money from Fiscal Year 2026 Community Preservation Act revenues or transfer from Community Preservation available funds or reserves for such purposes, and take any other action relative thereto.

### **COMMUNITY PRESERVATION COMMITTEE**

#### **RECOMMENDATION: Approval \$398,814 (Unanimously, 12-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 16. Approval of this Article will authorize the Town to use available Fiscal Year 2026 Community Preservation Act revenues to reduce the borrowing commitment for the Plymouth Area Coalition for the Homeless (PACH).

### **ARTICLE 17: CPC – Reduce Borrowing – Stephens Field**

To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16F, 2024 Spring Town Meeting for the restoration and rehabilitation of Stephens Field, for Open Space and Recreation purposes, as previously amended, by reducing the amount to be borrowed by a sum of money and appropriating a sum of money from Fiscal Year 2026 Community Preservation Act revenues or transfer from Community Preservation available funds or reserves for such purposes, and take any other action relative thereto.

### **COMMUNITY PRESERVATION COMMITTEE**

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

The Advisory & Finance Committee recommends Town Meeting approve Article 17. Approval of this Article will authorize the Town to use available Fiscal Year 2026 Community Preservation Act revenues, in an amount to be determined by the Finance Director, to reduce the borrowing commitment for the restoration and rehabilitation of Stephens Field project.

**ARTICLE 18: CPC - CPA Fund Budget/Account Set-Aside**

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2026 Community Preservation Budget including debt service and to appropriate from the Community Preservation Fund Fiscal Year 2026 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 2026, 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 (Unanimously, 12-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 18. 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 19: Withdrawn****ARTICLE 20: Eversource Easement – Nook Road**

To see if the Town will vote to authorize the Select Board to grant and convey to NStar Electric Company, d/b/a Eversource Energy, access and utility easements for the installation of a pad mount transformer and equipment, underground wires, underground transmission lines, underground cable and conduit together with lines for control, relay and communication purposes over, across, upon and under a portion of Town owned property located at 41 Oberry Street in the Town of Plymouth, Massachusetts as shown on a plan dated September 25, 2024, on file with the Town Clerk; or take any other action relative thereto.

**SELECT BOARD**

**No Motion. No Action.**

## **ARTICLE 21: Proposed Bylaw – School Facilities Maintenance**

To see if the Town will vote to amend General bylaws, Chapter 177, to add Article III, Facilities Maintenance, Management, and Oversight, consistent with the proposed language; with underlined text to be inserted and strikethrough text to be deleted, as follows:

### Section 177-3 Facilities Maintenance, Management, and Oversight:

#### **A. Definitions:**

##### **(1) School Facilities - For the purposes of this section, school facilities shall include:**

- a. non-academic school buildings; school sports fields and any press boxes, halftime facilities, and/or lighting fixtures or structures associated with them; wells and wastewater treatment infrastructure located on school properties; and maintenance garages.**

#### **B. Control and responsibility for public facilities shall be appropriated as follows:**

**(1) The School Committee shall have general charge and superintendence of all school buildings, facilities, and grounds and shall furnish all school buildings with proper fixtures, furniture, and equipment;**

**(2) The Town and its various Departments and Divisions shall have general charge and superintendence of all municipal buildings and grounds, excluding school buildings and grounds, and shall furnish all of these buildings, facilities, and grounds with proper fixtures, furniture, and equipment.**

or take any other action relative thereto.

## **SELECT BOARD**

### **RECOMMENDATION: Approval (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 21. Approval of this article will codify the current status quo of Town and School operations into the General Bylaws and will prevent any future proposed consolidation efforts from occurring without Town Meeting approval, but Town Meeting can change a General Bylaw at any Town Meeting to reflect a desirable potential future consolidation agreement.

## **ARTICLE 22: Charter Amendment – School Facilities Maintenance**

To see if the Town will vote to amend Chapter 4 Section 3 of the Plymouth Town Charter to delete Section 4-3-2(d) to remove the requirement that the Schools have superintendence of their buildings and grounds from the Town Charter with underlined text to be inserted and strikethrough text to be deleted, as follows:

4-3-2 The powers and duties of the School Committee shall include the following:

(a) To appoint a superintendent of the schools who shall manage the school system in a fashion consistent with law and the policy determinations of the School Committee and, upon the recommendation of the Superintendent, the School Committee may also establish and appoint positions of assistant or associate superintendents as provided by law.

(b) To establish educational goals and policies for the schools in the Town consistent with the requirements of law and statewide goals and standards established by the State Board of Education.

(c) To propose and to oversee the administration of an annual operating budget for the School Department, subject to appropriation by the Town Meeting.

~~(d) To have general charge and superintendence of all school buildings and grounds and furnish all school buildings with proper fixtures, furniture and equipment.~~

or take any other action relative thereto.

#### **SELECT BOARD**

#### **RECOMMENDATION: Approval (12-1-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 22. Approval of this article will delete Section 4-3-2(d) to remove the requirement that the Schools have superintendence of their buildings and grounds from the Town Charter.

#### **ARTICLE 23: Charter Amendment – Charter Review Committee**

To see if the Town will vote to amend Chapter 7 Section 6 of the Plymouth Town Charter to permit a future Charter Review Committee to propose bylaws for Town Meeting consideration as part of their report to Town Meeting, consistent with the proposed language; with underlined text to be inserted and strikethrough text to be deleted, as follows:

Chapter 7, Section 6 Periodic Charter Review Committee

7-6-1 At least once every 5 years, a Charter Review Committee shall review this Charter and make a report, with recommendations, to the Town Meeting concerning any proposed amendments which the Committee may determine to be necessary or desirable. The Charter Review Committee shall also have the ability to propose new or amended general bylaws for Town Meeting consideration as part of their report. The members of the Charter Review Committee shall be appointed by a special committee consisting of the Moderator, who will serve as Chairman, one member of the Select Board and one (1) member of the Committee of Precinct Chairs.

or take any other action relative thereto.

#### **SELECT BOARD**

#### **RECOMMENDATION: Approval (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 23. Approval of this article will expand the scope of Charter Review Committee's report to Town Meeting to include recommending new or amended general bylaw changes.

#### **ARTICLE 24: Charter Amendment – Land Use Acquisition Committee**

To see if Town will vote to authorize amending the Town Charter regarding the role, scope, and appointing authority of the Land Use and Acquisition Committee, consistent with the proposed language; with underlined text to be inserted, as follows:

3-14-9 A Land Use and Acquisition Committee comprised of seven (7) members to act

in an advisory capacity to the Select Board with respect to the acquisition, conveyance, and disposition of real property by the Town, or its subdivisions, either pursuant to Chapter 61, 61A, or 61B of the General Laws or in any instances as requested by the Town Manager on behalf of the Select Board. The members of the Land Use and Acquisition Committee shall be appointed for three (3) year overlapping terms as follows: Two (2) members shall be appointed by the Select Board, two (2) by the Planning Board, one (1) by the Conservation Commission, one (1) by the Agricultural Commission, and one (1) by the Open Space Committee.

or take any other action relative thereto.

## **SELECT BOARD**

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

The Advisory & Finance Committee recommends Town Meeting approve Article 24. Approval of this article will expand the Land Use and Acquisition Committee's role to include advisory capacity of conveyance and disposition of real property or in any instances as requested by the Town Manager on behalf of the Select Board, and to reduce the appointing authority for the Conservation Commission to one (1) member, and to add appointing authority to the Agricultural Commission for one (1) member to the Land Use and Acquisition Committee.

### **ARTICLE 25: HERO Act – Cost of Living Increase**

To see if the Town will vote to accept the provisions of G.L. c. 59, §5, cl. 22I, as added by Chapter 178 of the Acts of 2024, commonly referred to as the “HERO Act”, which will allow the Assessors to increase the real estate property tax exemptions for qualifying military service members, veterans and their spouses annually by an amount equal to the increase in the cost of living as determined by the Consumer Price Index for such year, which additional exemption will begin in Fiscal Year 2026; or take any other action relative thereto.

## **SELECT BOARD**

### **RECOMMENDATION: Approval (11-0-1)**

The Advisory & Finance Committee recommends Town Meeting approve Article 25. Approval of this article will allow the Assessors to increase the real estate property tax exemptions for qualifying military service members, veterans and their spouses annually by an amount equal to the increase in the cost of living as determined by the Consumer Price Index for such year.

### **ARTICLE 26: HERO Act – Exemption Amount Increase**

To see if the Town will vote to accept the provisions of G.L. c. 59, §5, cl. 22J, as added by Chapter 178 of the Acts of 2024, commonly referred to as the “HERO Act”, to allow the Assessors to grant an additional real estate property tax exemption for qualifying military service members, veterans and their spouses in an amount equal to 50% of the amount of the exemption for which the taxpayer qualifies for, which additional exemption will begin in Fiscal Year 2026; or take any other action relative thereto.

## **SELECT BOARD**

### **RECOMMENDATION: Approval (11-0-1)**

The Advisory & Finance Committee recommends Town Meeting approve Article 26. Approval of this article will allow the Assessors to grant an additional real estate property tax exemption for

qualifying military service members, veterans and their spouses in an amount equal to 50% of the amount of the exemption for which the taxpayer qualifies for.

### **ARTICLE 27: Citizen's Petition: Zoning Bylaw Amendment - Light Industrial to Mixed Commerce**

To see if the Town will vote to amend the Zoning Bylaw, Official Zoning Map of the Town of Plymouth, by changing the designation of Lots 11 B, 26A and 27 on Assessors' Map 102 located off Commerce Way and Cherry Street from Light Industrial (LI) District to Mixed Commerce (MC) District, as well as to amend associated sections, provisions, definitions, table, charts, and procedures pertaining thereto, or take any other action relative thereto.

**By Petition: Bill Hallisey, et al**

#### **RECOMMENDATION: Approval (12-1-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 27. Approval of this article will amend the Zoning Bylaw, Official Zoning Map of the Town of Plymouth, by changing the designation of Lots 11 B, 26A and 27 on Assessors' Map 102 located off Commerce Way and Cherry Street from Light Industrial (LI) District to Mixed Commerce (MC) District, as well as to amend associated sections, provisions, definitions, table, charts, and procedures pertaining thereto.

### **ARTICLE 28: Citizen's Petition: Bylaw Amendment - Public Comment**

Proposed Article to add a new By-law requirement to Town By-laws.

Add paragraph 173-13: Each Precinct Caucus shall have provision in its Agenda for Public Comment. At the discretion of the Chair, Public Comment may be made at one time or interspersed with Presentations at the meeting. Public Comments cannot be censored. Public Comments are simply comments and not debatable. A minimum of two minutes should be allowed for each Public Comment speaker but may be allowed a longer period at the discretion of the Chair. The sequence of Public Comment speakers shall be (1) Precinct residences, (2) Plymouth Town Residences and (3) any other member of the Public.

**By Petition: Herbert G. McKay, et al**

#### **RECOMMENDATION: Approval of Amended Bylaw Language (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 28 as amended. Approval of this article will Add paragraph 173-13 to the Town By-law: Each Precinct Caucus shall have provision in its Agenda for Public Comment. At the discretion of the Chair, Public Comment may be made at one time or interspersed with Presentations at the meeting. A minimum of two minutes should be allowed for each Public Comment speaker but may be allowed a longer period at the discretion of the Chair.

### **ARTICLE 29: Citizen's Petition: Home Rule Petition – Digital Legal Notices**

An Act allowing "print-free" digital legal notices for the Town of Plymouth.

*Be it enacted by the Senate and House of Representatives of the General Court assembled, and by the authority of the same, as follows:*

*Section 1. Purpose*

The purpose of this Act is to allow, but not require, the Town of Plymouth and its subdivisions to satisfy legal notice requirements entirely by digital publication as voted necessary by its Select Board and School Committee in light of the changing landscape of print newspaper businesses, particularly at the local level.

*Section 2. Means of Legal Notice Publication*

Notwithstanding G. L. c. 4, section 13 (b) or any other general or special law to the contrary, wherever the Town of Plymouth, Plymouth Public Schools, and/or their subdivisions, committees, boards, commissions, or offices are required by statute, ordinance, by-law or judicial order to publish a legal notice in a newspaper or newspaper of general circulation, the person, corporation, agency, authority, municipality, or legal entity may satisfy such requirement by one or more of the following means:

- A. a print newspaper of local or general circulation;
- B. the website of an on line news site reporting local news and opinion which satisfies all criteria for print or digital publication as set forth in G. L. c. 4, section 13(b);
- C. a townwide website that may be maintained as a repository for such notices;
- D. a statewide website that may be maintained as a repository for such notices.

*Section 3. Nothing set forth in this Act shall be construed to alter or amend the time or timing of publication of legal notices set forth in the General Laws.*

*Section 4. This act shall take effect upon passage, subject to any editorial changes of form only that may be suggested by the General Court and any amendments that the Select Board determines to be within the scope of the general purpose objectives of this petition.*

**By Petition: Richard M. Serkey, et al**

**RECOMMENDATION: Approval (Unanimously 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 29. Approval of this article will authorize the Select Board to petition the Massachusetts General Court for special legislative allowing digital legal notices for the Town of Plymouth as defined in the 2025 Spring Annual Town Meeting Warrant and as on file with the town clerk.



# 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	Brian Dunn	Daniel Green	Bruce Howard	Joseph Lalley	Timothy Lawlor	Everett Malagutti	Steve Nearman	Molly O'Connor	Lorenzo Pizarro	Christine Richards	Mark Snyder	Emily Tompkins	David Trudell	VOTE TOTAL FOR-AGAINST-ABSTAIN
<b>1</b>	Reports of Boards & Committees	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>2</b>	Revolving Fund Spending Limits	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>3</b>	Continuation of Committees	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>4</b>	Salaries of Elected Town Officials	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>5</b>	General Fund Budget:															
	By Subcommitte:															
	A	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
	B	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
	C	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
	D	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
	E	Y	Y	Y	Y	Y	Y	N	Ch	Y	Y	N	Y	Y	Y	<b>11-2-0</b>
	F: Medicaid Program & Out of District Transportation	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
	F: School Budget	Y	Y	Y	Y	Y	Y	N	Ch	Y	Y	Y	Y	Y	Y	<b>12-1-0</b>
<b>6</b>	Water Enterprise Budget	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>7</b>	Sewer Enterprise Budget	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>8</b>	Solid Waste Enterprise Budget	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>9</b>	Airport Enterprise Budget	Y	Y	Y	N	Y	N	Y	Ch	Y	N	Y	Y	Y	Y	<b>10-3-0</b>
<b>10</b>	Cable Public Access Enterprise Budget	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>11</b>	Facility Capital Stabilization Fund	Y	X	Y	Y	Y	Y	X	Ch	Y	Y	Y	Y	Y	Y	<b>11-0-0</b>
<b>12</b>	Nuclear Mitigation Stabilization Fund	N	X	N	Y	N	N	Y	Ch	N	Y	N	N	Y	N	<b>4-8-0</b>
<b>13</b>	Capital Improvements	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>14</b>	Chapter 90 Roads	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>

**Y** - For

**N** - Against

**A** - Abstain **R** - Recuse

**X** - Absent

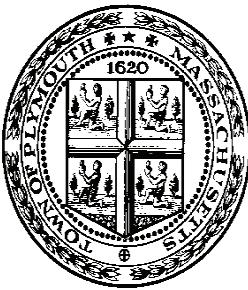
**Ch** - Chair did not vote

**ARTICLES**

		Gail Butler	Brian Dunn	Daniel Green	Bruce Howard	Joseph Lalley	Timothy Lawlor	Everett Malagutti	Steve Nearman	Molly O'Connor	Lorenzo Pizarro	Christine Richards	Mark Snyder	Emily Tompkins	David Trudell	VOTE TOTAL FOR-AGAINST-ABSTAIN
15	Town Promotion Fund	Y	X	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	<b>12-0-0</b>
16	Plymouth Area Coalition for the Homeless	Y	Y	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y	Y	Y	<b>12-0-0</b>
17	CPC - Reduce Borrowing - Stephens Field	Y	Y	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y	Y	Y	<b>12-0-0</b>
18	CPC - CPA FY26 Budget	Y	Y	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y	Y	Y	<b>12-0-0</b>
19	WITHDRAWN							Ch								
20	Eversource Easement - Nook Road							Ch								<b>No Motion. No Action.</b>
21	Proposed Bylaw - School Facilities Maint.	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
22	Charter Amendment - School Facilities Maint.	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	N	Y	Y	<b>12-1-0</b>
23	Charter Amendment - Charter Review	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
24	Charter Amendment - Land Use Acquisition	Y	Y	Y	Y	X	Y	Y	Ch	Y	Y	Y	Y	Y	Y	<b>12-0-0</b>
25	HERO Act - COLA Increase	A	Y	Y	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y	Y	<b>11-0-1</b>
26	HERO Act - Increase Exemption Amount	A	Y	Y	Y	Y	Y	Y	Ch	X	Y	Y	Y	Y	Y	<b>11-0-1</b>
27	Citizen's Petition - Zoning Amendment - Light	Y	Y	Y	Y	Y	Y	N	Ch	Y	Y	Y	Y	Y	Y	<b>12-1-0</b>
28	Citizen's Petition - As Amended Bylaw Amendment - Public Comment	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
29	Citizen's Petition: Home Rule - Digital Legal Notices	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>

CAPITAL  
IMPROVEMENTS  
COMMITTEE





**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 13 – CAPITAL REQUESTS &  
RECOMMENDED PROJECTS

DATE: JANUARY 21, 2025

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The Capital Improvements Committee reviewed and ranked projects from all funds at their meeting of January 13, 2025. The attached spreadsheet includes the CIC ranking and the Town Managers' recommendations with the appropriate funding sources of all the Department Requests. One of the lists is sorted by rank and the other list is sorted by ATM Article 13 and the STM. The department requests and backup can be accessed using the following link on the Town's website:

<https://plymouth-ma.gov/1374/2025-SPRING-ANNUAL-TOWN-MEETING-FY26-SAT>

The following is being recommended as the funding sources for Article 13 of the Annual Town Meeting:

Free Cash	\$ 12,746,886
Borrowing	\$ 4,769,761
General Fund Revenues	\$ 2,650,000
Transportation Network Fee Fund	\$ 59,330
Fire Prevention Revolving Fund	\$ 100,000
Police Department Grant	\$ 202,467
Sewer Retained Earnings	\$ 360,000
Water Retained Earnings	\$ 850,000
<b>Grand Total – Article 13</b>	<b>\$ 21,738,444</b>

Thank you for your support of Annual Article 13 capital requests. There will be separate communication regarding the Special Town Meeting Articles.

Article # at ATM	Department	Fund	Dept Priority	Project Title	CLC Rank	Total Project Cost	TM Recommends	Free Cash	Borrowing	Enterprise Retained Earnings	Other Funding	Source
13	123 - Town Manager	General Fund	1	1749 Courthouse	24	\$39,434	\$39,434			\$39,434		
13	155 - Information Technology	General Fund	1	Fiber Over Lash Phase 3	6	\$250,000	\$250,000			\$250,000		
13	155 - Information Technology	General Fund	2	Strategic Plan Refresh	22	\$50,000	\$50,000			\$50,000		
13	155 - Information Technology	General Fund	3	Document Digitization Phase 3	23	\$398,500	\$398,500			\$398,500		
13	210 - Police	General Fund	1	Property/Evidence Climate Control	5	\$67,850	\$67,850			\$67,850		
13	210 - Police	General Fund	2	Feasibility Study for Police HQ	8	\$150,000	\$150,000			\$150,000		
13	210 - Police	General Fund	3	Armored Vehicle Replacement	35	\$404,934	\$404,934			\$202,467	\$202,467	SRHSC Grant
13	220 - Fire	General Fund	1	Replace and Equip 2006 Aerial Platform	3	\$2,283,467	\$2,283,467			\$2,283,467		
13	220 - Fire	General Fund	2	Replace and Equip 2007 Pumping Engine	10	\$1,186,294	\$1,186,294			\$1,186,294		
13	220 - Fire	General Fund	3	Replace and Equip Command Vehicles	32	\$166,238	\$166,238			\$66,238		
13	295 - Harbormaster	General Fund	2	Town Wharf Extension	16	\$750,000	\$750,000			\$750,000		
13	295 - Harbormaster	General Fund	1	34' Calvin Beal - Refit	17	\$120,000	\$120,000			\$120,000		
13	300 - School	General Fund	4	PCIS Fire Alarm System Upgrade	2	\$104,251	\$104,251			\$104,251		
13	300 - School	General Fund	12	PNHS Main Entry Drain Install	9	\$33,653	\$33,653			\$33,653		
13	300 - School	General Fund	10	Purchase 7D Van	12	\$88,765	\$88,765			\$88,765		
13	300 - School	General Fund	9	Purchase School Bus	13	\$147,302	\$147,302			\$147,302		
13	300 - School	General Fund	18	SES Replacement of Remaining RTUs and Controls	18	\$2,000,000	\$2,000,000			\$2,000,000		
13	300 - School	General Fund	7	PCIS Parking Lot Pavle/Stripe	19	\$1,196,000	\$1,196,000			\$1,196,000		
13	300 - School	General Fund	3	MES Replace Rubber Roof (Added Scope)	20	\$240,000	\$240,000			\$240,000		
13	300 - School	General Fund	2	District-Wide HVAC Repairs	21	\$500,000	\$500,000			\$500,000		
13	300 - School	General Fund	8	District-Wide Roofing Assessments and Repairs	25	\$51,950	\$51,950			\$51,950		
13	300 - School	General Fund	17	Admin Building Generator Replacement	27	\$110,000	\$110,000			\$110,000		
13	300 - School	General Fund	15	SES Final Asphalt Coat of Side Parking Lot	28	\$51,975	\$51,975			\$51,975		
13	300 - School	General Fund	6	PNHS Soccer Turf Replacement	30	\$763,158	\$763,158			\$763,158		
13	300 - School	General Fund	14	WES Ball Courts / Sidewalk Repave & Stripe	36	\$104,160	\$104,160			\$104,160		
13	300 - School	General Fund	16	NMES Stairwell Renovations	40	\$110,250	\$110,250			\$110,250		
13	300 - School	General Fund	5	PSHS Maintenance Garage	42	\$69,390	\$69,390			\$69,390		
13	300 - School	General Fund	13	Admin Building Exterior Repairs & Cupola	43	\$46,988	\$46,988			\$46,988		
13	300 - School	General Fund	11	FFES Multi-Use Tractor	45	\$57,221	\$57,221			\$57,221		
13	411 - DPW Engineering	General Fund	1	Roadway Improvement Program & Preservation	11	\$5,000,000	\$5,000,000			\$2,290,670		
13	420 - DPW Highway	General Fund	1	Replace 2008 F550 Bucket Truck	14	\$267,623	\$267,623			\$267,623		
13	420 - DPW Highway	General Fund	3	New Roadside Mower	31	\$245,421	\$245,421			\$245,421		
13	420 - DPW Highway	General Fund	2	Replace F350 Utility Body	46	\$112,830	\$112,830			\$112,830		
13	420 - DPW Highway	General Fund	4	Replace 2014 John Deere Skid Steer	47	\$112,800	\$112,800			\$112,800		

Article # at ATM	Department	Fund	Dept Priority	Project Title	CIC	Total Project Cost	TM Recommends	Free Cash	Borrowing	Enterprise Retained Earnings	Other Funding	Source
13 422 - DPW Facility Maintenance	General Fund	1	FS1 HQ Brick Repointing	PD HQ Locker Room / Restroom	29	\$161,710	\$161,710	\$161,710				
13 422 - DPW Facility Maintenance	General Fund	2	Renovation	White Horse Cemetery Easement	41	\$458,390	\$458,390	\$458,390				
13 491 - DPW Cemetery	General Fund	1	Construction	Reconstructing Tennis Courts - Briggs & Elmer Raymond	39	\$192,000	\$192,000	\$192,000				
13 492 - DPW Parks & Forestry	General Fund	2	Replace Utility Pickup Truck #23	15	\$801,060	\$801,060	\$801,060					
13 492 - DPW Parks & Forestry	General Fund	3	Moving Wall Replacement	38	\$112,830	\$112,830	\$112,830					
13 541 - Center For Active Living	General Fund	1	Forges Field Pickleball Court	37	\$125,000	\$125,000	\$125,000					
13 630 - Recreation	General Fund	1	Drainage/Pathway	34	\$97,000	\$97,000	\$97,000					
13 440 - DPW Sewer	Sewer Enterprise	1	CMOM Program	1	\$1,300,000	\$1,300,000	\$1,300,000					
13 440 - DPW Sewer	Sewer Enterprise	2	Sewer System Improvements	2	\$200,000	\$200,000	\$200,000					
13 440 - DPW Sewer	Sewer Enterprise	3	Truck Replacement #555	3	\$160,000	\$160,000	\$160,000					
13 450 - DPW Water	Water Enterprise	1	Distribution System Improvements	1	\$750,000	\$750,000	\$750,000					
13 450 - DPW Water	Water Enterprise	2	Water System Improvements	2	\$100,000	\$100,000	\$100,000					
<b>13 Total</b>					<b>\$21,738,444</b>	<b>\$21,738,444</b>	<b>\$12,746,856</b>	<b>\$4,769,761</b>	<b>\$1,210,000</b>	<b>\$3,011,797</b>		
STM 300 - School	General Fund	1	Cold Spring / HES Study	1	\$2,000,000	\$2,000,000	\$2,000,000					
STM 427 - Energy & Environment	General Fund	1	Jenney Pond Dam Repairs/Bypass	4	\$6,738,500	\$6,738,500	\$6,738,500					
STM 427 - Energy & Environment	General Fund	2	Morton Park Culvert Replacement	7	\$5,383,500	\$5,383,500	\$5,383,500					
STM 427 - Energy & Environment	General Fund	4	Replacement of Vehicle	33	\$52,805	\$52,805	\$52,805					
STM 427 - Energy & Environment	General Fund	3	Engineering for Black Cat Bog Restoration	44	\$98,243	\$98,243	\$98,243					
<b>STM Total</b>					<b>\$14,273,048</b>	<b>\$14,273,048</b>	<b>\$0</b>	<b>\$14,122,000</b>	<b>\$0</b>	<b>\$151,048</b>		
<b>Grand Total</b>					<b>\$36,011,492</b>	<b>\$36,011,492</b>	<b>\$12,746,886</b>	<b>\$18,891,761</b>	<b>\$1,210,000</b>	<b>\$3,162,845</b>		

Article # at ATM	Department	Fund	Dept Priority	Project Title	CIC Rank	Total Project Cost	TM Recommends	Free Cash	Borrowing	Enterprise Retained Earnings	Other Funding	Source
STM 300 - School	General Fund	1	Cold Spring / HES Study	1	\$2,000,000	\$2,000,000			\$2,000,000			
STM 300 - School	General Fund	4	PCIS Fire Alarm System Upgrade	2	\$104,251	\$104,251						
13 220 - Fire	General Fund	1	Replace and Equip 2006 Aerial Platform	3	\$2,283,467	\$2,283,467			\$2,283,467			
STM 427 - Energy & Environment	General Fund	1	Jenney Pond Dam Repairs/Bypass Channel	4	\$6,738,500	\$6,738,500			\$6,738,500			
13 210 - Police	General Fund	1	Property/Evidence Climate Control	5	\$67,850	\$67,850			\$67,850			
13 155 - Information Technology	General Fund	1	Fiber Over Lash Phase 3	6	\$250,000	\$250,000			\$250,000			
STM 427 - Energy & Environment	General Fund	2	Morton Park Culvert Replacement	7	\$5,383,500	\$5,383,500			\$5,383,500			
13 210 - Police	General Fund	2	Feasibility Study for Police HQ	8	\$150,000	\$150,000			\$150,000			
13 300 - School	General Fund	12	PNHS Main Entry Drain Install	9	\$33,653	\$33,653			\$33,653			
13 220 - Fire	General Fund	2	Replace and Equip 2007 Pumping Engine	10	\$1,186,294	\$1,186,294			\$1,186,294			
13 411 - DPW Engineering	General Fund	1	Roadway Improvement Program & Preservation	11	\$5,000,000	\$5,000,000			\$2,290,670			
13 300 - School	General Fund	10	Purchase 7D Van	12	\$88,765	\$88,765						
13 300 - School	General Fund	9	Purchase School Bus	13	\$147,302	\$147,302						
13 420 - DPW Highway	General Fund	1	Replace 2008 F550 Bucket Truck	14	\$267,623	\$267,623						
13 492 - DPW Parks & Forestry	General Fund	2	Reconstructing Tennis Courts - Briggs & Elmer Raymond	15	\$801,060	\$801,060						
13 295 - Harbormaster	General Fund	2	Town Wharf Extension	16	\$750,000	\$750,000						
13 295 - Harbormaster	General Fund	1	34' Calvin Beal - Refit	17	\$120,000	\$120,000						
13 300 - School	General Fund	18	SES Replacement of Remaining RTUs and Controls	18	\$2,000,000	\$2,000,000						
13 300 - School	General Fund	7	PCIS Parking Lot Pave/Stripe	19	\$1,196,000	\$1,196,000						
13 300 - School	General Fund	3	ME Replace Rubber Roof (Added Scope)	20	\$240,000	\$240,000						
13 300 - School	General Fund	2	District-Wide HVAC Repairs	21	\$500,000	\$500,000						
13 155 - Information Technology	General Fund	2	Strategic Plan Refresh	22	\$50,000	\$50,000						
13 155 - Information Technology	General Fund	3	Document Digitization Phase 3	23	\$398,500	\$398,500						
13 123 - Town Manager	General Fund	1	1749 Courthouse District-Wide Roofing Assessments	24	\$39,434	\$39,434						
13 300 - School	General Fund	8	District-Wide Roofing Assessments and Repairs	25	\$51,950	\$51,950						
13 492 - DPW Parks & Forestry	General Fund	1	Training Green ADA Improvements & Upgrades	26	\$744,000	\$744,000						
13 300 - School	General Fund	17	Admin Building Generator Replacement	27	\$110,000	\$110,000						
13 300 - School	General Fund	15	SES Final Asphalt Coat of Side Parking Lot	28	\$51,975	\$51,975						
13 422 - DPW Facility Maintenance	General Fund	1	FSI HQ Brick Repointing	29	\$161,710	\$161,710						

Town of Plymouth  
Town Mng Review - by CIC Rank

Article # at ATM	Department	Fund	Dept Priority	Project Title	CIC Rank	Total Project Cost	TM Recommends	Free Cash	Borrowing	Enterprise Retained Earnings	Other Funding	Source
13 300 -School	General Fund	6	PNHS Soccer Turf Replacement	30	\$763,158	\$763,158						
13 420 -DPW Highway	General Fund	3	New Roadside Mower	31	\$245,421	\$245,421						
13 220 - Fire	General Fund	3	Replace and Equip Command Vehicles	32	\$166,238	\$166,238				\$100,000	Revolving	
STM 427 - Energy & Environment	General Fund	4	Replacement of Vehicle	33	\$52,805	\$52,805						
13 630 - Recreation	General Fund	1	Forge Field Pickleball Court Draining/Pathway	34	\$97,000	\$97,000						
13 210 - Police	General Fund	3	Armored Vehicle Replacement	35	\$404,934	\$404,934						
13 300 - School	General Fund	14	WES Ball Courts / Sidewalk Repave & Stripe	36	\$104,160	\$104,160						
13 541 - Center For Active Living	General Fund	1	Moving Wall Replacement	37	\$125,000	\$125,000						
13 492 - DPW Parks & Forestry	General Fund	3	Replace Utility Pickup Truck #23	38	\$112,830	\$112,830						
13 491 - DPW Cemetery	General Fund	1	White Horse Cemetery Easement Construction	39	\$192,000	\$192,000						
13 300 - School	General Fund	16	NMES Stairwell Renovations	40	\$110,250	\$110,250						
13 422 - DPW Facility Maintenance	General Fund	2	PD HQ Locker Room / Restroom Renovation	41	\$458,390	\$458,390						
13 300 - School	General Fund	5	PSHS Maintenance Garage	42	\$69,390	\$69,390						
13 300 - School	General Fund	13	Admin Building Exterior Repairs & Cupola	43	\$46,988	\$46,988						
STM 427 - Energy & Environment	General Fund	3	Engineering for Black Cat Bog Restoration	44	\$98,243	\$98,243						
13 300 - School	General Fund	11	FFES Multi-Use Tractor	45	\$57,221	\$57,221						
13 420 - DPW Highway	General Fund	2	Replace F350 Utility Body	46	\$112,830	\$112,830						
13 420 - DPW Highway	General Fund	4	Replace 2014 John Deere Skid Steer	47	\$112,800	\$112,800						
	<b>General Fund Total</b>				<b>\$34,245,492</b>	<b>\$33,501,492</b>	<b>\$12,746,886</b>	<b>\$17,591,761</b>	<b>\$0</b>	<b>\$3,162,845</b>		
13 440 - DPW Sewer	Sewer Enterprise	1	CMOM Program	1	\$1,300,000	\$1,300,000						
13 440 - DPW Sewer	Sewer Enterprise	2	Sewer System Improvements	2	\$200,000	\$200,000						
13 440 - DPW Sewer	Sewer Enterprise	3	Truck Replacement #555	3	\$160,000	\$160,000						
	<b>Sewer Enterprise Total</b>				<b>\$1,660,000</b>	<b>\$0</b>	<b>\$1,300,000</b>	<b>\$360,000</b>	<b>\$0</b>			
13 450 - DPW Water	Water Enterprise	1	Distribution System Improvements	1	\$750,000	\$750,000						
13 450 - DPW Water	Water Enterprise	2	Water System Improvements	2	\$100,000	\$100,000						
	<b>Water Enterprise Total</b>				<b>\$850,000</b>	<b>\$0</b>	<b>\$850,000</b>	<b>\$0</b>	<b>\$0</b>			
	<b>Grand Total</b>				<b>\$36,755,492</b>	<b>\$36,011,492</b>	<b>\$12,746,886</b>	<b>\$18,891,761</b>	<b>\$1,210,000</b>	<b>\$3,162,845</b>		



BURKE'S  
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**BURKE'S LAW - OUTSTANDING ARTICLE BALANCES  
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2022F4A8	FATM OCTOBER 2022	Y	WEBSITE UPGRADE & 311 SYSTEM PROPERTY ACQUISITION STATE RD	87,500.00	79,900.01	7,599.99	-	-	7,599.99
2022F8	FATM OCTOBER 2022	Y	<b>TOTAL 123 - TOWN MANAGER</b>	90,000.00	78,881.00	11,119.00	-	-	11,119.00
15501508	ATM APRIL 2012	Y	INFO TECH ART 8/DEPT EQUIP	<b>177,500.00</b>	<b>158,781.01</b>	<b>18,718.99</b>	-	-	<b>18,718.99</b>
20219A3	ATM APRIL 2021	Y	TOWNWIDE CAMERA SYSTEM	72,499.75	70,497.82	2,001.93	-	-	2,001.93
20229A2	ATM APRIL 2022	Y	ASSESSPRO APS SERVER UPGRADE	222,189.00	219,833.30	2,355.70	-	-	2,355.70
20229A3	ATM APRIL 2022	Y	ACTIVITY DIRECTORY STRUCTURE	39,000.00	29,000.00	10,000.00	-	-	10,000.00
20229A4	ATM APRIL 2022	Y	VOIPPP IMPLEMENTATION COMPLETN	50,000.00	19,034.25	30,965.75	12,786.00	10,511.75	7,668.00
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	55,766.69	194,233.31	152,256.20	-	41,977.11
20239A3	ATM APRIL 2023	Y	RECORDS DIGITIZATION	604,681.00	333,514.43	271,166.57	98,146.17	118,156.74	54,863.66
20239A4	ATM APRIL 2023	Y	VOIP IMPLEMENTATION COMPLETION	20,000.00	-	20,000.00	509.45	7,833.53	11,657.02
20239A5	ATM APRIL 2023	Y	MFA IMPLEMENTATION	42,000.00	14,668.75	27,331.25	-	27,331.25	-
20239A6	ATM APRIL 2023	Y	CYBER POSTURE ASSESSMENT & IMP	50,000.00	29,847.00	20,153.00	-	20,153.00	-
20239A7	ATM APRIL 2023	Y	EXPAND WIRELESS INFRASTRUCTURE	78,500.00	-	78,500.00	-	-	78,500.00
20249A1	ATM APRIL 2024	Y	VM UPGRADE	300,000.00	-	300,000.00	-	-	300,000.00
20249A2	ATM APRIL 2024	Y	NETWORK SWITCH UPGRADE	445,071.00	-	445,071.00	412,098.14	32,059.74	91,312
20249A3	ATM APRIL 2024	Y	FIBER NETWORK EXPANSION	250,000.00	-	250,000.00	-	243,361.83	6,638.17
20249A4	ATM APRIL 2024	Y	LASERFICHE UPGRADE	407,000.00	-	407,000.00	-	300,000.00	107,000.00
			<b>TOTAL 155 - INFORMATION TECHNOLOGY</b>	<b>3,041,505.75</b>	<b>772,162.24</b>	<b>2,269,343.51</b>	<b>675,795.96</b>	<b>779,407.84</b>	<b>814,139.71</b>
2023S4A1	STM APRIL 2023	Y	CHARTER & BYLAW CODIFICATION	16,290.00	4,408.50	11,881.50	2,939.00	7,347.50	1,595.00
			<b>TOTAL 161 - TOWN CLERK</b>	<b>16,290.00</b>	<b>4,408.50</b>	<b>11,881.50</b>	<b>2,939.00</b>	<b>7,347.50</b>	<b>1,595.00</b>
2023F8	FATM OCTOBER 2023	Y	MASTER PLAN	430,000.00	12,975.00	417,025.00	168,904.75	241,320.25	6,800.00
			<b>TOTAL 175 - PLANNING &amp; DEVELOPMENT</b>	<b>430,000.00</b>	<b>12,975.00</b>	<b>417,025.00</b>	<b>168,904.75</b>	<b>241,320.25</b>	<b>6,800.00</b>

**BURKE'S LAW - OUTSTANDING ARTICLE BALANCES  
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20169A36	ATM APRIL 2016	Y CAD RMS SYSTEM	320,537.00	284,635.85	35,881.15	29,500.00	2,180.00	4,201.15
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	14,420.00	730.00	1,897.49
2021FA2	FATM OCTOBER 2021	Y RADIO REPLACEMENT CRUISERS	231,037.00	225,529.69	5,507.31	-	5,441.26	66.05
20229A5	ATM APRIL 2022	Y MOBILE DATA TERMINAL REPLACMT	214,314.00	193,164.78	21,149.22	1,047.02	157.82	19,944.38
20239A10	ATM APRIL 2023	Y TRAINING/ROLLCALL RM/AV UPDATE	66,000.00	-	66,000.00	-	-	66,000.00
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	86,423.49	33,576.51	-	2,391.51	31,185.00
20249A5	ATM APRIL 2024	Y FIREARMS REPLACEMENT	154,000.00	-	154,000.00	27,286.00	113,083.60	13,630.40
20249A6	ATM APRIL 2024	Y SECURITY GATE REPLACEMENT	20,975.00	-	20,975.00	-	20,565.00	410.00
20249A7	ATM APRIL 2024	Y STREET LIGHTING	40,000.00	-	40,000.00	-	-	40,000.00
		<b>TOTAL 210 - POLICE</b>	<b>1,284,504.00</b>	<b>844,059.83</b>	<b>440,743.50</b>	<b>72,253.02</b>	<b>189,806.19</b>	<b>178,384.96</b>
2021S6	STM APRIL 2021	Y FIRE STATION FEASIBL/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	489,628.85	4,223.15	2,483.33	83.17	1,656.65
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	258,891.74	54,070.26	-	200.00	53,870.26
20239A12	ATM APRIL 2023	Y FIRE PREV & CODE ENF VEHICLES	135,115.00	125,331.50	9,783.50	-	-	9,783.50
2023F4A3	FATM OCTOBER 2023	Y PUMPING ENGINE 5 REPL & EQUIP	925,596.00	-	925,596.00	925,000.00	-	596.00
20249A8	ATM APRIL 2024	Y PUMPING ENGINE 7 REHAB	176,748.00	-	176,748.00	-	149,629.00	27,119.00
20249A9	ATM APRIL 2024	Y 33 SAFEBOAT REHAB & REPOWER	179,747.00	-	179,747.00	-	-	179,747.00
2024F4A1	FATM OCTOBER 2024	Y REHAB 1993 BRUSH BREAKER	290,000.00	-	290,000.00	-	-	290,000.00
2024F4A2	FATM OCTOBER 2024	Y UTILITY TASK VEHICLE - FIRE	52,069.00	-	52,069.00	-	-	52,069.00
2024F4A3	FATM OCTOBER 2024	Y WILDFIRE PROTECTION PLAN	96,000.00	-	96,000.00	-	-	96,000.00
		<b>TOTAL 220 - FIRE</b>	<b>3,841,624.00</b>	<b>950,839.73</b>	<b>2,890,784.27</b>	<b>1,834,826.71</b>	<b>149,912.17</b>	<b>906,045.39</b>

