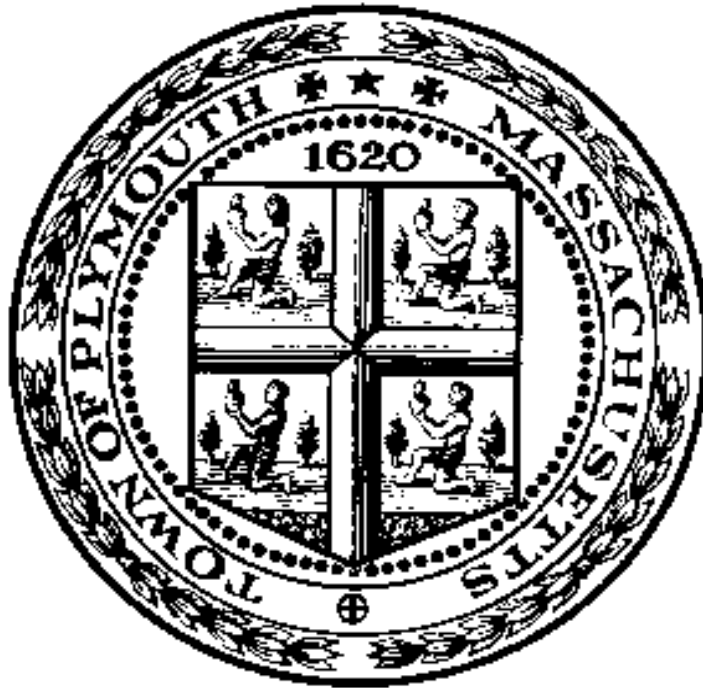


TOWN OF PLYMOUTH

REPORT
& RECOMMENDATIONS
OF THE
ADVISORY AND FINANCE
COMMITTEE



Presented at the
April 3, 2021

SPRING ANNUAL
TOWN MEETING

SPRING ANNUAL TOWN MEETING

April 3, 2021

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REPORT & RECOMMENDATIONS

REPORT & RECOMMENDATIONS OF THE ADVISORY & FINANCE COMMITTEE

Spring Annual Town Meeting - Saturday, April 3, 2021

ARTICLE 1: Reserved

ARTICLE 2: To hear the reports of the several Boards and Officers and Committees of the Town thereon or take any other action relative thereto.

BOARD OF SELECTMEN

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

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

ARTICLE 3: To see if the Town will vote pursuant to G.L. c. 44, §53E 1/2 to establish the fiscal year 2022 spending limits for each revolving fund established by Chapter 143 of the General By-laws, Departmental Revolving Funds, or take any other action relative thereto.

BOARD OF SELECTMEN

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

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

ARTICLE 4: To see what action the Town will take pursuant to Chapter 173 of the General By-Laws regarding the formation, reformation, organization, continuation or discharge of existing Committees created by vote of Town Meeting, or take any other action relative thereto.

BOARD OF SELECTMEN

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

The Advisory & Finance Committee recommends Town Meeting approve Article 4. Approval of this article will authorize the Plymouth Harbor Committee, Manomet Steering Committee, and West Plymouth Steering Committee to continue, with a review in three years at the 2024 Annual Town Meeting.

ARTICLE 6: To see what action the Town will take pursuant to G.L. c.41, §108 with regard to fixing the salaries of elected Town Officials, or take any other action relative thereto.

BOARD OF SELECTMEN

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

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

stipend amounts this year. The Chairman of the Board of Selectmen will receive \$4,500, the four remaining Selectmen will receive \$4,000 each, and the Moderator will receive \$2,000. The funding for these stipends are included in Article 7A – The General Fund Budget.

ARTICLE 7A: To see what action the Town will take to provide a reserve fund and to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town, including debt and interest, for the ensuing twelve month period beginning July 1, 2021, or take any other action relative thereto.

BOARD OF SELECTMEN

Sub-Committee Report A

RECOMMENDATION: Approval \$14,158,554 (Unanimous 12-0-0)

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

Sub-Committee Report B

RECOMMENDATION: Approval \$77,597,583 (9-0-3)

The Advisory & Finance Committee recommends Town Meeting approve an appropriation of \$77,597,583 for this section of the Budget. This figure incorporates the Select Board's original budget recommendation of \$76,657,734 for this section, a later \$156,107 increase to the Information Technology Department recommended by the Select Board at a later date to add two positions to that Department, and a \$783,742 increase to the Salary Reserve line item recommended by the Advisory & Finance Committee intended to prevent the need for any layoffs or furloughs of School Department employees during FY22 while the School Department continues to deal with the impacts and dangers to its operations caused by the ongoing pandemic. The Advisory & Finance Committee's recommendation related to that Salary Reserve line item was part of its vote on Budget Sub-Committee F's recommendations, which passed in a unanimous vote of (12-0-0).

Sub-Committee Report C

RECOMMENDATION: Approval \$28,991,613 (Unanimous 12-0-0)

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

Sub-Committee Report D

RECOMMENDATION: Approval \$11,022,353 (Unanimous 12-0-0)

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

Sub-Committee Report E

RECOMMENDATION: Approval \$4,601,382 (9-0-3)

The Advisory & Finance Committee recommends Town Meeting approve an appropriation of \$4,601,382 for this section of the Budget. This figure incorporates both the Select Board's original budget recommendation of \$4,564,172, and a later \$37,210 increase to the Personnel Services line item recommended by the Select Board at a later date to restore the Memorial Hall Manager position.

Sub-Committee Report F

RECOMMENDATION: Approval \$104,233,676 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends approval the budget as originally recommended by the Select Board and the School Committee of \$104,233,676. Further, the Advisory & Finance Committee recommends approval to put \$783,742 in the Salary Reserve Account (See Sub-Committee B recommendation) for the School to offset staff reductions as detailed in Sub-Committee Report F.

ARTICLE 7B: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the water enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2021, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$5,023,686 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends approval of the Select Board's Budget as detailed in Sub-Committee Report G – Water Enterprise.

ARTICLE 7C: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the sewer enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2021, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$8,180,507 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends approval of the Select Board's Budget as detailed in Sub-Committee Report G – Sewer Enterprise.

ARTICLE 7D: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the solid waste enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2021, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$748,848 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends approval of the Select Board's Budget as detailed in Sub-Committee Report G – Solid Waste Enterprise.

ARTICLE 7E: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the airport enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2021, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$2,465,387 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends approval of the Select Board's Budget as detailed in Sub-Committee Report G – Airport Enterprise.

ARTICLE 7F: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the cable public access enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2021, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$1,590,000 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends approval of the Select Board's Budget as detailed in Sub-Committee Report G – Cable Public Access Enterprise.