**BURKE'S LAW - OUTSTANDING ARTICLE BALANCES  
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2022S4A2	STM	APRIL 2022	Y	E-PERMITTING SYSTEM	137,893.00	125,583.37	12,309.63	611.73	-	11,697.90
20249A31	ATM	APRIL 2024	Y	<b>TOTAL 241 - BUILDING AND ZONING</b>	<b>137,893.00</b>	<b>125,583.37</b>	<b>12,309.63</b>	<b>611.73</b>	-	<b>11,697.90</b>
				ANIMAL CONTROL VEHICLE	60,000.00	-	60,000.00	-	60,000.00	-
				<b>TOTAL 292 - ANIMAL CONTROL</b>	<b>60,000.00</b>	<b>-</b>	<b>60,000.00</b>	<b>-</b>	<b>60,000.00</b>	<b>-</b>
2018F4D	FATM	OCTOBER 2018	Y	MOORING PLAN	69,747.00	50,896.98	18,850.02	-	-	18,850.02
2019F4M	FATM	OCTOBER 2019	Y	FLOATING DOCK & GANGWAY	140,000.00	98,593.69	41,406.31	-	35,685.00	5,721.31
2019A19	ATM	APRIL 2021	Y	TOWN WHARF BULKHEAD	1,331,000.00	1,259,735.03	71,264.97	4,353.34	-	66,911.63
20229A20	ATM	APRIL 2022	Y	REPOWER MU-5	30,000.00	29,588.48	411.52	-	-	411.52
20229A21	ATM	APRIL 2022	Y	T-WHARF/TOWN WHARF INSPECTION	49,950.00	44,804.15	5,145.85	3,720.32	1,425.53	-
20239A36	ATM	APRIL 2023	Y	PUMP-OUT BOAT REPLACEMENT	120,000.00	51,195.07	68,804.93	1,034.61	-	67,770.32
20249A10	ATM	APRIL 2024	Y	STATE PIER FLOAT MAINTENANCE	25,000.00	-	25,000.00	-	12,769.00	12,231.00
20249A11	ATM	APRIL 2024	Y	SKIFF DOCK REPLACEMENT	110,000.00	-	110,000.00	-	-	110,000.00
				<b>TOTAL 295 - HARBOR MASTER</b>	<b>1,875,697.00</b>	<b>1,534,813.40</b>	<b>340,883.60</b>	<b>9,108.27</b>	<b>49,879.53</b>	<b>281,895.80</b>
20209A10	ATM	AUGUST 2020	Y	ROOF SCHOOLS - FFES WES IBES	247,100.00	228,865.07	18,234.93	5,166.17	13,068.76	-
20209A9	ATM	AUGUST 2020	Y	IBES MODULAR ENVELOPES	61,500.00	61,006.04	493.96	-	493.96	-
2019A11	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	33,259.10	-	5,907.90
2021FA4	FATM	OCTOBER 2021	Y	NIMES ROOF	2,000,000.00	1,980,368.24	19,631.76	-	-	19,631.76
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	34,090.56	4,788.44	-	-	4,788.44
20239A21	ATM	APRIL 2023	Y	FORD F250 UTILITY W/ PLOW	74,145.00	61,448.55	12,696.45	3,075.00	-	9,621.45
20239A23	ATM	APRIL 2023	Y	FORD F250 UTILITY W/ PLOW	74,145.00	61,448.55	12,696.45	-	-	12,696.45
20249A15	ATM	APRIL 2024	Y	DUMP TRUCK REPLACEMENT	108,741.00	-	108,741.00	103,229.90	-	5,511.10
20249A17	ATM	APRIL 2024	Y	SCHOOL BUS PURCHASE	125,692.00	-	125,692.00	124,694.00	-	998.00
				<b>TOTAL 300 - SCHOOL</b>	<b>2,915,869.00</b>	<b>2,479,177.01</b>	<b>436,691.99</b>	<b>269,424.17</b>	<b>13,562.72</b>	<b>153,705.10</b>

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

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20239A15	ATM APRIL 2023	Y	SIDEWALK REPAIRS - CSFS	34,719.00	29,222.00	5,497.00	-	-	5,497.00
			<b>TOTAL 305 - COLD SPRING ELEMENTARY SCH</b>	<b>34,719.00</b>	<b>29,222.00</b>	<b>5,497.00</b>	-	-	<b>5,497.00</b>
20239A20	ATM APRIL 2023	Y	REPLACE GYM FLOOR - HES	62,576.00	-	62,576.00	59,596.00	-	2,980.00
			<b>TOTAL 307 - HEDGE ELEMENTARY SCHOOL</b>	<b>62,576.00</b>	<b>-</b>	<b>62,576.00</b>	<b>59,596.00</b>	-	<b>2,980.00</b>
20239A14	ATM APRIL 2023	Y	BRICK&WINDOW SEAL REPAIR - MES	97,027.00	97,000.00	27.00	-	-	27.00
20249A18	ATM APRIL 2024	Y	MES RUBBER ROOF REPLACEMENT	388,500.00	-	388,500.00	17,000.00	18,000.00	353,500.00
2024F4A4	FATM OCTOBER 2024	Y	MANOMET ELEM SCHOOL GENERATOR	125,950.00	-	125,950.00	-	-	125,950.00
			<b>TOTAL 309 - MANOMET ELEMENTARY SCHOOL</b>	<b>611,477.00</b>	<b>97,000.00</b>	<b>514,477.00</b>	<b>17,000.00</b>	<b>18,000.00</b>	<b>479,477.00</b>
20239A13	ATM APRIL 2023	Y	REPAIR & PAINT WALLS - NMES	185,767.00	99,292.79	86,474.21	12,600.00	15,500.00	58,374.21
20239A16	ATM APRIL 2023	Y	REPLACE GYM FLOOR - NMES	120,591.00	-	120,591.00	114,848.00	-	5,743.00
20249A14	ATM APRIL 2024	Y	NMES 3RD FL CEILING REPLACEMNT	267,500.00	-	267,500.00	149,000.00	-	118,500.00
			<b>TOTAL 310 - NATHANIEL MORTON ELEM SCHO</b>	<b>573,858.00</b>	<b>99,292.79</b>	<b>474,565.21</b>	<b>276,448.00</b>	<b>15,500.00</b>	<b>182,617.21</b>
20249A16	ATM APRIL 2024	Y	PCIS FLOORING REPLACEMENT MAIN	121,272.00	-	121,272.00	116,061.00	-	5,211.00
			<b>TOTAL 321 - PLYMOUTH COMMUNITY INTRM</b>	<b>121,272.00</b>	<b>-</b>	<b>121,272.00</b>	<b>116,061.00</b>	-	<b>5,211.00</b>
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	137,220.00	1,280.00	-	-	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	6,375.00	11,125.00	2,699.00	756.00	7,670.00
2021F7	FATM OCTOBER 2021	Y	EDNA STUDY	10,000.00	9,831.35	168.65	-	-	168.65
2022F4A5	FATM OCTOBER 2022	Y	JENNEY POND BYPASS	113,540.00	102,844.50	10,695.50	6,201.13	4,494.37	-
20239A35	ATM APRIL 2023	Y	MORTON PARK CULVERTS - ENG&PE	276,000.00	208,890.59	67,109.41	26,984.86	40,124.55	-
2023F4A6	FATM OCTOBER 2023	Y	STORE POND REHAB ENGIN & PERM	246,300.00	98,848.58	147,451.42	24,948.75	122,502.67	-
2023F4A7	FATM OCTOBER 2023	Y	HERRING PONDS MGT PLAN IMPLMT	32,800.00	2,625.00	30,175.00	-	30,175.00	-
2023F4A8	FATM OCTOBER 2023	Y	SAVERY POND GW FLOW MODEL	32,800.00	-	32,800.00	-	32,800.00	-
			<b>TOTAL 427 - ENERGY &amp; ENVIRONMENT</b>	<b>979,120.00</b>	<b>676,797.15</b>	<b>309,872.25</b>	<b>60,833.74</b>	<b>230,852.59</b>	<b>10,636.52</b>

**BURKE'S LAW - OUTSTANDING ARTICLE BALANCES  
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20249A37	ATM	APRIL 2024	Y	CAL INTERCOM SYSTEM		35,000.00	-	35,000.00	11,766.36	-	23,233.64
				<b>TOTAL 541 - CENTER FOR ACTIVE LIVING</b>		<b>35,000.00</b>	<b>-</b>	<b>35,000.00</b>	<b>11,766.36</b>	<b>-</b>	<b>23,233.64</b>
2022S4A5	STM	APRIL 2022	Y	MEMORIAL HALL SOUND SYSTEM		350,000.00	327,373.12	22,626.88	18,339.74	-	4,287.14
20249A38	ATM	APRIL 2024	Y	MASTER PLAN FORGES FIELD		250,000.00	-	250,000.00	3,064.00	246,936.00	-
				<b>TOTAL 630 - RECREATION</b>		<b>600,000.00</b>	<b>327,373.12</b>	<b>272,626.88</b>	<b>21,403.74</b>	<b>246,936.00</b>	<b>4,287.14</b>
2020A13	ATM	AUGUST 2020	Y	FY21 TOWN PROMOTION FUND		721,975.00	713,296.28	8,678.72	-	-	8,678.72
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	750,097.43	359,830.57	-	-	359,830.57
2023A13	ATM	APRIL 2023	Y	FY24 TOWN PROMOTION FUND		1,246,406.00	1,138,815.12	107,590.88	26,557.05	26,794.32	54,239.51
				<b>TOTAL 699 - TOWN PROMOTION</b>		<b>1,332,583.00</b>	<b>-</b>	<b>1,332,583.00</b>	<b>862,757.92</b>	<b>426,431.40</b>	<b>43,393.68</b>
2024A13	ATM	APRIL 2024	Y	FY25 PROMOTION FUND		<b>4,905,293.00</b>	<b>3,076,964.75</b>	<b>1,828,328.25</b>	<b>889,314.97</b>	<b>453,225.72</b>	<b>485,787.56</b>
				<b>TOTAL NON-DPW ARTICLES</b>		<b>21,704,197.75</b>	<b>11,189,449.90</b>	<b>10,522,596.58</b>	<b>4,486,287.42</b>	<b>2,455,750.51</b>	<b>3,572,709.92</b>

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**DPW ARTICLES**

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20139A11	ATM APRIL 2013	Y	RESTRIPE PART SAMOSET ST ART9	100,000.00	-	100,000.00	-	-	-	100,000.00
20179ABB	ATM APRIL 2017	Y	OBERY ST RDWY IMP ART9	250,000.00	226,113.72	23,886.28	-	-	-	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
20199A8	ATM APRIL 2019	Y	EPA PERMIT - STORMWATER	500,000.00	339,378.81	160,621.19	23,500.00	67,300.00	67,300.00	69,821.19
2019A12	ATM APRIL 2019	Y	FY20 GRAVEL ROAD IMPROVEMENTS	1,000,000.00	273,487.07	726,512.93	20,455.26	18,740.29	18,740.29	687,317.38
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	161,271.00	13,729.00	2,080.00	11,649.00	11,649.00	-
20239A28	ATM APRIL 2023	Y	TRAFFIC SIGNAL UPGRADES	194,820.00	9,500.00	185,320.00	-	-	-	185,320.00
20249A19	ATM APRIL 2024	Y	STORMWATER COMPLIANCE IMPLEMENTATION	190,000.00	-	190,000.00	-	-	-	190,000.00
20249A20	ATM APRIL 2024	Y	SANDWICH ST CULVERT ENGINEERIN	342,000.00	-	342,000.00	-	-	-	342,000.00
20249A21	ATM APRIL 2024	Y	TOWNWIDE DRAINAGE REPAIRS	500,000.00	-	500,000.00	144,774.67	-	-	355,225.33
<b>TOTAL 411 - DPW ENGINEERING</b>					<b>3,551,820.00</b>	<b>1,280,619.60</b>	<b>2,364,748.48</b>	<b>190,809.93</b>	<b>120,199.29</b>	<b>1,960,191.18</b>
20229A15	ATM APRIL 2022	Y	REPLACE TRUCK H335	346,109.00	314,465.81	31,643.19	-	-	-	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	89,714.61	47,995.39	-	-	-	47,995.39
20239A26	ATM APRIL 2023	Y	25-TON TRAILER REPLACEMENT	57,624.00	50,500.00	7,124.00	-	-	-	7,124.00
20239A27	ATM APRIL 2023	Y	CATCH BASIN TRUCK REPLACEMENT	393,082.00	-	393,082.00	353,500.00	-	-	39,582.00
20249A22	ATM APRIL 2024	Y	SWEEPER H304 REPLACEMENT	456,000.00	-	456,000.00	-	418,432.00	418,432.00	37,568.00
20249A23	ATM APRIL 2024	Y	2 10 WHEEL DUMP TRUCKS	756,000.00	-	756,000.00	-	613,750.00	613,750.00	142,250.00
20249A24	ATM APRIL 2024	Y	3 6 WHEEL DUMP TRUCKS	1,025,010.00	-	1,025,010.00	-	845,067.00	845,067.00	179,943.00
20249A25	ATM APRIL 2024	Y	F350 DUMP TRUCK REPLACEMENT	140,400.00	-	140,400.00	117,495.00	-	-	22,905.00
20249A26	ATM APRIL 2024	Y	F350 DUMP TRUCK REPLACEMENT	140,400.00	-	140,400.00	-	117,495.00	117,495.00	22,905.00
<b>TOTAL 420 - DPW HIGHWAY</b>					<b>3,797,330.00</b>	<b>762,935.42</b>	<b>3,034,394.58</b>	<b>470,995.00</b>	<b>1,994,744.00</b>	<b>568,655.58</b>

**BURKE'S LAW - OUTSTANDING ARTICLE BALANCES**  
**DPW 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
20209A40	ATM AUGUST 2020	Y	WATER ST SEAWALL INSPCT-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	2,800.00	22,200.00	9,800.00	-	12,400.00
			<b>TOTAL 421 - DPW ADMINISTRATION</b>	<b>120,000.00</b>	<b>59,530.30</b>	<b>60,469.70</b>	<b>9,800.00</b>	<b>20,217.21</b>	<b>30,452.49</b>
20129A11	ATM APRIL 2012	Y	ROOF REPLACE 5 LOC ART 9	110,555.00	46,937.00	63,618.00	-	-	63,618.00
42201608	ATM APRIL 2013	Y	MAINT ART 8/DEPT EQUIPMENT	70,800.00	43,425.00	27,375.00	-	2,785.00	24,590.00
20149A15	ATM APRIL 2014	Y	LUBE PIT DECOMMISSION & LIFT	104,000.00	66,212.14	37,787.86	-	15,744.00	22,043.86
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	5,460.79	259,089.21	-	-	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
20199A1	ATM APRIL 2019	Y	FIRE STATION 1 ROOF & SUMP PUMP	483,914.00	480,013.30	3,900.70	-	-	3,900.70
20209A2	ATM AUGUST 2020	Y	ROOF-ANMLSHL 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	54,650.00	1,371,350.00	11,294.00	21,976.00	1,338,080.00
20229A18	ATM APRIL 2022	Y	TOWN BUILDING PLUMBING UPGRADE	157,523.00	4,196.39	153,126.61	-	-	153,126.61
20229A19	ATM APRIL 2022	Y	TOWN BUILDING PAINTING REPAIRS	160,799.00	52,922.00	107,877.00	26,950.00	-	80,927.00
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	3,990.00	235,001.00	-	-	235,001.00
20239A31	ATM APRIL 2023	Y	INTERIOR UPGRADES / REPAIRS	379,277.00	227.94	379,049.06	-	-	379,049.06
20249A28	ATM APRIL 2024	Y	MAIN LIBRARY WINDOW REPLACEMNT	101,545.00	-	101,545.00	-	-	101,545.00
			<b>TOTAL 422 - BUILDING MAINTENANCE</b>	<b>4,922,498.00</b>	<b>1,511,962.99</b>	<b>3,410,535.01</b>	<b>38,244.00</b>	<b>40,505.00</b>	<b>3,331,786.01</b>

**BURKE'S LAW - OUTSTANDING ARTICLE BALANCES**  
**DPW 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
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	273,687.37	24,990.63	-	-	24,990.63
20239A33	ATM APRIL 2023	Y	FUEL EFFICIENCY PROGRAM	140,256.00	139,589.00	667.00	-	250.00	417.00
20239A34	ATM APRIL 2023	Y	VEHICLE LIFT REPLACEMENT	58,138.00	-	58,138.00	8,230.51	-	49,907.49
20249A29	ATM APRIL 2024	Y	2 VEHICLE LIFTS	59,686.00	-	59,686.00	-	-	59,686.00
20249A30	ATM APRIL 2024	Y	FUEL EFFICIENCY VEHICLES	35,000.00	-	35,000.00	-	-	35,000.00
			<b>TOTAL 425 - FLEET MAINTENANCE</b>	<b>726,137.00</b>	<b>537,795.37</b>	<b>188,341.63</b>	<b>8,230.51</b>	<b>250.00</b>	<b>179,861.12</b>
20239A32	ATM APRIL 2023	Y	PACKER REPLACEMENT	351,600.00	-	351,600.00	293,000.00	15,146.00	43,454.00
			<b>TOTAL 433 - SOLID WASTE OPERATIONS</b>	<b>351,600.00</b>	<b>-</b>	<b>351,600.00</b>	<b>293,000.00</b>	<b>15,146.00</b>	<b>43,454.00</b>
20239A37	ATM APRIL 2023	Y	CREMATION PROCESSING MACHINE	18,960.00	16,074.50	2,885.50	-	-	2,885.50
20249A32	ATM APRIL 2024	Y	RETORT 3 REBUILD	110,400.00	-	110,400.00	80,400.00	30,000.00	-
			<b>TOTAL 490 - CREMATORIUM</b>	<b>129,360.00</b>	<b>16,074.50</b>	<b>113,285.50</b>	<b>80,400.00</b>	<b>30,000.00</b>	<b>2,885.50</b>
20139A22	ATM APRIL 2013	Y	VINE HILLS/RD WATER REPAIR ART9	80,000.00	79,073.85	926.15	-	-	926.15
20199A10	ATM APRIL 2019	Y	VINE HILLS WATER LINE & PAVING	75,000.00	43,019.52	31,980.48	-	-	31,980.48
20209A42	ATM AUGUST 2020	Y	CEDARVILLE CEMETERY EXPANSION	20,250.00	-	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	-	19,480.00
20209A44	ATM AUGUST 2020	Y	HEARSE HOUSE RENOVATIONS	50,000.00	21,000.00	29,000.00	-	-	29,000.00
20209A45	ATM AUGUST 2020	Y	BURIAL HILL WALKWAYS & RAILING	55,000.00	49,513.27	5,486.73	-	-	5,486.73
20219A20	ATM APRIL 2021	Y	CHILTONVILLE NICHE WALL	140,000.00	33,384.84	106,615.16	-	-	106,615.16
2021FA7	FATM OCTOBER 2021	Y	1 TON PICKUP TRUCK	111,487.00	107,550.50	3,936.50	-	-	3,936.50
2021FA8	FATM OCTOBER 2021	Y	MINI EXCAVATOR	58,740.00	57,711.00	1,029.00	-	-	1,029.00
2021S4E	STM APRIL 2021	Y	CEMETERY - NEW PICKUP TRUCK	45,868.00	41,585.00	4,283.00	-	-	4,283.00
20239A38	ATM APRIL 2023	Y	DESIGN CEMETERY SPACE	430,000.00	150,705.28	279,294.72	135,784.97	86,634.75	56,875.00
20249A33	ATM APRIL 2024	Y	F350 1 TON TRUCK #73 REPL	135,534.00	-	135,534.00	-	117,495.00	18,039.00
			<b>TOTAL 491 - CEMETERY</b>	<b>1,262,629.00</b>	<b>618,263.26</b>	<b>644,365.74</b>	<b>142,334.97</b>	<b>204,129.75</b>	<b>297,901.02</b>

**BURKE'S LAW - OUTSTANDING ARTICLE BALANCES**  
**DPW 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	Balance
20169A34	ATM	APRIL 2016	Y		PURCHASE RESTROOM TRAILER	25,000.00	4,880.54	20,119.46	6,092.44	-	14,027.02
20189A19	ATM	APRIL 2018	Y		JENNEY GRIST MILL IMPROVEMENTS	750,000.00	723,096.71	26,903.29	997.26	-	25,906.03
2022S4A4	STM	APRIL 2022	Y		BREWSTER GARDEN STAIRS	73,500.00	25,859.07	47,640.93	34,064.17	3,757.25	9,819.51
20239A40	ATM	APRIL 2023	Y		COMPACT UTILITY LOADER	105,028.00	103,020.55	2,007.45	-	-	2,007.45
2023S4A3	STM	APRIL 2023	Y		FORD F350 - PARKS & FORESTRY	131,970.00	111,128.82	20,841.18	-	-	20,841.18
20249A35	ATM	APRIL 2024	Y		FENCE SIRRICO MEMOR PLAYGROUND	96,086.00	-	96,086.00	82,353.69	-	13,732.31
20249A36	ATM	APRIL 2024	Y		2 COMMERCIAL MOWERS	37,347.00	-	37,347.00	36,339.00	808.00	-
					<b>TOTAL 492 - PARKS AND FORESTRY</b>	<b>1,218,931.00</b>	<b>967,985.69</b>	<b>250,945.31</b>	<b>160,046.56</b>	<b>4,565.25</b>	<b>86,333.50</b>
					<b>TOTAL DPW ARTICLES</b>	<b>16,080,305.00</b>	<b>5,755,167.13</b>	<b>10,418,685.95</b>	<b>1,393,860.97</b>	<b>2,429,756.50</b>	<b>6,501,520.40</b>

**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
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	21,590.00	5,250.00	4,667.39	532.61	50.00	50.00
20229A29	ATM APRIL 2022	Y	CONTAINERS/DUMPSTERS	94,572.00	-	94,572.00	79,252.00	-	-	15,320.00
			<b>TOTAL 433 - SOLID WASTE OPERATIONS</b>	<b>479,952.00</b>	<b>257,757.27</b>	<b>222,194.73</b>	<b>83,919.39</b>	<b>5,288.09</b>	<b>132,987.25</b>	
20129A22	ATM APRIL 2012	Y	SEWER WASTEWATER MASPLN ART 9	250,000.00	225,675.35	24,324.65	6,383.75	17,940.90	-	-
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
2022S4A8	STM APRIL 2022	Y	SCADA IMPROVEMENTS	300,000.00	235,020.00	64,980.00	38,120.00	26,860.00	-	-
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	34,774.91	18,267.00	27,838.09	
20239A43	ATM APRIL 2023	Y	SBR #3 PUMP	180,299.00	-	180,299.00	-	165,614.73	14,684.27	
20239A44	ATM APRIL 2023	Y	COMPREHENSIVE WATER MGT PLAN	800,000.00	126,464.48	673,535.52	168,138.27	455,397.25	50,000.00	
2023F4I0	FATM OCTOBER 2023	Y	CMOM PROGRAM	500,000.00	271,631.00	228,369.00	192,653.10	0.50	35,715.40	
2023F4I1	FATM OCTOBER 2023	Y	SEWER INFRASTRUCTURE IMPROV	100,000.00	91,293.08	8,706.92	-	-	8,706.92	
20249A39	ATM APRIL 2024	Y	CMOM PROGRAM	500,000.00	-	500,000.00	435,423.00	64,577.00	-	
20249A40	ATM APRIL 2024	Y	SEWER SYSTEM IMPROVEMENTS	200,000.00	-	200,000.00	-	-	200,000.00	
20249A41	ATM APRIL 2024	Y	MACK TANK TRUCK #53 REPLAC	579,000.00	-	579,000.00	-	326,471.92	252,528.08	
20249A42	ATM APRIL 2024	Y	SECURITY CAMERAS WATER ST PUMP	104,000.00	-	104,000.00	-	82,448.00	21,552.00	
20249A43	ATM APRIL 2024	Y	FORD F250 TRUCK #52 REPLAC	88,000.00	-	88,000.00	75,753.92	5,050.98	7,195.10	
			<b>TOTAL 440 - SEWER</b>	<b>4,262,179.00</b>	<b>1,249,677.54</b>	<b>3,012,501.46</b>	<b>951,246.95</b>	<b>1,192,211.24</b>	<b>869,043.27</b>	

**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	Balance
20169A40	ATM APRIL 2016	Y	WATER INFRASTRUCTURE	500,000.00	486,835.48	13,164.52	-	-	13,164.52
20189A26	ATM APRIL 2018	Y	WATER SYSTEM MASTER PLAN	305,800.00	288,082.25	17,717.75	-	-	17,717.75
20199A24	ATM APRIL 2019	Y	WATER INSERTION VALVES DOWNTWN	750,000.00	669,192.24	80,807.76	-	-	80,807.76
20209A50	ATM AUGUST 2020	Y	NEW WELL SOURCE EXPLORATION	200,000.00	74,795.52	125,204.48	10,227.75	114,976.73	-
20209A52	ATM AUGUST 2020	Y	PUMP STATION UPGRADES	750,000.00	612,927.10	137,072.90	78,408.75	58,664.15	-
20209A54	ATM AUGUST 2020	Y	WATER SMART SOFTWARE	65,000.00	-	65,000.00	-	-	65,000.00
2021S4A	STM APRIL 2021	Y	WARREN AVE BRIDGE WATER MAIN	390,000.00	348,328.48	41,671.52	2,308.75	39,362.77	-
2021S4B	STM APRIL 2021	Y	JORDAN RD BRIDGE WATER MAIN	558,000.00	432,829.06	125,170.94	58,293.11	66,877.83	-
20229A26	ATM APRIL 2022	Y	PUMP STATION UPGRADES	500,000.00	369,885.93	130,114.07	66,695.70	22,980.00	40,438.37
20229A27	ATM APRIL 2022	Y	REPLACE PICKUP W42	79,440.00	71,894.00	7,546.00	-	-	7,546.00
20239A45	ATM APRIL 2023	Y	N PLY & SPH WATER TANK REHABS	1,635,288.00	864,854.27	770,433.73	51,341.63	671,207.60	47,884.50
20239A46	ATM APRIL 2023	Y	NEW SOURCE EXPLORATION	551,688.00	-	551,688.00	94,078.50	387,921.50	69,688.00
2023F412	FATM OCTOBER 2023	Y	WATER INFRASTRUCTURE IMPROV	100,000.00	-	100,000.00	23,948.77	-	76,051.23
20249A44	ATM APRIL 2024	Y	1 TON DUMP TRUCK W443-1 REPL	123,389.00	-	123,389.00	-	115,351.90	8,037.10
2024F4A6	FATM OCTOBER 2024	Y	WEST PLYM BOOSTER STATION DESIGN	261,900.00	-	261,900.00	-	261,900.00	-
<b>TOTAL 450 - WATER</b>				<b>6,770,505.00</b>	<b>4,219,624.33</b>	<b>2,550,880.67</b>	<b>385,302.96</b>	<b>1,739,242.48</b>	<b>426,335.23</b>
20219A30	ATM APRIL 2021	Y	RW LENGTH ANALYSIS/ENV ASMT	8,333.00	-	8,333.00	-	-	8,333.00
20239A47	ATM APRIL 2023	Y	RUNWAY 6/24 DESIGN&PERMITTING	24,000.00	-	24,000.00	-	-	24,000.00
2024F4A8	FATM OCTOBER 2024	Y	F350 TRUCK REPLACEMENT-AIRPORT	78,063.30	-	78,063.30	-	75,079.13	2,984.17
<b>TOTAL 482 - AIRPORT</b>				<b>110,396.30</b>	<b>-</b>	<b>110,396.30</b>	<b>-</b>	<b>75,079.13</b>	<b>35,317.17</b>
<b>TOTAL ENTERPRISE FUND ARTICLES</b>				<b>11,623,032.30</b>	<b>5,727,059.14</b>	<b>5,895,973.16</b>	<b>1,420,469.30</b>	<b>3,011,820.94</b>	<b>1,463,682.92</b>
<b>GRAND TOTAL</b>				<b>49,407,535.05</b>	<b>22,671,676.17</b>	<b>26,837,255.69</b>	<b>7,300,617.69</b>	<b>7,897,327.95</b>	<b>11,537,913.24</b>

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	Balance
					21,704,197.75	11,189,449.90	10,522,596.58	4,486,287.42	2,455,750.51	3,572,709.92
				TOTAL NON-DPW ARTICLES						
				TOTAL DPW ARTICLES	16,080,305.00	5,755,167.13	10,418,685.95	1,393,860.97	2,429,756.50	6,501,520.40
				TOTAL ENTERPRISE FUND ARTICLES	11,623,032.30	5,727,059.14	5,895,973.16	1,420,469.30	3,011,820.94	1,463,682.92
				GRAND TOTAL	49,407,535.05	22,671,676.17	26,837,255.69	7,300,617.69	7,897,327.95	11,537,913.24

ARTICLE  
SUPPORTING  
DOCUMENTATION



## **ARTICLE 1:**

### **ARTICLE 1: 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, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 1. 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 2:**

### **ARTICLE 2: 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 2026 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 2. Approval of this article will set the FY2026 spending caps for each of the revolving funds listed herein pursuant to G.L. c. 44, §53E ½.



**Town of Plymouth  
Finance Department**

**TO:** Select Board, Advisory & Finance Committee  
**FROM:** Lynne A. Barrett, Director of Finance  
**RE:** ATM Article 2 – FY2026 Revolving Fund Spending Caps  
**DATE:** January 6, 2025

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 FY2026 Revolving Fund Spending Caps:

<b>Revolving Fund</b>	<b>FY 2026 Spending Cap</b>
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	\$ 97,894
Recreation Fund	\$ 808,158
Vocational Technical Services Fund	\$ 450,000
Plymouth Beach Fund	\$ 592,018
Cemetery Repair & Beautification Fund	\$ 20,000
Council on Aging Programs Fund	\$ 120,000
CAL Café Nutrition and Council On Aging Meals on Wheels Donation Fund	\$ 100,000
Library Lost Materials	\$ 15,000
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	\$ 331,290
Compost Bins	\$ 5,160
Hedges Pond	\$ 63,000
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	\$ 100,000

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2025 Spending Cap	FY2026 Requested Spending Cap
<b>Manomet Village Parking</b> <i>Director of Planning &amp; 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 2026 and subsequent years	\$1	\$1
<b>Cedarville Village Parking</b> <i>Director of Planning &amp; 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 2026 and subsequent years	\$1	\$1
<b>West Plymouth Village Parking</b> <i>Director of Planning &amp; 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 2026 and subsequent years	\$1	\$1
<b>No. Plymouth Village Parking</b> <i>Director of Planning &amp; 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 2026 and subsequent years	\$1	\$1
<b>Plymouth Center Village Parking</b> <i>Director of Planning &amp; 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 2026 and subsequent years	\$1	\$1
<b>Animal Shelter Adoption</b> <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 2026 and subsequent years	\$5,000	\$5,000
<b>State Boat Ramp</b> <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 2026 and subsequent years	\$95,848	\$97,894

	<b>Fees, Charges or other Receipts Credited to Fund</b>	<b>Program or Activity Expenses Payable from Fund</b>	<b>Fiscal Years</b>	<b>FY2025 Spending Cap</b>	<b>FY2026 Requested Spending Cap</b>
<b>Revolving Fund</b> <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 2026 and subsequent years	\$755,724	\$808,158
<b>Vocational Technical Services Fund</b> <i>School / Department</i>	Those identified as arising from the Vocational/Educational Studies Programs enumerated above	This fund shall be for the salaries, benefits & expenditures of the following programs: a) Automotive b) CAD/CAM c) Carpentry d) Child Care e) Computer Science f) Marine Technology g) Culinary Arts h) Distributive Education	Fiscal Year 2026 and subsequent years	\$350,000	\$450,000
<b>Plymouth Beach Fund</b> <i>Director of Marine &amp; 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 2026 and subsequent years	\$576,481	\$592,018
<b>Cemetery Repair &amp; Beautification Fund</b> <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 2026 and subsequent years	\$20,000	\$20,000
<b>Council on Aging Programs Fund</b> <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 2026 and subsequent years	\$100,000	\$120,000
<b>CAL Café Nutrition and Council on Aging Meals on Wheels Donation Fund</b> <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 2026 and subsequent years	\$30,000	\$100,000

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2025 Spending Cap	FY2026 Requested Spending Cap
<b>Lost Materials Library Director</b>	Those identified as relating to any fees collected by the Plymouth Public Library for replacement costs of lost or damaged materials.	This fund shall be used for the payment of materials per the Library's Collection Development Policy.	Fiscal Year 2026 and subsequent years	\$15,000	\$15,000
<b>Fire Safety and Prevention Fire Chief</b>	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 2026 and subsequent years	\$150,000	\$150,000
<b>Fire Alarm Master Box Services Fire Chief</b>	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 2026 and subsequent years	\$95,000	\$95,000
<b>Local Hazardous Materials Program Fire Chief</b>	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 2026 and subsequent years	\$60,000	\$60,000
<b>Cedarville Community Center Fire Chief</b>	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 2026 and subsequent years	\$12,000	\$12,000
<b>Memorial Hall Director of Community Resources</b>	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 2026 and subsequent years	\$273,388	\$331,290
<b>Compost Bins Assistant DPW Director</b>	Those identified as relating to the sale of compost bins.	This fund shall be for purchasing compost bins.	Fiscal Year 2026 and subsequent years	\$0	\$5,160
<b>Hedges Pond Recreation Director</b>	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 2026 and subsequent years	\$113,000	\$63,000

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2025 Spending Cap	FY2026 Requested Spending Cap
<b>CPA Conservation Land</b> <i>Director of Marine &amp; 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 2026 and subsequent years	\$0	\$0
<b>1820 Court House Maintenance</b> <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 2026 and subsequent years	\$1	\$1
<b>Shellfish Upweller Harbor Master</b>	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 2026 and subsequent years	\$10,000	\$10,000
<b>Plymouth County Outreach (PCO) Police Chief</b>	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 2026 and subsequent years	\$40,000	\$40,000
<b>Little Red Schoolhouse</b> <i>Town Manager and/or Finance</i>	Usage fee from building reservations	Maintenance, repairs, supplies, and/or improvements to the building	Fiscal Year 2026 and subsequent years	\$30,000	\$30,000
<b>EV Charging Town Manager</b>	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 2026 and subsequent years	\$200,000	\$100,000

## Revolving Fund Report

Revolving Fund	Beg Balance	Receipts	Salary & Benefits	Expenditures	Ending Balance	FY2025 Request	FY2026 Request	Variance
<b>Manomet Village Parking:</b>								
FY2024:	7/1/23-6/30/24 \$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY2025 1st Half:	7/1/24-12/31/24 \$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Cedarville Village Parking:</b>								
FY2024:	7/1/23-6/30/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY2025 1st Half:	7/1/24-12/31/24 \$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>W. Plymouth Village Parking:</b>								
FY2024:	7/1/23-6/30/24 \$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY2025 1st Half:	7/1/24-12/31/24 \$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>N. Plymouth Village Parking:</b>								
FY2024:	7/1/23-6/30/24 \$ 2,960.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY2025 1st Half:	7/1/24-12/31/24 \$ 2,960.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Plymouth Center Village Parking:</b>								
FY2024:	7/1/23-6/30/24 \$ 115,627.75	\$ 5,500.00	\$ 5,500.00	\$ 121,127.75	\$ 121,927.75	\$ 1	\$ 1	\$ -
FY2025 1st Half:	7/1/24-12/31/24 \$ 121,127.75	\$ 800.00	\$ 800.00	\$ 121,927.75	\$ 121,927.75	\$ 1	\$ 1	\$ -
<b>Animal Adoption:</b>								
FY2024:	7/1/23-6/30/24 \$ 6,676.21	\$ 600.00	\$ 7,276.21	\$ 7,276.21	\$ 7,276.21	\$ 7,226.21	\$ 5,000	\$ 5,000
FY2025 1st Half:	7/1/24-12/31/24 \$ 7,276.21	\$ 950.00	\$ 8,226.21	\$ 8,226.21	\$ 8,226.21	\$ 8,226.21	\$ 5,000	\$ 5,000
<b>State Boat Ramp:</b>								
FY2024:	7/1/23-6/30/24 \$ 46,466.48	\$ 67,165.03	\$ 70,501.15	\$ 4,688.45	\$ 38,441.91	\$ 95,848.00	\$ 97,894	\$ 2,046
FY2025 1st Half:	7/1/24-12/31/24 \$ 38,441.91	\$ 37,320.65	\$ 42,227.25	\$ 4,560.00	\$ 28,975.31	\$ 28,975.31	\$ 28,975.31	\$ 28,975.31
<b>Shellfish Upweller</b>								
FY2024:	7/1/23-6/30/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY2025 1st Half:	7/1/24-12/31/24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Recreation:</b>								
FY2024:	7/1/23-6/30/24 \$ 731,578.13	\$ 685,752.05	\$ 305,282.45	\$ 314,289.61	\$ 797,758.12	\$ 646,895.73	\$ 755,724	\$ 808,158
FY2025 1st Half:	7/1/24-12/31/24 \$ 797,758.12	\$ 285,021.40	\$ 279,011.53	\$ 156,872.26	\$ 646,895.73	\$ 755,724	\$ 808,158	\$ 808,158

## Revolving Fund Report

Revolving Fund		Beg Balance	Receipts	Salary & Benefits	Expenditures	Ending Balance	FY2025 Request	FY2026 Request	Variance
Other									
<b>Vocational/Technical Services:</b>									
FY2024:	7/1/23-6/30/24	\$ 281,823.47	\$ 312,939.48	\$ 18,730.02	\$ 256,680.64	\$ 319,352.29			
FY2025 1st Half:	7/1/24-12/31/24	\$ 319,352.29	\$ 125,643.07	\$ 4,623.74	\$ 103,189.32	\$ 337,182.30	\$ 350,000	\$ 450,000	\$ 100,000
<b>Plymouth Beach:</b>									
FY2024:	7/1/23-6/30/24	\$ 423,755.78	\$ 503,876.75	\$ 349,326.73	\$ 51,524.42	\$ 526,781.38			
FY2025 1st Half:	7/1/24-12/31/24	\$ 526,781.38	\$ 165,293.00	\$ 190,771.09	\$ 17,674.14	\$ 483,629.15	\$ 576,481	\$ 592,018	\$ 15,537
<b>Cemetery Repair &amp; Beautification:</b>									
FY2024:	7/1/23-6/30/24	\$ 44,552.18	\$ 19,050.00	\$ 17,300.00	\$ 46,302.18				
FY2025 1st Half:	7/1/24-12/31/24	\$ 46,302.18	\$ 10,250.00	\$ 10,024.08	\$ 46,528.10	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
<b>Council on Aging Programs:</b>									
FY2024:	7/1/23-6/30/24	\$ 5,409.97	\$ 84,743.02	\$ 83,813.13	\$ 6,339.86				
FY2025 1st Half:	7/1/24-12/31/24	\$ 6,339.86	\$ 45,426.55	\$ 38,310.22	\$ 13,456.19	\$ 100,000	\$ 120,000	\$ 20,000	\$ 20,000
<b>CAL Café Nutrition and Council On Aging Meals on Wheels Donation Fund</b>									
FY2024:	7/1/23-6/30/24	\$ 29,784.02	\$ 72,485.12	\$ 7,508.35	\$ 94,760.79				
FY2025 1st Half:	7/1/24-12/31/24	\$ 94,760.79	\$ 35,190.14	\$ 4,179.45	\$ 125,771.48	\$ 30,000	\$ 100,000	\$ 100,000	\$ 70,000
<b>Library Lost Materials</b>									
FY2024:	7/1/23-6/30/24								
FY2025 1st Half:	7/1/24-12/31/24	\$ -	\$ 3,204.62	\$ 1,656.62	\$ 1,548.00				
<b>Fire Safety &amp; Prevention:</b>									
FY2024:	7/1/23-6/30/24	\$ 354,759.04	\$ 266,281.06	\$ 94,287.83	\$ 57,368.67	\$ 469,383.60			
FY2025 1st Half:	7/1/24-12/31/24	\$ 469,383.60	\$ 83,564.49	\$ 166,942.00	\$ 73,751.47	\$ 312,254.62	\$ 150,000	\$ 150,000	\$ -
<b>Fire Alarm Services:</b>									
FY2024:	7/1/23-6/30/24	\$ 59,303.00	\$ 126,250.00	\$ 51,447.74	\$ 15,951.39	\$ 118,153.87			
FY2025 1st Half:	7/1/24-12/31/24	\$ 118,153.87	\$ 67,800.00	\$ 30,158.89	\$ 16,334.15	\$ 139,460.83	\$ 95,000	\$ 95,000	\$ -
<b>Fire Local Hazardous Waste:</b>									
FY2024:	7/1/23-6/30/24	\$ 0.67		\$ 0.67	\$ 0.67				
FY2025 1st Half:	7/1/24-12/31/24	\$ 0.67		\$ 0.67	\$ 0.67	\$ 60,000	\$ 60,000	\$ 60,000	\$ -

## Revolving Fund Report

Revolving Fund	Beg Balance	Receipts	Salary & Benefits	Expenditures	Ending Balance	FY2025 Request	FY2026 Request	Variance
<b>Fire Cedarville Community Room:</b>								
FY2024:	7/1/23-6/30/24 \$ 5,017.94				\$ 245.83	\$ 4,772.11		
FY2025 1st Half:	7/1/24-12/31/24 \$ 4,772.11				\$ 4,772.11	\$ 12,000	\$ 12,000	\$ -
<b>Memorial Hall:</b>								
FY2024:	7/1/23-6/30/24 \$ 590,138.76	\$ 364,527.49	\$ 194,091.35	\$ 8,296.08	\$ 752,278.82			
FY2025 1st Half:	7/1/24-12/31/24 \$ 752,278.82	\$ 232,824.88	\$ 134,762.09	\$ 838,010.06	\$ 273,388	\$ 331,290	\$ 331,290	\$ 57,902
<b>Compost Bins:</b>								
FY2024:	7/1/23-6/30/24 \$ 19,216.95	\$ 1,635.00			\$ 20,851.95			
FY2025 1st Half:	7/1/24-12/31/24 \$ 20,851.95	\$ 600.00			\$ 21,451.95	\$ 0	\$ 5,160	\$ 5,160
<b>Hedges Pond Recreation:</b>								
FY2024:	7/1/23-6/30/24 \$ 249,768.03	\$ 73,178.91	\$ 34,266.58	\$ 2,572.84	\$ 286,107.52			
FY2025 1st Half:	7/1/24-12/31/24 \$ 286,107.52	\$ 9,600.00	\$ 31,146.25	\$ 7,123.42	\$ 257,437.85	\$ 113,000	\$ 63,000	\$ (50,000)
<b>CPA Conservation Land Revolving</b>								
FY2024:	7/1/23-6/30/24				\$ -			
FY2025 1st Half:	7/1/24-12/31/24				\$ -			
<b>1820 Court House</b>								
FY2024:	7/1/23-6/30/24				\$ -			
FY2025 1st Half:	7/1/24-12/31/24				\$ -			
<b>Plymouth County Outreach (PCO)</b>								
FY2024:	7/1/23-6/30/24 \$ 13,581.40	\$ 10,450.00			\$ 6,685.29	\$ 17,346.11		
FY2025 1st Half:	7/1/24-12/31/24 \$ 17,346.11	\$ 25,000.00			\$ 1,138.94	\$ 41,207.17	\$ 40,000	\$ 40,000
<b>Little Red Schoolhouse</b>								
FY2024:	7/1/23-6/30/24 \$ 34,339.70	\$ 4,070.00			\$ 38,409.70			
FY2025 1st Half:	7/1/24-12/31/24 \$ 38,409.70	\$ 3,340.50			\$ 41,750.20	\$ 30,000	\$ 30,000	\$ -
<b>EV Charging</b>								
FY2024:	7/1/23-6/30/24 \$ 3,948.41	\$ 15,589.65			\$ 11,641.24	\$ 3,948.41		
FY2025 1st Half:	7/1/24-12/31/24 \$ 3,948.41	\$ 10,529.77			\$ 7,491.06	\$ 6,987.12	\$ 200,000	\$ 100,000
								\$ (100,000)
								\$ 173,079.00
								Authorizations Requested

## **ARTICLE 3:**

### **ARTICLE 3: 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, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 3. Approval of this article will authorize the Cedarville Steering Committee and the Plymouth Center Steering Committee to continue to operate for the next three years, with a further review in three years at the 2028 Annual Town Meeting.