ARTICLE 8: Withdrawn.

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

ITEM	DEPARTMENT	PROJECT DESCRIPTION
A1	Police Dept.	Portable Radio Replacement
A2	Police Dept.	Storage Building Insulation/HVAC/loft addition
A3	IT (Townwide)	Townwide Camera System
A4	Fire Dept.	Repalce Truck Body Fire Alarm Bucket Truck

A5	Fire Dept.	Replace & Equip C8 Maintenance Vehicle
A6	School Building Repair Program	Phase I Roof Exposed Gas Lines Replace/Repair
A7	School Building Repair Program	Phase 2 Windows
A8	School Building Repair Program	Remove/Replace Asbestos Tile
A9	School Building Repair Program	Install Vertical Blinds
A10	School Building Repair Program	Facilities Condition Assessment
A11	School Building Repair Program	S. Elem Roof Top Unit Replacement Design
A12	School Vehicle & Equip Replacement	Replace Truck 940 Rack Truck
A13	School Vehicle & Equip Replacement	Replace 2008 Ford Explorer
A14	DPW - Engineering	Traffic Sign & Signal Asset Management
A15	Town Vehicle & Equip Replacement	Replace Truck H348
A16	Town Vehicle & Equip Replacement	Fuel Efficiency Program
A17	Town Vehicle & Equip Replacement	Service/Fuel Truck Replacement
A18	Town Vehicle & Equip Replacement	(2) Commercial Zero Turn Mowers
A19	Marine & Environmental	Town Wharf Bulkhead Reconstruction
A20	DPW - Cemetery	Chiltonville Niche Walls/Upgrades
A21	DPW - Sewer	Effluent Disinfection Baffle Replacement
A22	DPW - Sewer	Septage Receiving Grinder
A23	DPW - Sewer	WWTP FOG Collection System Preliminary Design
A24	DPW - Water	Water System Improvements
A25	DPW - Water	Valve Exercise & Flushing
A26	DPW - Water	Replace Pickup W43
A27	DPW – Solid Waste	Replace Tractor/Mower
A28	DPW – Solid Waste	Replace Volvo Roll-off (SW93)
A29	DPW – Solid Waste	Replace Compactors at Transfer Station
A30	Airport	Runway Length Analysis/Environmental Assesment
A32	Airport	Runway Broom for Snow Removal
B1	Marine & Environmental	Dredging Town Wharf

or take any other action relative thereto.

RECOMMENDATION: Approval \$7,592,363 (Unanimous 13-0-0) The Advisory & Finance Committee recommends Town Meeting approve Article 9. The Town Manager recommends funding \$7,592,363 worth of capital items out of \$20.3 million in total capital items requested for FY22. The Advisory & Finance Committee agrees with this recommendation. (See pages 19-20 for the CIC spreadsheet). The recommended capital items within the following two overarching categories:

- **General Fund items** totaling \$5,977,191 to be funded with \$3,121,207 from Free Cash, \$2,600,000 from borrowing, \$105,984 from Fire & Safety Prevention revolving fund, \$10,000 from Fire Alarm Services revolving fund and \$140,000 from other available funds.
- **Enterprise Fund items** totaling \$1,615,172 to be funded with \$227,595 from Free Cash, \$280,000 from Sewer Enterprise Fund Retained Earnings, \$527,973 from Water Enterprise Fund Retained Earnings, \$334,938 from Solid Waste Enterprise Fund Retained Earnings, \$23,933 from Airport Enterprise Fund Retained Earnings and \$220,733 from other available funds.

ARTICLE 10: Withdrawn.

ARTICLE 11: Withdrawn.

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

DEPARTMENT OF PUBLIC WORKS—ENGINEERING DIVISION

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

The Advisory & Finance Committee recommends Town Meeting approve Article 12. Approval of this article will enable the Town to accept State Highway (Chapter 90) Funds for repairs and reconstruction of public roads. While the actual amount of Chapter 90 funds for FY2022 was not known at the time this report was prepared, Plymouth did receive more than \$1.5 million for FY2020. The Town expects a similar amount in FY2022 unless there is change in policy and/or the state's financial health.

ARTICLE 13: To see if the Town will vote to appropriate from the Town Promotion Fund created pursuant to Chapter 4 of the Acts of 1993, a sum of money for programs and projects that enhance the beautification, recreational resources, public safety, promotional and marketing activities, events, services and public improvements, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$494,401 (Unanimous, 15-0-0)

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

ARTICLE 14: To see if the Town will vote to amend the Town Bylaws, Chapter 143, Departmental Revolving Funds, by revising the row in the Table set forth therein addressing the Council on Aging Programs Fund, Column C: Fees, Charges or other Receipts Credited to read , as follows, with the bold and underlined language inserted therein:

Those identified as relating to Council on Aging, including **revenue received as reimbursement from The Friends charity group**

and further by revising Column D: Program or Activity Expenses Payable from Fund in said row to read as follows, with the bold and underlined language inserted therein:

This fund shall be for contractual services and other expenses related to programs for senior citizens **and expenses to include credit card banking fees**

or take any other action relative thereto.

BOARD OF SELECTMEN

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

The Advisory & Finance Committee recommends Town Meeting approve Article 14. Approval of Article 14 will allow the Center for Active Living to receive revenue reimbursement from the The Friends charity group and add credit card banking fees to the program costs, if applicable

ARTICLE 15: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$300,000, for the purposes of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements between the Board of Health and residential property owners; including without limitation, the payment of all costs thereof as defined in Section

1 of Chapter 29C of the General Laws; and to meet this appropriation the Treasurer with approval of the Board of Selectmen is authorized to borrow \$300,000 pursuant to the provisions of G.L. c. 44 or any other enabling authority, which amount may be borrowed through the Massachusetts Water Pollution Abatement Trust or otherwise; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project.

PLANNING AND DEVELOPMENT

RECOMMENDATION: Approval \$300,000 (Unanimous, 15-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 15. Approval of this article will allow the Town to borrow \$300,000 through the Massachusetts Clean Water Trust to fund the Title V Betterment Loan Program. These low-interest loans are available to Town residents meeting certain income criteria on a first-come, first-served basis to fund septic system replacement or repair. Historically, the funding for this program has been refreshed as funds are depleted.

ARTICLE 16A: To see if the Town will vote to appropriate from Fiscal 2022 Community Preservation revenues or transfer from Community Preservation available funds a sum of money to grant to the Plymouth Housing Authority for the purpose of acquiring an affordable housing restriction pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33 for 16 units of rental housing on property located at 104 Carver Road and further to authorize the Board of Selectmen to accept the affordable housing restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$1,120,000 (12-1-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16A. Town Meeting approval of the article will grant \$1,120,000 to the Plymouth Housing Authority for the purpose of acquiring an affordable housing restriction for 16 deed-restricted units of rental housing on the property located at 104 Carver Road.