**TOWN OF PLYMOUTH**  
**FINANCE DEPARTMENT**

TO: Select Board  
Advisory and Finance Committee

FROM: Jeanette White  
Budget Analyst

RE: Article 3 – Town Meeting Committees

DATE: January 6, 2025

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Attached please find data sheets corresponding to the Town Meeting Committees scheduled for review at the 2025 Annual Town Meeting - Article 3.

**Cedarville Steering Committee**

Continue for review in three years at the 2028 Annual Town Meeting with no changes.  
A report will be placed on file with the Town Clerk to be included in the Annual Town Report.  
Please see the attached data sheet.

**Plymouth Center Steering Committee**

Continue for review in three years at the 2028 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

Committee: Cedarville Steering Committee

Article/Year: Art. 30 - 1992 Annual

Members: 7

Appointing Authority: Planning Board – 6  
Selectmen - 1

"Any Town Meeting members who live within the defined Cedarville Village Service Area who are not appointed to the committee shall be non-voting 'ex-officio' members".

Purpose: ..."implementing the recommendations outlined in the Cedarville Village Master Plan. The Committee to be advisory in nature and its primary function to assist in the implementation of the Cedarville Village Maser Plan and to advocate for the needs of the area."

Temporary/Permanent: Permanent

<u>Review Dates:</u>	1995 ATM	2010 ATM	2025 ATM
	1998 ATM	2013 ATM	
	2001 ATM	2016 ATM	
	2004 ATM	2019 ATM	
	2007 ATM	2022 ATM	

Next Review Date: 2028 ATM

Term: 3-year overlapping terms

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

**2025 Recommendation: Review at 2028 Annual Town Meeting.**

## **TOWN MEETING COMMITTEES**

Committee: Plymouth Center Steering Committee

Article/Year: Article 38 / Annual Town Meeting April 3, 2004

Members: 7

Appointing Authority: Planning Board – 6  
Selectmen - 1

"Any Town Meeting members who live within the defined Plymouth Downtown Village Service Area who are not appointed to the committee shall be non-voting 'ex-officio' members".

Purpose: ... "implementing the recommendations outlined in the Downtown Village Center / Waterfront Area Master Plan of 2004. The Committee to be advisory in nature to the Planning Board and its primary function to assist in the implementation of this Master Plan and to advocate for the implementation of the master plan."

Temporary/Permanent: Permanent

<u>Review Dates:</u>	2007 ATM	2019 ATM
	2010 ATM	2022 ATM
	2013 ATM	2025 ATM
	2016 ATM	

Next Review Date: 2028 ATM

Term: 3-year overlapping terms

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

**2025 Recommendation: Review at 2028 Annual Town Meeting.**



## **ARTICLE 4:**

### **ARTICLE 4: 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, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 4. 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 5 – The General Fund Budget.



January 6, 2025

To: Select Board  
Advisory and Finance Committee Members

From: Derek Brindisi, Town Manager

Re: Annual Town Meeting, Article 4 – Fixing the Salaries of Elected Officials

*ARTICLE 4: 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 FY26, 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 5:**

### **ARTICLE 5: General Fund Operating Budget**

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, 2025, or take any other action relative thereto.

#### **SELECT BOARD**

##### **Sub-Committee Report A's Section of the Budget**

**RECOMMENDATION: Approval \$16,653,088 (Unanimously, 13-0-0)**

The Advisory & Finance Committee is recommending a decrease of \$6,700 to the Town Elections budget due to the cost savings from the reduction in polling locations. The Advisory & Finance Committee recommends Town Meeting approve an appropriation of \$16,653,088 which differs from Sub-Committee Report A.

##### **Sub-Committee Report B's Section of the Budget**

**RECOMMENDATION: Approval \$88,146,820 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$88,146,820 as detailed in Sub-Committee Report B.

##### **Sub-Committee Report C's Section of the Budget**

**RECOMMENDATION: Approval \$38,366,530 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$38,366,530 as detailed in Sub-Committee Report C.

##### **Sub-Committee Report D's Section of the Budget**

**RECOMMENDATION: Approval \$14,259,765 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$14,259,765 as detailed in Sub-Committee Report D.

##### **Sub-Committee Report E's Section of the Budget**

**RECOMMENDATION: Approval \$6,222,984 (11-2-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$6,222,984 as detailed in Sub-Committee Report E.

##### **Sub-Committee Report F's Section of the Budget**

**RECOMMENDATION: Approval \$127,647,811 (12-1-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$127,647,811 as detailed in Sub-Committee Report F.



**FY2026 BUDGET SUB-COMMITTEE LISTING**

<b>A: ADMINISTRATION</b>	<b>INSPECTIONAL SVS</b>	<b>FIXED COSTS</b>
<b><i>Gail Butler (Chair), Daniel Green, Steve Nearman &amp; Emily Tompkins</i></b>		
123 Town Manager	241 Building/Zoning	910 Member Benefits
152 Human Resources	695 1749 Court House	945 All Town Insurance
161 Town Clerk		
165 Elections & Town Meeting		
<b>B: FINANCE &amp; IT DEPT</b>	<b>FIXED COSTS</b>	<b>DEBT</b>
<b><i>Daniel Green (Chair), Gail Butler, Bruce Howard, Christine Richards &amp; Mark Snyder</i></b>		
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	
<b>C: PUBLIC SAFETY</b>	<b>ENERGY &amp; ENVIRONMENT</b>	
<b><i>Christine Richards(Chair), Brian Dunn, Bruce Howard, Joe Lalley, Molly O'Connor &amp; Lorenzo Pizarro</i></b>		
210 Police	427 Energy & Environment	
220 Fire		
291 Emergency Management		
295 Harbor Master		
<b>D: PUBLIC WORKS</b>		
<b><i>Joe Lalley (Chair), Everett Malaguti, Lorenzo Pizarro &amp; David Trudell</i></b>		
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	
<b>E: PLANNING &amp; DEVELOPMENT</b>	<b>HEALTH &amp; HUMAN SERVICES</b>	
<b><i>Bruce Howard (Chair) Molly O'Connor, Lorenzo Pizarro, Mark Snyder, Emily Tompkins &amp; David Trudell</i></b>		
175 Community Planning	292 Animal Control	610 Library
189 Redevelopment Authority	510 Public Health	630 Recreation
	541 Center for Active Living	
	543 Veteran Services	
	549 Disabilities	
<b>F: SCHOOLS</b>	<b>FIXED COSTS</b>	
<b><i>Brian Dunn &amp; Tim Lawlor (Co-Chairs) Joe Lalley, Everett Malaguti, Molly O'Connor, Christine Richards, Mark Snyder &amp; Emily Tompkins</i></b>		
300 Plymouth Schools	390 Medicaid Reimbursements	391 Out of District Transport
<b>G: ENTERPRISE FUNDS</b>		
<b><i>Steve Nearman (Chair), Gail Butler, Everett Malaguti &amp; David Trudell</i></b>		
433 Solid Waste Enterprise	450 Water Enterprise	
440 Sewer Enterprise	482 Airport Enterprise	
		123 Cable Public Access

# Sub-Committee A

From: Budget Sub-Committee A –Administrative / Inspectional Services / Fixed Costs  
 Chair, Gail Butler  
 Committee Members: Daniel Green, Steve Nearman, Emily Tompkins  
 Date: Feb. 10, 2025  
 Subject: Sub-Committee A - FY2026 Budget Review & Recommendations:

**Budget Summary: Town Manager**

	Personnel Services	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$1,003,243	\$461,960	-	\$ 1,465,193
FY2025 Revised Budget	\$1025,027	\$445,100	-	\$ 1,470,127
FY2024 Actual	\$844,524	\$518,419	-	\$ 1,362,943

**Department Synopsis**

Derek Brindisi is the Town Manager. He is the chief administrative officer of the Town of Plymouth. The Town Manager is responsible to the Select Board for the effective management of all town affairs required by the Charter, the Board's strategic goals & direction, Town by-law, and vote of the representative Town Meeting. The Town Manager is responsible for the implementation of Town policies established by the Select Board.

**Budget Observations**

The transfer of the Administrative Assistant in charge of Licensing from the Town Manager's Office to the Inspectional Services Dept. and expansion of the role and responsibility of the Public Records Access/Archivist Officer is the most recent improvement to further the Town Manager's ongoing effort to make more efficient operations. The salary reduction of the Administrative Assistant were offset by Contractual Salary increases and Vacation Buybacks of \$14,534 which resulted in a total decrease of \$21,784 in the Personnel Services line item. In Other Expenses supplies for the communications efforts and the new Quarterly "On The Move Magazine" added approximately \$8,000. Additionally, added support for Town celebrations amounts to an increase of \$10,000.

**Initiatives & Opportunities**

The addition of the new Communications Coordinator, developing the new "Plymouth On The Move" magazine, and supporting Town Celebrations reflect the Select Board's goals to support businesses and ensure we have a vibrant economy, to communicate and engage more actively with the public, and to encourage efficiency in government operations.

**Recommendations**

The Sub-Committee recommends that Town Meeting accept the Select Board recommended budget as requested.

To: Advisory & Finance Committee  
From: Budget Sub-Committee A – Administrative / Inspectional Services / Fixed Costs  
Gail Butler, Chair  
Committee Members: Daniel Green, Steve Nearman, Emily Tompkins  
Date: Feb. 10, 2025  
Subject: Sub-Committee A - FY2026 Budget Review & Recommendations:

**Budget Summary: 1749 Court House**

	Personnel Services	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$19,497	\$6,250	-	\$ 25,747
FY2025 Revised Budget	\$18,447	\$6,250	-	\$ 24,697
FY2024 Actual	\$12,615	\$4,716	-	\$ 17,331

**Department Synopsis**

The 1749 Court House is a free museum filled with interesting items from Plymouth's history. It is the oldest wooden Court House and the longest used municipal building in America. The 1749 Court House was originally built for the joint use of the county and the Town of Plymouth. The Town used it during those periods when the circuit court was not in session.

**Budget Observations**

A wage increase is included in the 2026 Budget. Otherwise, flat spending year to year

**Recommendations**

The Sub-Committee recommends that Town Meeting accept the Select Board recommended budget as requested.

To: Advisory & Finance Committee  
From: Budget Sub-Committee A – Administrative / Inspectional Services / Fixed Costs  
Chair, Gail Butler  
Committee Members: Daniel Green, Steve Nearman, Emily Tompkins  
Date: Feb. 10, 2025  
Subject: Sub-Committee A - FY2026 Budget Review & Recommendations:

#### **Budget Summary: Human Resources**

	Personnel Services	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$457,885	\$157,750		\$615,635
FY2025 Revised Budget	\$455,662	\$139,050	-	\$594,712
FY2024 Actual	\$383,807	\$77,505	-	\$461,311

#### **Department Synopsis**

Jackie Gurney is the Director of Human Resources.

Human Resources is responsible for many critical functions within the Town including recruiting and retaining top talent, developing employee skills and capabilities, managing employee benefits and compensation, ensuring compliance with labor laws and regulations, employee relations and fostering a positive and inclusive workplace culture.

#### **Budget Observations**

Overall, the Human Resources Spending Plan is increasing by 4% year over year. The relatively small spending increases come in support of Technical Services (Docubee contract and professional support hours), an emphasis on professional development causing a hike in meetings, education and training, Medical Services including asbestos testing and random drug testing and a heightened attention to Employee Recognition.

#### **Initiatives & Opportunities**

No new Initiatives are contemplated.

#### **Recommendations**

The Sub-Committee recommends that Town Meeting accept the Select Board recommended budget as requested.

To: Advisory & Finance Committee  
From: Budget Sub-Committee A – Administrative / Inspectional Services / Fixed Costs  
Date: Feb. 10, 2025  
Subject: Sub-Committee A - FY2026 Budget Review & Recommendations:  
Chair, Gail Butler  
Committee Members: Daniel Green, Steve Nearman, Emily Tompkins

**Budget Summary: Town Clerk**

	Personnel Services	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$454,631	\$244,465	\$23,356	\$ 722,452
FY2025 Revised Budget	\$437,494	\$224,475	\$23,364	\$ 685,333
FY2024 Actual	\$392,667	\$208,898	11,678	\$ 613,242

**Department Synopsis**

Kelly A. McElreath is the Town Clerk.

Among the many functions of her office are:

- Manage all Town Elections.
- Register residents as voters in the Town.
- Post Board and Committee Meetings.
- Documenting and filing of vital records.
- Manage the Town census.
- Process Dog licenses.
- Manage and document State Ethics training.
- Attend and certify all Town Meetings.
- Performs marriages.

**Budget Observations**

The total spending request is for an increase of \$37,119. Of this amount \$17,137 comes as a result of Personnel Services due to Step and COLA increases for union employees. The balance of the increase relates entirely to a planned hike in spending on postage to support Mail-In Voting and the like.

**Initiatives & Opportunities**

No new Initiatives are contemplated.

**Recommendations**

The Sub-Committee recommends that Town Meeting accept the Select Board recommended budget as requested.

To: Advisory & Finance Committee  
 From: Budget Sub-Committee A – Administrative / Inspectional Services / Fixed Costs  
 Date: Feb. 10, 2025  
 Subject: Sub-Committee A - FY2026 Budget Review & Recommendations:  
 Chair, Gail Butler  
 Committee Members: Daniel Green, Steve Nearman, Emily Tompkins

**Budget Summary: Elections and Town Meeting**

	Personnel Services	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$138,800	\$178,190	-	\$ 316,990
FY2025 Revised Budget	\$291,616	\$189,750	\$5,532	\$486,898
FY2024 Actual	\$177,210	\$135,104	\$35,901	\$348,214

**Department Synopsis**

Manage and oversee all Elections in the Town. Includes nomination papers, ballot preparation, absentee balloting, early voting balloting, scheduling and training of election workers, preparing the voter list, certifying the results of the election, and campaign finance reports.

**Budget Observations**

The reduction in budgeted spend amounts to \$169,908 and is a result of a reduction from 3 elections in FY2025 to 1 for FY2026. The major accounts affected are Personnel Services down \$152,816, Purchased services down \$24,700, Printer lease cost down \$5,532. Electronic voting cost are up by \$16,250 relating to the OTI contract in part.

**Initiatives & Opportunities**

The Town Clerk will continue to request and receive compensatory funds from the State for unfunded mandates.

**Recommendations**

The Sub-Committee recommends that Town Meeting accept the Select Board recommended budget as requested.

To: Advisory & Finance Committee  
From: Budget Sub-Committee A – Administrative / Inspectional Services / Fixed Costs  
Gail Butler, Chair  
Committee Members: Daniel Green, Steve Nearman, Emily Tompkins  
Date: Feb. 10, 2025  
Subject: Sub-Committee A - FY2026 Budget Review & Recommendations:

#### **Budget Summary: Inspectional Services**

	Personnel Services	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$1,219,362	\$21,810	-	\$1,241,172
FY2025 Revised Budget	\$1,088,548	\$20,739	-	\$1,109,287
FY2024 Actual	\$1,053,949	\$15,033	-	\$ 1,068,982

#### **Department Synopsis**

Jason Silva is the Director of Inspectional Services.

The function of Inspectional Services is to provide the front line of public safety by assisting the public to build, develop, and inspect real properties. The goal is that our services ensure uniform construction of safety compliance, and also ensure the public receives equitable and fair application of regulations.

The Department employs 17 full and part-time people who will accomplish 10,000 permits and 16,000 Inspections in the current year generating an expected \$3.6 million in revenues.

#### **Budget Observations**

The increase in year to year spending relates primarily to an increase in Personnel Services of \$130,814. A transfer of one employee who administers Licensing into the Department from the Town Manager's Department accounts for much of this increase with the balance coming from salary and wage increases for the staff.

#### **Initiatives & Opportunities**

A continued review of fee schedules and thoughtful enforcement of permits is expected to yield a revenue Increase on the order of 8-9%.

OpenGov software and interdepartmental cooperation are the driving forces of the modernization plan.

#### **Recommendations**

The Sub-Committee recommends that Town Meeting accept the Select Board recommended budget as requested.

To: Advisory & Finance Committee  
From: Budget Sub-Committee A – Administrative / Inspectional Services / Fixed Costs  
Gail Butler, Chair  
Committee Members: Daniel Green, Steve Nearman, Emily Tompkins  
Date: Feb. 10, 2025  
Subject: Sub-Committee A - FY2026 Budget Review & Recommendations:

#### **Budget Summary: Member Benefits**

	Personnel Services	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	-	-	-	\$ 9,613,575
FY2025 Revised Budget	-	-	-	\$8,826,725
FY2024 Actual	-	-	-	\$7,550,928

#### **Department Synopsis**

The Member Benefits section includes programs that provide benefits and coverage for Town employees. Programs include Workers Compensation, Deferred Compensation Match, Employer Medicare, 100B Claims, 111F Claims, the Town Wellness Program, Life Insurance, Managed Blue and Medicare Part B Premium and Penalty.

#### **Budget Observations**

Workers Compensation - In FY 2025 a large audit adjustment was incurred to account for a shortfall in FY2023. Similarly, in FY2026 another large adjustment is anticipated relating to FY2024. Workers Compensation works on two year lookback basis. Additionally, a 10% budget increase is planned to account for a growing payroll. Currently Plymouth is being charged an 11% adder to the normal premium due to our adverse experience in claims. On top of that a 4% penalty is levied by the State again because of our loss record. All of the above accounts for a \$109,889 increase year to year.

Managed Blue – This is a premium based supplemental insurance product for retirees aged 65 plus. This plan is not self-insured but rather covered by Blue Cross which determines the premiums. In FY 2025 the Town budgeted for an increase of 5%. Actuals came in at 6.4% and at a 25.2% increase for the Blue Medicare RX portion.

The upshot is a potential adjustment of \$383,000 to be borne in FY 2026 along with a planned premium increase of 12%. Accordingly, the Town is looking at a total increase of \$627,000.

While there are changes year to year in the other elements of Member Benefits, the two areas mentioned above account for nearly 90% of the total increase of \$786,850.

#### **Initiatives & Opportunities**

Workers Compensation would appear to offer opportunity in that Plymouth is sustaining penalties due to poor claim experience.

**Recommendation:** The Sub-Committee recommends that Town Meeting accept the Select Board recommended budget as requested.

To: Advisory & Finance Committee  
From: Budget Sub-Committee A – Administrative / Inspectional Services / Fixed Costs  
Date: Feb. 10, 2025  
Subject: Sub-Committee A FY2026 Budget Review & Recommendations:  
Gail Butler, Chair  
Committee Members: Daniel Green, Steve Nearman, Emily Tomkins

**Budget Summary: All Town Insurance**

	Personnel Services	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	-	\$2,659,024	-	\$ 2,659,024
FY2025 Revised Budget	-	\$2,422,869	-	\$2,422,869
FY2024 Actual		\$2,085,791		\$2,085,791

**Department Synopsis**

This budget covers the Town's Property and Liability coverage.

**Budget Observations**

An approximate escalator of 10% has been applied for FY 2026 amounting to a spending increase of \$236,155.

**Initiatives & Opportunities**

The Town 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 participated in periodically.

**Recommendations**

The Sub-Committee recommends that Town Meeting accept the Select Board recommended budget as requested.

# Sub-Committee B

To: Advisory & Finance Committee  
From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
Bruce Howard, Christine Richards and Mark Snyder  
Date: January 21<sup>st</sup>, 2025  
Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

141 - Assessing

	Personnel Services	Other Expenses	Equipment	Total
Proposed FY2026 Budget	\$ 638,262	\$ 119,122	\$ -	\$ 757,384
FY2025 Revised Budget	\$ 646,289	\$ 116,462	\$ -	\$ 762,751
FY2024 Actual	\$ 572,338	\$ 81,792	\$ -	\$ 654,130

**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 decrease in the FY26 proposed budget is \$5,367, a 0.7% decrease from FY25.

The decrease in salaries of \$8,027 (1.2%) is due to the retirement of the prior director of assessing and hiring a replacement at lower relative compensation rates.

The increase in other expenses of \$2,660 (2.3%) is due higher costs for field supplies (uniforms for staff) in order to better identify staff members during visits to taxpayers

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Select Board Budget**

To: Advisory & Finance Committee  
From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
Bruce Howard, Christine Richards and Mark Snyder  
Date: January 21<sup>st</sup>, 2025  
Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

133 - Finance & Accounting

	Personnel Services	Other Expenses	Equipment	Total
Proposed FY2026 Budget	\$ 1,063,002	\$ 147,400	\$ -	\$ 1,210,402
FY2025 Revised Budget	\$ 935,477	\$ 125,142		\$ 1,060,619
FY2024 Actual	\$ 815,845	\$ 118,262		\$ 934,107

**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**

The increase in the FY26 proposed budget is \$149,783, an 14.1% increase from FY25.

The increase in salaries of \$127,525 (13.6%) is primarily driven by a new initiative to hire a Deputy Finance Director, the intent is that this employee would be part of the succession plan for the existing Finance Director. The salary impact of this new initiative is \$125,000.

The increase in other expenses of \$22,258 (17.8%) is driven by the bi-annual OPEB valuation which will be completed this year (\$9,000), \$7,000 for new grant writing software and incremental training and dues costs for the new employee referenced above.

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Select Board Budget**

To: Advisory & Finance Committee  
 From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
 Bruce Howard, Christine Richards and Mark Snyder  
 Date: January 21<sup>st</sup>, 2025  
 Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

138 - Procurement

	Personnel Services	Other Expenses	Equipment	Total
Proposed FY2026 Budget	\$ 220,859	\$ 211,545		\$ 432,404
FY2025 Revised Budget	\$ 227,397	\$ 213,889		\$ 441,286
FY2024 Actual	\$ 208,488	\$ 164,552		\$ 373,040

**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 proposed FY26 Revised Advisory and Finance Recommended budget results in a decrease in total spending of \$8,882 (-2.0%).

The original FY26 Select Board budget resulted in an increase of in total spending of \$6,118 (1.4%).

Total Personnel Services costs decreased \$6,538 (-2.9%) this is due to prior year support provided by a department employee to the Charter Review Committee which required substantial overtime and is not recurring

Total Department expenses decrease slightly under the Revised Advisory and Finance Recommended budget.

The original proposed increase of \$12,656 (5.9%) is revised to a decrease of \$2,344 (\$-15,000) based on the changes discussed below.

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Revised Advisory and Finance Recommended Budget**

This budget proposal makes the following changes which in total reduce the Select Board proposed budget by \$15,000:

- Reduce the R&M Equipment line item budget from the Select Board proposed value of \$15,000 to \$10,000, a decrease of \$5,000.
  - This item records costs for repairing certain equipment used by the procurement office including typewriters.
  - FY24 actual spend on this line item was \$8,700 and FY25 actual spend on this line item was \$0 as of the time of budget review. We do not believe the full initial proposed budget for this line item is necessary based on historical spend and budgeting the original amount would result an unnecessary levy to the taxpayers.
- Reduce the Advertising line item budget form the Select Board proposed value of \$30,000 to \$20,000, a decrease of \$10,000.
  - This item records costs for advertising bid solicitations for Town projects. Based on our discussion with the Director of procurement the department does not expect to spend more than \$15,000 for this line item this year vs the budgeted amount of \$30,000. As such we believe the proposed revised budget of \$20,000 is sufficient to fund the department's needs.

- FY24 actual spend on this line item was \$15,095 and FY25 actual spend on this line item was \$3,438 as of the time of budget review. We do not believe the full initial proposed budget for this line item is necessary based on historical spend and budgeting the original amount would result in an unnecessary levy to the taxpayers.

To: Advisory & Finance Committee  
From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
Bruce Howard, Christine Richards and Mark Snyder  
Date: January 21<sup>st</sup>, 2025  
Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

146 - Treasury & Collections

	Personnel Services	Other Expenses	Equipment	Total
Proposed FY2026 Budget	\$ 861,157	\$ 111,667		\$ 972,824
FY2025 Revised Budget	\$ 855,001	\$ 102,050		\$ 957,051
FY2024 Actual	\$ 806,872	\$ 49,440		\$ 856,312

**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 increase in the FY26 proposed budget is \$15,773, a 1.6% increase from FY25.

The increase in salaries of \$6,165 (0.7%) is due to step increases for union employees.

The increase in other expenses of \$9,517 (9.4%) is due to higher fees for online payment services used by the town which have increased in scope and cost over time.

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Select Board Budget**

To: Advisory & Finance Committee  
From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
Bruce Howard, Christine Richards and Mark Snyder  
Date: January 21<sup>st</sup>, 2025  
Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

155 - Information Technology

	Personnel Services	Other Expenses	Equipment	Total
Proposed FY2026 Budget	\$ 934,554	\$ 2,216,477	\$ 117,000	\$ 3,268,031
FY2025 Revised Budget	\$ 833,403	\$ 2,104,458	\$ 62,500	\$ 3,000,361
FY2024 Actual	\$ 712,924	\$ 1,552,177	\$ 18,209	\$ 2,283,310

**Department Synopsis**

The Information Technologies (IT) Department currently has a staff of 8. The goals of the IT Department are: to align technology strategies with other municipal departments to foster collaboration, incorporate emerging technologies to optimize efficiency, develop and implement IT policies that adhere to relevant regulations regarding public records, data privacy, cybersecurity and technology use. As well as develop and implement disaster recovery, incident response and business continuity plans.

**Budget Observations**

The increase in the FY26 proposed budget is \$267,670, an 8.9% increase from FY25.

The increase in salaries of \$101,151 (12.1%) is primarily driven by a budget request for a business administrator to fill existing department needs. The business administrator will be responsible for asset management, budget support, and will supplement the needs of the IT help desk.

The increase in other expenses of \$112,019 (5.3%) is driven by increased repair and maintenance costs of \$129,073 (9.9%) due to vendor pricing increases

The increase in department equipment is due to the need to replace 90 employee devices at a cost of \$1,300 per unit based on the scheduled replacement policies for these units.

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Select Board Budget**

To: Advisory & Finance Committee  
From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
Bruce Howard, Christine Richards and Mark Snyder  
Date: January 21<sup>st</sup>, 2025  
Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

158 - Tax Title Foreclosures

	Personnel Services	Other Expenses	Equipment	Total
Proposed FY2026 Budget		\$ 261,000		\$ 261,000
FY2025 Revised Budget		\$ 261,000		\$ 261,000
FY2024 Actual		\$ 115,676		\$ 115,676

**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 and there are no significant changes in funding needs YoY.

This budget contemplates incremental legal costs related to changes to the tax title/foreclosure process due to the Supreme Court ruling (*Tyler v. Hennepin County*) and subsequent state legislation

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Select Board Budget**

To: Advisory & Finance Committee  
From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
Bruce Howard, Christine Richards and Mark Snyder  
Date: January 21<sup>st</sup>, 2025  
Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

129 - Salary Reserve Fund

	Personnel Services	Other Expenses	Equipment	Total
Proposed FY2026 Budget		\$ 733,758		\$ 733,758
FY2025 Revised Budget		\$ 1,067,718		\$ 1,067,718
FY2024 Actual		\$ -		\$ -

**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 decrease in the FY26 proposed budget is \$333,960, a 31.3% decrease from FY25.

Proposed budget is an effort to reserve money in anticipation of contract negotiations for the OP supervisory contract, 90 individuals

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Select Board Budget**

To: Advisory & Finance Committee  
From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
Bruce Howard, Christine Richards and Mark Snyder  
Date: January 21<sup>st</sup>, 2025  
Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

132 - FinCom Reserve Fund

	Personnel Services	Other Expenses	Equipment	Total
Proposed FY2026 Budget		\$ 150,000		\$ 150,000
FY2025 Revised Budget		\$ 150,000		\$ 150,000
FY2024 Actual		\$ -		\$ -

**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 budget is level funded and there are no significant changes in funding needs YoY.

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Select Board Budget**

To: Advisory & Finance Committee  
From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
Bruce Howard, Christine Richards and Mark Snyder  
Date: January 21<sup>st</sup>, 2025  
Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

911 - Pension Contributions

	Personnel Services	Other Expenses	Equipment	Total
Proposed FY2026 Budget		\$ 21,524,793		\$ 21,524,793
FY2025 Revised Budget		\$ 19,886,375		\$ 19,886,375
FY2024 Actual		\$ 18,418,703		\$ 18,418,703

**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 FY26 proposed budget is \$1,638,418, an 8.2% increase from FY25.

The expected pension contribution amount is based on actuarial analysis.

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Select Board Budget**

**Comments / Other**

This budget is expected to increase 8.2% each year until 2035 in order to reduce the unfunded pension liability to zero by the end of fiscal year 2035.

In 2035 the expected pension contribution is **\$44,399,817** based on current actuarial assumptions.

The unfunded pension liability as of 1/1/2024 is **\$186,803,764**.

To: Advisory & Finance Committee  
From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
Bruce Howard, Christine Richards and Mark Snyder  
Date: January 21<sup>st</sup>, 2025  
Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

913 - Unemployment Trust

	Personnel Services	Other Expenses	Equipment	Total
Proposed FY2026 Budget		\$ 60,220		\$ 60,220
FY2025 Revised Budget		\$ 60,220		\$ 60,220
FY2024 Actual		\$ 20,000		\$ 20,000

**Department Synopsis**

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

**Budget Observations**

This budget is level funded and there are no significant changes in funding needs YoY.

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Select Board Budget**

To: Advisory & Finance Committee  
From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
Bruce Howard, Christine Richards and Mark Snyder  
Date: January 21<sup>st</sup>, 2025  
Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

914 - Member Insurance

	Personnel Services	Other Expenses	Departmental	Total
Proposed FY2026 Budget		\$ 39,125,973		\$ 39,125,973
FY2025 Revised Budget		\$ 40,067,273		\$ 40,067,273
FY2024 Actual		\$ 38,569,229		\$ 38,569,229

**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 FY26 proposed budget is \$941,300, a 2.3% decrease from FY25.

The decreased YoY cost is due to changes in plan structure based on the prior year PEC agreement

These decreases were partially offset by increased cost of Medicare Part D premiums as a result of changes due to the Inflation Reduction Act.

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Select Board Budget**

To: Advisory & Finance Committee  
From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
Bruce Howard, Christine Richards and Mark Snyder  
Date: January 21<sup>st</sup>, 2025  
Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

915 - OPEB Trust

	Personnel Services	Other Expenses	Equipment	Total
Proposed FY2026 Budget		\$ 1,290,740		\$ 1,290,740
FY2025 Revised Budget		\$ 1,263,179		\$ 1,263,179
FY2024 Actual		\$ 1,172,491		\$ 1,172,491

**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. The budget is funded with a minimum of 1% of covered payroll.

**Budget Observations**

The increase in the FY26 proposed budget is \$27,561, a 2.2% increase from FY25.

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Select Board Budget**

**Comments / Other**

The Town's unfunded OPEB liability is **\$576,414,853**

According to the December 2021 Commonwealth OPEB Summary Report Plymouth has the fourth largest net OPEB liability of all towns in Massachusetts behind Boston, Springfield and Worcester.

To: Advisory & Finance Committee  
From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
Bruce Howard, Christine Richards and Mark Snyder  
Date: January 21<sup>st</sup>, 2025  
Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

916 - Compensated Absences

	Personnel Services	Other Expenses	Equipment	Total
Proposed FY2026 Budget		\$ 150,000		\$ 150,000
FY2025 Revised Budget		\$ 150,000		\$ 150,000
FY2024 Actual		\$ 125,000		\$ 125,000

**Department Synopsis**

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

**Budget Observations**

This budget is level funded and there are no significant changes in funding needs YoY.

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Select Board Budget**

To: Advisory & Finance Committee  
 From: Budget Sub-Committee B & Dan Green (Chair), Gail Butler,  
 Bruce Howard, Christine Richards and Mark Snyder  
 Date: January 21<sup>st</sup>, 2025  
 Subject: Sub-Committee B FY2026 Budget Review & Recommendations:

**Budget Summary:**

710-755 - Debt & Interest

	Personnel Services	Other Expenses	Equipment	Total
Proposed FY2026 Budget		\$ 18,209,291		\$ 18,209,291
FY2025 Revised Budget		\$ 18,209,291		\$ 18,209,291
FY2024 Actual		\$ 15,857,313		\$ 15,857,313

	2024 Actual	2025 Budget	2026 Proposed	Change
Principal	\$ 9,502,538	\$ 11,280,724	\$ 10,666,354	\$ (614,370)
Interest	\$ 5,554,223	\$ 6,725,527	\$ 5,914,448	\$ (811,079)
Temporary Interest	\$ 792,958	\$ 173,040	\$ 1,598,489	\$ 1,425,449
Miscellaneous Interest	\$ 1,944	\$ 5,000	\$ 5,000	\$ -
Bond Issuance	\$ 5,650	\$ 25,000	\$ 25,000	\$ -
<b>Total Debt Service</b>	<b>\$ 15,857,313</b>	<b>\$ 18,209,291</b>	<b>\$ 18,209,291</b>	<b>\$ -</b>

**Department Synopsis**

Principal and interest on the Town's debt instruments

**Budget Observations**

Budget is level funded

Budget reflects scheduled interest and principal payments on the Town's debt portfolio

Increase in temporary interest reflects certain projects that will eventually be included in a short term borrowing including:

- Title V loan programs
- Town Boat Ramp reconstruction
- Ladder truck
- Elementary school roof replacement
- Bartlett Road Bridge
- 22 Mary B Lane project
- Town Wharf
- Route 80 Cemetery Construction

**Initiatives & Opportunities**

N/A

**Recommendations**

The Sub-Committee recommends:

**Approval of the FY26 Select Board Budget**

**Comments / Other**

N/A

# Sub-Committee C

To: Advisory & Finance Committee  
 From: Budget Sub-Committee C - Christine Richards (Chair), Brian Dunn, Bruce Howard, Joe Lalley, and, Lorenzo Pizarro  
 Date: February 1, 2025  
 Subject: Sub-Committee C FY2026 Budget Review & Recommendations:

### **Budget Summary: # 210 Police Department**

	Personnel Services	Other Expenses	Departmental Equipment	Total
<b>Proposed FY2026 Budget</b>	\$ 15,710,764	\$ 911,548	\$ 820,090	\$ 17,442,402
<b>FY2025 Revised Budget</b>	\$ 15,399,185	\$ 781,151	\$ 594,527	\$ 16,774,863
<b>FY2024 Actual</b>	\$ 13,260,513	\$ 1,707,371	\$ 620,477	\$ 15,588,361

### **Department Synopsis**

The Police Department is responsible for enforcing the law, preventing crime, solving problems, providing emergency response, providing support services, protecting victims, and convicting criminals.

Though changes in culture, expectations, laws, and social media have placed additional demands and burdens on the department, the 145 sworn and non-sworn members of the police department work diligently each day to provide the best police services possible to the Town's 68,000 residents and its countless visitors. The sworn members and support staff of the Plymouth Police Department are dedicated to the service and protection of all who visit, work, and live in the town of Plymouth. We aim to safeguard the public trust bestowed upon us, protect life and property, and uphold the law. The Department is committed to accomplishing our mission with devotion, honesty, and equality to all.

### **Budget Observations**

This budget reflects an increase of 4%. The police budget shows a salary increase related to the recently agreed-upon contracts with department personnel. Proposed increases for the police department's "Other Expenses" reflect known and expected increases in subscriptions, memberships, and repair and maintenance, and other similar items. Recently upgraded policy management, internal affairs, and training management software are included in the increase. An increase in training and ammunition reflects the added training requirements due to POST and MPTC collaboration, changes in the current political and cultural environments, and to the expanded annual firearms training to biannual to enhance proficiency and reduce liability. A significant "other expenses" increase is associated with the addition of body-worn cameras to sworn personnel.

Another proposed increase is related to "Department Equipment" due to the projected vehicle replacement cost that returns two vehicles removed from replacement in FY25 and is consistent with the FY25 cost increase over FY24. In addition, the Department is seeking to purchase a book scanner for the Records Division that was reallocated from capital requests.

### **Initiatives & Opportunities**

In response to the organizational study completed earlier this year, the Chief seeks to act upon some of the recommendations and reorganize his command and mid-level supervisory staff, including adding a Deputy Chief, already approved, and adding a Lieutenant and Sergeant to the staffing (**not funded in this budget**). The Lieutenant will handle all Professional Standards operations, including Internal Affairs (minor), Accreditation, and POST compliance. The Sergeant will manage oversight of the body-worn camera program, including redaction, compliance, court discovery, and public records requests. In addition, the Chief is seeking to add a third clerk to the Records Division to assist with the increase in public records requests due to changes in the Public Records laws and police reform (**not funded in this budget**). Other expenses do not include body cameras; 2<sup>nd</sup> year is being funded through ARPA funding.

### **Recommendations**

The Sub-Committee recommends approving the Police Department budget as recommended by the Select Board by a vote of 5-0

To: Advisory & Finance Committee  
From: Budget Sub-Committee C - Christine Richards (Chair), Brian Dunn, Bruce Howard, Joe Lalley, and, Lorenzo Pizarro

Date: February 1, 2025  
Subject: Sub-Committee C FY2026 Budget Review & Recommendations:

### **Budget Summary: # 295 Harbor Master**

	Personnel Services	Other Expenses	Departmental Equipment	Fuel & Utilities	Total
<b>Proposed FY2026 Budget</b>	\$ 545,868	\$ 73,100	\$ 25,000	\$ 30,000	\$ 673,968
<b>FY2025 Revised Budget</b>	\$ 538,255	\$ 63,100	\$ 11,000	\$ 30,000	\$ 642,355
<b>FY2024 Actual</b>	\$ 466,962	\$ 39,812	\$ -	\$ 15,797	\$ 522,571

### **Department Synopsis**

Harbormaster is a division of the Police Department and is responsible for Harbor Operations, Search and Rescue, Maritime/ Environmental law enforcement, Cruise Ship Management, project oversight/development, and Shellfish/ Aquaculture for the Town. The Harbormaster Division is responsible for over 37 miles of coastline, 3 miles East into Cape Cod Bay, and over 365 ponds. The Harbormaster Division has 4 FTE, including the Harbormaster and 3 Assistant Harbormasters.

### **Budget Observations**

This budget reflects an increase of 4.9% from FY2025. The Harbormaster Division budget increase for FY26 is \$31,613. This increase includes a minimal increase (\$7,613) in Wages due to OPEIU and SEIU contractual obligations, only one increase in operational expenses (\$10,000) for mooring software as a new initiative to address two Select Board goals and an increase in Departmental Equipment (\$14,000) to replace police radios that cannot be retrofitted to the new digital police frequency.

### **Initiatives & Opportunities**

This year, the first new initiative is a request for an additional 1 FTE Assistant Harbormaster - Wharfinger due to the increased workload associated with the ACL cruise contract. Part-time Harbormaster Admin and Seasonal Harbormaster Assistants (10-12) augment the full-time staff during the busy summer boating season (June-September). The Division provides 24-hour response year-round to calls for service by maintaining duty hours and on-call response. The second request is funding for Mooring Software. This software will provide mooring holders and applicants with a more engaging and user-friendly approach with more online processes. We want to move to Ebilling with the new mooring software to eliminate paper invoices and the costs of mailing close to two thousand invoices. In addition, adding the mooring waiting list entirely online will allow people the ability to sign up and renew without having to fill out a paper copy at the Harbormaster office. With the rise in mooring permits outside of the harbor (ponds/coastal location), we will provide a user portal where people can apply and upload necessary documents for staff review.

### **Recommendations**

The Sub-Committee recommends approving the Harbor Master Department budget as recommended by the Select Board by a vote of 5-0

To: Advisory & Finance Committee  
From: Budget Sub-Committee C - Christine Richards (Chair), Brian Dunn, Bruce Howard, Joe Lalley, and, Lorenzo Pizarro

Date: February 1, 2025  
Subject: Sub-Committee C FY2026 Budget Review & Recommendations:

### **Budget Summary: # 220 Fire Department**

	Personnel Services	Other Expenses	Departmental Equipment	Total
<b>Proposed FY2026 Budget</b>	\$ 16,885,369	\$ 582,025	\$ 385,184	\$ 17,852,578
<b>FY2025 Revised Budget</b>	\$ 15,783,106	\$ 540,951	\$ 305,878	\$ 16,629,935
<b>FY2024 Actual</b>	\$ 14,553,998	\$ 493,542	\$ 132,673	\$ 15,180,213

### **Department Synopsis**

The Mission of the Plymouth Fire Department is to protect the general public's life and property most efficiently by reducing the effects of fire emergencies, medical emergencies, hazardous materials incidents, extraordinary rescue emergencies, and natural disasters. The Department will continue to train and provide proactive, highly trained professional emergency responders for the residents and guests of the Town of Plymouth. The personal service increase is due to contractual pay increases, including but not limited to educational incentives and other stipends. Along with these obligations is a request for an increase in the overtime line for backfilling on-duty positions to allow for uninterrupted departmental training. Traditionally, overtime has been used to maintain a minimum staffing level to ensure all seven village fire stations remain open. To accomplish this, only some absences are filled using overtime after first attempting to relocate personnel to fill open positions, a cost avoidance strategy saving roughly \$1.5M per year. Firefighter training is essential for ensuring the safety and well-being of our community in the face of new and emerging threats. By investing in training, we can better prepare our firefighters to respond to emergencies and protect our community from harm.

### **Budget Observations**

The 2026 budget represents an increase of 7.4%. The Fire Department has two revolving accounts, the Fire Alarm Revolving Account and the Fire Prevention Revolving Account. Both accounts fund percentages of salaries and benefits and offset the cost of Capital Expenses.

### **Initiatives & Opportunities**

The Department's new initiative fund request of \$60,003 is to hire an Assistant to the Fire Alarm Superintendent. **(This initiative was not funded in this budget)** This division was staffed with two employees until budget cuts were made in 1992. The Town's growth has resulted in expansion of the municipal fire alarm system. Additionally, we have grown from one radio system to six radio systems. The repair and maintenance of radio equipment, fire alarm systems, cables, and the Short Arm Agent program have made this a necessary position to ensure we meet the succession planning goals of the Select Board.

### **Recommendations**

The Sub-Committee recommends approving the Fire Department budget as recommended by the Select Board by a vote of 5-0

To: Advisory & Finance Committee  
 From: Budget Sub-Committee C - Christine Richards (Chair), Brian Dunn, Bruce Howard, Joe Lalley, and, Lorenzo Pizarro  
 Date: February 1, 2025  
 Subject: Sub-Committee C FY2026 Budget Review & Recommendations:

**Budget Summary: # 291 Emergency Management**

	Personnel Services	Other Expenses	Departmental Equipment	Total
<b>Proposed FY2026 Budget</b>	\$ 67,045	\$ 1,391,020	\$ 7,000	\$ 1,465,065
<b>FY2025 Revised Budget</b>	\$ 58,676	\$ 1,347,968	\$ -	\$ 1,406,644
<b>FY2024 Actual</b>	\$ 47,181	\$ 12,195	\$ -	\$ 59,376

**Department Synopsis**

The Mission of the Plymouth Office of Emergency Management is to coordinate efforts to prevent, mitigate, prepare, respond, and recover from local emergencies and disasters. This is accomplished by working with Town Departments and other partnerships to ensure plans, resources, and procedures are developed and maintained to safeguard the public against community vulnerabilities and the effects of these hazards.

**Budget Observations**

This budget reflects a 4.2% increase over FY 2025. Over the last few budgets, the salary of the Emergency Management Director has been increasing incrementally, moving from what was a 100% grant funded position. Currently, the salary of the EMD is split 60/40. The increase also includes the specialty stipend for the handling of the department's comfort dog wellness program. 3.35% of the increase is due to the responsibility of managing the annual cost of the combined Police, Fire and Emergency Medical dispatch services as agreed upon in the transition to the Plymouth Emergency Communication Center.

**Initiatives & Opportunities**

The new initiatives are an 10% increase to the Directors salary. There is also a request for a specialty stipend of \$3,600 for the handling of the department's comfort dog wellness program that was removed from the Select Board's recommended budget and will be funded from another source.

**Recommendations**

The Sub-Committee recommends approving the Emergency Management Department budget as recommended by the Select Board by a vote of 5-0

To: Advisory & Finance Committee  
From: Budget Sub-Committee C - Christine Richards (Chair), Brian Dunn, Bruce Howard, Joe Lalley, and, Lorenzo Pizarro  
  
Date: February 1, 2025  
Subject: Sub-Committee C FY2026 Budget Review & Recommendations:

### **Budget Summary: # 427 Energy and Environment**

	Personnel Services	Other Expenses	Departmental Equipment	Total
<b>Proposed FY2026 Budget</b>	\$ 781,317	\$ 131,200	\$ 20,000	\$ 932,517
<b>FY2025 Revised Budget</b>	\$ 757,065	\$ 131,200	\$ -	\$ 888,265
<b>FY2024 Actual</b>	\$ 572,626	\$ 80,328	\$ 14,000	\$ 666,954

### **Department Synopsis**

The Department of Energy and Environment's (DEE) mission is to protect, restore, and enhance the Town of Plymouth's environment and natural resources for current and future generations, using creative approaches and solutions based on science and collaboration. Furthermore, we aim to utilize restored natural systems, energy efficiency programs, alternative energy sources, and green infrastructure to mitigate the effects of climate change on our community and the world. The DEE's work is wide-ranging, from acquiring and managing open space to administrating the OHV and shorebird program at Plymouth Long Beach, restoration, and managing diadromous fish runs and coastal and freshwater wetlands. In addition, staff also perform all the groundwater, surface water, and coastal monitoring for our wastewater treatment facility, along with the administration of the Eel River Nutrient Management Plan, as required by the Town's groundwater discharge permit. Lastly, staff also manages the town-wide lakes and ponds monitoring program. The Sustainability and Resiliency Division works on energy efficiency projects, electrifying the municipal vehicle fleet, expanding the EV charging network, and reducing the town's carbon footprint.

### **Budget Observations**

This budget represents a 5% increase from FY2025. The budget provides for adequate staffing to meet multiple Select Board goals, including the development of a Community Wildfire Protection Plan, expansion of the EV charging network, work on the dredging of Jenney Pond, the Downtown Resiliency Project, and the Town Wharf Way Improvement Project.

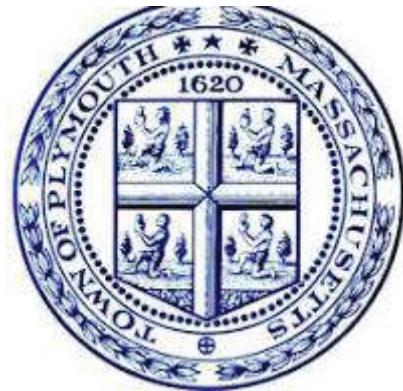
### **Initiatives & Opportunities**

There is a proposal to change the classification of the Administrative Assistant from a C-5 within the SEIU bargaining unit to an A-5 within the OPEIU bargaining unit. The Department believes this change more accurately represents this position's work. The position provides service to two divisions (Natural Resources and Sustainability). **This change was not approved by the Select Board.** In addition, DEE currently has 10 open grants totaling over \$12,000,000 and over a dozen active town meeting articles related to engineering, permitting, or construction projects. Lastly, from May through September, the Administrative Assistant processes payroll for approximately 25 individuals. The Department Head strongly believes that the proposed classification is more commensurate with the unique workload of a department that manages dozens of grants valued in tens of millions of dollars and helps administer dozens of projects. They propose that 3% of the proposed salary be derived from the Long Beach Revolving Fund since the position currently answers beach, sticker, and 4x4 questions, issues temporary passes, completes the payroll for seasonal employees, and completes all of the required invoicing associated with the management of the beach. As a result, there would be no additional general fund increases related to this proposed change.

### **Recommendations**

The Sub-Committee recommends approving the Energy and Environment Department budget as recommended by the Select Board by a vote of 5-0

# Sub-Committee D



**To:** Advisory & Finance Committee  
**From:** Budget Sub-Committee D - Public Works  
**Date:** February 19, 2025  
**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:

- Joe Lalley, Chair
- Everett Malaguti
- Lorenzo Pizzaro
- Davd Trudell

Chair Lalley called the meeting at the Great Hall to order at 10:00 AM on January 21, 2025. The meeting was broadcast on PACTV and accessible via Zoom. A recording of the PACTV broadcast is available at this link:

TBD

The chair began the meeting by taking attendance.

- Present: Mr. Lalley, Mr. Malaguti, Mr. Trudell
- Absent: Mr. Pizzaro was unable to attend.

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

The pages below contain the budget reports for each department.

An opportunity for public comment was provided. at the end of the presentations. There were no comments.

## **Report for Sub-Committee D – Public Works**

members of the public in attendance.

The committee asked Mr. Coyle to express our appreciation for the work the DPW staff do for the Town.

Mr. Malaguti made a motion to adjourn. Mr. Trudell seconded the motion. The motion was approved by a vote of 3 Yes, 0 No and no abstentions. The Budget Sub-Committee D - Public Works meeting adjourned at 10:37 AM.

## Report for Sub-Committee D – Public Works

### Department Summary

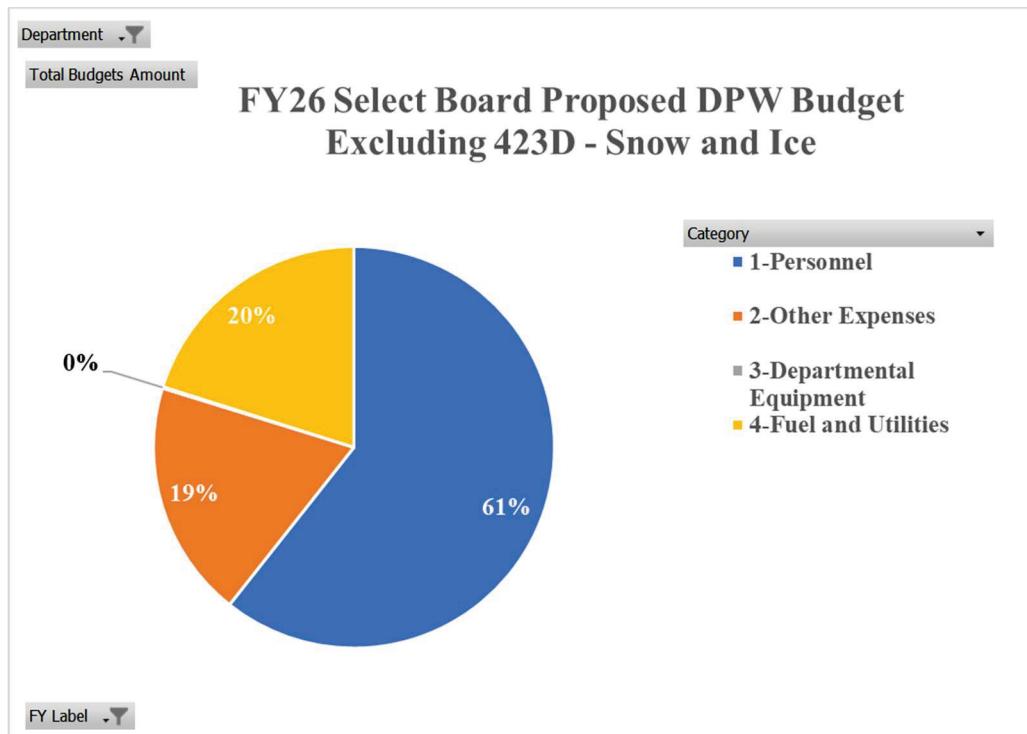
Total Budget	Fiscal Year <span style="font-size: small;">▼</span>			
	FY24 Actual	FY25 Revised	FY26 Select Board Proposed	% Increase (Decrease) from FY25
Department	<span style="font-size: small;">▼</span>			
⊕ 411 D - Engineering	\$534,460	\$732,541	\$739,157	0.9%
⊕ 420 D - Highway	\$2,078,605	\$2,501,210	\$2,468,214	-1.3%
⊕ 421 D - Administration	\$689,410	\$908,512	\$951,286	4.7%
⊕ 422 D - Building Maintenance	\$3,232,307	\$3,505,167	\$3,566,783	1.8%
⊕ 425 D - Fleet Maintenance	\$1,489,044	\$2,062,206	\$2,040,615	-1.0%
⊕ 433 D - Solid Waste Operations	\$328,303	\$341,019	\$397,925	16.7%
⊕ 490 D - Crematory	\$226,800	\$287,162	\$285,584	-0.5%
⊕ 491 D - Cemetery	\$701,085	\$876,321	\$864,551	-1.3%
⊕ 492 D - Parks and Forestry	\$1,312,044	\$1,570,672	\$1,579,235	0.5%
<b>Sub Total</b>	<b>\$10,592,058</b>	<b>\$12,784,810</b>	<b>\$12,893,350</b>	<b>0.8%</b>

Total Snow and Ice	Fiscal Year <span style="font-size: small;">▼</span>			
	FY24 Actual	FY25 Revised	FY26 Select Board Proposed	% Increase (Decrease) from FY25
Department	<span style="font-size: small;">▼</span>			
⊕ 423 D - Snow and Ice	\$616,515	\$1,366,415	\$1,366,415	0.0%

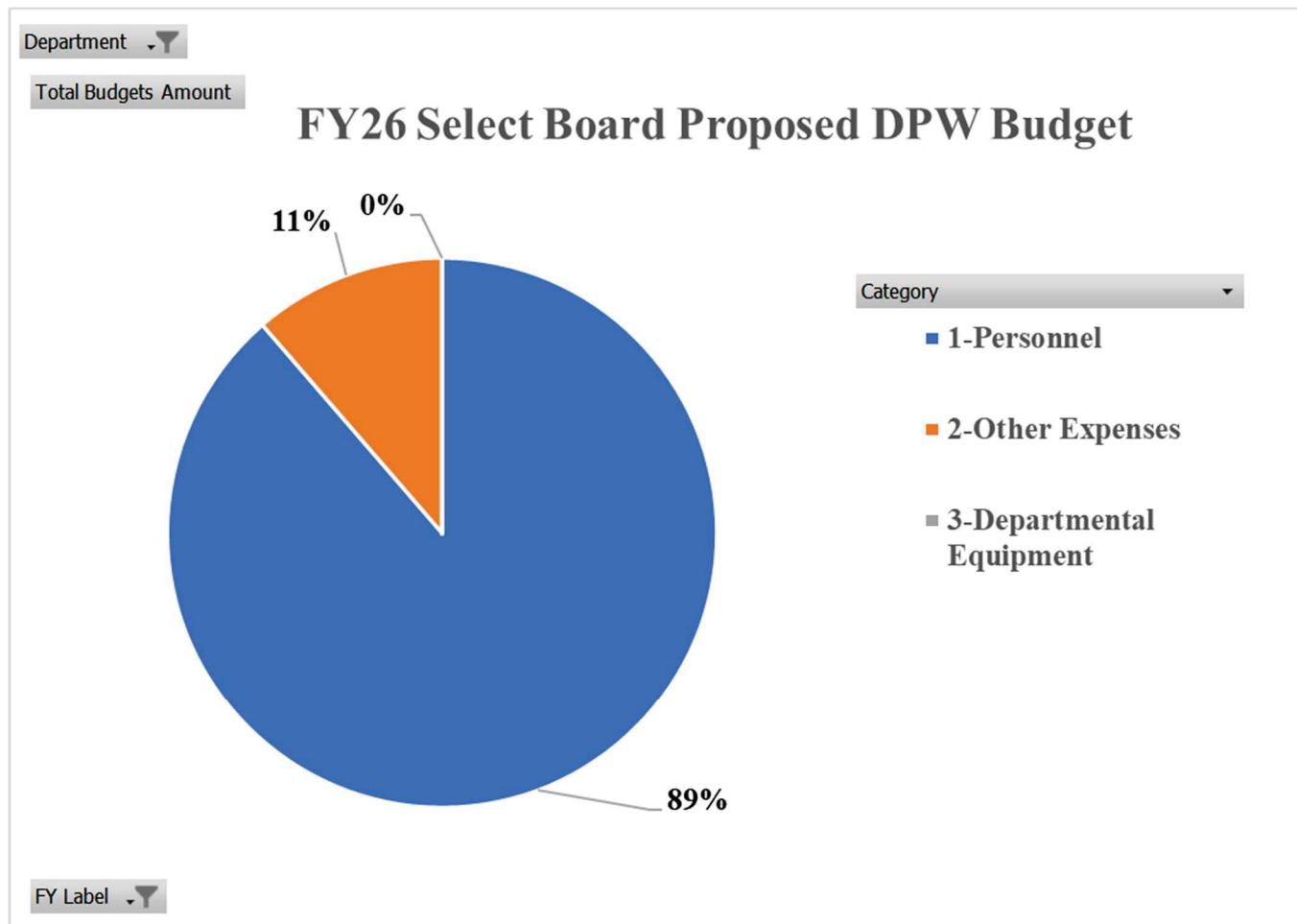
<b>Grand Total</b>	<b>\$ 11,208,573</b>	<b>\$ 14,151,225</b>	<b>\$ 14,259,765</b>	<b>0.8%</b>
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## Report for Sub-Committee D – Public Works

### Budget Summary 411 D - Engineering:

Total Budgets Amount	Fiscal Year	FY26 Select Board		% Increase (Decrease) from FY25
Department	FY24 Actual	FY25 Revised	Proposed	
411 D - Engineering	\$534,460	\$732,541	\$739,157	0.9%
1-Personnel	\$445,476	\$648,679	\$655,295	1.0%
2-Other Expenses	\$88,984	\$83,862	\$83,862	0.0%
3-Departmental Equipment	\$0	\$0	\$0	0.0%
<b>Grand Total</b>	<b>\$534,460</b>	<b>\$732,541</b>	<b>\$739,157</b>	<b>0.9%</b>



### Department Synopsis

The Engineering Division is led by James Downey, Assistant DPW Director. The DPW Engineering Division's mission is to provide quality engineering services and technical support to the Town of Plymouth and its residents. The Engineering Division has been challenged by long-term staff vacancies since the year 2020 with the onset of COVID.

## **Report for Sub-Committee D – Public Works**

The Engineering budget provides the funding needed for the Division to service the Town and its residents. This budget is primarily comprised of salaries to implement the Town's annual pavement management and pavement markings program, sidewalk and drainage improvement plans, MS4 permit compliance, utility contractor and street opening permits, assessor map revisions, engineering survey and plan development, engineering review for new proposed private development, and the upkeep and revision of the Town's Geographic Information system (GIS). The remaining budget provides monies for survey supplies, printing, and staff membership & training. Many of the Engineering Division's day-to-day functions and long-term projects complement the Select Board goals, particularly the goal to "Improve Town Infrastructure & Protect the Environment."

The Engineering Division is also directly involved with Capital Projects within other Department Divisions involving parks and forestry, wastewater treatment needs & upgrades, cemeteries (through surveys, easements, and deed research), water quality, future water supply source identification and easement acquisition.

The overall change in the FY26 Select Board proposed budget versus FY25 Revised is an increase of 0.9% driven by modest increases in Personnel Expense.

### **Budget Observations**

89% of the budget is Personnel Expense. Pavement marking is the largest component of the Other Expenses line. The overall change in the FY26 Select Board proposed budget versus FY25 Revised is an increase of 0.9%.

### **Discussion**

None.

### **Recommendation**

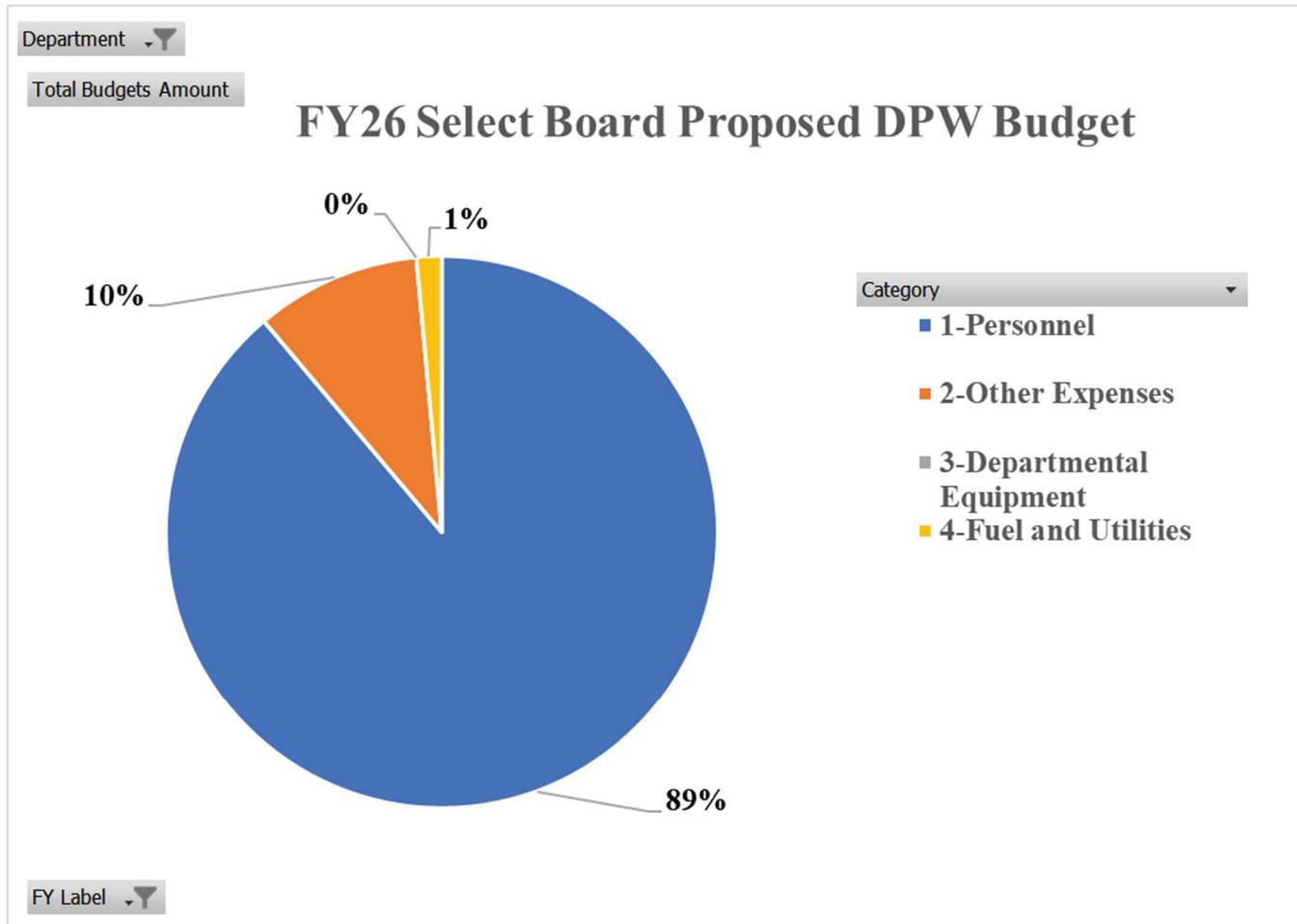
Mr. Malaguti made a motion to approve the FY26 Select Board Budget as presented. Mr. Trudell seconded that motion. The motion was approved by a vote of 3 Yes, 0 No and no abstentions.

## Report for Sub-Committee D – Public Works

**To:** Advisory & Finance Committee  
**From:** Budget Sub-Committee D - Public Works  
**Date:** February 19, 2025  
**Subject:** Report for Sub-Committee D – **420 D – Highway**

### **Budget Summary 420 D – Highway:**

Department	FY24 Actual	FY25 Revised	FY26 Select Board Proposed	% Increase (Decrease) from FY25
1-Personnel	\$1,850,835	\$2,195,736	\$2,192,964	-0.1%
2-Other Expenses	\$195,781	\$264,070	\$239,070	-9.5%
3-Departmental Equipment	\$10,718	\$5,224	\$0	-100.0%
4-Fuel and Utilities	\$21,271	\$36,180	\$36,180	0.0%
<b>Grand Total</b>	<b>\$2,078,605</b>	<b>\$2,501,210</b>	<b>\$2,468,214</b>	<b>-1.3%</b>



### **Department Synopsis**

## **Report for Sub-Committee D – Public Works**

William Coyle, DPW Director introduced the newly appointed Highway Manager, Tony Lopes. Mr Coyle presented the budget for the Highway Division. The mission of the Highway Division is to maintain and preserve the Town's Public Way infrastructure, which includes gravel roads, paved roads, sidewalks, street signs, traffic signals, and storm drainage systems and to restore and improve services to the general public. The Division also maintains access for emergency vehicles on private roads. The Highway Division is responsible for 400 miles of road spread across 103 square miles.

### **Budget Observations**

89% of the budget is Personnel Expense. The reduction in Other Expenses for FY26 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 proposed budget reflects a decrease in Departmental Equipment of \$5,224.

The overall change in the FY26 Select Board proposed budget versus FY25 Revised is a decrease of 1.3%.

### **Discussion**

The department currently has eight (8) vacant positions or a 25% vacancy rate. The reduction in Personnel Expenses is driven by a decision to fund only 85% of the vacant positions since it is unlikely all will be filled for the entirety of FY26. The reduction in Other Expense is a result of FY26 being the “off year” for the biannual Crushing Service expense. There is no request for Departmental Equipment in FY26.

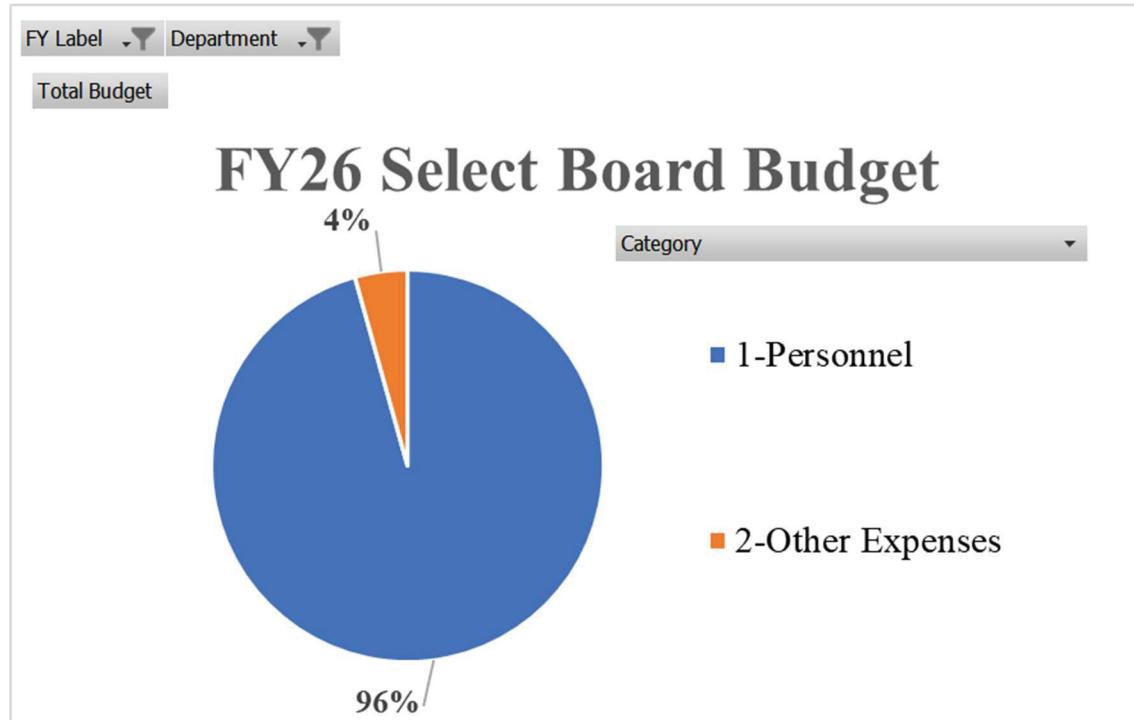
### **Recommendations**

Mr. Trudell made a motion to approve the FY26 Select Board Budget as presented. Mr. Malaguti seconded that motion. The motion was approved by a vote of 3 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 19, 2025  
**Subject:** Report for Sub-Committee D – 421 D – Administration

Department	▼	FY24 Actual	FY25 Revised	FY26 Select Board Proposed	% Increase (Decrease) from FY25
1-Personnel		\$653,684	\$867,380	\$910,154	4.9%
2-Other Expenses		\$35,726	\$41,132	\$41,132	0.0%
<b>Grand Total</b>		<b>\$689,410</b>	<b>\$908,512</b>	<b>\$951,286</b>	<b>4.7%</b>



### Department Synopsis

William Coyle, DPW Director, presented the budget for Public Works Administration. The Department of Public Works Administrative Division consists of four employees including Director William Coyle, Assistant Director James Downey, Business Manager Jodie Volta and Michelle Newell, OSHA Officer.

### Budget Observations

96% of the budget is Personnel Expense. The overall change in the FY26 Select Board proposed

## **Report for Sub-Committee D – Public Works**

budget versus FY25 Revised is an increase of 4.7% driven by contractual increases.

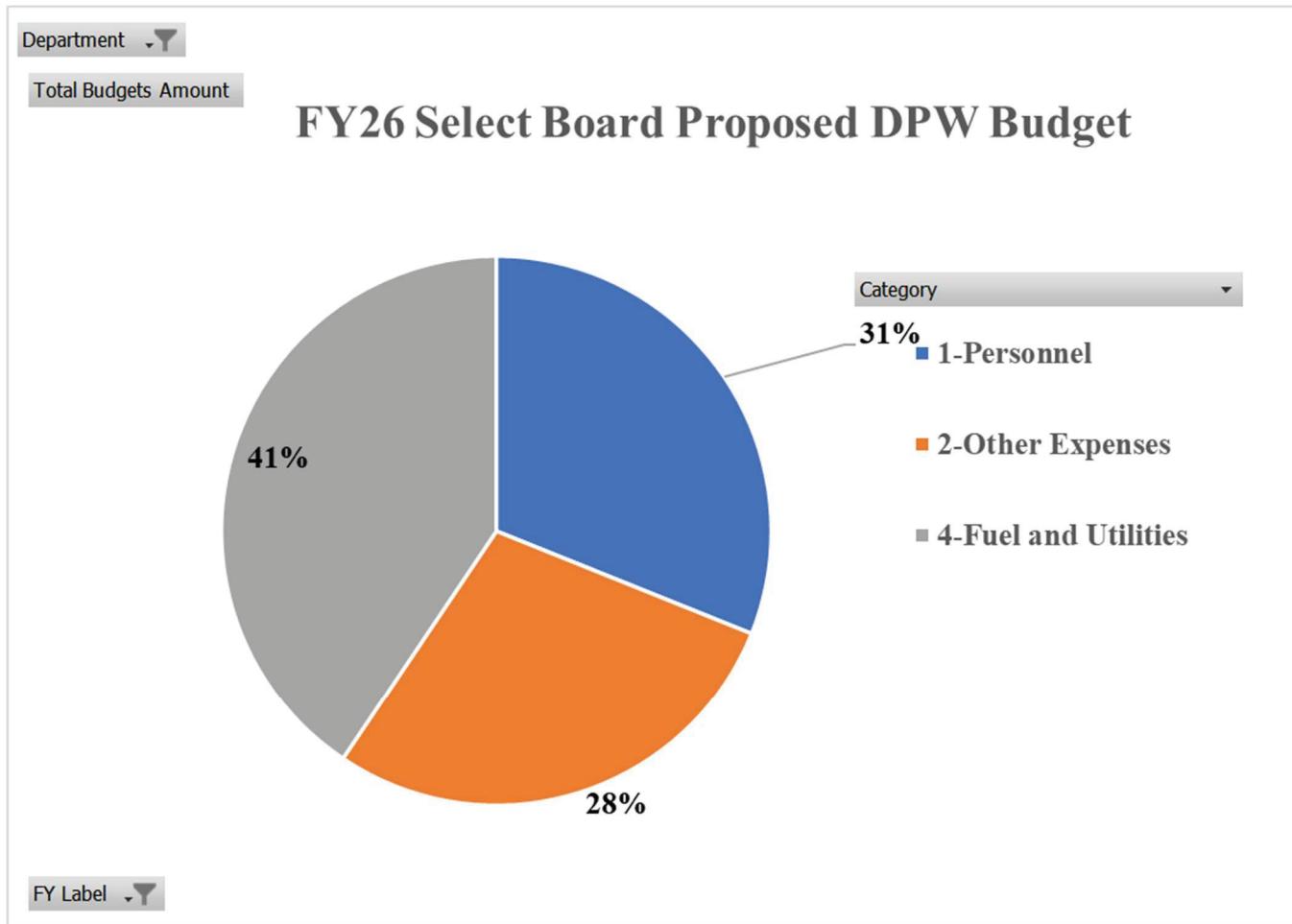
### **Recommendations**

Mr Trudell made a motion to approve the FY26 Select Board Budget as presented. Mr. Malaguti seconded that motion. The motion was approved by a vote of 3 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 19, 2025  
**Subject:** Report for Sub-Committee D – 422 D - Building Maintenance:

Department	▼	FY24 Actual	FY25 Revised	FY26 Select Board Proposed	% Increase (Decrease) from FY25
1-Personnel		\$937,205	\$1,145,560	\$1,108,426	-3.2%
2-Other Expenses		\$940,477	\$1,011,107	\$1,011,107	0.0%
4-Fuel and Utilities		\$1,354,625	\$1,348,500	\$1,447,250	7.3%
<b>Grand Total</b>		<b>\$3,232,307</b>	<b>\$3,505,167</b>	<b>\$3,566,783</b>	<b>1.8%</b>



### Department Synopsis

Karl Anderson, Facilities Manager, presented the budget. The Division maintains various Town buildings including the seven Fire Stations, the Police Station, Town Hall, Memorial Hall, two

## **Report for Sub-Committee D – Public Works**

libraries, the DPW Facility and Annex and Maritime Facility.

The Facilities Maintenance Division maintains 30+ municipal properties and is responsible for responding daily to myriad problems and concerns throughout Plymouth. Our mission is to deliver effective and efficient support through safe work practices in a manner that provides a safe and comfortable environment for all town employees and residents. Responsibilities of the Facilities Maintenance Division include custodial and craftsman services, preventative maintenance, equipment repairs, and other interior/exterior maintenance responsibilities to preserve town assets. Staff are also responsible for the daily work order requests of other departments and for coordinating repairs required by outsourcing certain specialized activities including electrical, plumbing, and roofing services.

The division has initiated a feasibility study in support of a Select Board goal to address deferred maintenance needs at Memorial Hall. The study is funded with ARPA funds outside of the operational budget.

### **Budget Observations**

The proposed FY26 budget is comprised of 31% for Personnel Expense, 28% for Other Expenses, and 41% for Fuel and Utilities. The overall change in the FY26 Select Board proposed budget versus FY25 Revised is an increase of 1.8% driven by anticipated increase in Fuel and Utilities.