ARTICLE 16B: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 9d of the 2018 Fall Town Meeting for the restoration of the historic National Memorial Pilgrim Meeting House, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2022 Community Preservation Act estimated annual revenues or other Community Preservation available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$990,000 (13-0-0)

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

ARTICLE 16C: To see if the Town will vote to appropriate from Fiscal 2022 Community Preservation revenues or transfer from Community Preservation available funds a sum of money for the purpose of renovations and construction to extend the North Plymouth Sea Side Rail Trail from Nelson Park to Lothrop Street Plymouth MA pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33, including all incidental and related expenses, and further to authorize the Board of Selectmen to grant a recreational restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$300,000 (12-1-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16C. The purpose of the project is to formally connect the existing trail into the downtown/harbor area and create a 10' ADA compliant

trail along the entire length. Approval of this article will authorize \$300,000 of Community Preservation funds to be used for the construction of improvements, including but not limited to, design work, clearing, grading, paving, improved pedestrian crossing at Nelson Street, and ADA compliance. Additionally, a MA Recreational Trails Grant in the amount \$100,000 will supplement the project.

ARTICLE 16D: To see if the Town will vote to amend the vote taken under Article 16B of the 2015 Spring Annual Town Meeting for the creation and/or restoration and rehabilitation of land for recreational use pursuant to the G.L. c. 44B, which land is commonly known as Stephens Field, by increasing the amount by a sum of money for the hazardous waste clean-up, moving the 1917 Bath house and improving electrical services to the revised Stephens Field plan, said additional amount to be appropriated from Fiscal 2022 Community Preservation revenues and/or transferred from Community Preservation available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: No Motion No Action

ARTICLE 16E: To see if the Town will vote to appropriate from Fiscal 2022 Community Preservation revenues or transfer from Community Preservation available funds a sum of money to provide to the Wildlands Trust for the purpose of funding an endowment to care for the Community Preservation Act Conservation Restrictions accepted from the Town of Plymouth to the Wildlands Trust as required under G.L. c.184, §§31-33, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$190,520 (12-0-1)

The Advisory & Finance recommends Town Meeting approve Article 16E. Approval of this article will establish an endowment fund, payable to the Wildlands Trust, for the sole purpose of overseeing the allowable usages of 24 separate Conservation Restrictions placed on various Town of Plymouth Community Preservation Act parcels to ensure their protection in perpetuity.

ARTICLE 16F: To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2022 Community Preservation Budget and to appropriate from the Community Preservation Fund Fiscal Year 2022 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 2022, 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 (13-0-0)

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

ARTICLE 18: Withdrawn

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

PLANNING AND DEVELOPMENT

RECOMMENDATION: Approval (Unanimous, 15-0-0)

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

ARTICLE 20: To see if the Town will vote, consistent with the action taken under Article 21 of the Spring/Summer 2020 Annual Town Meeting accepting the "Stretch Energy Code" and in order to correct a procedural issue with such acceptance, to amend the General Bylaws by inserting a new section, Chapter 164, entitled "Stretch Energy Code", for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including future editions, amendments or modifications thereto, a copy of which is on file with the Town Clerk, or take any other action relative thereto.

PLANNING AND DEVELOPMENT

RECOMMENDATION: Approval (11-0-1)

The Advisory & Finance Committee recommends Town Meeting approve Article 20. Approval of this article will correct a procedural issue with the version of this article that was approved by Town Meeting in August 2020 finalize the amendment to the General Bylaws by inserting a new section, Chapter 164, entitled "Stretch Energy Code". The substance of the article is unchanged from the one acted on by Town Meeting in August 2020.

ARTICLE 21: To see if the Town will vote to amend the "Master Plan for Pinehills Community," approved and adopted by the Town Meeting on June 7, 2000, as amended by Special Permit dated May 8, 2001 and by Special Permit dated June 19, 2001, and by Amendments adopted by the Plymouth Town Meeting on April 13, 2004, October 27, 2008, and October 19, 2013 (collectively, the "Development Plan"), by (a) modifying the number of Limited Occupancy Community and/or Planned Retirement homes, and (b) incorporating additional land into The Pinehills under and subject to the provisions of the Development Plan, or take any other action relative thereto.

BY PETITION: Robert C. Betters, et al

RECOMMENDATION: Approval Unanimous (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 21. Approval of this article will amend the "Master Plan for Pinehills Community," by (a) modifying the number of Limited Occupancy Community and/or Planned Retirement homes, and (b) incorporating additional land into The Pinehills under and subject to the provisions of the Development Plan.

ARTICLE 22: To see if the Town will vote to amend its Zoning Bylaw, Section 207-3 "(OSMUD) Open Space Mixed Use Development," by modifying certain requirements, conditions and/or definitions therein, including but not limited to the definition of OSMUD and the intensity of Limited Occupancy Communities and/or Planned Retirement under Table 13, as well as associated sections, provisions, definitions, tables, charts and procedures pertaining thereto, or to take any other action relative thereto.

BY PETITION: Robert C. Betters, et al

RECOMMENDATION: Approval (11-0-1) The Advisory & Finance Committee recommends Town Meeting approve Article 22. Approval of this article will amend the Zoning Bylaw, Section 207-3 “(OSMUD) Open Space Mixed Use Development,” by modifying certain requirements, conditions and/or definitions therein, including but not limited to the definition of OSMUD and the intensity of Limited Occupancy Communities and/or Planned Retirement under Table 13, as well as associated sections, provisions, definitions, tables, charts and procedures pertaining thereto.

ARTICLE 23: To see if the Town will vote to restrict the retail sale of dogs, cats and rabbits from Pet Shops, and only allow space for adoption by either a public animal control agency or shelter or animal rescue organization as defined in attached document, or to take any other action relative thereto.

BY PETITION: Kathryn M. Holmes, et al

RECOMMENDATION: Not Approve (4-7-1)

The Advisory & Finance Committee is not recommending Town Meeting approve Article 23. While the Committee was overwhelmingly in support of protecting the health and welfare of puppies, kittens, and rabbits there were notable issues with this bylaw. First, as written the language is too broad and may lead to a ban on all breeders in Plymouth when the intended purpose of the bylaw was just to ban the retail sale of these animals in the Town. Second, the article was presented as a means to deprive inhumane puppy mills (and their kitten and bunny equivalents) from being able to supply retail stores in Plymouth with their animals. While denying these merchants of mammalian misery local venues in which to sell their animals is a laudable notion, the Committee felt direct regulation and oversight of breeders would produce better outcomes for the animals involved, while also not prohibiting the retail sale of animals raised humanely by responsible breeders. The state and federal government are capable of implementing and enforcing such regulations on breeders to prevent them from becoming puppy mills, or to shut down existing puppy mills, whereas the Town of Plymouth is not. The Committee felt this was the wrong tool for the right job.