### **Discussion**

Mr. Malaguti asked what was driving the increase to Fuel and Utilities. Mr. Anderson responded that the increase is driven by rising costs for electricity and changes to some of the individual electric accounts to match actuals costs.

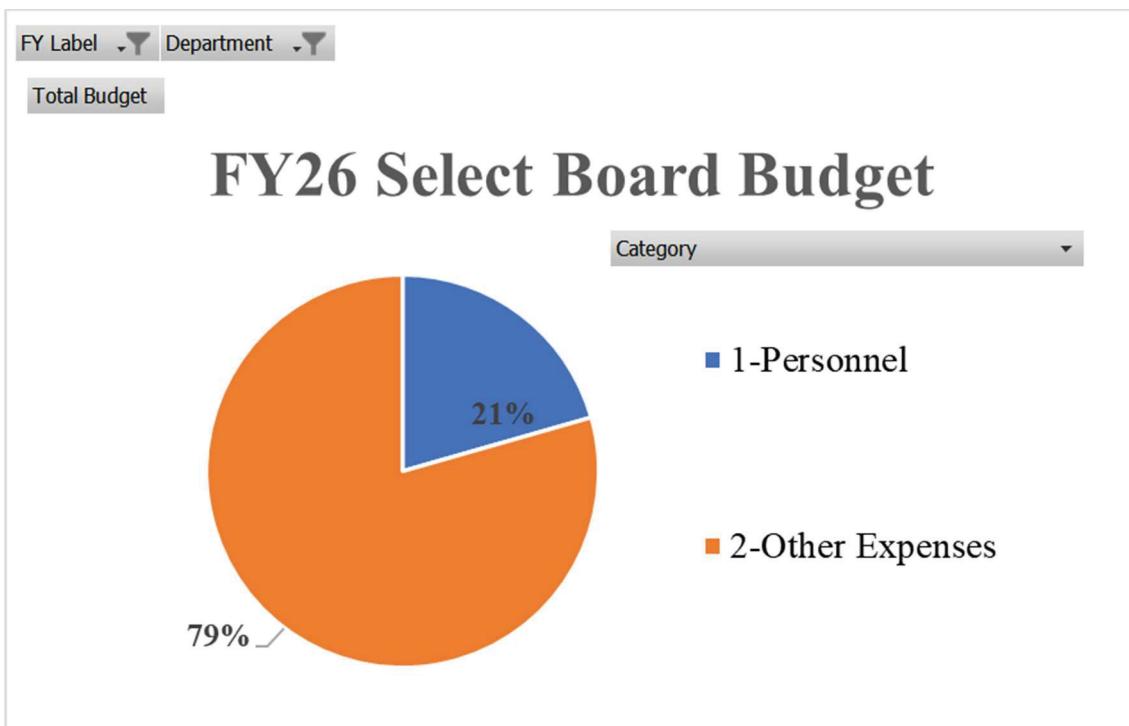
### **Recommendations**

Mr. Malaguti made a motion to approve the FY26 Select Board Budget as presented. Mr. Trudell seconded that motion. The motion was approved by a vote of 3 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 19, 2025  
**Subject:** Report for Sub-Committee D – 423 D – Snow & Ice:

Department	FY24 Actual	FY25 Revised	FY26 Select Board Proposed	% Increase (Decrease) from FY25
1-Personnel	\$196,119	\$281,264	\$281,264	0.0%
2-Other Expenses	\$420,396	\$1,085,151	\$1,085,151	0.0%
<b>Grand Total</b>	<b>\$616,515</b>	<b>\$1,366,415</b>	<b>\$1,366,415</b>	<b>0.0%</b>



### Department Synopsis

William Coyle, DPW Director, 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 for ice and snow management.

### Budget Observations

The proposed FY26 budget is comprised of 21% for Personnel Expense. This is a cost allocation of town employees when on snow removal duties. The remaining 79% is for Other Expenses mostly

## **Report for Sub-Committee D – Public Works**

associated with contracted snow and ice management services. The overall change in the FY24 Select Board proposed budget versus FY25 Revised is no increase.

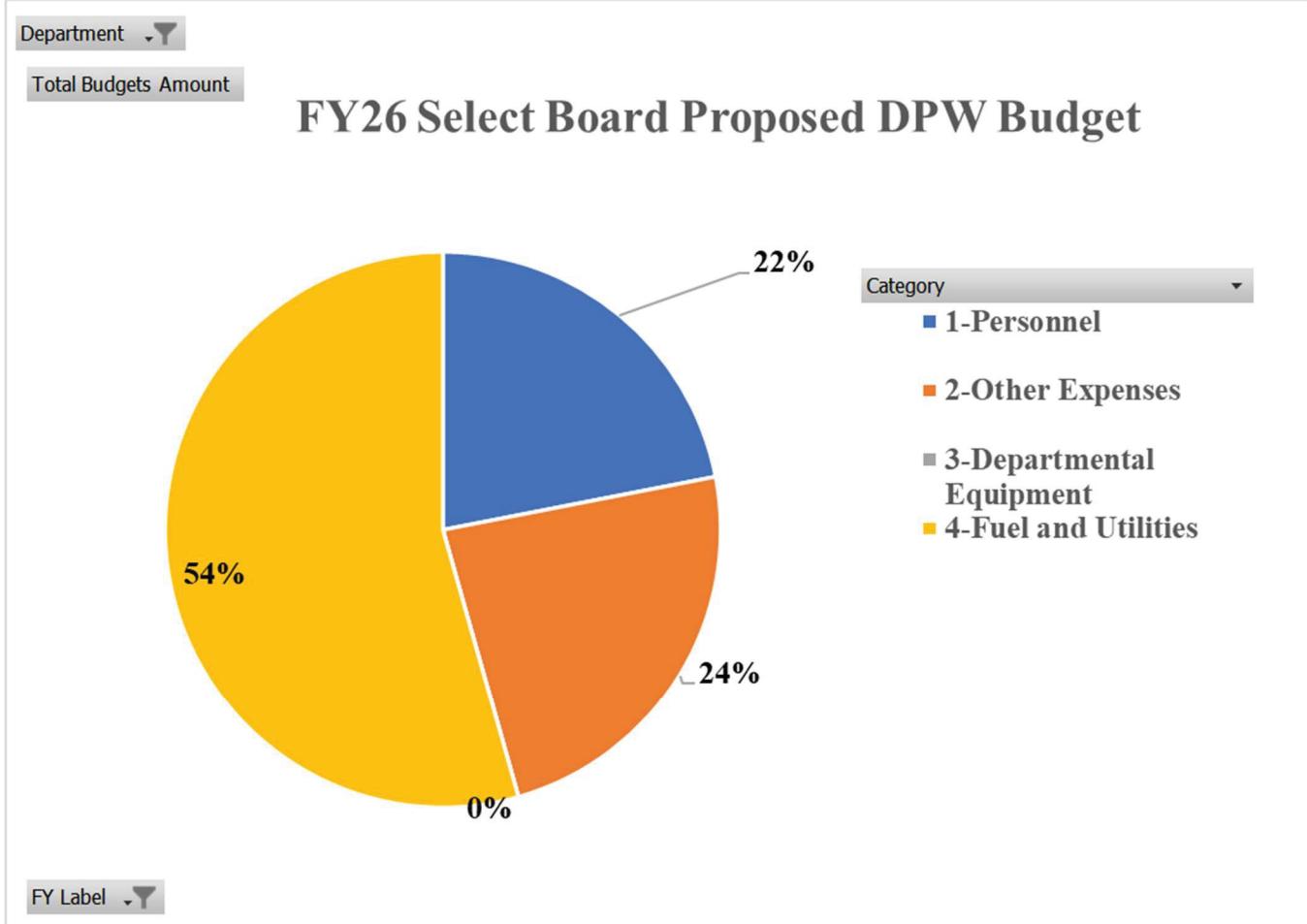
### **Recommendations**

Mr Malaguti made a motion to approve the FY26 Select Board Budget as presented. Mr. Trudell seconded that motion. The motion was approved by a vote of 3 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 19, 2025  
**Subject:** Report for Sub-Committee D – Budget Summary 425 D - Fleet Maintenance:

Department	FY24 Actual	FY25 Revised	FY26 Select Board Proposed	% Increase (Decrease) from FY25
1-Personnel	\$338,564	\$453,213	\$447,595	-1.2%
2-Other Expenses	\$434,081	\$483,320	\$483,320	0.0%
3-Departmental Equipment	\$14,087	\$15,973	\$0	-100.0%
4-Fuel and Utilities	\$702,312	\$1,109,700	\$1,109,700	0.0%
<b>Grand Total</b>	<b>\$1,489,044</b>	<b>\$2,062,206</b>	<b>\$2,040,615</b>	<b>-1.0%</b>



### Department Synopsis

William Coyle, DPW Director, presented the budget for the Fleet Maintenance Division. The Fleet Maintenance Division repairs, maintains, and inspects 310 pieces of equipment, consisting of heavy

## Report for Sub-Committee D – Public Works

front-end loaders, backhoes, graders, large dump trucks, trash packers, sanders, snow blowers, compressors, police cruisers and cars. The division does not maintain Fire or School Department equipment. The Fleet Maintenance Division plays a critical role during snow & ice operations and will triage the equipment continuously during a storm event and will perform necessary repairs to return the vehicle back in service under significant demands and time constraints.

The Fleet Maintenance Division, when fully staffed, consists of five master mechanics, and one service technician. Currently the Division is operating with only three master mechanics and one service technician. In an effort to keep up with the demands, the staff has been working extra hours to perform the necessary equipment repairs to meet the Town's operational needs.

### **Discussion**

Mr. Malaguti asked if the Town was realizing any reduction in maintenance costs for the new electric vehicles (EV) added to the fleet. Mr. Coyle responded that it was too early to tell since the vehicles are relatively new. Mr Coyle also noted that the mechanics on staff are not trained to do anything other than basic maintenance on the EVs.

### **Budget Observations**

The proposed FY26 budget is comprised of 22% for Personnel Expense, 24% for Other Expenses, 54% for Fuel and Utilities. The overall change in the FY26 Select Board proposed budget versus FY25 Revised is a decrease of 1.0%.

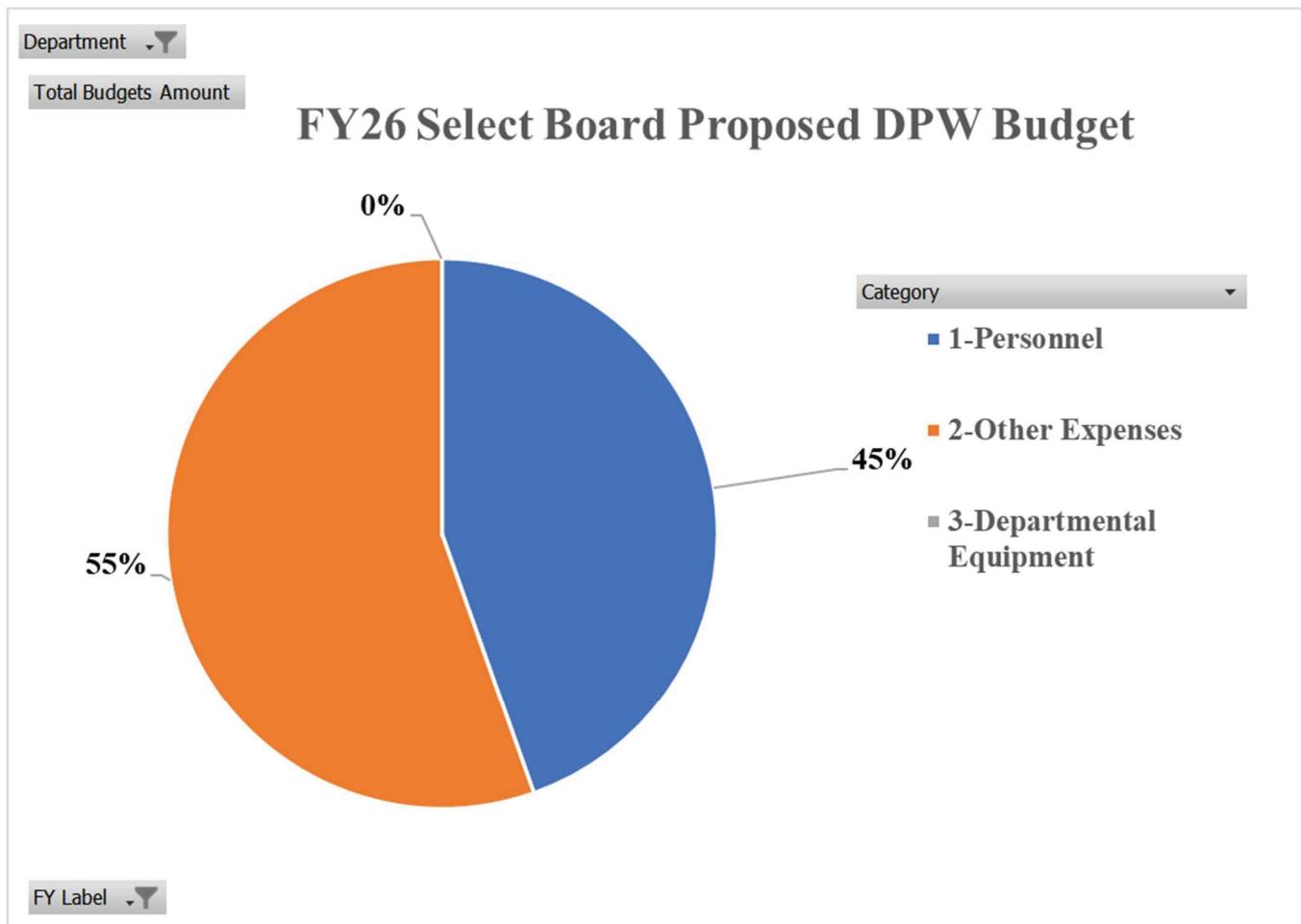
### **Recommendations**

Mr. Malaguti made a motion to approve the FY26 Select Board Budget as presented. Mr. Trudell seconded that motion. The motion was approved by a vote of 3 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 19, 2025  
**Subject:** Report for Sub-Committee D –433 D - Solid Waste Operations

Department	FY24 Actual	FY25 Revised	FY26 Select Board Proposed	% Increase (Decrease) from FY25
1-Personnel	\$150,385	\$130,299	\$177,425	36.2%
2-Other Expenses	\$177,918	\$210,720	\$220,500	4.6%
3-Departmental Equipment	\$0	\$0	\$0	0.0%
<b>Grand Total</b>	<b>\$328,303</b>	<b>\$341,019</b>	<b>\$397,925</b>	<b>16.7%</b>



### Department Synopsis

William Coyle, DPW Director, presented the budget for Solid Waste Operations. The budget covers expenses for the disposal of solid waste generated by Plymouth Schools and public buildings. It includes operations, landfill monitoring, and contracts with SEMASS to convert Plymouth's solid

## **Report for Sub-Committee D – Public Works**

waste into energy. This budget does not include the enterprise operation at the Manomet Transfer Station

### **Budget Observations**

The proposed FY26 budget is comprised of 45% for Personnel Expense and 55% for Other Expenses. The increase in Personnel Expense is driven increasing budgeted overtime costs to reflect year-to-year actuals and contractual obligations. Other Expenses include an increase to landfill monitoring expenses. The change in the FY26 Select Board proposed budget versus FY25 Revised is an increase of 16.7%.

### **Discussion**

None

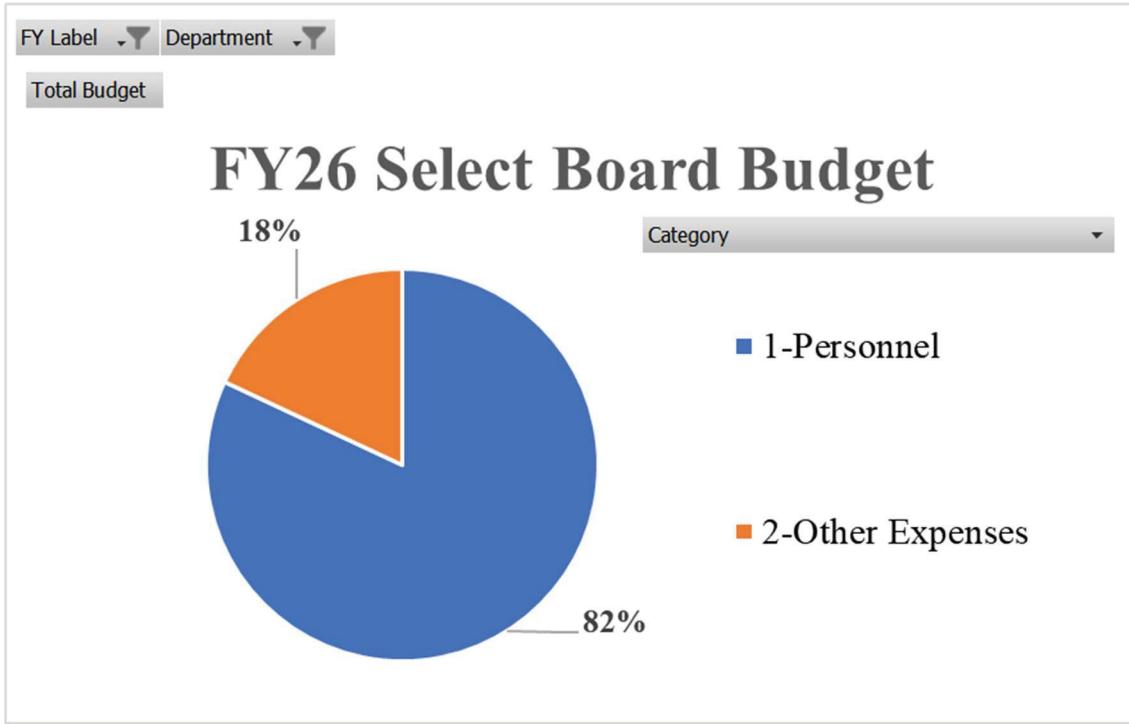
### **Recommendations**

Mr. Trudell made a motion to approve the FY26 Select Board Budget as presented. Mr. Malaguti seconded that motion. The motion was approved by a vote of 3 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 19, 2025  
**Subject:** Report for Sub-Committee D – Budget Summary 490 D – Crematory

Department	FY24 Actual	FY25 Revised	Proposed	% Increase (Decrease) from FY25
				FY26 Select Board
1-Personnel	\$190,690	\$237,062	\$234,084	-1.3%
2-Other Expenses	\$36,110	\$50,100	\$51,500	2.8%
<b>Grand Total</b>	<b>\$226,800</b>	<b>\$287,162</b>	<b>\$285,584</b>	<b>-0.5%</b>



### Department Synopsis

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

### Budget Observations

Personnel accounts for 82% of the budget. The overall change in the FY26 Select Board proposed budget versus FY25 Revised is a decrease of 1.3%. The decrease is driven by the recent appointment of the permanent superintendent at a lower step than the previous superintendent.

## **Report for Sub-Committee D – Public Works**

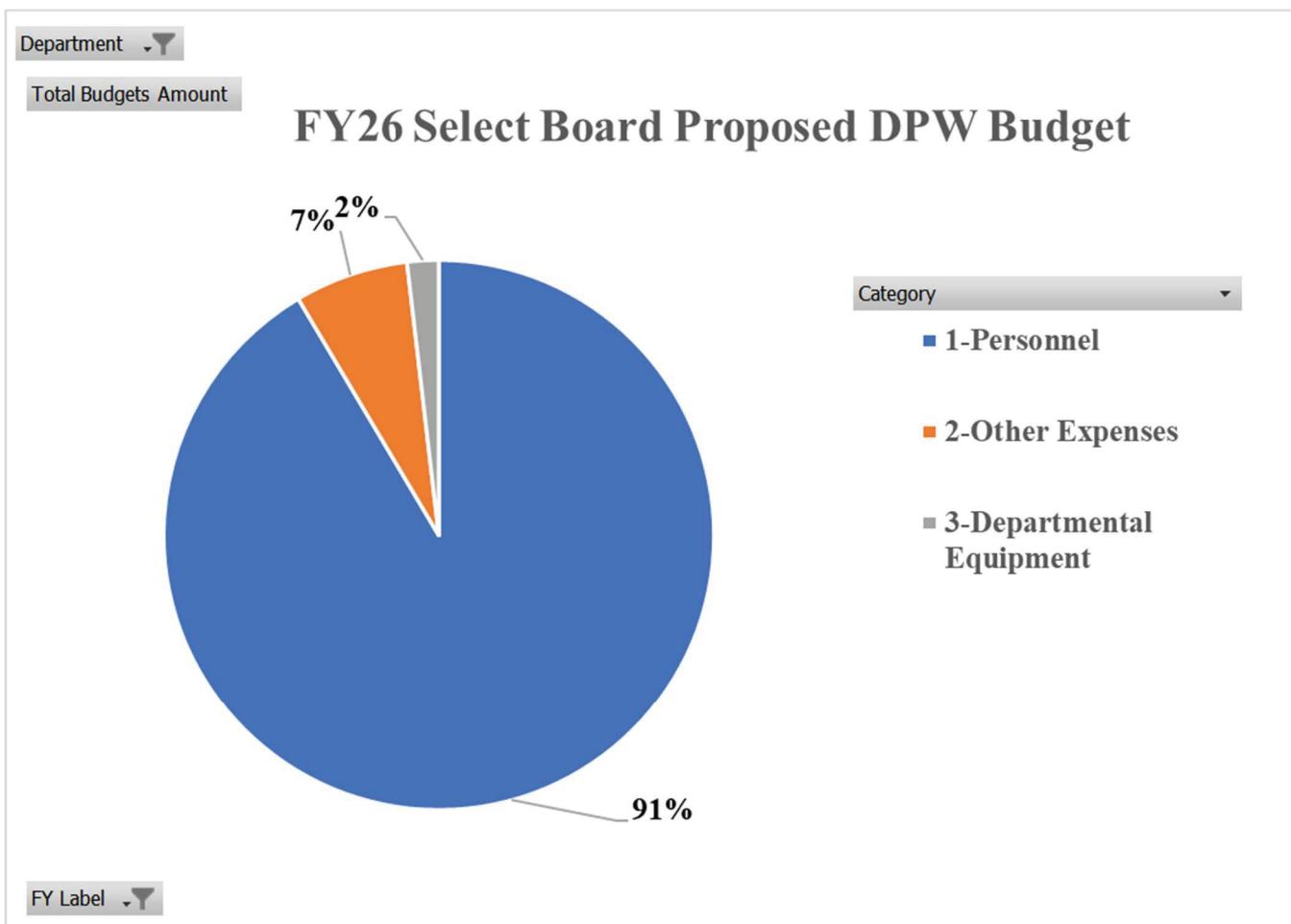
### **Recommendations**

Mr. Trudell made a motion to approve the FY26 Select Board Budget as presented. Mr. Malaguti seconded that motion. The motion was approved by a vote of 3 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 19, 2025  
**Subject:** Report for Sub-Committee D – Budget Summary 491 D - Cemetery

Department	FY24 Actual	FY25 Revised	FY26 Select Board Proposed	% Increase (Decrease) from FY25
1-Personnel	\$651,132	\$810,785	\$790,720	-2.5%
2-Other Expenses	\$35,434	\$57,536	\$57,831	0.5%
3-Departmental Equipment	\$14,519	\$8,000	\$16,000	100.0%
<b>Grand Total</b>	<b>\$701,085</b>	<b>\$876,321</b>	<b>\$864,551</b>	<b>-1.3%</b>



### Department Synopsis

Diane Maguire, Cemetery & Crematory Superintendent, presented the Town Cemetery Division overview and budget. The Cemetery Division maintains twenty-two (22) town-owned cemeteries,

## **Report for Sub-Committee D – Public Works**

seven (7) of which are active. The Division provides interment and maintenance services. It works closely with the public, grieving families, and funeral homes.

Ms. Maguire noted that Superintendent and Administrative Assistant positions are split between the Cemetery and Crematory Divisions.

### **Budget Observations**

Personnel accounts for 91% of the budget. The overall change in the FY26 Select Board proposed budget versus FY25 Revised is a decrease of 1.3%. The decrease is driven by the recent appointment of the permanent superintendent at a lower step than the previous superintendent. Overtime is driven by the demand for weekend services. There is a revenue stream associated with the account.

### **Discussion**

None.

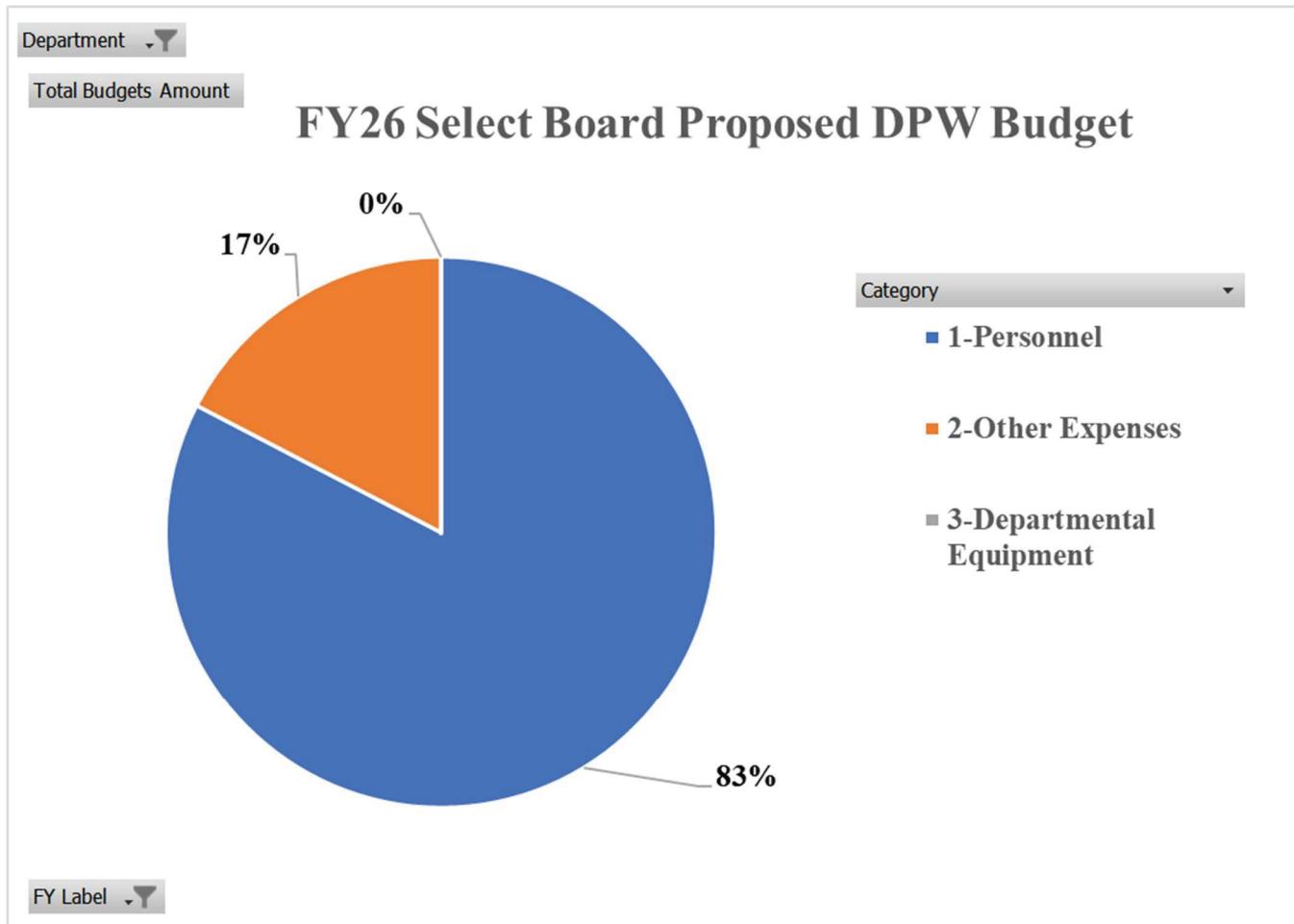
### **Recommendations**

Mr. Trudell made a motion to approve the FY26 Select Board Budget as presented. Mr. Malaguti seconded that motion. The motion was approved by a vote of 3 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 19, 2025  
**Subject:** Report for Sub-Committee D – **Budget Summary 492 D - Parks and Forestry:**

Department	FY24 Actual	FY25 Revised	FY26 Select Board Proposed	% Increase (Decrease) from FY25
1-Personnel	\$1,064,510	\$1,299,340	\$1,304,679	0.4%
2-Other Expenses	\$242,725	\$271,332	\$274,556	1.2%
3-Departmental Equipment	\$4,809	\$0	\$0	0.0%
<b>Grand Total</b>	<b>\$1,312,044</b>	<b>\$1,570,672</b>	<b>\$1,579,235</b>	<b>0.5%</b>



### Department Synopsis

Nick Faiella, Parks & Forestry Superintendent, presented the budget for the Forestry and Parks Division. The Division is responsible for the maintenance of 35 areas including parks, beaches, and

## **Report for Sub-Committee D – Public Works**

sports complexes.

### **Budget Observations**

The proposed FY26 budget is comprised of 83% for Personnel Expense and 17% for Other Expenses. The overall change in the FY26 Select Board proposed budget versus FY25 Revised is an increase of 0.5%.

### **Discussion**

None.

### **Recommendations**

Mr. Malaguti made a motion to approve the FY26 Select Board Budget as presented. Mr. Trudell seconded that motion. The motion was approved by a vote of 3 Yes, 0 No and no abstentions.

# Sub-Committee E

To: Advisory & Finance Committee  
From: Budget Sub-Committee E  
Bruce Howard (Chair), Molly O'Connor, Lorenzo Pizarro, Mark Snyder,  
Emily Tompkins, David Trudell  
Date: February 4, 2025  
Subject: Sub-Committee E FY2026 Budget Review & Recommendations: **Community Planning**

### **Budget Summary: Community Planning**

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$ 839,967	\$ 205,827	\$ 0	\$ 1,045,794
FY2025 Revised Budget	\$ 799,262	\$ 188,191	\$ 0	\$ 987,453
FY2024 Actual	\$ 732,557	\$ 199,483	\$ 0	\$ 932,041

### **Department Synopsis**

The mission of the Department of Community Planning is to coordinate the most, 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. Lauren Lind is the Deputy Director of Planning and Development.

Staff provide 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. Often this support is provided outside of normal operating hours, requiring overtime compensation.

### **Budget Observations**

Personnel Services have increased by \$40,705 or 5.16%. This is due to contractual obligations: step increases and COLA; \$4,000 increase in OPEIU and SEIU overtime.

Other Expenses have increased by 9.4%. This increase is primarily due to:

- A \$5,000 increase in consulting services (\$25,000 to 30,000). These funds are used to hire outside professional consultants to assist the Planning Board, Zoning Board, Conservation Commission, Historic District Commission and Affordable Housing Trust.
- A \$4,500 increase to Technical Services for the Open Space Committee to create promotional and educational material.
- A \$4,000 increase to provide expanded staff education and training.

The Planning and Development Department has five revolving accounts: Plymouth Center Village Parking, North Plymouth Village Parking, West Plymouth Village Parking, Cedarville Village Parking, and Manomet Village Parking. There are no expenditures requested at this time for each of the Revolving Accounts, so a one (\$1.00) dollar authorization is to be set for each fund.

### **Initiatives & Opportunities**

The Planning Board in conjunction with the Development is wrapping up the public outreach portion of the Town's Master Planning initiative. During FY 2026, the Master Plan process will focus on drafting recommendations and actions.

With the assistance of the Plymouth Regional Economic Development Foundation and in cooperation with Holtec International, the department is leading an 18-month public engagement process to develop a Master Plan for the 1600-acre Pilgrim Power Plant property.

### **Comments / Other**

The Town's Open Space and Recreation plan was updated in-house and approved by the Commonwealth.

### **Recommendations**

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$1,045,794 by the vote of 6-0.

To: Advisory & Finance Committee  
From: Budget Sub-Committee E  
Bruce Howard (Chair), Molly O'Connor, Lorenzo Pizarro, Mark Snyder, Emily Tompkins, David Trudell  
Date: February 4, 2025  
Subject: Sub-Committee E FY2026 Budget Review & Recommendations: **Redevelopment Authority**

#### **Budget Summary: Redevelopment Authority**

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$ 0	\$ 24,848	\$ 0	\$ 24,848
FY2025 Revised Budget	\$ 0	\$ 24,357	\$ 0	\$ 24,357
FY2024 Actual	\$ 0	\$ 23,880	\$ 0	\$ 23,880

#### **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**

2% increases are requested.

#### **Initiatives & Opportunities**

#### **Comments / Other**

#### **Recommendations**

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$24,848 by the vote of 6-0.

To: Advisory & Finance Committee  
 From: Budget Sub-Committee E  
 Bruce Howard (Chair), Molly O'Connor, Lorenzo Pizarro, Mark Snyder,  
 Emily Tompkins, David Trudell  
 Date: February 4, 2025  
 Subject: Sub-Committee E FY2026 Budget Review & Recommendations: **Animal Control**

### **Budget Summary: Animal Control**

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$ 210,024	\$ 6,800	\$ 0	\$ 216,824
FY2025 Revised Budget	\$ 199,171	\$ 6,800	\$ 0	\$ 205,971
FY2024 Actual	\$ 200,742	\$ 3,941	\$ 0	\$ 204,683

### **Department Synopsis**

The Animal Control Division employs three Animal Control Officers (ACOs) and runs the Town's animal shelter, enforces the Town's animal by-laws, and provides support for resident encounters with wildlife. This Division is part of the newly formed Health and Human Services Department.

### **Budget Observations**

The budget is increasing due to salary increases and a substantial increase in budgeted overtime pay. In FY24, \$16,263 in funds were used to pay for ACO overtime. \$3456 had been budgeted. In FY24, the Animal Control Division was part of the Energy and Environment Department, and they were able to move money within the department to subsidize the overtime. The overtime was paid for the time spent responding to police calls, after-hours calls and for work performed on holidays. Public Health does not have an excess budget or flexibility within additional Divisions to fund overtime. While steps have been taken to minimize the need for after-hours calls, overtime has been historically underfunded.

The Animal Control division has one revolving account: Animal Shelter Adoption Fund. The current \$5,000 authorization will be used for the care, health and welfare of the animals.

### **Initiatives & Opportunities**

Donations are used to pay for medical care and support for shelter animals outside of normal day-to-day operations. In 2023, donations of the amount of \$6903 were collected; from 2024 to date, \$9820 in donations were collected.

### **Comments / Other**

This Division's work includes, but is not limited, to: loose and abandoned animals, dog bites and rabies protocols, representing the Town at internal/external hearings (e.g., nuisance and dangerous dog issues/hearings), wildlife calls, kennel inspections and the operations of the Plymouth Animal Shelter including intake/adoptions (62 dogs; 33 cats). ACOs are also required to complete eight continuing education credits per year to maintain their certification. In 2023, ACOs responded to a variety of calls and questions from our residents and visitors:

1. Sick, injured or deceased wildlife	712
2. Missing/found domestic animals	528
3. Wellbeing checks	48
4. General	430
5. Animal bites	60
6. Wounds of unknown origin	33
7. Barking dog complaints	54
8. Tethering	18
9. Leash law	111
10. Deceased domestics	12

**Recommendations**

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$216,824 by the vote of 6-0.

To: Advisory & Finance Committee  
From: Budget Sub-Committee E  
Bruce Howard (Chair), Molly O'Connor, Lorenzo Pizarro, Mark Snyder,  
Emily Tompkins, David Trudell  
Date: February 4, 2025  
Subject: Sub-Committee E FY2026 Budget Review & Recommendations: **Public Health**

### **Budget Summary: Public Health**

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$ 347,672	\$ 92,400	\$ 0	\$ 440,072
FY2025 Revised Budget	\$ 336,301	\$ 83,400	\$ 0	\$ 419,701
FY2024 Actual	\$ 325,658	\$ 77,963	\$ 0	\$ 403,621

### **Department Synopsis**

The Public Health Division provides medical and inspection services, including Title V inspections, PERC tests and food safety inspections. The Division supports the health and overall wellbeing 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 five-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. In addition to the Director, the Public Health Division also includes a Health Agent, Health Technician, and Administrative Assistant. This Division is part of the newly formed Health and Human Services Department.

### **Budget Observations**

The budget increase represents step increases in employee salaries and an increase in lab services for beach/pond water quality testing. Also, Public Health is not losing a service as it still maintains a contracted vendor as a part-time food inspector. This differential represents a full-time Inspector position that was originally proposed by the Division, but not included in the Select Board budget.

### **Initiatives & Opportunities**

Revenue increases represent the new Short Term Registration Fee and general increases in the number of other permits issued. Revenue decreases represent lower fees generated by septic systems. This number fluctuates with new developments. For example, revenue in the amount of \$580,031 was collected in 2023; revenue in the amount of \$571,994 was collected in 2024.

The Town of Plymouth receives \$515,000 from the Public Health Excellence Grant. Grant funds are shared between six towns in the Southern Plymouth County Collaborative. Plymouth serves as the host community for up to six budgeted grant employees (currently at four), including a Public Health Nurse who maintains a presence at Councils on Aging and an Epidemiologist who monitors health in each of the six communities. Plymouth also administers the grant budget.

The Public Health Director and the Administrative Assistant earn stipends payable through the Public Health Excellence Grant. They are paid through the Administrative Fee that is paid to Plymouth for serving as the host community. These stipends are paid through grant funds and do not impact the taxpayers. The Public Health Director has a two-year history of receiving the stipends. For this third year, a 100% allocation of the allowed stipend is requested. The responsibilities in managing the grant and its employees continue to grow annually. Increasing the stipend from 75% to 100% places no burden to the Town's budget while recognizing a consistent increase in responsibilities and time committed to the grant.

### **Comments / Other**

In FY25, the Public Health Division expanded to include Animal Control and its three additional employees.

A new initiative is a reclass of the Public Health Agent to the Assistant Director of Public Health. While this change creates salary differential, the differential will be paid through the Administrative Fee collected from the Public Health Excellence Grant. This new reclass is expected to be implemented upon settlement of OPEIU contracts.

In addition to the services described above, the Public Health Division:

- Provides front line crisis response across a range of domains, including EEE/WNV, manufactured homes, housing, and public health supplies for the unhomed.
- Serves migrant families with vaccinations, eye exams, dental exams, fire safety, and food/nutrition.
- Coordinates the new Sharps Disposal Program, which is accessible to all residents and available during Town Hall hours.
- Collaborate with the five-member Plymouth Board of Health to establish rules, regulations and policies to prevent disease and injury, promote healthy living and protect the health and well-being of residents and visitors
- Builds/maintain relationships and services at key community sites including Algonquin Heights, where it provides nutrition planning, healthy eating, and food pantry services.
- Builds and maintains relationships with local businesses and has worked to streamline the Division to provide timely food inspection and Fats/Oils/Grease Guidelines, as well as Open Gov and See, Click, Fix services.
- Implements and evaluates public health strategies through assessment, development and assurance.
- Follows the State Sanitary Code Chapter X and permits all restaurants, food retailers, residential kitchens, caterers, mobile food vendors, and farmers markets.
- Enforces Massachusetts General Law Chapter 111: Public Health including the Health Code for infectious/communicable disease surveillance, Housing Code for healthy and safe housing, State Sanitary Code for camps and swimming pools, and Title 5 for septic systems and private wells.
- Conducts inspections for tanning salons, body art facilities and body art practitioners.
- Monitors tobacco establishments for compliance with both local and state law.
- Monitors trash haulers for compliance with recycling requirements.

The Public Health Division adopted Fats, Oils and Grease regulations. The purpose of the regulations is to protect residents, businesses and the public from blockage of the Town's sanitary sewer system caused by fats, oils and grease discharge from restaurants and food service establishments in Plymouth. Working together with the Sewer Department, letters were issued to all food service establishments reminding them that they must have an automatic internal grease trap or a minimum of a 2,000-gallon external grease trap. The Division continues to work with businesses to bring all into compliance.

### **Recommendations**

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$440,072 by the vote of 6-0.