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		Eugene Blanchard	Gail Butler	Kevin Canty	Brian Dunn	Karen Hamilton	Harry Helm	Roz Jones	Lawrence McGrath	Steve Nearman	Meaghan O'Connell	Ashley Shaw	Marc Sirrico	Sheryl Sousa	Scott Stephenson	Evelyn Strawn	VOTE TOTAL FOR-AGAINST-ABSTAIN
2	Reports of Boards & Committees	Y	Y	Ch	X	Y	X	Y	Y	Y	Y	Y	Y	Y	Y	Y	12-0-0
3	Revolving Fund Spending Limits	Y	Y	Ch	Y	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	13-0-0
4	Continuation of Committees	Y	Y	Ch	X	Y	X	Y	Y	Y	Y	Y	Y	Y	Y	Y	12-0-0
6	Salaries of Elected Town Officials	Y	Y	Ch	X	Y	X	Y	Y	Y	Y	Y	Y	Y	Y	Y	12-0-0
7A	General Fund Budget:																
	By Subcommittee: A	Y	Y	Ch	X	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	12-0-0
	B	Y	Y	Ch	X	Y	Y	A	Y	Y	X	Y	A	A	Y	Y	9-0-3
	C	Y	Y	Ch	X	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	12-0-0
	D	Y	Y	Ch	X	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	12-0-0
	E	Y	Y	Ch	X	Y	Y	A	Y	Y	X	Y	A	A	Y	Y	9-0-3
	F	Y	Y	Ch	X	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	12-0-0
7B	Water Enterprise Budget	Y	Y	Ch	X	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	12-0-0
7C	Sewer Enterprise Budget	Y	Y	Ch	X	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	12-0-0
7D	Solid Waste Enterprise Budget	Y	Y	Ch	X	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	12-0-0
7E	Airport Enterprise Budget	Y	Y	Ch	X	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	12-0-0
7F	Cable Public Access Enterprise Budget	Y	Y	Ch	X	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	12-0-0
9	Capital Improvements	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	X	Y	Y	Y	Y	13-0-0

ADVISORY & FINANCE COMMITTEE - ROLL CALL VOTING CHART

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

ARTICLES

		Eugene Blanchard	Gail Butler	Kevin Canty	Brian Dunn	Karen Hamilton	Harry Helm	Roz Jones	Lawrence McGrath	Steve Nearman	Meaghan O'Connell	Ashley Shaw	Marc Sirrico	Sheryl Sousa	Scott Stephenson	Evelyn Strawn	VOTE TOTAL FOR-AGAINST-ABSTAIN
12	Chapter 90 Roads	Y	Y	Ch	X	Y	X	Y	Y	Y	Y	Y	Y	Y	Y	Y	12-0-0
13	Town Promotion Fund	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	14-0-0
14	Amend Bylaw Ch. 3 Revolving Fund	Y	Y	Ch	Y	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	13-0-0
15	Title V Repair Fund	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	14-0-0
16A	CPC – Affordable Housing – Carver Rd	Y	N	Ch	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	X	Y	12-1-0
16B	CPC – Reduce Borrowing	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	X	Y	13-0-0
16C	CPC – Expand Seaside Rail Trail	Y	Y	Ch	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	X	Y	12-1-0
16D	Stephens Field Project			Ch													No Motion No Action
16E	CPC – Conservation Restriction Endowment	A	Y	Ch	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	X	Y	12-0-1
16F	CPC – FY22 Annual Budget	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	X	Y	13-0-0
19	Amend Floodplain Overlay District	Y	Y	Ch	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	14-0-0
20	Amend Bylaw Ch. 164 Stretch Energy	Y	Y	Ch	Y	Y	X	X	Y	Y	Y	A	Y	Y	Y	Y	11-0-1
21	Petitioned - Amend Master Plan of Pinehills Community	Y	Y	Ch	Y	Y	X	X	Y	Y	Y	Y	Y	Y	Y	Y	12-0-0
22	Petitioned - Zoning Bylaw Amend Ch. 207-3 OSMUD	Y	Y	Ch	Y	Y	X	X	A	Y	Y	Y	Y	Y	Y	Y	11-0-1
23	Petitioned - Restrict Pet Shops	Y	N	Ch	Y	N	X	X	N	A	N	Y	N	N	N	Y	4-7-1

CAPITAL
IMPROVEMENTS
COMMITTEE

TOWN OF PLYMOUTH - FY22 CAPITAL IMPROVEMENT PLAN REQUESTS PRIORITIZED BY THE CAPITAL IMPROVEMENTS COMMITTEE ON 1/4/2021

CIC COMMITTEE RANKINGS PER 1/4/21 MEETING IN RED (WJ)

CIC Committee RANKINGS PER 2/25/21 MEETING IN RED (WJ)

DEPT ACCOUNT	DEPT PRIORITY	DIV. PRIORITY	DEPARTMENT OR SPONSOR	PROJECT DESCRIPTION	COMPONENT COST	PROJECT COST	R A N K	TOWN MANAGER RECOMMENDED PROJECT FUNDING	TAX LEVY	FREE CASH	TRANSFER BALANCES	AIRPORT FUND	SEWER FUND	WATER FUND	SOLID WASTE FUND	REVOLVING FUND	OTHER	DEBT
210	1		Police Department	Portable Radio Replacement		\$267,350.00	5	\$267,350		267,350								
	2			Storage Building Insulation/HVAC/Loft Addition		\$37,259.00	6	\$37,259		37,259								
155	1		IT Townwide Project	Townwide Camera System		\$222,189.00	12	\$222,189		222,189								
220	1		Fire Department	Replace Truck Body Fire Alarm Bucket Truck		\$47,495.00	14	\$47,495								47,495		
	2			Replace and Equip C8 Maintenance Vehicle		\$68,489.00	21	\$68,489								68,489		
	Special			Town-wide Department and Station Feasibility Study (FY 21)		\$185,000.00	3a	\$185,000		185,000								
300	1		School Department	School Building Repair Program		\$2,118,622.00	1	671,900.00		671,900								
	1.01		PCIS, SES, WES, FFES	Phase 1 Roof Exposed Gas Lines Replace/Repair	200,000.00													
	1.02		FFES	Phase 2 Windows	161,784.00													
	1.03		CSES	Removal and Replacement of Asbestos Tile	115,000.00													
	1.04		PCIS, PECC	Install Vertical Blinds	50,000.00													
	1.05		DW	Facilities Condition Assessment	145,116.00													
	1.06		PSMS	PSMS Bleacher Replacement	85,708.00													
	1.07		IBES	Phase 1 Windows	128,914.00													
	1.08		NMES	NMES Gutter Replacement and Roof Repair	58,850.00													
	1.09		PCIS	PCIS HVAC Refurbish	630,050.00													
	1.10		PCIS	Replace Gymnasium Floor	262,000.00													
	1.11		Hedge	Replace Gymnasium Floor	94,800.00													
	1.12		NMES	Replace Gymnasium Floor	186,400.00													
300	2		School Department	School Vehicle & Equipment Replacement Program TOTAL		\$255,561.00	10	102,118.00		102,118								
	2.01			Replace Truck 940 Rack Truck	65,745.00													
	2.02			Replace 2008 Ford Explorer	36,373.00													
	2.03			Replace Truck 949 Utility	67,753.00													
	2.04			Replace Truck 945 Utility	51,079.00													
	2.05			Replace 7D Tech Van	34,611.00													
300	3.00		School Department	Bonded Projects Total		\$7,514,485.00	2	\$35,000		35,000								
	3.01			West Elementary Roof Replacement	\$1,407,495.00													
	3.02			Indian Brook Roof Replacement	\$1,596,500.00													
	3.03			Federal Furnace Roof Replacement	\$1,430,490.00													
	3.04			South Elementary Roof Top Unit Replacement Design and Pro	\$335,000.00													
	3.05			South Elementary Roof Top Unit Replacement	\$3,045,000.00													
411	1		DPW - Engineering	Brook Road Bridge Design and Construction		\$2,275,000.00	3											
	2			Traffic Sign and Signal Asset Management		\$150,000.00	15	\$150,000		150,000								
	3			Manomet Ave Wicking Wells		\$450,000.00	23											
				Town Vehicle & Equipment Replacement Program		\$1,070,300.78												
420	1		DPW - Highway	Replace Truck H348	\$69,976.00		8	\$69,976		69,976								
420	2		DPW - Highway	Replace Truck H38	\$69,976.00		17											
420	3		DPW - Highway	Replace Truck H345	\$107,109.00		18											
425	1		DPW - Fleet	Fuel Efficiency Program	\$134,379.24		19	\$134,379		134,379								
425	2		DPW - Fleet	Service/Fuel Truck Replacement	\$69,977.01		7	\$69,977		69,977								
425	3		DPW - Fleet	Update Truck Radios	\$298,650.20		20											
427	3		Marine & Environment	Natural Resources Truck	\$60,000.00		22											
491	3		Cemetery	3/4 Ton Pickup with Plow (FY21 special)	\$45,868.00		26	45,868									45,868	Cemetery Beautification
492	1		DPW - Parks	(2) Commercial Zero Turn Mowers	\$30,059.44		11	30,059		30,059								
492	2		DPW - Parks	Compact Utility Loader with Attachments	\$77,196.89		24											
492	3		DPW - Parks	6-Wheel Truck	\$107,109.00		25											

TOWN OF PLYMOUTH - FY22 CAPITAL IMPROVEMENT PLAN REQUESTS PRIORITIZED BY THE CAPITAL IMPROVEMENTS COMMITTEE ON 1/4/2021

DEPT ACCOUNT	DEPT PRIORITY	DIV. PRIORITY	DEPARTMENT OR SPONSOR	PROJECT DESCRIPTION	COMPONENT COST	PROJECT COST	R A N K	TOWN MANAGER RECOMMENDED PROJECT FUNDING	TAX LEVY	FREE CASH	TRANSFER BALANCES	AIRPORT FUND	SEWER FUND	WATER FUND	SOLID WASTE FUND	REVOLVING FUND	OTHER	DEBT
427	1		Environmental	Town Wharf Bulkhead Reconstruction		\$1,331,000.00	4	\$1,331,000		1,331,000								
	2			Dredging Town Wharf		\$2,600,000.00	13	\$2,600,000										2,600,000
491	1		Cemetery	Chiltonville Cemetery Headstone Repair Old Section		\$125,050.00	16											
491	2		Cemetery	Chiltonville Niche Walls/Upgrades		\$140,000.00	9	\$140,000									140,000	
TOTAL GENERAL FUND PROJECTS						\$18,857,800.78		\$6,208,059	\$0	\$3,306,207	\$0	\$0	\$0	\$0	\$0	\$115,984	\$185,868	\$2,600,000
60-440		1	DPW Utilities (Sewer)	Effluent Disinfection Baffle Replacement		\$100,000.00		\$100,000.00					100,000					
		2	DPW Utilities (Sewer)	Septage Receiving Grinder		\$30,000.00		\$30,000.00					30,000					
		3	DPW Utilities (Sewer)	WWTP F.O.G. Collection System Preliminary Design		\$150,000.00		\$150,000.00					150,000					
TOTAL FOR SEWER						\$280,000.00		\$280,000					\$280,000					
61-450		1	DPW Utilities (Water)	Water System Improvements		\$350,000.00		\$350,000.00						350,000				
		2	DPW Utilities (Water)	Valve Exercise and Flushing		\$109,000.00		\$109,000.00						109,000				
		3	DPW Utilities (Water)	Replace Pickup W-43		\$68,973.00		\$68,973.00						68,973				
		Special		Eel River Bridge suspended water main (FY21)		\$390,000.00		\$390,000.00						390,000				
		Special		Jordan Road Bridge suspended water main (FY21)		\$558,000.00		\$558,000.00						558,000				
TOTAL FOR WATER						\$1,475,973.00		\$1,475,973.00					\$1,475,973					
65-482		1	Airport	Runway Length Analysis/Environmental Assessment		\$166,666.00		\$166,666.00				8,333					158,333	
		2	Airport	Runway Broom for Snow Removal		\$78,000.00		\$78,000.00				15,600					62,400	
		Special		Wastewater Treatment Plant Upgrades (FY21)		\$2,456,220.00	9a	\$230,000.00		230,000								
TOTAL FOR AIRPORT						\$2,700,886.00		\$474,666.00		230,000	\$23,933						\$220,733	
66-433		1	DPW Utilities (Solid Waste)	Replace Tractor/Mower		\$168,795.00		\$168,795		168,795								
		2	DPW Utilities (Solid Waste)	Replace Volvo Roll-off (SW93)		\$235,198.10		\$235,198		58,800					176,398			
		2	DPW Utilities (Solid Waste)	Replace Compactors at Transfer Station		\$158,540.80		\$158,540							158,540			
TOTAL FOR SOLID WASTE						\$562,533.90		\$562,533.00		\$227,595					\$334,938			
TOTAL FOR ENTERPRISE FUNDS						\$5,019,392.90		\$2,793,172	\$0	\$457,595	\$0	\$23,933	\$280,000	\$1,475,973	\$334,938	\$0	\$220,733	\$0
TOTAL PROJECTS FOR FY20						\$23,877,193.68		\$9,001,231	\$0	\$3,763,802	\$0	\$23,933	\$280,000	\$1,475,973	\$334,938	\$115,984	\$406,601	\$2,600,000
Annual Town Meeting - Article 9						\$20,242,106		\$7,592,363		3,348,802		23,933	280,000	527,973	334,938	115,984	360,733	2,600,000
<i>General Fund</i>								<i>\$5,977,191</i>		<i>3,121,207</i>						<i>115,984</i>	<i>140,000</i>	<i>2,600,000</i>
<i>Enterprise Fund</i>								<i>\$1,615,172</i>		<i>227,595</i>		<i>23,933</i>	<i>280,000</i>	<i>527,973</i>	<i>334,938</i>	<i>0</i>	<i>220,733</i>	
								\$7,592,363		3,348,802		23,933	280,000	527,973	334,938	115,984	360,733	2,600,000
Special Town Meeting - Article 4						\$3,450,088		\$1,223,868		230,000			948,000				45,868	
Special Town Meeting - Article 6						\$185,000		\$185,000		185,000								
Grand Total						\$23,877,194		\$9,001,231	\$0	\$3,763,802	\$0	\$23,933	\$280,000	\$1,475,973	\$334,938	\$115,984	\$406,601	\$2,600,000