To: Advisory & Finance Committee  
 From: Budget Sub-Committee E  
 Bruce Howard (Chair), Molly O'Connor, Lorenzo Pizarro, Mark Snyder,  
 Emily Tompkins, David Trudell  
 Date: February 4, 2025  
 Subject: Sub-Committee E FY2026 Budget Review & Recommendations: **Center for Active Living**

### **Budget Summary: Center for Active Living**

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$ 818,134	\$ 78,650	\$ 0	\$ 896,784
FY2025 Revised Budget	\$ 772,437	\$ 103,950	\$ 0	\$ 876,387
FY2024 Actual	\$ 522,881	\$ 149,292	\$ 0	\$ 672,173

### **Department Synopsis**

The Center for Active Living (CAL) offers 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-two percent of Plymouth residents are 55+. This Division is currently overseen by Health and Human Services Commissioner Michelle Bratti, who has also served as Acting CAL Director since October 2023. 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**

There is a 6% increase to the Personnel Services budget in FY26. The main cause of that increase is due to typical salary increases along with the addition of filling the vacant Director of Elder Affairs position. This position has historically been fully funded by the Town. The current vacancy will be funded at 40% by the CAL Formula Grant and 60% by the Town budget. There was a decrease in Personnel Services costs due to staff ineligibility for Earned Time/Vacation (54% decrease) and Sick Time (LTIA) Buy Back (100% decrease). The major decrease to the general budget is from the CAL Café Nutrition budget, the Town will be saving \$25,000 due to this decrease. Going forward CAL will fund the CAL Café through our Revolving Fund as previously promised.

In the end, the total budget increase for FY26 is 2%.

The Center for Active Living has two revolving accounts: Council on Aging Programs and CAL Café Nutrition & Meals on Wheels. The Council on Aging Programs Fund receives receipts from programs and activities, then payments are made to each instructor. The fund is authorized for \$120,000. The CAL Café Nutrition & Meals on Wheels Fund receives donations payments to Old Colony Elder Services and collections from the CAL Café. The fund covers expenses for the CAL Café, supplies, salaries, staffing and payments to Old Colony Elder Services for Meals on Wheels meal donations. The fund is authorized for \$100,000.

### **Initiatives & Opportunities**

Filling the vacant Director of Elder Affairs position directly supports the Select Board's goal of strengthening the Town's workforce. Michelle Bratti was the previous Director of Elder Affairs/CAL Director prior to receiving her appointment as Commissioner of Health and Human Services in October 2023 and has continued serving as Acting Director since that time. As CAL has rapidly expanded over the past five years, the increasing number of seniors retiring in Plymouth requires both a Director and an Assistant Director to effectively manage responsibilities. Did you know? Statistically, one CAL staff member currently serves 1,000 seniors per day in a year. Filling this position will significantly enhance the Town's workforce, enabling CAL to continue its important work and support our growing senior community.

### **Comments / Other**

In FY26, the State increased our formula budget funding. The "rate per senior" has risen from \$14 to \$15, effective in FY25 and continuing into FY26. Last year, CAL received \$270,270, and the final figure for FY25 was released at \$289,575. With this increase, CAL can propose funding 40% of the Director position through the Formula Grant, with the remaining 60% covered by the Town. In the past, since the Director position was created it has been fully funded by the Town but due to budget concerns, CAL has offered this compromise in order to fill this crucial vacant position. At this time CAL Grants fully fund three positions and partially fund two positions, which is 70% of the total grant funding received.

**Recommendations**

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$896,784 by the vote of 6-0.

To: Advisory & Finance Committee  
 From: Budget Sub-Committee E  
 Bruce Howard (Chair), Molly O'Connor, Lorenzo Pizarro, Mark Snyder,  
 Emily Tompkins, David Trudell  
 Date: February 4, 2025  
 Subject: Sub-Committee E FY2026 Budget Review & Recommendations: **Veteran's Services**

**Budget Summary: Veteran's Services**

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$ 159,694	\$ 463,788	\$ 0	\$ 623,482
FY2025 Revised Budget	\$ 158,270	\$ 463,088	\$ 0	\$ 621,358
FY2024 Actual	\$ 153,132	\$ 370,506	\$ 0	\$ 523,639

**Department Synopsis**

The Veterans Services Division advises and assists resident veterans and their dependents about Federal and/or State benefits they are eligible for and disburses and administers the State benefits they are eligible for (including financial and medical benefits). The two-person Veterans Services Division is run by Director Roxanne Whitbeck, the Director of Veterans' Services in Plymouth, who is also Plymouth's Veterans' Agent, with oversight by Michelle Bratti. This Division also includes an Administrative Assistant. Veterans Services is part of the newly formed Health and Human Services Department.

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.

**Budget Observations**

The total recommended FY26 proposed budget for the Veteran Service's Office is \$623,482, which is a slight increase of \$2,124 (SEIU contract settlement and \$700 for headstones and markers and holiday remembrances) from the FY25. These increases are due to the recently ratified SEIU contract (note: OPEIU contract has not been settled).

- The annual renewal for one Vetraspec subscription in FY25 came in at \$449 without any warning of an increase. The Division has funds for any small overages but wants to ensure we have each line item accurately depicted. Both Veterans staff use the subscription and there can only be one user in the system at a time, so we chose to remain with one subscription to save the town an additional \$449.
- We would like to increase our headstone and markers line item, as many of the flag holder medallions get ruined by weather, and lawn mowers, not to mention the increase in individual cost per piece. We are asking for an increase of \$500.
- We are also requesting our veteran's remembrance line item to be increased by \$200, as the cost has been \$7,650 for actual expenses which includes increased costs for both the flags and the wreaths.

The Hero Act (signed into law in August of 2024) provides critical new benefits to veterans and aims in part to bring tax relief to veteran residents, which will impact many in Plymouth. The tax relief provision of the Hero Act will be presented as Article 26 for approval at the Spring Town Meeting.

**Initiatives & Opportunities**

The following items do not necessarily increase revenue but are Town budget saving items.

- The Executive Office of Veteran Services (EOVS) reimburses the Town 75% of what we pay out of the Veterans Benefits line item, if we administer the 108 CMR appropriately and request all monies from the state and get our requests approved. Note: we consistently receive our 75% back every quarter.
- The Division also maintains a gift account established in 2010 with our first donation from Serve Pro of Plymouth/Wareham in the amount of \$1700. This account is used to help veterans that are above our guidelines

for MGL chapter 115 but still are low income/low assets. We have been able to provide fuel assistance, car payments, mortgage/rent assistance, medical copays, gift cards, and durable medical equipment just to name a few categories. Based on the balance of that account, we are now providing one-time assistance up to \$700 per ask. We qualify these individuals by requesting their DD214 to look at character of discharge and bank statements to verify the need. This account is replenished by generous donations from local organizations and private individuals. Often this office will be listed in an obituary as a suggested organization to donate to. This often comes from families that this office has known for years and has helped over those years.

### **Comments / Other**

In addition to the services described above, the Division of Veterans Services and the Veterans Services Officer (VSO):

- Supervises administration of MGL chapter 115, a public assistance program for veterans and their families that are currently living 200% below the federal poverty level.
- Provides financial assistance, medical reimbursement and fuel assistance.
- Processes benefits for dental, eyeglasses, hearing aids and durable medical equipment.
- During emergencies, a homeless veteran can shelter a local hotel for up to three days.
- Help clients make informed decisions regarding their medical coverage between the VA, Medicare, and private insurances.
- Recertify clients twice a year (once in January and once in July) by collecting various documentation and determining their continued eligibility for the program.
- Files compensation claims with the VA for local veterans and surviving spouses daily. (VSO is required to take national certification in order to file these claims).
- Attends annual training sessions in accordance with State and Federal requirements.
- Provides follow-up to check on the status of claims.
- Orders VA correspondence.
- Assist clients with aging care, transportation, and burial for indigent veterans or family members that have passed in Plymouth.
- Provides clients with assistance in applying for various Mass Health programs, ordering military records through the National Archives or through the database of Mass Military Records.
- Coordinates two ceremonies each year for both Memorial Day and Veterans Day.
- Replace 5,000 flags for our veterans during the Memorial Day weekend.
- Serves on the Thanksgiving Day Planning Committee.
- Attends many ceremonies and provides public outreach as requested multiple times a year.

The VSO has been awarded both VSO of the Year and District VSO of the Year for the work done in Plympton, Kingston and Carver as well. The Administrative Assistant has also been awarded Administrative Assistant of the Year. We have been working together for over 15 years, the VSO even longer as she was the Administrative Assistant before being asked by her community to apply for the VSO position. We take great pride in the reputation and accomplishments that this office has been able to achieve and will continue to provide these exemplary services.

### **Recommendations**

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$623,482 by the vote of 6-0.

To: Advisory & Finance Committee  
From: Budget Sub-Committee E  
Bruce Howard (Chair), Molly O'Connor, Lorenzo Pizarro, Mark Snyder,  
Emily Tompkins, David Trudell  
Date: February 4, 2025  
Subject: Sub-Committee E FY2026 Budget Review & Recommendations: **Library**

### **Budget Summary: Library**

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$ 1,745,750	\$ 609,798	\$ 10,844	\$ 2,366,392
FY2025 Revised Budget	\$ 1,646,258	\$ 581,060	\$ 29,200	\$ 2,256,518
FY2024 Actual	\$ 1,520,492	\$ 515,557	\$ 0	\$ 2,036,048

### **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, part-time adult education teachers, and custodians. The Division is led by Maureen Coleman, Acting Library Director, in conjunction with the Assistant Library Director and financial input by the Accounts Manager with oversight by Michelle Bratti, Commissioner of Health and Human Services. This Division is part of the newly formed Health and Human Services Department. The Library Director position is currently an active posting and is expected to be filled in the near future.

The Plymouth Public Library (PPL) engages and enriches the community through lifelong learning, access to materials and resources through collection development, relevant and current programming, and community outreach. PPL and its resources and materials are available to all members of the public and is focused on removing unnecessary barriers to access through our own resources and through valuable community partnerships. PPL remains committed to diversity, equity, and inclusion in all areas, including the materials we purchase, the programming we provide, and outreach efforts to the community. Highlights for PPL include:

- *Little Free Pantry*
- *Community Garden*
- *Recovery Corner (recognized as national model)*
- *Literacy & ESL Programs*
- *Community Partnerships*
- *Free programming for all ages*

### **Budget Observations**

The Library's FY26 proposed budget is \$2,402,555 an increase of \$145,992 or a 6.47% over the FY25 amount of \$2,256,563.

#### **Increase in Personnel Expenses:**

- Ratification of contracts for COBRA-Library & COBRA-DPW.

#### **Other Expenses**

- *Increases:*
  - o Books and periodicals:
    - Increased usage of electronic collections (pay per use model).
  - o Library supplies
    - Materials to maintain our community garden.
      - Produce is used to stock our Little Free Pantry.
      - Increase sustainability programming and volunteer opportunities.
  - o Dues and memberships:
    - Price set by the Old Colony Library Network (OCLN).
- *Decreases:*

- o Equipment repair and maintenance
  - Moved maintenance contracts for two copiers to IT and two AEDs to DPW.
- o Postage
  - Transitioning from physical mailings to email blasts.
- o Technical Service Supplies
  - Incorporating vendor book processing.
- o Public supplies
  - Moved two public printers to IT and deleted copier supplies/toner.

**Departmental Equipment**

- Due to a level service budget, we are aware of the need for fiscal responsibility in the purchase of one-time departmental equipment for FY26 while still maintaining the library's high standards.

**Initiatives & Opportunities**

The Library budget request included the restoration of one of three, page positions. The Technical Services Page position is a 10-hour a week non-union, minimum wage position. Duties for the Technical Services page include processing incoming materials, assisting with maintenance/mending processes, and assisting with discarding materials. The regular maintenance/mending of the materials helps to prolong the life of materials and decrease the need for duplicate purchases of popular items. Assisting with the weeding out/discard of older materials allows the library to keep room on the shelves for more recent materials that meet the changing needs of the patrons and keep our collection current. With an understanding of fiscal responsibilities and climate, the Library proposed a cost-sharing approach between the Town and Library's State Aid funds to restore this position.

The Library has one revolving account: Library Lost Materials. This fund is used to replace books that have been lost or damaged. The fund is authorized for \$15,000. (Note: spending from this fund may not exceed receipts.)

**Comments / Other**

The Library understands the value of finding and using alternative sources of funds for its initiatives, materials, and programs. In addition to the Town's Operating Budget, the Library utilizes State Aid funds, donations made to the Plymouth Public Library Foundation for specific book purchases, programming and staff incentives, and pursues grant opportunities including the DESE grant for which we receive over \$375K per year to fund our Literacy Program. The Library established a revolving fund with the Town of Plymouth for lost materials whereby funds received from patrons for lost materials are then used to purchase replacement materials. The Library is also strengthening existing and creating new community partnerships to be able to increase our services and programming with limited cost while also supporting our partners.

**Recommendations**

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$2,366,392 by the vote of 6-0.

To: Advisory & Finance Committee  
From: Budget Sub-Committee E  
Bruce Howard (Chair), Molly O'Connor, Lorenzo Pizarro, Mark Snyder,  
Emily Tompkins, David Trudell  
Date: February 4, 2025  
Subject: Sub-Committee E FY2026 Budget Review & Recommendations: **Recreation**

### **Budget Summary: Recreation**

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$ 578,828	\$ 29,610	\$ 0	\$ 608,438
FY2025 Revised Budget	\$ 582,562	\$ 28,110	\$ 2,065	\$ 612,737
FY2024 Actual	\$ 539,982	\$ 20,953	\$ 2,241	\$ 563,175

### **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 oversight by Michelle Bratti. This Division is part of the newly formed Health and Human Services Department.

### **Budget Observations**

Temporary and seasonal wages continue to represent the largest expense in the Recreation operating budget, accounting for \$424,804.50 —nearly 70% of the total budget. These funds are allocated exclusively to staffing the Town's five beaches: Plymouth Beach, Morton Park, Fresh Pond, Whitehorse Beach, and Hedges Pond. Note: To help reduce costs, the Recreation Division is seeking to eliminate lifeguard coverage at Whitehorse Beach in its entirety. To gain a better understanding of Town-wide beach operation costs, the Town is collaborating with Bridgewater State University in the coming months to conduct a comprehensive cost analysis study.

The Recreation Division has three revolving funds: the Recreation Revolving Fund, the Memorial Hall Revolving Fund, and the Hedges Pond Revolving Fund. The Recreation Revolving Fund is managed like a business. Spending is based on registrations, events and revenue collected. A spending cap will not be reached if the revenue is not generated to cover the expenses. It is important to note that the Recreation Division currently funds 65% of all full-time staff salaries and benefits out of the Revolving funds. The Recreation Revolving Fund is authorized for \$808,158. The Memorial Hall Revolving Fund is authorized for \$331,290. The Hedges Pond Revolving Fund is authorized for \$63,000.

### **Initiatives & Opportunities**

The Select Board-recommended budget for the Recreation Division in the amount of \$608,438 is a decrease of \$33,625 from the Recreation Division's original proposed budget request. As part of that reduction, a \$23,759 decrease is due to the Town's decision to find an alternative funding source for the Division's departmental equipment request. The Town selected to award ARPA funds for the Kubota UTV request from the Recreation Division. The Town also awarded funding to the Recreation Division for installing metal detection equipment at Memorial Hall, and for soccer goal equipment. The remaining decrease in the proposed budget resulted from the Town's decision not to restore the previously unfunded part-time SEIU position. The Town Manager and Department of Health and Human Services fully support that this position be funded by the Recreation Revolving Fund as an alternative to the Town budget.

### **Comments / Other**

#### **Recommendations**

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$608,438 by the vote of 6-0.

To: Advisory & Finance Committee  
 From: Budget Sub-Committee E  
 Bruce Howard (Chair), Molly O'Connor, Lorenzo Pizarro, Mark Snyder,  
 Emily Tompkins, David Trudell  
 Date: February 4, 2025  
 Subject: Sub-Committee E FY2026 Budget Review & Recommendations: **Disabilities**

### **Budget Summary: Disabilities**

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2026 Budget	\$ 0	\$ 350	\$ 0	\$ 350
FY2025 Revised Budget	\$ 0	\$ 350	\$ 0	\$ 350
FY2024 Actual	\$ 0	\$ 79	\$ 0	\$ 79

### **Department Synopsis**

The Plymouth Commission on Disabilities (PCOD) serves as a resource to the Plymouth community to address accessibility, equal rights, and other issues of concern to people with disabilities. The Massachusetts Disability Commissions law (MGL Chapter 40, Section 8J) grants municipalities authority to establish Commissions on Disability (COD). The PCOD is a five-person volunteer board staffed by a municipal liaison (currently Emily Wilson, Assistant Commissioner of HHS). Members are appointed by the Select Board. The PCOD is part of the newly formed Health and Human Services Department and is chaired by PCOD appointed member Paul McGee.

### **Budget Observations**

The Plymouth Commission on Disabilities (PCOD) is a Town Board/Committee and does not have a typical department budget of revenue/expenditures and disburses funds received through grants/ scholarships. Funding in the amount of \$350 was allocated in FY 25 for training/meetings and office supplies. There is no increase requested for FY 26. In accordance with the Administration of Handicapped Parking Program (MGL Chapter 40, Section 22G), CODs may choose to allocate all funds from fines for accessible parking violations in the city/town. Funds must be kept in a separate account and may be used by the COD only for the benefit of people with disabilities. The PCOD receives funds from accessible parking fines and allocates grants/scholarships to Plymouth residents with disabilities. In 2024, the PCOD awarded three college scholarships to Plymouth high school graduates. The PCOD also awarded two grants for Town projects, which include partial funding for front desk renovation/accessibility improvements at the Center for Active Living, and partial funding for a Wheelchair Swing at the new Nelson Park.

### **Initiatives & Opportunities**

The PCOD continuously works with Town departments and community partners to identify funding opportunities that will benefit residents of Plymouth with disabilities. The PCOD provided input and a letter of support for the Town of Plymouth's application for an Americans with Disabilities Act (ADA) Municipal Grant for FY25, which is administered by the Massachusetts Office on Disability (MOD). Plymouth was awarded this grant by MOD for FY25.

### **Comments / Other**

### **Recommendations**

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$350 by the vote of 6-0.

# Sub-Committee F

To: Advisory & Finance Committee  
From: Budget Sub-Committee F  
Brian Dunn (Co-Chair), Timothy Lawlor (Co-Chair),  
Emily Tompkins, Mark Snyder, Christine Richards,  
Molly O'Connor, Everett Malaguti, Joseph Lalley  
Date: 2/6/25  
Subject: Sub-Committee F; FY2026 Budget Review & Recommendations: Plymouth Public Schools

### **Budget Summary: Plymouth Public Schools**

	Personnel Expenses	Other Expenses	Total
Proposed FY2026 Budget	\$ 97,794,501	\$ 29,434,773	\$ 127,229,274
FY2025 Revised Budget	\$ 91,979,055	\$ 29,386,244	\$ 121,365,299
FY2024 Actual	\$ 86,127,179	\$ 27,397,506	\$ 113,524,685

### **Department Synopsis**

The Plymouth Public School Budget is developed to meet student learning needs and goals using information about staff, students and facilities. The Superintendent of the Plymouth Public Schools is Chris Campbell.

Enrollment in Plymouth Public Schools is 7,116 as of 1/24/25. While enrollment has declined, the percentage of students identified as High Needs by the Department of Education has grown. In FY15, High Needs students accounted for 39% of the population at Plymouth Public Schools. In FY25, that number has increased to 64.75%. High Needs students include special education students, students who are economically disadvantaged, and multilingual learners.

### **Budget Observations**

The proposed FY26, as recommended by the School Committee and Select Board, represents an increase of \$5,863,975 from the FY25 Budget.

**Salary Expenses** for FY26 represent an increase of \$5,815,446.

**Non-Salary Expenses** for FY26 represent an increase of \$48,529.

**Chapter 70 Aid** increased by \$789,464 for FY25 and another minor increase of \$553,575 is projected for FY26.

### **Challenges**

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

-Increased, long term behavioral and mental health remediation and support of students.

- The high cost of transportation
- Increase in the number of High Needs students
- Utility costs
- Declining State and Federal Grants
- Unfunded mandates

#### **Recommendations**

The Sub-Committee recommends:

No recommendation by a vote of 4-4.

**Budget Summary: Medicaid Reimbursement**

	Personnel Expenses	Other Expenses	Total
Proposed FY2026 Budget	\$ 280,942	\$ 55,550	\$ 336,492
FY2025 Revised Budget	\$ 274,696	\$ 54,738	\$ 329,434
FY2024 Actual	\$ 264,689	\$ 35,188	\$ 299,877

**Recommendations**

The Sub-Committee recommends:

Approval of Proposed Medicaid Reimbursement Budget by a vote of 8-0.

**Budget Summary: Out-of-District Transportation**

	Personnel Expenses	Other Expenses	Total
Proposed FY2026 Budget	\$ 82,045	\$ 0	\$ 82,045
FY2025 Revised Budget	\$ 80,040	\$ 0	\$ 80,040
FY2024 Actual	\$ 59,681	\$ 0	\$ 59,681

**Recommendations**

The Sub-Committee recommends:

Approval of Proposed Out-of-District Transportation Budget by a vote of 8-0.

**Notes**

-Total spending to operate the Plymouth Public Schools:

Education Spending - All Funds Estimated			
General Fund Operating Budget:			2026 Projections
Debt			8,623,826
Fringe			37,044,123
School Salary Budget			97,794,501
School Expense Budget			29,434,773
Medicaid Program			336,492
Out of District Transportation			82,045
All Town Insurance			1,086,000
Charter School, School Choice & Special Educ			9,607,869
	Total General Fund Operating Budget		184,009,629
Other Education Spending at Town Meeting:			
School Capital Budget - ATM & STM			7,675,063
	Total Town Meeting Spending		191,684,692

Yellow & Orange represent the budget areas that fall under the subcommittee.

## **ARTICLE 6:**

### **ARTICLE 6: Water Enterprise Operating 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, 2025, or take any other action relative thereto.

#### **SELECT BOARD**

#### **RECOMMENDATION: Approval \$6,346,287 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$6,346,287 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 \$1,776,968.



To: Advisory & Finance Committee

From: Budget Sub-Committee G - ENTERPRISE FUNDS – Steve Nearman (Chair), Gail Butler, Everett Malaguti, David Trudell

Date: February 10, 2025

Subject: Sub-Committee G FY2026 Budget Review & Recommendations: WATER

### Budget Summary:

	Personnel Expenses	Other Expenses	Dept Equip	Debt Service	OPEB	Budget Appropriation	Indirect Costs	Total Fund Expense
Proposed FY2026 Budget	\$1,748,895	\$1,500,423	\$ -	\$3,082,886	\$14,083	\$6,346,287	\$1,776,968	\$8,122,255
FY2025 Revised Budget	\$1,710,721	\$ 1,500,423	\$ -	\$3,259,992	\$14,192	\$6,485,328	\$1,703,260	\$8,188,588
FY2024 Actual	\$1,474,681	\$1,107,121	\$ -	\$2,237,626	\$13,321	\$4,832,749	\$1,621,014	\$6,453,763

### 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 FY2026 for the total water enterprise fund, actually down 2.1% or \$139,041. He stated that this includes a 2.4% rise in salaries and wages due to contractual increases, a 5.8% increase in longevity pay and a substantial 11.34% increase in vacation earned time buyback.

### Initiatives & Opportunities

The Department continues to work on development of Plymouth's water supply and water delivery network, with the Select Board goal of identifying the location of a viable drinking water source in West Plymouth and South Plymouth. 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 4-0 (Nearman, Butler, Malaguti, Trudell) 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 7:**

### **ARTICLE 7: Sewer Enterprise Operating 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, 2025, or take any other action relative thereto.

#### **SELECT BOARD**

##### **RECOMMENDATION: Approval \$8,977,272 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$8,977,272 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 \$511,173.



To: Advisory & Finance Committee  
From: Budget Sub-Committee G - ENTERPRISE FUNDS – Steve Nearman (Chair), Gail Butler, Everett Malaguti, David Trudell

Date: February 10, 2025  
Subject: Sub-Committee G FY2026 Budget Review & Recommendations: SEWER

### Budget Summary:

	Personnel Expenses	Other Expenses	Dept Equipment	Debt Service	OPEB	Budget Appropriation	Indirect Costs	Total Fund Expense
Proposed FY2026 Budget	\$409,647	\$5,674,866	\$0	\$2,890,127	\$2,632	\$8,977,272	\$511,173	\$9,488,445
FY2025 Revised Budget	\$402,657	\$5,613,976	\$10,122	\$2,565,591	\$2,446	\$8,594,792	\$520,500	\$9,115,292
FY2024 Actual	\$356,320	\$4,805,990		\$2,582,188	\$2,117	\$7,746,615	\$454,438	\$8,201,053

### 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 Superintendent 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 septage haulers are another significant source of revenue. Mr Pinard stated that the current state of the economy has made it a challenge to manage and keep pace with a level service budget while addressing the repairs, maintenance and processes required by the system. Some of the challenges stem from the age of the Plymouth sewer system.

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 proposed a 4.5% increase in the overall budget of the Sewer Enterprise fund. Personnel services rose 1.7%, other expenses rose 1.1% including a 2.5% rise in Repair and Maintenance. But the 12.6% increase (\$374,600) in debt service short-term interest accounted for much of the overall rise.

### Initiatives & Opportunities

Mr. Pinard laid out six areas of focus – enhance, improve financial forecasting; develop a Comprehensive Wastewater Management Plan; implement a Supervisory Control and Data Acquisition System;; place security cameras to prevent continued destruction of property; working on a Corrective Action Plan to develop a schedule for identifying and addressing deficiencies in the sewer collection system, all 60 miles worth; and developing sewer regulations and rules.

### Recommendations

The Sub-Committee recommends:

- Approval of the Select Board's recommended budget for the Sewer Enterprise Fund. The subcommittee voted 4-0

(Nearman, Butler, Mlagutti, Trudell) 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 \$511,173 estimated for FY2026 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 8:**

### **ARTICLE 8: Solid Waste Enterprise Operating 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, 2025, or take any other action relative thereto.

#### **SELECT BOARD**

#### **RECOMMENDATION: Approval \$958,417 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$958,417 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 \$430,722.



To: Advisory & Finance Committee  
From: Budget Sub-Committee G - ENTERPRISE FUNDS – Steve Nearman (Chair), Gail Butler, Everett Malaguti and David Trudell

Date: February 10, 2025  
Subject: Sub-Committee G FY2026 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 FY2026 Budget	\$343,132	\$612,258	\$ -	\$ -	\$3,027	\$958,417	\$430,722	\$1,389,139
FY2025 Revised Budget	\$332,575	\$597,342	\$ -	\$ -	\$2,495	\$932,412	\$361,756	\$1,294,168
FY2024 Actual	\$289,337	\$493,124	\$ -	\$ -	\$2,675	\$785,136	\$328,923	\$1,114,059

#### 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.

#### Budget Observations

The \$25,473 variance (2.7%) was due in part to an increase in wages of \$10,557, according to Mr Coyle. Other expenses rose 2.5% or \$15k, entirely due to the increase in Tipping fees for cash. This Sub-Committee believes this Enterprise Fund is well run.

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.

#### 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 4-0 (Nearman, Butler, Malaguti, Trudell) 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 9:**

### **ARTICLE 9: Airport Enterprise Operating 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, 2025, or take any other action relative thereto.

#### **SELECT BOARD**

#### **RECOMMENDATION: Approval \$3,802,724 (10-3-0)**

The Advisory & Finance Committee recommends approval of this section of the Budget and recommends Town Meeting approve an appropriation of \$3,802,724 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 \$433,477.



To: Advisory & Finance Committee

From: Budget Sub-Committee G - ENTERPRISE FUNDS – Steve Nearman (Chair), Gail Butler, Everett Malaguti, David Trudell

Date: February 10, 2025

Subject: Sub-Committee G FY2026 Budget Review & Recommendations: Airport

**Budget Summary:**

	Personnel Expenses	Other Expenses	Dept Equip.	Debt Service	OPEB	Budget Appropriation	Indirect Costs	Total Fund Expense
Proposed FY2026 Budget	\$ 732,065	\$3,024,350	\$ -	\$ 40,650	\$ 5,659	\$ 3,802,724	\$ 433,477	\$4,236,201
FY2025 Revised Budget	\$ 724,074	\$2,974,850	\$ -	\$ 42,150	\$ 6,284	\$ 3,747,358	\$ 446,834	\$4,194,192
FY2024 Actual	\$ 665,668	\$1,936,180	\$ -	\$ 38,400	\$ 5,608	\$ 2,645,856	\$ 340,000	\$2,985,856

**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**

Mr Cardillo is proposing a very modest 1.5% increase in FY26 over the previous year, with personnel services costs up just 1.1%. Proposed wages increase \$7,991, due to step increases and cost of living increases per the OPEIU and COBRA contracts.

Revenue is based primarily on two streams of income – fuel sales and land leases. The airport has eight full-time and one part-time employees.

Mr Cardillo said that expenses will rise 1.5% due to sewer maintenance, a new line item added due to the airport when it upgraded its wastewater treatment plant. That line item grew from \$50,000 to \$100,000. Heat and electric utility cost also will be increased to accommodate for higher utility rates.

**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 4-0 (Nearman, Butler, Malaguti, Trudell)

**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 10:**

### **ARTICLE 10: Cable Public Access Enterprise Operating 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, 2025, or take any other action relative thereto.

#### **SELECT BOARD**

#### **RECOMMENDATION: Approval \$1,545,000 (Unanimously, 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).

## Comments / Other

The Sub-Committee's budget DOES NOT include indirect costs as this Enterprise Fund is not apportioned such costs.

CABLE ENTERPRISE FUND

Vendor	Description	Fiscal 2018	Fiscal 2019	Fiscal 2020	Fiscal 2021	Fiscal 2022	Fiscal 2023	Fiscal 2024	Fiscal 2025 YTD
Comcast	Annual (usually February)	5,816.00	5,937.00	6,051.00	5,975.00	5,761.50	5,386.50	4,977.00	
Comcast	April, May, June	180,085.26	189,530.10	192,867.14	194,603.40	200,408.35	217,581.00	217,344.84	204,031.87
Comcast	July, August, Sept	200,024.28	193,934.23	196,080.83	202,347.91	209,648.75	219,217.75	213,320.83	195,756.90
Comcast	Oct, Nov, Dec	202,595.83	191,999.95	193,114.86	199,315.88	209,058.14	214,462.67	207,909.16	
Comcast	Jan, Feb, March	193,092.64	184,720.43	192,441.55	199,902.65	212,135.30	211,929.85	201,473.41	
Verizon	Annual (Usually March)	5,335.50	5,163.00	4,976.50	4,715.50	4,475.00	4,162.00	3,944.50	
Verizon	April, May, June	161,358.26	176,244.95	180,675.63	166,812.77	160,344.91	159,691.66	156,739.28	156,224.99
Verizon	July, August, Sept	182,438.97	177,227.01	178,395.13	165,648.25	167,851.23	146,479.60	159,176.59	156,456.01
Verizon	Oct, Nov, Dec	184,117.85	177,032.71	175,406.20	164,767.79	167,936.11	157,903.52	156,519.99	
Verizon	Jan, Feb, March	177,567.98	157,242.07	154,430.76	148,894.32	151,190.96	141,367.66	142,011.17	
Other				300.00					
<b>Total Revenues</b>		<b>1,492,432.57</b>	<b>1,459,031.45</b>	<b>1,474,439.60</b>	<b>1,453,283.47</b>	<b>1,488,810.25</b>	<b>1,478,182.21</b>	<b>1,463,416.77</b>	<b>712,469.77</b>
	<b>% Year over Year</b>		<b>-2.24%</b>	<b>1.06%</b>	<b>-1.43%</b>	<b>2.44%</b>	<b>-0.71%</b>	<b>-1.00%</b>	<b>-51.31%</b>
PACTV	Contracted Services 3.3%	977,645.50	955,634.78	965,851.96	951,913.28	975,858.83	969,298.18	959,966.84	470,230.05
Schools (Fund 2446)	Contracted Services 1.7%	503,635.57	492,296.67	497,560.34	490,379.69	502,715.18	499,335.53	494,528.43	242,239.71
KP Law	Legal Services					1,640.00	17,515.80		
Sean Mullin	Survey Expenses					371.37			
PACTV	Capital Equipment - Court Room	100,000.00	259.80				2,362.48		
	<b>Total Expenditures</b>	<b>1,581,281.07</b>	<b>1,448,191.25</b>	<b>1,463,412.30</b>	<b>1,442,292.97</b>	<b>1,480,585.38</b>	<b>1,488,511.99</b>	<b>1,454,495.27</b>	<b>712,469.76</b>
<b>Fund Balance 6801</b>	<b>Beginning of Year</b>	<b>130,855.06</b>	<b>42,006.56</b>	<b>52,846.76</b>	<b>63,874.06</b>	<b>74,864.56</b>	<b>83,089.43</b>	<b>72,759.65</b>	
<b>Fund Balance 6801</b>	<b>End of Year</b>	<b>42,006.56</b>	<b>52,846.76</b>	<b>63,874.06</b>	<b>74,864.56</b>	<b>83,089.43</b>	<b>72,759.65</b>	<b>81,681.15</b>	<b>0.01</b>
<b>G Fund Balance on hand at PACTV / Local Seen</b>						<b>38,066.88</b>		<b>40,766.90</b>	<b>35,212.06</b>



## **ARTICLE 11:**

### **ARTICLE 11: Facility Capital Stabilization Fund**

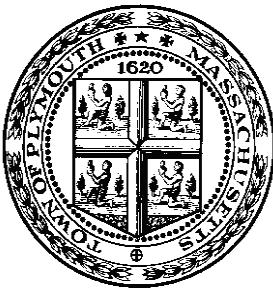
To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to the Facility Capital Maintenance Stabilization Fund, as authorized by the provisions of G.L. c. 40, §5B as amended, or take any other action relative thereto.

### **SELECT BOARD**

#### **RECOMMENDATION: Approval \$500,000 (Unanimous, 11-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 11. 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.





# 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: FACILITY CAPITAL MAINTENANCE STABILIZATION FUND

DATE: DECEMBER 18, 2024

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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, 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 2026 addresses many of the Fiscal 2025 Select Board Goals, in addition to the budget, we specifically recommend setting aside \$500,000 of General Fund revenues for the Facility Capital Maintenance Fund.

The current balance in the fund is \$6.7 million, this fund would be used as another funding source for facility capital infrastructure requests in addition to free cash and borrowing.

Thank you for your consideration of this matter.



## **ARTICLE 12:**

### **ARTICLE 12: Nuclear Mitigation Stabilization Fund**

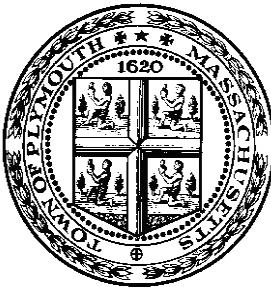
To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to the Nuclear Mitigation Stabilization Fund, as authorized by the provisions of G.L. c. 40, §5B as amended, or take any other action relative thereto.

#### **SELECT BOARD**

#### **RECOMMENDATION: Not Recommended (4-8-0)**

The Advisory & Finance Committee recommends Town Meeting does not approve Article 12 Nuclear Mitigation Stabilization Fund. For the second year in a row, many of the Committee members felt that the fund wasn't being used for it's intended purpose, tax relief, and therefore doesn't recommend putting additional funds into the Nuclear Mitigation Stabilization Fund when there is a current balance over \$9.7 million.





## 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: NUCLEAR MITIGATION STABILIZATION FUND

DATE: DECEMBER 18, 2024

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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 Nuclear Mitigation 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 2026 addresses many of the Fiscal 2025 Select Board Goals, in addition to the budget, we specifically recommend setting aside \$500,000 of General Fund revenues to the Nuclear Mitigation Stabilization Fund.

The current balance in this fund is \$9.9 million and additional revenues will put the town in a healthier position when the Holtec properties become available.

Thank you for your consideration of this matter.



## ARTICLE 13:

### ARTICLE 13: 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,

ITEM	DEPARTMENT	PROJECT DESCRIPTION
A1	123 - Town Manager	1749 Courthouse
A2	155 - Information Technology	Fiber Over Lash Phase 3
A3	155 - Information Technology	Strategic Plan Refresh
A4	155 - Information Technology	Document Digitization Phase 3
A5	210 - Police	Property/Evidence Climate Control
A6	210 - Police	Feasibility Study for Police HQ
A7	210 - Police	Armored Vehicle Replacement
A8	220 - Fire	Replace and Equip Command Vehicles
A9	295 - Harbormaster	Town Wharf Extension
A10	295 - Harbormaster	34' Calvin Beal - Refit
A11	300 - School	PCIS Fire Alarm System Upgrade
A12	300 - School	PNHS Main Entry Drain Install
A13	300 - School	Purchase 7D Van
A14	300 - School	Purchase School Bus
A15	300 - School	SES Replacement of Remaining RTUs and Controls
A16	300 - School	PCIS Parking Lot Pave/Stripe
A17	300 - School	MES Replace Rubber Roof (Added Scope)
A18	300 - School	District-Wide HVAC Repairs
A19	300 - School	District-Wide Roofing Assessments and Repairs
A20	300 - School	Admin Building Generator Replacement
A21	300 - School	SES Final Asphalt Coat of Side Parking Lot
A22	300 - School	PNHS Soccer Turf Replacement
A23	300 - School	WES Ball Courts / Sidewalk Repave & Stripe
A24	300 - School	NMES Stairwell Renovations
A25	300 - School	PSHS Maintenance Garage
A26	300 - School	Admin Building Exterior Repairs & Cupola
A27	300 - School	FFES Multi-Use Tractor
A28	411 - DPW Engineering	Roadway Improvement Program & Preservation
A29	420 - DPW Highway	Replace 2008 F550 Bucket Truck
A30	420 - DPW Highway	New Roadside Mower
A31	420 - DPW Highway	Replace F350 Utility Body

A32	420 - DPW Highway	Replace 2014 John Deere Skid Steer
A33	422 - DPW Facility Maintenance	FS1 HQ Brick Repointing
A34	422 - DPW Facility Maintenance	PD HQ Locker Room / Restroom Renovation
A35	491 - DPW Cemetery	White Horse Cemetery Easement Construction
A36	492 - DPW Parks & Forestry	Reconstructing Tennis Courts - Briggs & Elmer Raymond
A37	492 - DPW Parks & Forestry	Replace Utility Pickup Truck #23
A38	541 - Center For Active Living	Moving Wall Replacement
A39	630 - Recreation	Forges Field Pickleball Court Drainage/Pathway
A40	440 - DPW Sewer	Sewer System Improvements
A41	440 - DPW Sewer	Truck Replacement #S55
A42	450 - DPW Water	Distribution System Improvements
A43	450 - DPW Water	Water System Improvements
B1	220 - Fire	Replace and Equip 2006 Aerial Platform
B2	220 - Fire	Replace and Equip 2007 Pumping Engine
B3	440 - DPW Sewer	CMOM Program

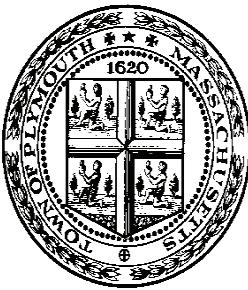
or take any other action relative thereto.

## **SELECT BOARD**

### **RECOMMENDATION: Approval \$21,738,444 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 13. The Town Manager recommended funding \$21,738,444 worth of capital items requested for FY26. The Advisory & Finance Committee agrees with this recommendation. (See pages 24-27 for the CIC spreadsheet). The recommended capital items fall within the following two overarching categories:

- **General Fund items** totaling \$19,228,444 to be funded with \$12,746,886 from Free Cash, \$3,469,761 from borrowing, \$2,650,000 from General Fund Revenues, \$59,330 from Transportation Network Fee Fund, \$100,000 from Fire Prevention Revolving Fund, and \$202,467 from a Police Department Grant that does not require Town Meeting appropriation,
- **Enterprise Fund items** totaling \$2,510,000 to be funded with \$360,000 from Sewer Enterprise Fund Retained Earnings, \$850,000 from Water Enterprise Fund Retained Earnings, and \$1,300,000 from borrowing.