BURKE'S LAW

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

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expended	Current Year Encumb	Balance
<u>123 - TOWN MANAGER</u>									
2017A23	ATM APRIL 2017	Y	ART23 FY17ATM TITLE SEARCH	85,110.54	2,502.00	82,608.54	-	-	82,608.54
2018S8	STM APRIL 2018	Y	ART 8 FY18 STM/DEMOLISH BLDGS	115,000.00	80,190.10	34,809.90	1,650.00	24,762.50	8,397.40
<u>138 - PROCUREMENT</u>									
15501508	ATM APRIL 2012	Y	INFO TECH ART 8/DEPT EQUIP	72,499.75	70,497.82	2,001.93	-	2,001.93	-
42201508	ATM APRIL 2012	Y	BLDG MAINT/ART 8 DEPT EQUIP	31,680.00	29,280.00	2,400.00	-	-	2,400.00
49201508	ATM APRIL 2012	Y	PARKS & FOREST/ART 8/DEPT EQUI	136,440.85	128,946.85	7,494.00	-	-	7,494.00
42201608	ATM APRIL 2013	Y	MAINT ART 8/DEPT EQUIPMENT	70,800.00	40,800.00	30,000.00	-	-	30,000.00
29501808	ATM APRIL 2015	Y	HARBOR MASTER ART8/DEPT EQUIPM	45,888.66	45,735.16	153.50	141.51	-	11.99
4330188	ATM APRIL 2015	Y	SOLID WASTE ART8/DEPT EQUIPMEN	15,000.00	-	15,000.00	15,000.00	-	-
49001808	ATM APRIL 2015	Y	CREMATORY ART8/DEPT EQUIPMENT	8,500.00	-	8,500.00	8,500.00	-	-
15502008	ATM APRIL 2017	Y	INFO TECH ART 8/DEPT EQUIP	29,400.00	8,065.58	21,334.42	-	334.43	20,999.99
21002008	ATM APRIL 2017	Y	POLICE ART 8/DEPT EQUIPMENT	211,045.00	202,393.75	8,651.25	990.00	-	7,661.25
<u>155 - INFORMATION TECHNOLOGY</u>									
20159A5	ATM APRIL 2015	Y	FIRE SERVER/PUBLIC SAFETY TECH	20,000.00	16,718.50	3,281.50	-	-	3,281.50
2016F4A	FATM OCTOBER 2016	Y	RELOCATE FIBER/NEW TOWN HALL	90,000.00	87,745.00	2,255.00	-	-	2,255.00
20189A14	ATM APRIL 2018	Y	STRATEGIC PLAN	60,000.00	56,500.00	3,500.00	-	-	3,500.00
20209A36	ATM AUGUST 2020	Y	IT VM WARE UPGRADE	160,000.00	-	160,000.00	132,807.30	27,163.78	28.92
<u>210 - POLICE</u>									
20129A2	ATM APRIL 2012	Y	2WAY RADIO REPL UPGRADE ART 9	287,590.00	285,103.14	2,486.86	2,162.45	324.41	-
20169A36	ATM APRIL 2016	Y	CAD RMS SYSTEM	320,537.00	269,658.35	50,878.65	12,217.50	7,201.44	31,459.71
20189A20	ATM APRIL 2018	Y	ANALOG CCTV CAMERA UPGRADE	112,336.00	101,681.00	10,655.00	-	5,135.41	5,519.59
20199A13	ATM APRIL 2019	Y	PATROL RIFLE REPLACEMENT	70,543.00	44,476.80	26,066.20	25,095.16	842.00	129.04
20209A37	ATM AUGUST 2020	Y	POLICE VIRT LE TRAINING SYSTEM	114,341.00	-	114,341.00	-	103,957.39	10,383.61
20209A38	ATM AUGUST 2020	Y	POLICE PORTABLE RADIOS	267,350.00	-	267,350.00	-	-	267,350.00
20209A39	ATM AUGUST 2020	Y	POLICE SHOTGUN REPLACEMENT	35,395.00	-	35,395.00	16,744.30	11,161.25	7,489.45
<u>220 - FIRE</u>									
20159A4	ATM APRIL 2015	Y	PUBLIC SAFETY REMOTE RECEIVER	197,000.00	174,676.97	22,323.03	22,323.03	-	-
20169A35	ATM APRIL 2016	Y	FIRE STATION ALERTING SYSTEM	150,000.00	106,468.82	43,531.18	43,531.18	-	-
20179AY	ATM APRIL 2017	Y	STATION 7 NO PLYMOUTH ART9	300,000.00	292,400.00	7,600.00	-	7,600.00	-
20179AZ	ATM APRIL 2017	Y	PUBLIC SYSTM RADIO UPGRDE ART9	137,000.00	102,988.24	34,011.76	24,874.86	9,136.90	-
20199A15	ATM APRIL 2019	Y	FIREFIGHTING GEAR	108,000.00	75,307.00	32,693.00	13,770.00	18,923.00	-
20199A16	ATM APRIL 2019	Y	PUBLIC SAFETY RADIO SYSTEM UPG	87,000.00	-	87,000.00	87,000.00	-	-
20209A33	ATM AUGUST 2020	Y	FIREFIGHTING GEAR	155,261.00	-	155,261.00	7,677.00	130,329.00	17,255.00
20209A34	ATM AUGUST 2020	Y	PUBLIC SAFETY RADIO SYSTEM UPG	90,000.00	-	90,000.00	76,013.72	13,986.28	-
20209A35	ATM AUGUST 2020	Y	FIRE COMMAND VEHICLES C3 & C12	119,000.00	-	119,000.00	48,432.35	70,567.65	-
2020F4A	FATM OCTOBER 2020	Y	PS COMMUNICATION TOWER	500,000.00	-	500,000.00	-	56,200.00	443,800.00
2020F4B	FATM OCTOBER 2020	Y	VEHICLE LIFT SYSTEM	55,000.00	-	55,000.00	53,441.00	-	1,559.00
<u>295 - HARBOR MASTER</u>									