**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 13 – CAPITAL REQUESTS &  
RECOMMENDED PROJECTS

DATE: JANUARY 21, 2025

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The Capital Improvements Committee reviewed and ranked projects from all funds at their meeting of January 13, 2025. The attached spreadsheet includes the CIC ranking and the Town Managers' recommendations with the appropriate funding sources of all the Department Requests. One of the lists is sorted by rank and the other list is sorted by ATM Article 13 and the STM. The department requests and backup can be accessed using the following link on the Town's website:

<https://plymouth-ma.gov/1374/2025-SPRING-ANNUAL-TOWN-MEETING-FY26-SAT>

The following is being recommended as the funding sources for Article 13 of the Annual Town Meeting:

Free Cash	\$ 12,746,886
Borrowing	\$ 4,769,761
General Fund Revenues	\$ 2,650,000
Transportation Network Fee Fund	\$ 59,330
Fire Prevention Revolving Fund	\$ 100,000
Police Department Grant	\$ 202,467
Sewer Retained Earnings	\$ 360,000
Water Retained Earnings	\$ <u>850,000</u>
<b>Grand Total – Article 13</b>	<b>\$ 21,738,444</b>

Thank you for your support of Annual Article 13 capital requests. There will be separate communication regarding the Special Town Meeting Articles.

Article # at ATM	Department	Fund	Dept Priority	Project Title	CIC Rank	Total Project Cost	TM Recommends	Free Cash	Borrowing	Enterprise Retained Earnings	Other Funding	Source
13	123 - Town Manager	General Fund	1	1749 Courthouse	24	\$39,434	\$39,434	\$39,434				
13	155 -Information Technology	General Fund	1	Fiber Over Lash Phase 3	6	\$250,000	\$250,000	\$250,000				
13	155 -Information Technology	General Fund	2	Strategic Plan Refresh	22	\$50,000	\$50,000	\$50,000				
13	155 -Information Technology	General Fund	3	Document Digitization Phase 3	23	\$398,500	\$398,500	\$398,500				
13	210 -Police	General Fund	1	Property/Evidence Climate Control	5	\$67,850	\$67,850	\$67,850				
13	210 -Police	General Fund	2	Feasibility Study for Police HQ	8	\$150,000	\$150,000	\$150,000				
13	210 -Police	General Fund	3	Armored Vehicle Replacement	35	\$404,934	\$404,934	\$202,467				\$202,467 SRHSC Grant
13	220 - Fire	General Fund	1	Replace and Equip 2006 Aerial Platform	3	\$2,283,467	\$2,283,467					
13	220 - Fire	General Fund	2	Replace and Equip 2007 Pumping Engine	10	\$1,186,294	\$1,186,294					
13	220 - Fire	General Fund	3	Replace and Equip Command Vehicles	32	\$166,238	\$166,238	\$66,238				\$100,000 Revolving
13	295 - Harbormaster	General Fund	2	Town Wharf Extension	16	\$750,000	\$750,000	\$750,000				
13	295 - Harbormaster	General Fund	1	34' Calvin Beal - Refit	17	\$120,000	\$120,000	\$120,000				
13	300 - School	General Fund	4	PCIS Fire Alarm System Upgrade	2	\$104,251	\$104,251	\$104,251				
13	300 - School	General Fund	12	PNHS Main Entry Drain Install	9	\$33,653	\$33,653	\$33,653				
13	300 - School	General Fund	10	Purchase 7D Van	12	\$88,765	\$88,765	\$88,765				
13	300 - School	General Fund	9	Purchase School Bus	13	\$147,302	\$147,302	\$147,302				
13	300 - School	General Fund	18	SES Replacement of Remaining RTUs and Controls	18	\$2,000,000	\$2,000,000	\$2,000,000				
13	300 - School	General Fund	7	PCIS Parking Lot Pave/Stripe	19	\$1,196,000	\$1,196,000	\$1,196,000				
13	300 - School	General Fund	3	MES Replace Rubber Roof (Added Scope)	20	\$240,000	\$240,000	\$240,000				
13	300 - School	General Fund	2	District-Wide HVAC Repairs	21	\$500,000	\$500,000	\$500,000				
13	300 - School	General Fund	8	District-Wide Roofing Assessments and Repairs	25	\$51,950	\$51,950	\$51,950				
13	300 - School	General Fund	17	Admin Building Generator Replacement	27	\$110,000	\$110,000	\$110,000				
13	300 - School	General Fund	15	SES Final Asphalt Coat of Side Parking Lot	28	\$51,975	\$51,975	\$51,975				
13	300 - School	General Fund	6	PNHS Soccer Turf Replacement	30	\$763,158	\$763,158	\$763,158				
13	300 - School	General Fund	14	IWES Ball Courts / Sidewalk Repave & Stripe	36	\$104,160	\$104,160	\$104,160				
13	300 - School	General Fund	16	NWES Stairwell Renovations	40	\$110,250	\$110,250	\$110,250				
13	300 - School	General Fund	5	PSHS Maintenance Garage	42	\$69,390	\$69,390	\$69,390				
13	300 - School	General Fund	13	Admin Building Exterior Repairs & Cupola	43	\$46,988	\$46,988	\$46,988				
13	300 - School	General Fund	11	FFES Multi-Use Tractor	45	\$57,221	\$57,221	\$57,221				
13	411 - DPW Engineering	General Fund	1	Roadway Improvement Program & Preservation	11	\$5,000,000	\$5,000,000	\$2,290,670				Raise & Appropriate GF Revenues & \$2,709,330 INC
13	420 - DPW Highway	General Fund	1	Replace 2008 F550 Bucket Truck	14	\$267,623	\$267,623	\$267,623				
13	420 - DPW Highway	General Fund	3	New Roadside Mower	31	\$245,421	\$245,421	\$245,421				
13	420 - DPW Highway	General Fund	2	Replace F350 Utility Body	46	\$112,830	\$112,830	\$112,830				
13	420 - DPW Highway	General Fund	4	Replace 2014 John Deere Skid Steer	47	\$112,800	\$112,800	\$112,800				

Article # at ATM	Department	Fund	Dept Priority	Project Title	CIC Rank	Total Project Cost	TM Recommend	Free Cash	Borrowing	Enterprise Retained Earnings	Other Funding	Source
13	422 - DPW Facility Maintenance	General Fund	1	FS1 HQ Brick Repointing	29	\$161,710	\$161,710	\$161,710				
13	422 - DPW Facility Maintenance	General Fund	2	PD HQ Locker Room / Restroom Renovation	41	\$458,390	\$458,390	\$458,390				
13	491 - DPW Cemetery	General Fund	1	White Horse Cemetery Easement Construction	39	\$192,000	\$192,000	\$192,000				
13	492 - DPW Parks & Forestry	General Fund	2	Reconstructing Tennis Courts - Briggs & Elmer Raymond	15	\$801,060	\$801,060	\$801,060				
13	492 - DPW Parks & Forestry	General Fund	3	Replace Utility Pickup Truck #23	38	\$112,830	\$112,830	\$112,830				
13	541 - Center For Active Living	General Fund	1	Moving Wall Replacement	37	\$125,000	\$125,000	\$125,000				
13	630 - Recreation	General Fund	1	Forges Field Pickleball Court Drainage/Pathway	34	\$97,000	\$97,000	\$97,000				
13	440 - DPW Sewer	Sewer Enterprise	1	CMOW Program	1	\$1,300,000	\$1,300,000	\$1,300,000				
13	440 - DPW Sewer	Sewer Enterprise	2	Sewer System Improvements	2	\$200,000	\$200,000	\$200,000				
13	440 - DPW Sewer	Sewer Enterprise	3	Truck Replacement #55	3	\$160,000	\$160,000	\$160,000				
13	450 - DPW Water	Water Enterprise	1	Distribution System Improvements	1	\$750,000	\$750,000	\$750,000				
13	450 - DPW Water	Water Enterprise	2	Water System Improvements	2	\$100,000	\$100,000	\$100,000				
<b>13 Total:</b>				<b>\$21,738,444</b>	<b>\$21,738,444</b>	<b>\$12,746,886</b>	<b>\$4,769,761</b>	<b>\$1,210,000</b>	<b>\$3,011,797</b>			
STM	300 - School	General Fund	1	Cold Spring / HES Study	1	\$2,000,000	\$2,000,000	\$2,000,000				
STM	427 - Energy & Environment	General Fund	1	Jenney Pond Dam Repairs/Bypass Channel	4	\$6,738,500	\$6,738,500	\$6,738,500				
STM	427 - Energy & Environment	General Fund	2	Morton Park Culvert Replacement	7	\$5,383,500	\$5,383,500	\$5,383,500				
STM	427 - Energy & Environment	General Fund	4	Replacement of Vehicle	33	\$52,805	\$52,805	\$52,805				
STM	427 - Energy & Environment	General Fund	3	Engineering for Black Cat Bog Restoration	44	\$98,243	\$98,243	\$98,243				
<b>STM Total:</b>				<b>\$14,273,048</b>	<b>\$14,273,048</b>	<b>\$0</b>	<b>\$14,122,000</b>	<b>\$0</b>	<b>\$151,048</b>	<b>\$98,243</b>	<b>Affairs Fund</b>	
<b>Grand Total:</b>				<b>\$36,011,492</b>	<b>\$36,011,492</b>	<b>\$12,746,886</b>	<b>\$18,891,761</b>	<b>\$1,210,000</b>	<b>\$3,162,845</b>			

Article # at ATM	Department	Fund	Dept Priority	Project Title	CIC Rank	Total Project Cost	TM Recommends	Free Cash	Borrowing	Enterprise Retained Earnings	Other Funding	Source
STM 300 - School	General Fund	1	Cold Spring / HES Study		1	\$2,000,000	\$2,000,000		\$2,000,000			
13 300 - School	General Fund	4	PCIS Fire Alarm System Upgrade		2	\$104,251	\$104,251					
13 220 - Fire	General Fund	1	Replace and Equip 2006 Aerial Platform		3	\$2,283,467	\$2,283,467					
STM 427 - Energy & Environment	General Fund	1	Jenney Pond Dam Repairs/Bypass Channel		4	\$6,738,500	\$6,738,500					
13 210 - Police	General Fund	1	Property/Evidence Climate Control		5	\$67,850	\$67,850					
13 155 - Information Technology	General Fund	1	Fiber Over Lash Phase 3		6	\$250,000	\$250,000					
STM 427 - Energy & Environment	General Fund	2	Morton Park Culvert Replacement		7	\$5,383,500	\$5,383,500					
13 210 - Police	General Fund	2	Feasibility Study for Police HQ		8	\$150,000	\$150,000					
13 300 - School	General Fund	12	PNHS Main Entry/Drain Install		9	\$33,653	\$33,653					
13 220 - Fire	General Fund	2	Replace and Equip 2007 Pumping Engine		10	\$1,186,294	\$1,186,294					
13 411 - DPW Engineering	General Fund	1	Roadway Improvement Program & Preservation		11	\$5,000,000	\$5,000,000					
13 300 - School	General Fund	10	Purchase 7D Van		12	\$88,765	\$88,765					
13 300 - School	General Fund	9	Purchase School Bus		13	\$147,302	\$147,302					
13 420 - DPW Highway	General Fund	1	Replace 2008 F550 Bucket Truck		14	\$267,623	\$267,623					
13 492 - DPW Parks & Forestry	General Fund	2	Reconstructing Tennis Courts - Briggs & Elmer Raymond		15	\$801,060	\$801,060					
13 295 - Harbormaster	General Fund	2	Town Wharf Extension		16	\$750,000	\$750,000					
13 295 - Harbormaster	General Fund	1	34' Calvin Beal - Reift		17	\$120,000	\$120,000					
13 300 - School	General Fund	18	SES Replacement of Remaining RTUs and Controls		18	\$2,000,000	\$2,000,000					
13 300 - School	General Fund	7	PCIS Parking Lot Pave/Stripe		19	\$1,196,000	\$1,196,000					
13 300 - School	General Fund	3	MES Replace Rubber Roof (Added Scope)		20	\$240,000	\$240,000					
13 300 - School	General Fund	2	District-Wide HVAC Repairs		21	\$500,000	\$500,000					
13 155 - Information Technology	General Fund	2	Strategic Plan Refresh		22	\$50,000	\$50,000					
13 155 - Information Technology	General Fund	3	Document Digitization Phase 3		23	\$398,500	\$398,500					
13 123 - Town Manager	General Fund	1	1749 Courthouse		24	\$39,434	\$39,434					
13 300 - School	General Fund	8	District-Wide Roofing Assessments and Repairs		25	\$51,950	\$51,950					
13 492 - DPW Parks & Forestry	General Fund	1	Training Green ADA Improvements & Upgrades		26	\$744,000	Project Recommended for CPC application this spring for the Fall town meeting but ranked at this time.					
13 300 - School	General Fund	17	Admin Building Generator Replacement		27	\$110,000	\$110,000					
13 300 - School	General Fund	15	SES Final Asphalt Coat of Side Parking Lot		28	\$51,975	\$51,975					
13 422 - DPW Facility Maintenance	General Fund	1	FS1 HQ Brick Repointing		29	\$161,710	\$161,710					

Article # at ATM	Department	Fund	Dept Priority	Project Title	CIC Rank	Total Project Cost	TM Recommends	Free Cash	Borrowing	Enterprise Retained Earnings	Other Funding	Source
13 300 - School	General Fund	6	PNHS Soccer Turf Replacement	30	\$763,158	\$763,158						
13 420 - DPW Highway	General Fund	3	New Roadside Mower	31	\$245,421	\$245,421						
13 220 - Fire	General Fund	3	Replace and Equip Command Vehicles	32	\$166,238	\$166,238				\$100,000	Revolving	
STM 427 - Energy & Environment	General Fund	4	Replacement of Vehicle	33	\$52,805	\$52,805				\$52,805	Environmental Affairs Fund	
13 630 - Recreation	General Fund	1	Forges Field Pickleball Court	34	\$97,000	\$97,000						
13 210 - Police	General Fund	3	Drainage/Pathway	35	\$404,934	\$404,934				\$202,467	SRHSC Grant	
13 300 - School	General Fund	14	Armored Vehicle Replacement	36	\$104,160	\$104,160						
13 541 - Center For Active Living	General Fund	1	WES Ball Courts / Sidewalk Repave & Stripe	37	\$125,000	\$125,000						
13 492 - DPW Parks & Forestry	General Fund	3	Moving Wall Replacement	38	\$112,830	\$112,830						
13 491 - DPW Cemetery	General Fund	1	Replace Utility Pickup Truck #23	39	\$192,000	\$192,000						
13 300 - School	General Fund	16	White Horse Cemetery Easement Construction	40	\$110,250	\$110,250						
13 422 - DPW Facility Maintenance	General Fund	2	NMHS Stairwell Renovations	41	\$458,390	\$458,390						
13 300 - School	General Fund	5	PSHS Maintenance Garage	42	\$69,390	\$69,390						
13 300 - School	General Fund	13	Admin Building Exterior Repairs & Cupola	43	\$46,988	\$46,988						
STM 427 - Energy & Environment	General Fund	3	Engineering for Black Cat Bog Restoration	44	\$98,243	\$98,243				\$98,243	Environmental Affairs Fund	
13 300 - School	General Fund	11	FFES Multi-Use Tractor	45	\$57,221	\$57,221						
13 420 - DPW Highway	General Fund	2	Replace F350 Utility Body	46	\$112,830	\$112,830						
13 420 - DPW Highway	General Fund	4	Replace 2014 John Deere Skid Steer	47	\$112,800	\$112,800						
	<b>General Fund Total</b>				<b>\$34,245,492</b>	<b>\$33,501,492</b>	<b>\$12,746,886</b>	<b>\$17,591,761</b>	<b>\$0</b>	<b>\$3,162,845</b>		
13 440 - DPW Sewer	Sewer Enterprise	1	CMCM Program	1	\$1,300,000	\$1,300,000				\$1,300,000		
13 440 - DPW Sewer	Sewer Enterprise	2	Sewer System Improvements	2	\$200,000	\$200,000				\$200,000		
13 440 - DPW Sewer	Sewer Enterprise	3	Truck Replacement #555	3	\$160,000	\$160,000				\$160,000		
	<b>Sewer Enterprise Total</b>				<b>\$1,660,000</b>	<b>\$1,660,000</b>	<b>\$0</b>	<b>\$1,300,000</b>	<b>\$0</b>	<b>\$360,000</b>		
13 450 - DPW Water	Water Enterprise	1	Distribution System Improvements	1	\$750,000	\$750,000				\$750,000		
13 450 - DPW Water	Water Enterprise	2	Water System Improvements	2	\$100,000	\$100,000				\$100,000		
	<b>Water Enterprise Total</b>				<b>\$850,000</b>	<b>\$850,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$850,000</b>		
	<b>Grand Total</b>				<b>\$36,755,492</b>	<b>\$36,011,492</b>	<b>\$12,746,886</b>	<b>\$18,891,761</b>	<b>\$1,210,000</b>	<b>\$3,162,845</b>		



## **ARTICLE 14:**

### **ARTICLE 14: 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 FY26, and to authorize the Select Board 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 Select Board, 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 (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 14. 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 FY2026 was not known at the time this report was prepared, Plymouth did receive more than \$1.59 million for FY2025. The Town expects a similar amount in FY2026 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, Assistant Director of Public Works JD

Through: William A. Coyle, P.E., Director of Public Works

CC: Derek Brindisi, Town Manager

Date: January 6, 2025

Subject: 2025 Spring Annual Town Meeting  
Article 14 - Accepting Chapter 90 Funds

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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 2025 appropriations, the Town received \$1,591,041.04.

The estimated amount for Fiscal Year 2026 is currently unknown. However, the Town can expect a similar amount to last year, unless there is a change in policy and/or the Commonwealth's financial health.

There is no need for funding for Article 14.

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



## **ARTICLE 15:**

### **ARTICLE 15: 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 \$1,355,872 (Unanimously, 12-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 15. 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: FY26 Town Promotion Fund – 2025 ATM Article 15

Date: January 4, 2025

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The receipts collected through the 6% Hotel/Motel Tax increased by 1.72% from last year (\$3,013,048.54 compared to FY 25 which was \$2,961,296). The Town, by a special act, places 45% of the total Hotel/Motel Tax into its Promotion Fund. The total FY26 funding to be approved for the Town Promotions budget is \$1,355,872 which is a \$23,289 increase from last year's appropriation.

The Visitor Services Board oversees expenditures from the Promotion Fund.

This year's fixed costs are \$601,552 and include:

- The Town Promotions and Water Street Visitors Information Center operation contract with Destination Plymouth is \$465,365
- Public Improvements at \$135,587 which is 10% of the budget as required by the Home Rule Petition.
- Salaries/Equipment (\$600)

Other costs include (\$754,320)

- Event Funding and Additional Marketing (\$744,320)
- Distinguished Visitors (\$10,000)

The FY26 budget is as follows:

Salaries and Wages (Admin. Support) .....	\$600
Contractual Services (Promotions and Info Center).....	\$465,365*
Public Improvements .....	\$135,587*
Distinguished Visitors.....	\$10,000
Event Funding & Additional Marketing .....	744,320
Total .....	\$1,355,872

\*Fixed costs

The following is a list of Celebrations (special events and exhibit grants) funding from FY25:

Bark in the Park	\$5,000
America's Hometown Laureate	\$5,000
First Friday	\$5,000.00
Halloween on Main	\$5,000.00
Herring Run Festival	\$6,353.00
July 4th Parade & Fireworks	\$30,000.00
Philharmonic Independence Day Concert	\$40,000.00
L. Knife & Son Concert Series	\$2,000.00
Pilgrim Progress	\$1,500.00
Polar Plunge	\$500.00
PorchFest	\$4,000.00
Project Arts Concert Series	\$15,000.00
Local Eats Week	\$4,000.00
America's Hometown Thanksgiving Waterfront Activities	\$20,000.00
America's Hometown Thanksgiving Parade	\$20,000.00
America's Hometown Thanksgiving Concert	\$20,000.00
Philharmonic Thanksgiving Concert	\$25,000.00
Philharmonic Orchestra 23/24 Season	\$15,000.00
Plymouth Public Library Arts Festival	\$12,500.00
The Thirsty Pilgrim	\$995.00
Waterfront Festival	\$20,000.00
Wilde Irish Women/Emily Dickinson Concert	\$5,000.00
Plymouth Harbor Seals	\$5,000.00
Bruins FanFest	\$6,530.18

#### **Miscellaneous**

Festival of Trees - Chamber of Commerce	\$2,500.00
Event Boards - Plymouth Bay Cultural District	\$2,900.00
America's Hometown Thanksgiving Security	\$47,000.00
America's Hometown Thanksgiving Parking & Shuttle	\$22,000.00
Indigenous Voices - Plimoth Patuxet	\$20,000.00
Plymouth Senior Conference - Chamber of Commerce	\$2,500.00
Funding for Board members to attend conferences/Events	\$1,000.00
Ride Circuit - See Plymouth	\$60,000.00
Ride Circuit - Advertising - See Plymouth	\$15,000.00
Town Hall Restrooms	\$10,000.00
Artificial Tree - Parks	\$50,000.00
Town Hall Tree Lighting overtime	\$2,000.00
Projection Lighting & Equipment & Rentals- Parks	\$40,000.00
Transient Mooring maintenance- Harbormaster	\$5,000.00
Viewfinder binoculars for visitors - Harbormaster	\$19,516.00
Maritime Facility Bathrooms - Harbormaster	\$3,000.00
Map and Walking Guide	\$20,000.00
Repainting of market street mural	\$3,000.00
Flower Baskets - Parks Dept	\$8,598.00
Celebration Light Pole Strings - Parks Dept	\$1,500.00
Holiday Linden Tree Lights - Parks Dept	\$1,500.00
Holiday Wreaths for downtown - Parks Dept	\$3,612.00
Labor to maintain celebration lights - Parks Dept	\$10,000.00
Flowers for Parklets- Downtown Waterfront Association	\$20,500.00
Light the Night - Downtown Waterfront Association	\$30,000.00
Plymouth Center for the Arts Landscaping	\$25,000.00
The Jenney Interpretive Centre Sign	\$5,944.00
Tidmarsh Crosswalk - Marine & Environmental	\$7,322.00
Town Brook Interactive Signs - Marine & Environmental	\$3,000.00
Downtown Resiliency - Dept of Energy and Environment	\$50,000.00
Dark Orchard Trail - Dept of Energy and Environment	\$49,700.00

## **ARTICLE 16:**

### **ARTICLE 16: CPC - Reduce Borrowing – Plymouth Area Coalition for the Homeless (PACH)**

To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16A, 2024 Spring Town Meeting for the purpose of constructing 26 family shelter units and education center deed restricted for affordable housing purposes located at 54 industrial Park Road Plymouth Massachusetts, by reducing the amount to be borrowed by a sum of money and appropriating a sum of money from Fiscal Year 2026 Community Preservation Act revenues or transfer from Community Preservation available funds or reserves for such purposes, and take any other action relative thereto.

#### **COMMUNITY PRESERVATION COMMITTEE**

#### **RECOMMENDATION: Approval \$398,814 (Unanimously, 12-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 16. Approval of this Article will authorize the Town to use available Fiscal Year 2026 Community Preservation Act revenues to reduce the borrowing commitment for the Plymouth Area Coalition for the Homeless (PACH).





## TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

# MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee  
From: The Community Preservation Committee  
Date: Wednesday, December 18, 2024  
Re: Spring Town Meeting 2025:  
CPA Article 16 Plymouth Area Coalition for the Homeless

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### **ARTICLE 16 : Reduce Borrowing – Plymouth Area Coalition for the Homeless (PACH)**

To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16A, 2024 Spring Town Meeting for the purpose of constructing 26 family shelter units and education center deed restricted for affordable housing purposes located at 54 industrial Park Road Plymouth Massachusetts, by reducing the amount to be borrowed by a sum of money and appropriating a sum of money from Fiscal Year 2026 Community Preservation Act revenues or transfer from Community Preservation available funds or reserves for such purposes, and take any other action relative thereto.

### **COMMUNITY PRESERVATION COMMITTEE**

#### CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously Article 16 at its meeting held Thursday, November 14, 2024

#### SUMMARY & INTENT:

The Community Preservation Committee is recommending article 16 for the Spring Town Meeting 2025. This will allow the Finance Department to use available CPA funds (10% amount to be confirmed by the Finance Director). Reducing the original Town Meeting borrowing authorization and will control the cost of interest.



## **ARTICLE 17:**

### **ARTICLE 17: CPC – Reduce Borrowing – Stephens Field**

To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16F, 2024 Spring Town Meeting for the restoration and rehabilitation of Stephens Field, for Open Space and Recreation purposes, as previously amended, by reducing the amount to be borrowed by a sum of money and appropriating a sum of money from Fiscal Year 2026 Community Preservation Act revenues or transfer from Community Preservation available funds or reserves for such purposes, and take any other action relative thereto.

### **COMMUNITY PRESERVATION COMMITTEE**

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

The Advisory & Finance Committee recommends Town Meeting approve Article 17. Approval of this Article will authorize the Town to use available Fiscal Year 2026 Community Preservation Act revenues, in an amount to be determined by the Finance Director, to reduce the borrowing commitment for the restoration and rehabilitation of Stephens Field project.





## TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

# MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee  
From: The Community Preservation Committee  
Date: Wednesday, December 18, 2024  
Re: Spring Town Meeting 2025: CPA Article 17

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### **ARTICLE 17 : Reduce Borrowing – Stephens Field**

To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16F, 2024 Spring Town Meeting for the restoration and rehabilitation of Stephens Field, for Open Space and Recreation purposes, as previously amended, by reducing the amount to be borrowed by a sum of money and appropriating a sum of money from Fiscal Year 2026 Community Preservation Act revenues or transfer from Community Preservation available funds or reserves for such purposes, and take any other action relative thereto.

### **COMMUNITY PRESERVATION COMMITTEE**

#### CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously Article 17 at its meeting held Thursday, November 14, 2024

#### SUMMARY & INTENT:

The Community Preservation Committee is recommending Article 17. This will allow the Finance Department to use available CPA funds (amount to be confirmed by the Finance Director). Reducing the original Town Meeting borrowing authorization will complete the project.



## **ARTICLE 18:**

### **ARTICLE 18: CPC - CPA Fund Budget/Account Set-Aside**

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2026 Community Preservation Budget including debt service and to appropriate from the Community Preservation Fund Fiscal Year 2026 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 2026, 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 (Unanimously, 12-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 18. 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: Wednesday, December 18, 2024  
Re: Spring Town Meeting 2025:  
CPA Article 18 CPA Fund Budget/Account Set-Aside

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### **ARTICLE 18 SPRING TOWN MEETING 2025: CPA FUND BUDGET/ACCOUNT SET-ASIDE**

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2026 Community Preservation Budget including debt service and to appropriate from the Community Preservation Fund Fiscal Year 2026 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 2026, 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 of Article 18 at its meeting held Thursday November 14, 2024.

#### SUMMARY & INTENT:

The Community Preservation Committee recommends that 10% of the Fiscal Year 2026 estimated annual Community Preservation Fund revenues be set aside for historic resources and further, that up to 4% of the annual revenues in the Community Preservation Act Fund be appropriated for the purpose of funding the administrative, operating expenses and professional services of the Community Preservation Committee in Fiscal Year 2026. Also, that said sum be set aside for debt service and to set aside said sum for the future appropriation for allowable CPA uses. 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. The 10% requirement for Open Space/Recreation and Affordable Housing will be addressed in the Committees other submissions.

**Community Preservation Fund**  
**FISCAL 2026 SOURCES & USES OF FUNDS**  
**Report for Community Preservation Committee**  
**(Based on Select Board Budget - Subject to Change)**

**SOURCES:**

**Estimated 2026 CPA Revenues:**

Estimated Tax Revenue	\$ 232,004,969
CPA Surcharge Rate	1.50%
Estimated Surcharge for 2026 (Less 3-Year Avg in Abatements)	\$ 3,464,396
Investment Earnings	\$ 25,000
 <b>State Trust Fund Distribution estimated at 15%</b>	 <b>3,324,980</b>
	<b>\$ 498,747</b>
	 <b><u>\$ 3,988,143</u></b>

**USES:**

***To meet the required Percentages (%) from 2025 Estimated CPA Revenues:***

<b>Open Space /</b>		
<b>Recreation</b>	10%	\$ 398,814
<b>Historic Resources</b>	10%	\$ 398,814
<b>Community Housing</b>	10%	\$ 398,814
<b><i>Total required to be spent or set aside</i></b>		<b>\$ 1,196,443</b>

***Amount available for CPA Administrative costs:***

<b>CPA Operating Budget</b>	4.00%	\$ 159,526
<b>Interest Expense on Debt (to be determined)</b>	\$ -	\$ -
<b><i>Total Budget</i></b>	<b>\$ 159,526</b>	

<b>Article Spending from Estimated Receipts (to be determined)</b>	\$ -
<b>Amended amount to be set aside in budgeted reserve / Spending Recommendation</b>	<b><u>\$ 2,632,174</u></b>

## **ARTICLE 20:**

### **ARTICLE 20: Eversource Easement – Nook Road**

To see if the Town will vote to authorize the Select Board to grant and convey to NStar Electric Company, d/b/a Eversource Energy, access and utility easements for the installation of a pad mount transformer and equipment, underground wires, underground transmission lines, underground cable and conduit together with lines for control, relay and communication purposes over, across, upon and under a portion of Town owned property located at 41 Oberry Street in the Town of Plymouth, Massachusetts as shown on a plan dated September 25, 2024, on file with the Town Clerk; or take any other action relative thereto.

### **SELECT BOARD**

#### **No Motion No Action**



December 2, 2024

Town of Plymouth  
26 Court Street  
Plymouth, Ma 02360

Re: Install Pad Mount Transformer at Plymouth North High School along Nook Road for reliability.

Dear Town Clerk,

Enclosed is an information form that needs to be completed in order to install or acquire ownership of the equipment on the property mentioned above. **Please return the completed form and attach a copy of the current recorded Deed** to the property, this will expedite the rights process. Once you have completed the form you can **email the form to me at Julie.Longa@Eversource.com** or alternatively, mail via US postal mail to my attention: 273 Summer Street at: EVERSOURCE Energy, Plymouth, MA 02360.

Once the License and Easement paperwork is completed it will be emailed/mailed to you. Once received please sign the License and send it back to me via US postal mail or email.

We ask the Easement we send to you be added to the next Town Meeting agenda for a vote and once approved at Town Meeting the original returned to me via US postal mail after signing and notarizing so that I may record it at the Registry.

The Registry of Deeds requires original signatures, and the document must be notarized in order for the Registry to accept the document for recording.

**If the property is under an LLC and the land is registered in Land Court, please supply an original with Gold Embossed Stamp “Certificate of Good Standing” that is dated back no more than 30 days.**

If you have any questions regarding the easement, please do not hesitate to contact me I have included my contact information below.

Regards,

Julie Longa  
Right of Way Agent  
Eversource Energy  
273 Summer Street  
Plymouth, Ma 0236  
508-732-4239  
Julie.Longa@Eversource.com

**EVERSOURCE ENERGY**  
**EASEMENT and LICENSE INFORMATION FORM**  
**Julie.Longa@Eversource.com**

Customer Name: \_\_\_\_\_

PHONE # \_\_\_\_\_ EMAIL # \_\_\_\_\_

ADDRESS OF PROPERTY (HOUSE/LOT #) \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

NAME ON THE DEED\*\* \_\_\_\_\_

BOOK # \*\* \_\_\_\_\_ PAGE # \*\* \_\_\_\_\_ PLAN BOOK #\*\* \_\_\_\_\_

Mortgagee (Lender if there is a Mortgage on the property) \_\_\_\_\_

_____	Book _____	Page _____	
Only if recorded in Land Court (REGISTERED LAND)			
LAND COURT CERT# *	_____	DOCUMENT # *	_____

PREVIOUS OWNER \*\* \_\_\_\_\_

YEAR OF PURCHASE \*\* \_\_\_\_\_

CONTACT NAME (IF NOT OWNER) \*\* \_\_\_\_\_

Person responsible for signing the License & Easement and their title if not owner-  
President/Manager etc.**\*\*\*\*\*PLEASE INCLUDE A COPY OF THE DEED TO THE PROPERTY\*\*\*\*\*****FOR OFFICE USE**

ECSD \_\_\_\_\_

POLE OR UG NUMBERS – Pad mount transformer 10517/010REASON FOR EASEMENT: access to equipment on private propertyINFO FORM SENT TO CUSTOMER – 12/2/2024RECEIVED INFO FORM FROM  
CUSTOMER \_\_\_\_\_

MAILED/EMAILED EASEMENT / LICENSE FORM TO CUSTOMER \_\_\_\_\_

RECEIVED LICENSE FROM CUSTOMER \_\_\_\_\_

RECEIVED EASEMENT FROM CUSTOMER \_\_\_\_\_  
RECORDED \_\_\_\_\_ BOOK# \_\_\_\_\_ PAGE# \_\_\_\_\_

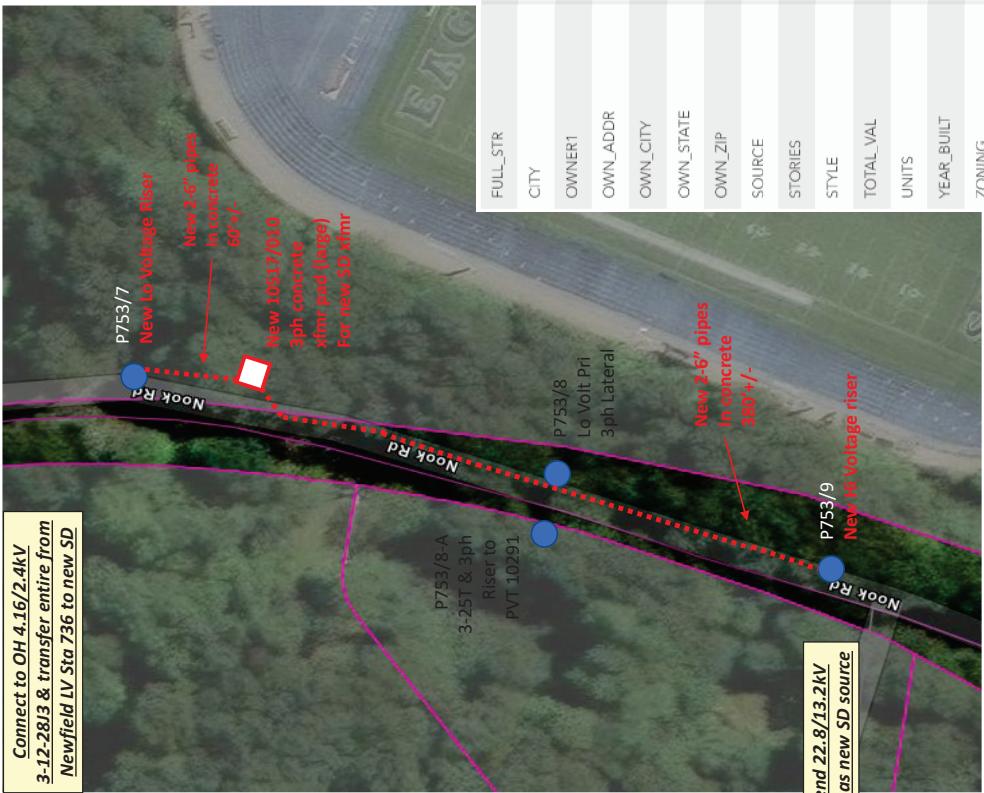
COPY TO PLANNER \_\_\_\_ COPY TO TELCO \_\_\_\_ PASSPORT W \_\_\_\_ F \_\_\_\_

ACCESS \_\_\_\_ SCANNED \_\_\_\_



WO #18008700  
 Conduit Layout  
 Circuits 3-13-943, 3-12-28J3  
 22.8/13.2kV to 4.16/2.4kV SD area

Connect to OH 4.16/2.4kV  
3-12-28J3 & transfer entire from  
Newfield LV Sta 796 to new SD



**Note: Existing underground utilities within Nook Rd were not provided at time of Engineering.**

**Note: Existing underground utilities within Nook Rd were not provided at time of Engineering.**

**Everource to install, own, & maintain:**  
 -2-6" pipes in concrete with counterpoise from P753/7 & P753/9, Nook Rd to & including large concrete xfrm pad on Town of Plymouth North High School property as shown. Distances shown are approximate.

**Note: See separate work orders for new OH & UG cable installations.**

**10517 Eversource**

**Sketch is not to scale**

**Nook Rd, Plymouth MA**  
C. J. Kennedy Electrical Eng'r 09/25/24

**Page 1 of 1**  
Map Source: Town of Plymouth Ma GIS Map



## ARTICLE 21:

### ARTICLE 21: Proposed Bylaw – School Facilities Maintenance

To see if the Town will vote to amend General bylaws, Chapter 177, to add Article III, Facilities Maintenance, Management, and Oversight, consistent with the proposed language; with underlined text to be inserted and strikethrough text to be deleted, as follows:

#### Section 177-3 Facilities Maintenance, Management, and Oversight:

##### A. Definitions:

(1) School Facilities - For the purposes of this section, school facilities shall include:

- a. non-academic school buildings; school sports fields and any press boxes, halftime facilities, and/or lighting fixtures or structures associated with them; wells and wastewater treatment infrastructure located on school properties; and maintenance garages.

##### B. Control and responsibility for public facilities shall be appropriated as follows:

(1) The School Committee shall have general charge and superintendence of all school buildings, facilities, and grounds and shall furnish all school buildings with proper fixtures, furniture, and equipment;

(2) The Town and its various Departments and Divisions shall have general charge and superintendence of all municipal buildings and grounds, excluding school buildings and grounds, and shall furnish all of these buildings, facilities, and grounds with proper fixtures, furniture, and equipment.

or take any other action relative thereto.

#### **SELECT BOARD**

#### **RECOMMENDATION: Approval (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 21. Approval of this article will codify the current status quo of Town and School operations into the General Bylaws and will prevent any future proposed consolidation efforts from occurring without Town Meeting approval, but Town Meeting can change a General Bylaw at any Town Meeting to reflect a desirable potential future consolidation agreement.



To: Advisory & Finance Committee

From: Select Board

Date: January 27, 2025

Re: Spring Annual Town Meeting Article 21

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Members of the Plymouth Select Board and the Plymouth School Committee, as well as Administrators on both sides, have been meeting regularly for the past six months or so to discuss ways the Town and Schools can best collaborate going forward. Part of that conversation has involved examining the potential for ways to consolidate certain services that both the Town and the Schools currently provide.

There are no immediate plans for consolidation of specific services at this time, but the two sides have agreed to study the issue. Prior studies on the topic of consolidation have happened many years ago, as part of attempted consolidation efforts that never came to fruition, but given today's ever-changing world we believe there may be new benefits to the Town, Schools, students, and residents if consolidation were to be explored today.

Any future consolidation efforts would involve collaborative planning between the Select Board, the School Committee, and Town and School Administration. Any bargaining units that would be impacted by any proposed consolidation would also be involved in these negotiations, and it is not the intent of anyone that any employees would lose their jobs. Lastly, Town Meeting would have to approve any proposed consolidation.

That brings us to Article 21. Article 21 seeks to codify the current status quo of Town and School operations, with no changes, in the Town's General Bylaws rather than in the Town Charter. Codifying the current status quo into the General Bylaws will prevent any future proposed consolidation efforts from occurring without Town Meeting approval, but Town Meeting can change a General Bylaw at any Town Meeting to reflect a desirable potential future consolidation agreement.

It should be highlighted that this Article is being presented to Town Meeting at the same time as Article 22. Article 22 would remove a specific clause in the Town Charter to allow for consolidation discussions to continue. Specifically, it would remove Section 4-3-2(d), which currently gives the Schools sole superintendence over all school buildings and grounds. It is

important to remove this clause now because, if approved at this or any future Town Meeting, it will take approximately eighteen months to two years after Town Meeting action on this item for the Massachusetts Legislature to actually approve the removal of this clause. The Town and the Schools are in agreement that it is better to remove this clause now, whilst maintaining the status quo with the bylaw language presented in Article 21, while discussions continue so that any potential future agreement on consolidation does not have to wait a full eighteen months to two years to take effect.

If Article 21 and 22 are passed by Town Meeting it is possible that no future agreement on consolidation is reached. If that is the case, the current status quo will be forever maintained in the Town's General Bylaws. Further, if a future consolidation agreement is reached between the Town and the Schools but Town Meeting is not in favor of the agreement, then Town Meeting can refuse to alter the General Bylaws to reflect such an agreement, and the status quo will be maintained.

Passage of Article 21 and 22 will give Town Meeting the final say on the potential for future consolidation of Town and School services, rather than leaving that decision up to the Massachusetts Legislature.

Lastly, the Town worked with the School Committee and School Administration to agree upon the text of this proposed General Bylaw.

## ARTICLE 22:

### **ARTICLE 22: Charter Amendment – School Facilities Maintenance**

To see if the Town will vote to amend Chapter 4 Section 3 of the Plymouth Town Charter to delete Section 4-3-2(d) to remove the requirement that the Schools have superintendence of their buildings and grounds from the Town Charter with underlined text to be inserted and strikethrough text to be deleted, as follows:

4-3-2 The powers and duties of the School Committee shall include the following:

- (a) To appoint a superintendent of the schools who shall manage the school system in a fashion consistent with law and the policy determinations of the School Committee and, upon the recommendation of the Superintendent, the School Committee may also establish and appoint positions of assistant or associate superintendents as provided by law.
- (b) To establish educational goals and policies for the schools in the Town consistent with the requirements of law and statewide goals and standards established by the State Board of Education.
- (c) To propose and to oversee the administration of an annual operating budget for the School Department, subject to appropriation by the Town Meeting.
- (d) ~~To have general charge and superintendence of all school buildings and grounds and furnish all school buildings with proper fixtures, furniture and equipment.~~

or take any other action relative thereto.

### **SELECT BOARD**

### **RECOMMENDATION: Approval (12-1-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 22. Approval of this article will delete Section 4-3-2(d) to remove the requirement that the Schools have superintendence of their buildings and grounds from the Town Charter.



To: Advisory & Finance Committee

From: Select Board

Date: January 27, 2025

Re: Spring Annual Town Meeting Article 22

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Members of the Plymouth Select Board and the Plymouth School Committee, as well as Administrators on both sides, have been meeting regularly for the past six months or so to discuss ways the Town and Schools can best collaborate going forward. Part of that conversation has involved examining the potential for ways to consolidate certain services that both the Town and the Schools currently provide.

There are no immediate plans for consolidation of specific services at this time, but the two sides have agreed to study the issue. Prior studies on the topic of consolidation have happened many years ago, as part of attempted consolidation efforts that never came to fruition, but given today's ever-changing world we believe there may be new benefits to the Town, Schools, students, and residents if consolidation were to be explored today.

Any future consolidation efforts would involve collaborative planning between the Select Board, the School Committee, and Town and School Administration. Any bargaining units that would be impacted by any proposed consolidation would also be involved in these negotiations, and it is not the intent of anyone that any employees would lose their jobs. Lastly, Town Meeting would have to approve any proposed consolidation.

However, before we can get to this potential future, a specific clause in the Town Charter needs to be removed to allow for consolidation discussions to continue. Specifically, Section 4-3-2(d), which currently gives the Schools sole superintendence over all school buildings and grounds. It is important to remove this clause now because, if approved at this or any future Town Meeting, it will take approximately eighteen months to two years after Town Meeting action on this item for the Massachusetts Legislature to actually approve the removal of this clause. The Town and the Schools are in agreement that it is better to remove this clause now while discussions continue so that any potential future agreement on consolidation does not have to wait a full eighteen months to two years to take effect.

A similar proposal was presented as part of the series of articles proposed by the Charter Review Committee at the October Town Meeting, but it was presented as part of a bundle of proposed revisions. That particular bundle of revisions did not get approved by Town Meeting, so this section of the Charter was not changed by any of the actions that took place at the October Town Meeting. The Select Board believes this proposal, presented individually rather than as part of a bundle, deserves further consideration by Town Meeting.

It should be highlighted that this Article is being presented to Town Meeting at the same time as Article 21. Article 21 seeks to codify the current status quo of Town and School operations, with no changes, in the Town's General Bylaws rather than in the Town Charter. Codifying the current status quo into the General Bylaws will prevent any future proposed consolidation efforts from occurring without Town Meeting approval, but Town Meeting can change a General Bylaw at any Town Meeting to reflect a desirable potential future consolidation agreement.

If Article 21 and 22 are passed by Town Meeting it is possible that no future agreement on consolidation is reached. If that is the case, the current status quo will be forever maintained in the Town's General Bylaws. Further, if a future consolidation agreement is reached between the Town and the Schools but Town Meeting is not in favor of the agreement, then Town Meeting can refuse to alter the General Bylaws to reflect such an agreement, and the status quo will be maintained.

Passage of Article 21 and 22 will give Town Meeting the final say on the potential for future consolidation of Town and School services, rather than leaving that decision up to the Massachusetts Legislature.

## **ARTICLE 23:**

### **ARTICLE 23: Charter Amendment – Charter Review Committee**

To see if the Town will vote to amend Chapter 7 Section 6 of the Plymouth Town Charter to permit a future Charter Review Committee to propose bylaws for Town Meeting consideration as part of their report to Town Meeting, consistent with the proposed language; with underlined text to be inserted and strikethrough text to be deleted, as follows:

Chapter 7, Section 6 Periodic Charter Review Committee

7-6-1 At least once every 5 years, a Charter Review Committee shall review this Charter and make a report, with recommendations, to the Town Meeting concerning any proposed amendments which the Committee may determine to be necessary or desirable. The Charter Review Committee shall also have the ability to propose new or amended general bylaws for Town Meeting consideration as part of their report. The members of the Charter Review Committee shall be appointed by a special committee consisting of the Moderator, who will serve as Chairman, one member of the Select Board and one (1) member of the Committee of Precinct Chairs.

or take any other action relative thereto.

### **SELECT BOARD**

#### **RECOMMENDATION: Approval (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 23. Approval of this article will expand the scope of Charter Review Committee's report to Town Meeting to include recommending new or amended general bylaw changes.



To: Advisory & Finance Committee

From: Select Board

Date: January 27, 2025

Re: Spring Annual Town Meeting Article 23

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Article 23 seeks to permit future Charter Review Committees to propose new General Bylaws to Town Meeting at the same time as any proposed Charter changes they propose to Town Meeting.

Plymouth's Town Charter contains many clauses and provisions that some believe would be better codified in the General Bylaws. Town Meeting members can change the General Bylaws themselves at any Town Meeting, while a Charter change that Town Meeting is in favor of requires additional approval by the Massachusetts Legislature and takes eighteen months to two years to take effect.

Giving a Charter Review Committee the ability to propose General Bylaws does not guarantee such bylaws would be approved by Town Meeting. Any future proposed General Bylaws that a Charter Review Committee presents to Town Meeting would be evaluated by Town Meeting and assessed on their merits, just like any proposed Charter changes are. But, if a future Charter Review Committee believed one or more provisions of the Charter would be better situated in the General Bylaws then approval of Article 23 would seek to permit that Charter Review Committee to propose General Bylaw language that would replace the Charter provision they seek to alter so that both the Charter revision and bylaw language could be assessed by Town Meeting at the same time.

It should be noted that only Town Meeting can approve changes to the General Bylaws, not the Select Board, the School Committee, the Planning Board, or any other part of Town government.



## ARTICLE 24:

### **ARTICLE 24: Charter Amendment – Land Use Acquisition Committee**

To see if Town will vote to authorize amending the Town Charter regarding the role, scope, and appointing authority of the Land Use and Acquisition Committee, consistent with the proposed language; with underlined text to be inserted, as follows:

3-14-9 A Land Use and Acquisition Committee comprised of seven (7) members to act in an advisory capacity to the Select Board with respect to the acquisition, conveyance, and disposition of real property by the Town, or its subdivisions, either pursuant to Chapter 61, 61A, or 61B of the General Laws or in any instances as requested by the Town Manager on behalf of the Select Board. The members of the Land Use and Acquisition Committee shall be appointed for three (3) year overlapping terms as follows: Two (2) members shall be appointed by the Select Board, two (2) by the Planning Board, one (1) by the Conservation Commission, one (1) by the Agricultural Commission, and one (1) by the Open Space Committee.

or take any other action relative thereto.

### **SELECT BOARD**

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

The Advisory & Finance Committee recommends Town Meeting approve Article 24. Approval of this article will expand the Land Use and Acquisition Committee's role to include advisory capacity of conveyance and disposition of real property or in any instances as requested by the Town Manager on behalf of the Select Board, and to reduce the appointing authority for the Conservation Commission to one (1) member, and to add appointing authority to the Agricultural Commission for one (1) member to the Land Use and Acquisition Committee.



## **ARTICLE 25:**

### **ARTICLE 25: HERO Act – Cost of Living Increase**

To see if the Town will vote to accept the provisions of G.L. c. 59, §5, cl. 22I, as added by Chapter 178 of the Acts of 2024, commonly referred to as the “HERO Act”, which will allow the Assessors to increase the real estate property tax exemptions for qualifying military service members, veterans and their spouses annually by an amount equal to the increase in the cost of living as determined by the Consumer Price Index for such year, which additional exemption will begin in Fiscal Year 2026; or take any other action relative thereto.

### **SELECT BOARD**

#### **RECOMMENDATION: Approval (11-0-1)**

The Advisory & Finance Committee recommends Town Meeting approve Article 25. Approval of this article will allow the Assessors to increase the real estate property tax exemptions for qualifying military service members, veterans and their spouses annually by an amount equal to the increase in the cost of living as determined by the Consumer Price Index for such year.



Plymouth, MA

# Memo

**To:** Advisory and Finance Committee

**From:** Select Board

**Date:** January 21, 2025

**Re:** HERO Act: Articles 25 and 26

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On August 8, 2024, Governor Maura Healey signed into law An Act Honoring, Empowering, and Recognizing our Servicemembers and Veterans (commonly referred to as the HERO Act). This act included more than 30 provisions intended to positively impact the lives of veterans residing in Massachusetts. Among those provisions are two local options, which are subject to approval by the municipal legislative body, and which expand property tax exemptions for veterans granted under M.G.L. 59 § 5.

The new sections of M.G.L. 59 § 5 include clauses 22I and 22J. 22I provides an annual Cost of Living Adjustment (COLA) to the amount of the tax exemption granted to veterans on their primary residence. The COLA is determined by the Department of Revenue (DOR) and is tied to the Consumer Price Index (CPI). Clause 22J allows municipalities to increase the base exemption amount granted to veterans on their primary residence up to an additional 100%. The net effect of acceptance of these local options are added to the Town's overlay account, which is money set aside for the purposes of abatements and exemptions.

On Tuesday, December 17, 2024, the Town of Plymouth Select Board voted unanimously to include these articles on the annual spring Town Meeting warrant, and to recommend approval by Town Meeting. Town administration has factored in the COLA and a 50% increase as part of the FY2026 proposed budget.



## **ARTICLE 26:**

### **ARTICLE 26: HERO Act – Exemption Amount Increase**

To see if the Town will vote to accept the provisions of G.L. c. 59, §5, cl. 22J, as added by Chapter 178 of the Acts of 2024, commonly referred to as the “HERO Act”, to allow the Assessors to grant an additional real estate property tax exemption for qualifying military service members, veterans and their spouses in an amount equal to 50% of the amount of the exemption for which the taxpayer qualifies for, which additional exemption will begin in Fiscal Year 2026; or take any other action relative thereto.

### **SELECT BOARD**

#### **RECOMMENDATION: Approval (11-0-1)**

The Advisory & Finance Committee recommends Town Meeting approve Article 26. Approval of this article will allow the Assessors to grant an additional real estate property tax exemption for qualifying military service members, veterans and their spouses in an amount equal to 50% of the amount of the exemption for which the taxpayer qualifies for.



## **ARTICLE 27:**

### **ARTICLE 27: Citizen's Petition: Zoning Bylaw Amendment - Light Industrial to Mixed Commerce**

To see if the Town will vote to amend the Zoning Bylaw, Official Zoning Map of the Town of Plymouth, by changing the designation of Lots 11 B, 26A and 27 on Assessors' Map 102 located off Commerce Way and Cherry Street from Light Industrial (LI) District to Mixed Commerce (MC) District, as well as to amend associated sections, provisions, definitions, table, charts, and procedures pertaining thereto, or take any other action relative thereto.

**By Petition: Bill Hallisey, et al**

#### **RECOMMENDATION: Approval (12-1-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 27. Approval of this article will amend the Zoning Bylaw, Official Zoning Map of the Town of Plymouth, by changing the designation of Lots 11 B, 26A and 27 on Assessors' Map 102 located off Commerce Way and Cherry Street from Light Industrial (LI) District to Mixed Commerce (MC) District, as well as to amend associated sections, provisions, definitions, table, charts, and procedures pertaining thereto.



Jan 16, 2025 *[Signature]*  
Article 27  
RECEIVED  
TOWN CLERK'S OFFICE

FINAL REPORT AND RECOMMENDATION ON THE PETITIONED ARTICLE TO  
CHANGE THE DESIGNATION OF LOTS 11B, 26A AND 27 ON ASSESSORS' MAP:102  
LOCATED OFF COMMERCE WAY AND CHERRY STREET FROM LIGHT INDUSTRIAL  
(LI) DISTRICT TO MIXED COMMERCE (MC) DISTRICT

DATE OF PUBLICATION OF PUBLIC HEARING: December 19, 2024  
December 26, 2024  
DATE OF PUBLIC HEARING: January 8, 2025

At the January 8, 2025, Planning Board Meeting, the Board voted (5-0) to support the petitioned article to amend its Zoning Bylaw, Official Zoning Map of the Town of Plymouth, by changing the designation of Lots 11B, 26A and 27 on Assessors' Map 102 located off Commerce Way and Cherry Street from Light Industrial (LI) District to Mixed Commerce (MC) District, as well as to amend associated sections, provisions, definitions, table, charts, and procedures pertaining thereto, or take any other action relative thereto.

**JUSTIFICATION FOR THE AMENDMENT:**

This proposed zoning amendment seeks to rezone approximately 54 acres of land located off Route 44, Commerce Way and Cherry Street from Light Industrial (LI) to Mixed Commerce. The property is currently the site of the T.L. Edwards sand and gravel processing facility. This heavy industrial facility has operated from this site for decades and is a pre-existing non-conforming use. As part of the operation, approximately 100 heavy truck trips occur daily.

The site is highly visible from Route 44 and currently presents a less than welcoming entrance to the Town.

The site is located within an Aquifer Protection District (Zone II) for wells located in the Town of Kingston. This current heavy industrial use is not a land use that should be encouraged within the Aquifer Protection District.

The property owner is seeking to abandon the current use and redevelop the site with a non-multifamily use. The owner believes the Mixed Commerce zoning will provide alternatives to meet that goal. Many of the uses allowed in the Light Industrial District are also allowed in the Mixed Commerce zone. The primary difference between the two zones is the allowance of retail uses which does require a special permit from the Zoning Board of Appeals by super majority (4 of 5 members).

For comparison purposes, a use table is attached.

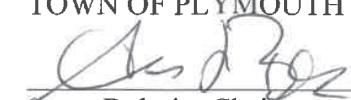
**EFFECT OF THE AMENDMENT:**

The effect of this amendment will be to allow additional flexibility in the re-use of this site (primarily retail uses by special permit). The goal of this zoning change is to encourage a more environmentally compatible use on this property. Any new development must comply with all current standards and safeguards of the Aquifer Protection District, Stormwater Regulations and

building requirements. Potential alternative uses for the site (primarily retail uses which will still require a special permit) will be subject to continued Town Board oversight."

Finally, the proposed zoning change is consistent with much of the surrounding area which is already located within the Mixed Commerce zone.

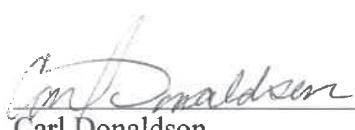
TOWN OF PLYMOUTH



Steve Bolotin, Chair



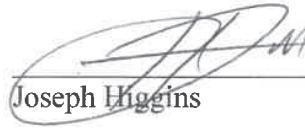
Tim Grandy



Carl Donaldson



Tim Bennett



Joseph Higgins

BEING A MAJORITY OF THE PLANNING BOARD

DATE SIGNED BY THE PLANNING BOARD:

January 22, 2025

DATE FILED WITH TOWN CLERK:

January 16, 2025

cc: Town Clerk  
Board of Selectmen  
Advisory and Finance Committee

Plymouth Zoning Bylaw Use Table 11/7/2017 version) [Amended 10/23/2018 F]

Key: **Y** = permitted by right; **SP** = Special Permit and **X** = not permitted

Commercial District		
	LI	MC
<b>A Residential</b>		
1 Single Family Dwelling	X	X
2 Two Family Dwelling	X	X
3 Multi-Family Dwelling	X	X
4 Open Space Mixed Use Development	X	X
5 Village Open Space Development	X	X
6 Traditional Rural Village Development	X	X
7 Rural Density Development	X	X
8 Recreational Campground	X	X
9 Recreation Development	X	X
10 Retirement Mobile Home Park Planned Unit Development	X	X
11a Transfer of Development Rights - Sending Parcel	X	X
11b Transfer of Development Rights - Receiving Parcel	X	X
Commercial District		
	LI	MC
<b>B Civic, Cultural or Recreational</b>		
1 Boat Landing	X	X
2 Commercial Recreation (Including Golf)	Y	Y
3 Commercial Sightseeing or Ferrying	X	X
4 Cultural & Recreational Facility	X	Y
5 Day Camp	X	Y
6 Outdoor Recreation, Sporting Area	SP	Y
7 Club, Non-profit	X	Y
8 Recreation Facility	Y	Y
9 Recreational Campground	X	X
Commercial District		
	LI	MC
<b>C Institutional</b>		
1 Cemetery	X	X
2 Child Care Facility	Y	Y
3 Hospitals, Long Term Care Facility and similar institution	X	SP
4 Public Parks and Community Recreation Center	SP	SP
5 Congregate Housing	X	SP
6 Assisted Living/Independent Facility	X	SP
7 Elderly Housing	X	SP
8 School	Y	Y
9 School, College, University, Commercial-For Profit	Y	Y
10 Public Safety Buildings	Y	Y
11 Town building and use <sup>29</sup>	SP	Y
Commercial District		
	LI	MC
<b>D Commercial</b>		
1 Adult use	SP	SP
2 Agriculture 5 or more AcRes	Y	Y
3 Agriculture on 3 acres but less than 5 acres	Y	Y
4 Agriculture on less than 3 Acres	Y	Y

**Key:** Y = permitted by right; SP = Special Permit and X = not permitted

5 Automobile Minor Repair Shop	SP <sup>9</sup>	SP
6 Automobile Repair, Body Shop	SP	X
7 Automobile Service Station	X	SP
8 Automotive Filling Station	N	SP
9 Automotive Sale	X	SP <sup>12</sup>
10 Aviation Related Commercial Use	X	X
11 Barber, Beauty Shop	X	Y
12 Boat Sales	X	SP
13 Clinic and Medical Office Building	Y	Y
14 Communication Tower or Antenna	SP	SP
15 Convenience Retail and Service	SP <sup>4</sup>	SP
16 Restaurant Establishment	SP <sup>4</sup>	SP
17 Restaurant, Fast Food	X	Y
18 Financial Institution	Y <sup>2</sup>	Y
19 Funeral Home	X	X
20 Hotel, Inn & Motel	SP <sup>14</sup>	Y
21 Marine Yard	Y	X
22 Minor Planned Shopping Center	X	X
23 Nightclub	X	SP
24 Office Park, Laboratory/Research Campus	Y	Y
25 Office (not in office park)	Y	Y
26 Parking Lot & Garage	Y	Y
27 Personal Service Establishment	SP <sup>2</sup>	Y
28 Planned Commercial Park	X	SP
29 Planned Shopping Center	X	SP
30 Professional and Business Service	Y	Y
31 Rental Agency	Y	Y
32 Retail	X	SP
33 Seafood Sales	X	SP
34 Service and Repair Establishments (Non-automotive)	SP	SP
35 Specialty Retail	X	SP
36 Theater & Cinema	X	SP
37 Vehicular Related Use	X	X
38 Medical Marijuana	SP	X
39 Marijuana Establishment	SP	X

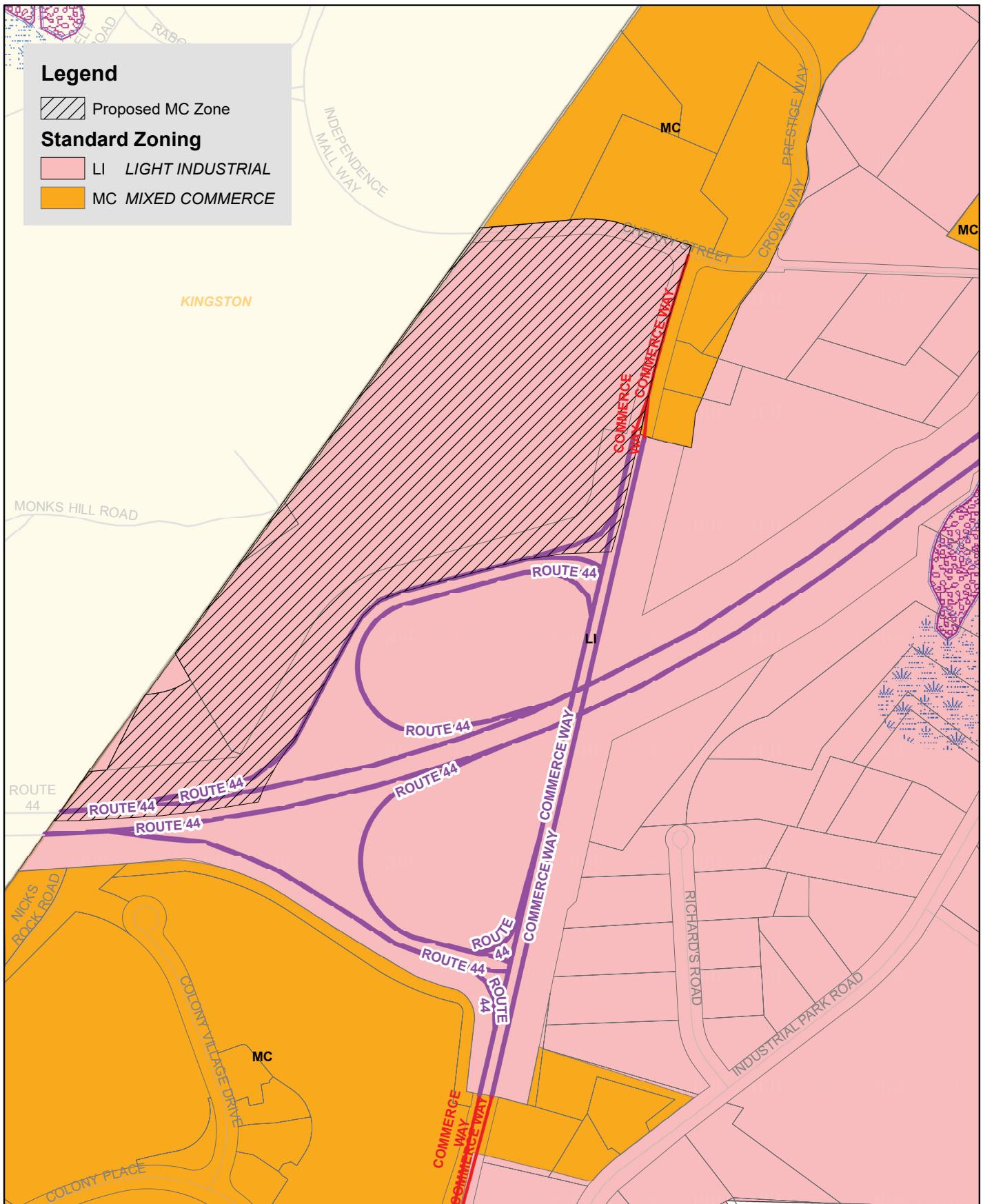
### Commercial District

LI MC

<b>E Industrial</b>		
1 Aviation Related Use	Y	X
2 Construction Trade	SP	SP
3 Concrete Mixing Plant, Asphalt Plant	SP	X
4 Heavy Equipment Sale & Service	Y	X
5 Industry, Heavy	SP <sup>21</sup>	X
6 Industry, Light	Y <sup>22</sup>	Y <sup>22</sup>
7 Power Generation Facility	SP <sup>23</sup>	X
8 Laundry and Dry-cleaning Establishment	X	SP
9 Passenger Terminal	Y	SP
10 Renewable/Alternate Energy Manufacturing	Y <sup>24</sup>	Y
11 Salvage or Junk Yard (Including Automotive)	SP <sup>25</sup>	X
12 Earth Removal, Incidental	Y <sup>26</sup>	Y <sup>26</sup>
13 Earth Removal, Accessory	SP <sup>26</sup>	SP <sup>26</sup>

**Key: Y = permitted by right; SP = Special Permit and X = not permitted**

14 Earth Removal, Principal	SP <sup>26</sup>	X
15 Trucking & Freight Terminal	Y	X
16 Utility Plants and Substation	SP	SP
17 Utility line, pole or other support structure above 40'	SP	SP
18 Wind Energy Facility	SP	SP
19 Wholesaling, Warehousing, & Distribution	Y	Y
	<b>Commercial District</b>	
	LI	MC
<b>F Accessory</b>		
1 Scientific research and development or related production	Y	Y
2 Temporary Construction and Office Trailer	Y/SP	Y/SP
3 Wind Energy Conversion System ( WECS)	SP	SP
4 Commercial Dog Kennel [Added 10/23/18 FTM by Art. 23]	Y	Y



2025 Annual Town Meeting  
Cherry Street - Commerce Way  
Light Industrial to Mixed Commerce



Department of Planning  
and Development

## **ARTICLE 28:**

### **ARTICLE 28: Citizen's Petition: Bylaw Amendment - Public Comment**

Proposed Article to add a new By-law requirement to Town By-laws.

Add paragraph 173-13: Each Precinct Caucus shall have provision in its Agenda for Public Comment. At the discretion of the Chair, Public Comment may be made at one time or interspersed with Presentations at the meeting. Public Comments cannot be censored. Public Comments are simply comments and not debatable. A minimum of two minutes should be allowed for each Public Comment speaker but may be allowed a longer period at the discretion of the Chair. The sequence of Public Comment speakers shall be (1) Precinct residences, (2) Plymouth Town Residences and (3) any other member of the Public.

**By Petition: Herbert G. McKay, et al**

### **RECOMMENDATION: Approval of Amended Bylaw Language (Unanimously, 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 28 as amended. Approval of this article will Add paragraph 173-13 to the Town By-law: Each Precinct Caucus shall have provision in its Agenda for Public Comment. At the discretion of the Chair, Public Comment may be made at one time or interspersed with Presentations at the meeting. A minimum of two minutes should be allowed for each Public Comment speaker but may be allowed a longer period at the discretion of the Chair.



**Citizen's Petition – Bylaw Amendment – 2025 STM – Article 28**

**Advisory & Finance Committee Amended Bylaw Approved:**

**Add paragraph 173-13**

Each Precinct Caucus shall have provision in its Agenda for Public Comment. At the discretion of the Chair, Public Comment may be made at one time or interspersed with Presentations at the meeting. A minimum of two minutes should be allowed for each Public Comment speaker but may be allowed a longer period at the discretion of the Chair.

**PETITION FOR WARRANT ARTICLE  
TOWN MEETING  
TO ACT ON THE FOLLOWING ARTICLE  
TOWN OF PLYMOUTH, MA**

Date and Time received  
by Board of Registrars

**Article:**

Proposed Article to add a new By-law requirement to Town By-laws.

Add paragraph 173-13: Each Precinct Caucus shall have provision in its Agenda for Public Comment. At the discretion of the Chair, Public Comment may be made at one time or interspersed with Presentations at the meeting. Public Comments cannot be censored. Public Comments are simply comments and not debatable. A minimum of two minutes should be allowed for each Public Comment speaker but may be allowed a longer period at the discretion of the Chair. The sequence of Public Comment speakers shall be (1) Precinct residences, (2) Plymouth Town Residences and (3) any other member of the Public.

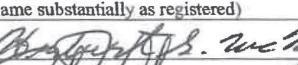
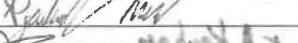
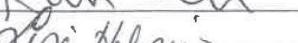
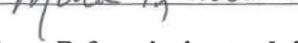
**RECEIVED**

DEC 09 2024

Town Manager's Office  
Plymouth, MA 02360

52

<b>INSTRUCTIONS TO SIGNERS</b>		<b>SIGNER'S STATEMENT</b>	
For your signatures to be valid you must be a registered voter in the town named above and your signature should be written as substantially registered. If you are prevented by physical disability from writing, you may authorize some person to write your name and residence in your presence.		We, the undersigned, are qualified voters of the Town of Plymouth, and in accordance with the provisions of the law request a warrant article for the purpose stated above.	

Check	Signature (to be made in person with name substantially as registered)	Printed Name	Street Address	Town
1		HERBERT G. McCARTY	67 PAWTUXET ROAD	PLYMOUTH
2		RUTH McCARTY	44 ELLSWORTH RD	rr
3		DONNA CHAPMAN	1 GEORGE ST	PLYMOUTH
4		PATRICK MANN	95 JUSTICE RD	PLYMOUTH
5		ABIGAIL TELFORD	31 THOREAU RD	PLYMOUTH
6		MARIA SMITH	25 ROXYCABON RD	PLYMOUTH
7		CATHERINE CRAWFORD	7 SANDERSON DR., PLYMOUTH	PLYMOUTH
8		KAREN SULLIVAN	953 ALLENWOOD RD	PLYMOUTH
9		LISA HELPIS	20 MOUNTAIN HILL RD	PLYMOUTH
10		MARK KRAUSE	9 BURNSIDE STREET	PLYMOUTH

Attention Voters: Before signing read signer information on the other side.

Attention Registrars: Before certifying signatures, see instructions to registrar below

Check	Signature (to be made in person with name substantially as registered)	Printed Name	Street Address	Town
11	✓ <i>Patricia A. Ellis</i>	Patricia A. Ellis	139A Micaiah Pond Road	Plymouth
12	✓ <i>Leigh Harrington</i>	Leigh Harrington	14 Brewster St # 4	02360
13	✓ <i>Kathleen M. Wall</i>	Kathleen M. Wall	7 N Green St # 2	Plymouth
14	✓ <i>Sarah Sibley</i>	Sarah Sibley	256 Court St.	Plymouth
15	✓ <i>Peter Balboni</i>	Peter Balboni	60 R Sandwich Rd	Plymouth
16				
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**WARNING –** Criminal penalty for unlawfully signing, altering, defacing, mutilating or destroying this petition: fine of up to \$1,000 or imprisonment for one year.

#### INSTRUCTIONS TO REGISTRARS

- You must stamp or write date and time these papers are received
- Check ✓ against the names of each qualified voter to be certified. For names not certified use code on right.
- Draw a line through any blank spaces not containing a signature
- Each check must be certified by three registrars
- For names not certified use the code on the right

N – No such registered voter at this address

S – Unable to identify signature or address as that of a voter because of form of signature or address

T – Already signed the petition

CERTIFICATION OF NAMES		At least three registrars must be signed or stamped below.	
<b>PLYMOUTH</b>		<i>Shane Corcoran</i>	
City or Town		Month and Day	<i>Margot A. Keahan</i>
We certify that		14 Fourteen	<i>Zdr</i>
Number of names		Registrar of Voters or Election Commissioner of Plymouth	
Above signatures checked thus ✓ are the names of qualified voters from the town of Plymouth			

**PETITION FOR WARRANT ARTICLE  
TOWN MEETING  
TO ACT ON THE FOLLOWING ARTICLE  
TOWN OF PLYMOUTH, MA**

Date and Time received  
by Board of Registrars

**Article:**

Proposed Article to add a new By-law requirement to Town By-laws.

Add paragraph 173-13: Each Precinct Caucus shall have provision in its Agenda for Public Comment. At the discretion of the Chair, Public Comment may be made at one time or interspersed with Presentations at the meeting. Public Comments cannot be censored. Public Comments are simply comments and not debatable. A minimum of two minutes should be allowed for each Public Comment speaker but may be allowed a longer period at the discretion of the Chair. The sequence of Public Comment speakers shall be (1) Precinct residences, (2) Plymouth Town Residences and (3) any other member of the Public.

2024 DEC 1

**RECEIVED**

DEC 09 2024

Town Manager's Office  
Plymouth, MA 02360

**INSTRUCTIONS TO SIGNERS**

For your signatures to be valid, you must be a registered voter in the town named above and your signature should be written as substantially registered. If you are prevented by physical disability from writing, you may authorize some person to write your name and residence in your presence.

**SIGNER'S STATEMENT**

We, the undersigned, are qualified voters of the Town of Plymouth, and in accordance with the provisions of the law request a warrant article for the purpose stated above.

Signature (to be made in person with Check name substantially as registered)	Printed Name	Street Address	Town
1 ✓ Jeannettee McKay	Jeannettee McKay	607 Pawtuxet Rd Plymouth MA	
2 ✓ Rose H Forbes	Rose H Forbes	54 Pawtuxet Rd Plymouth MA	
3 ✓ Karen Macmillan	Karen Macmillan	75 Pawtuxet Rd Plymouth MA	
4 ✓ Marcia Sheridan	MARCIASHERIDAN	15 OCEAN WALK DR, PLY MA	
5 ✓ N. Sue	WILLIS SHERIDAN	" " "	
6 ✓ Geraldo Melillo	GERALDO MELILLO	52 Lookout Pt Rd Plym	MA
7 ✓ Christine Cody	Christine Cody	65 Lookout Pt Rd	Plym
8 ✓ Eric Cody	Eric Cody	" " "	Plymouth
9 ✓ Mary Tincher	MARY TINCER	15 SALT MARSH Lane	Plymouth
10 ✓ Sybil Holland	SYBIL HOLLAND	1926 STATE RD.	Plymouth

Attention Voters: Before signing read signer information on the other side.

Attention Registrars: Before certifying signatures, see instructions to registrar below

Check	Signature (to be made in person with name substantially as registered)	Printed Name	Street Address	Town
11	N Mike Santos	Mike Santos		
12	✓ Mike Santos	Mike Santos	259 Long Pond RD	Ply
13	✓ Kristin Muratore	Kristin Muratore	15 Gabriel Lane	Ply
14	✓ Mathew Muratore	Mathew Muratore	15 Gabriel Lane	Ply
15	✓ Patricia Adelmann	Patricia Adelmann	34 Stockade Path	Ply
16	✓ John Adelmann	JOHN S ADELmann	34 STOCKADE PATH	Ply
17	✓ Paul D Smith	Paul D Smith	127 Ellisville RD	Ply
18	✓ Rosemary Smith	Rosemary Smith	127 ELLISVILLE Road	Ply
19				
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30				

**WARNING –** Criminal penalty for unlawfully signing, altering, defacing, mutilating or destroying this petition: fine of up to \$1,000 or imprisonment for one year.

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- You must time stamp or write date and time these papers are received
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S – Unable to identify signature or address as that of a voter because of form of signature or address

T – Already signed the petition

<b>CERTIFICATION OF NAMES</b>		DEC 11 2024	At least three registrars must be signed or stamped below.
<b>PLYMOUTH</b>			<i>Venice Cookin</i>
City or Town		Month and Day	<i>Margaret A. Kehan</i>
We certify that		17 Seventeen	<i>Zh</i>
		Number of names	
Above signatures checked thus ✓ are the names of qualified voters from the town of Plymouth		Registrar of Voters or Election Commissioner of Plymouth	



## ARTICLE 29:

### **ARTICLE 29: Citizen's Petition: Home Rule Petition – Digital Legal Notices**

An Act allowing "print-free" digital legal notices for the Town of Plymouth.

*Be it enacted by the Senate and House of Representatives of the General Court assembled, and by the authority of the same, as follows:*

#### *Section 1. Purpose*

The purpose of this Act is to allow, but not require, the Town of Plymouth and its subdivisions to satisfy legal notice requirements entirely by digital publication as voted necessary by its Select Board and School Committee in light of the changing landscape of print newspaper businesses, particularly at the local level.

#### *Section 2. Means of Legal Notice Publication*

Notwithstanding G. L. c. 4, section 13 (b) or any other general or special law to the contrary, wherever the Town of Plymouth, Plymouth Public Schools, and/or their subdivisions, committees, boards, commissions, or offices are required by statute, ordinance, by-law or judicial order to publish a legal notice in a newspaper or newspaper of general circulation, the person, corporation, agency, authority, municipality, or legal entity may satisfy such requirement by one or more of the following means:

- A. a print newspaper of local or general circulation;
- B. the website of an on line news site reporting local news and opinion which satisfies all criteria for print or digital publication as set forth in G. L. c. 4, section 13(b);
- C. a townwide website that may be maintained as a repository for such notices;
- D. a statewide website that may be maintained as a repository for such notices.

#### *Section 3. Nothing set forth in this Act shall be construed to alter or amend the time or timing of publication of legal notices set forth in the General Laws.*

*Section 4. This act shall take effect upon passage, subject to any editorial changes of form only that may be suggested by the General Court and any amendments that the Select Board determines to be within the scope of the general purpose objectives of this petition.*

**By Petition: Richard M. Serkey, et al**

#### **RECOMMENDATION: Approval (Unanimously 13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 29. Approval of this article will authorize the Select Board to petition the Massachusetts General Court for special legislative allowing digital legal notices for the Town of Plymouth as defined in the 2025 Spring Annual Town Meeting Warrant and as on file with the town clerk.



## Talking Points for Article 29

1. This Article proposes a Home Rule Petition, that, if passed at Town Meeting and subsequently passed on Beacon Hill and signed by the Governor, will give the Town the option to publish legal notices generated by Town Hall ONLINE (i.e. the PLYMOUTH INDEPENDENT and any other online publication that may come along) and not just in PRINT (i.e. the OLD COLONY MEMORIAL).
2. State law currently requires that all legal notices MUST be published in a PRINT newspaper, but we all know that since that State law was written, delivery systems to inform the public have DRAMATICALLY changed with the onset of websites, email, online news journals, and online podcasts.
3. As a result, the now antiquated REQUIREMENT that legal notices MUST be published in print has had the following unwelcome consequences:
  - a. It results in LESS notice rather than MORE notice, because far fewer people read the OLD COLONY than the INDEPENDENT.
    - i. The OLD COLONY does not report local news because it no longer has any local reporters.
    - ii. Access to the OLD COLONY is limited to those who pay for a subscription. The OLD COLONY has just 2,000 subscribers left, while the INDEPENDENT has 24,000 subscribers.
    - iii. PRINT publication is SUBSTANTIALLY MORE EXPENSIVE than ONLINE publication. The Town can expect savings based on the general market rate for digital only notices being less than print notices.
  - b. The REQUIREMENT that legal notices be published in PRINT results in a windfall for PRINT newspapers as opposed to ONLINE newspapers.

4. If this Home Rule Petition is passed by Town Meeting, it will then go to Beacon Hill for its approval, and the likelihood of Beacon Hill approval is high:
  - a. Two other towns (Bedford and Arlington) whose Home Rule Petition have been approved by Beacon Hill.
  - b. Our Home Rule Petition was patterned after those Home Rule Petitions.
  - c. There currently are two other towns (Franklin and Lincoln) whose Home Rule Petitions are awaiting approval by Beacon Hill.
5. All members of our State delegation (Senator Fernandes, Representative Badger, and Representative LaNatra) are in support of this Home Rule Petition.
6. Finally, a bill has been filed on Beacon Hill to amend State law to allow ALL legal notices (i.e., not only those legal notices generated by Town Hall) to be published ONLINE, but passage of that law will take longer than passage of our Home Rule Petition.