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

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expended	Current Year Encumb	Balance
20179ALL	ATM APRIL 2017	Y	HARBOR MASTER WORK SKIFF ART9	30,000.00	-	30,000.00	30,000.00	-	-
2018F4D	FATM OCTOBER 2018	Y	MOORING PLAN	69,747.00	30,399.00	39,348.00	-	39,348.00	-
2018F4E	FATM OCTOBER 2018	Y	FLOAT SYSTEM	65,000.00	23,119.50	41,880.50	-	-	41,880.50
2019F4J	FATM OCTOBER 2019	Y	PATROL BOAT REPLACE	75,000.00	-	75,000.00	-	72,421.20	2,578.80
2019F4M	FATM OCTOBER 2019	Y	FLOATING DOCK & GANGWAY	140,000.00	2,366.99	137,633.01	8,929.54	15,500.67	113,202.80
20209A22	ATM AUGUST 2020	Y	HARBORMASTER TRUCK	47,000.00	-	47,000.00	39,963.13	7,036.87	-
<u>300 - SCHOOL</u>									
20169A15	ATM APRIL 2016	Y	GUTTER/DWNSPTS/FASCIA-MANOMET	80,950.00	78,600.00	2,350.00	-	-	2,350.00
20169A16	ATM APRIL 2016	Y	PAINT EXTERIOR TRIM-NATH MORTN	85,000.00	84,900.00	100.00	-	-	100.00
20169A17	ATM APRIL 2016	Y	DIGITIZE BLAKE PLANETARIUM	230,320.00	229,965.00	355.00	-	-	355.00
20169A31	ATM APRIL 2016	Y	REPLACE 2004 TRASH COMPACT TRK	125,133.00	123,936.00	1,197.00	-	-	1,197.00
20179AF	ATM APRIL 2017	Y	FLOOR TILES COLD SPRING ART9	141,625.00	126,788.95	14,836.05	-	-	14,836.05
20179AG	ATM APRIL 2017	Y	SO ELEM REPAVE ART9	95,122.00	93,958.00	1,164.00	-	-	1,164.00
20179AI	ATM APRIL 2017	Y	REPAVE MANOMET ELEM ART9	16,789.00	-	16,789.00	-	-	16,789.00
20179AJ	ATM APRIL 2017	Y	FIELD RENOVATION HEDGE ART9	63,074.00	62,342.55	731.45	-	-	731.45
20179AT	ATM APRIL 2017	Y	SUV ART9	36,000.00	35,548.00	452.00	-	-	452.00
20179AU	ATM APRIL 2017	Y	AERIAL LIFT TRUCK ART9	86,469.00	84,005.35	2,463.65	-	-	2,463.65
20189A17	ATM APRIL 2018	Y	REPLACE 2003 FOOD SERVICE TRUC	45,000.00	38,325.55	6,674.45	-	-	6,674.45
20189A4	ATM APRIL 2018	Y	WEST SCHL REPLACE WINDOWS	36,000.00	34,962.00	1,038.00	-	-	1,038.00
20189A5	ATM APRIL 2018	Y	NATHANIEL MORTON BRICK REMEDIA	126,500.00	105,775.00	20,725.00	-	-	20,725.00
20199A3	ATM APRIL 2019	Y	HEDGE ES EXT TRIM & CUPOLA	85,000.00	81,800.00	3,200.00	-	-	3,200.00
20199A4	ATM APRIL 2019	Y	WEST ES REPLACE WINDOWS	105,000.00	104,994.00	6.00	-	-	6.00
20209A10	ATM AUGUST 2020	Y	ROOF SCHOOLS - FFES WES IBES	247,100.00	-	247,100.00	-	-	247,100.00
20209A11	ATM AUGUST 2020	Y	PCIS FIRE ALARM SYSTEM	45,963.00	-	45,963.00	-	40,962.02	5,000.98
20209A13	ATM AUGUST 2020	Y	PCIS FIELD RENOVATIONS & FENCE	153,945.00	-	153,945.00	-	-	153,945.00
20209A14	ATM AUGUST 2020	Y	WES WINDOW REPLACEMENT PHASE 3	145,044.00	-	145,044.00	145,044.00	-	-
20209A15	ATM AUGUST 2020	Y	FFES WINDOW REPLACEMENTS PH 1	118,184.00	-	118,184.00	118,184.00	-	-
20209A16	ATM AUGUST 2020	Y	HES RESURFACE PARKING LOTS	101,575.00	-	101,575.00	-	101,575.00	-
20209A17	ATM AUGUST 2020	Y	PCIS PUBLIC ADDRESS SYSTEM	29,578.00	-	29,578.00	-	28,522.93	1,055.07
20209A18	ATM AUGUST 2020	Y	PSMS SIDEWALK REPAIRS	66,750.00	-	66,750.00	-	66,750.00	-
20209A19	ATM AUGUST 2020	Y	PCIS REPLACE CARPET WITH TILE	64,815.00	-	64,815.00	38,427.00	26,388.00	-
20209A20	ATM AUGUST 2020	Y	HA REPLACE CARPET WITH TILE	41,500.00	-	41,500.00	41,500.00	-	-
20209A21	ATM AUGUST 2020	Y	IBES MODULAR RENOVATIONS	360,000.00	-	360,000.00	-	-	360,000.00
20209A9	ATM AUGUST 2020	Y	IBES MODULAR ENVELOPES	61,500.00	-	61,500.00	-	-	61,500.00
<u>427 - NATURAL RESOURCES</u>									
2017F4B	FATM OCTOBER 2017	Y	ART 4B TOWN WHARF BULKHEAD	67,670.00	54,870.41	12,799.59	465.00	12,334.59	-
2017F4E	FATM OCTOBER 2017	Y	ART 4E PIT TAG PROJECT @ TWN B	21,000.00	20,801.09	198.91	-	-	198.91
20189A12	ATM APRIL 2018	Y	REPLACE ANIMAL CONTROL VEHICLE	47,426.00	47,321.21	104.79	-	-	104.79
20189A16	ATM APRIL 2018	Y	TOWN FOREST RED PINE CUTTING	12,500.00	10,500.00	2,000.00	-	-	2,000.00

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

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expended	Current Year Encumb	Balance
20189A22	ATM APRIL 2018	Y	FEASIBILITY/JENNEY POND BY-PAS	36,680.00	35,504.40	1,175.60	-	1,175.60	-
2018F4L	FATM OCTOBER 2018	Y	DREDGING PERMITTING/SAMPLING	200,000.00	164,123.79	35,876.21	-	34,287.41	1,588.80
2019F4I	FATM OCTOBER 2019	Y	JENNEY POND DREDGE/ENG/PERM	138,500.00	39,987.61	98,512.39	33,832.20	63,400.19	1,280.00
2019F4K	FATM OCTOBER 2019	Y	HOLMES DAM SEDIMENT DISPOSAL	75,000.00	63,310.05	11,689.95	-	-	11,689.95
2019F4L	FATM OCTOBER 2019	Y	SAVERY POND WATERSHED STUDY	28,977.00	-	28,977.00	-	28,977.00	-
20209A47	ATM AUGUST 2020	Y	SAWMILL DAM REPAIRS	490,000.00	-	490,000.00	292,603.27	151,158.45	46,238.28
2020F4C	FATM OCTOBER 2020	Y	HERRING POND WATERSHED STUDY	71,024.00	-	71,024.00	-	71,024.00	-
2020F4D	FATM OCTOBER 2020	Y	DAM BYPASS @ JENNEY ENG/PERM	75,000.00	-	75,000.00	10,254.10	64,412.90	333.00
2020F6	FATM OCTOBER 2020	Y	CYANOBACTERIA SAMPLING	17,500.00	-	17,500.00	-	-	17,500.00
2020F7	FATM OCTOBER 2020	Y	PLANTINGS AT FOOTHILLS	45,800.00	-	45,800.00	40,100.00	5,700.00	-
2020F8	FATM OCTOBER 2020	Y	DMEA EDUCATION TRAILER	10,000.00	-	10,000.00	10,000.00	-	-
<u>510 - PUBLIC HEALTH</u>									
2018F35	FATM OCTOBER 2018	Y	WATERSHED ASSESSMENT	180,000.00	174,019.15	5,980.85	4,485.78	1,325.07	170.00
<u>699 - TOWN PROMOTION</u>									
2016A11	ATM APRIL 2016	Y	FY16 TOWN PROMOTION	656,280.00	655,131.16	1,148.84	-	-	1,148.84
2018A11	ATM APRIL 2018	Y	TWN PROMO FUND ART 11 FY18ATM	654,652.00	650,001.75	4,650.25	2,650.30	-	1,999.95
2019A14	ATM APRIL 2019	Y	FY20 TOWN PROMOTION FUND	661,958.00	649,717.00	12,241.00	10,210.65	-	2,030.35
2020A13	ATM AUGUST 2020	Y	FY21 TOWN PROMOTION FUND	721,975.00	-	721,975.00	284,311.81	201,000.00	236,663.19
TOTAL NON-DPW ARTICLES				11,690,342.80	6,129,208.59	5,561,134.21	1,703,332.14	1,522,927.27	2,334,874.80

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES
DPW ARTICLES

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expended	Current Year Encumb	Balance
<u>411 - DPW ENGINEERING</u>									
20139A11	ATM APRIL 2013	Y	RESTRIPE PART SAMOSET ST ART9	100,000.00	-	100,000.00	-	-	100,000.00
20139A12	ATM APRIL 2013	Y	NEWFIELD ST BRIDGE DESIGN ART9	299,711.64	275,891.19	23,820.45	-	23,820.45	-
20139A13	ATM APRIL 2013	Y	DRAIN REHAB 2020 TOWN ART9	250,000.00	216,149.84	33,850.16	-	-	33,850.16
20159A8	ATM APRIL 2015	Y	STORMWATR PHASE II	125,000.00	89,258.16	35,741.84	22,683.31	-	13,058.53
20179ABB	ATM APRIL 2017	Y	OBERY ST RDWY IMP ART9	250,000.00	131,324.22	118,675.78	7,854.60	98,194.90	12,626.28
20179ACC	ATM APRIL 2017	Y	BRIDGE & CULVERT INSPECT ART9	150,000.00	10,929.00	139,071.00	-	-	139,071.00
2017A14	ATM APRIL 2017	Y	ART 14 FY17ATM GRAVEL ROADS	1,000,000.00	999,914.15	85.85	-	-	85.85
20199A8	ATM APRIL 2019	Y	EPA PERMIT - STORMWATER	500,000.00	-	500,000.00	13,103.87	118,212.82	368,683.31
20199A9	ATM APRIL 2019	Y	ADA COMPLIANCE - PHASE 1	35,000.00	31,275.00	3,725.00	3,475.00	-	250.00
2019A12	ATM APRIL 2019	Y	FY20 GRAVEL ROAD IMPROVEMENTS	1,000,000.00	88,926.83	911,073.17	-	-	911,073.17
<u>420 - DPW HIGHWAY</u>									
20179AN	ATM APRIL 2017	Y	SNOWBLOWER/LOADER ART9	132,205.75	127,205.75	5,000.00	-	-	5,000.00
20189A10	ATM APRIL 2018	Y	REPLACE 1995 DUMP TRUCK H330	240,356.00	236,356.00	4,000.00	-	-	4,000.00
20199A5	ATM APRIL 2019	Y	HWY REPLACE 2000 6 WHEEL TRUCK	254,463.00	236,971.60	17,491.40	-	-	17,491.40
20199A6	ATM APRIL 2019	Y	HWY REPLACE 1999 6 WHEEL TRUCK	254,463.00	211,477.60	42,985.40	1,347.49	-	41,637.91
20209A23	ATM AUGUST 2020	Y	HWY MOWER/SIDEWALK PLOW	227,895.00	-	227,895.00	216,389.54	-	11,505.46
20209A24	ATM AUGUST 2020	Y	HWY DUMP TRUCK H355	85,341.00	-	85,341.00	-	71,024.11	14,316.89
20209A26	ATM AUGUST 2020	Y	HWY DUMP TRUCK H346	103,418.00	-	103,418.00	84,004.01	-	19,413.99
<u>421 - DPW ADMINISTRATION</u>									
20209A40	ATM AUGUST 2020	Y	WATER ST SEAWALL INSPCT-PERMIT	75,000.00	-	75,000.00	-	60,000.00	15,000.00
20209A41	ATM AUGUST 2020	Y	DPW OSHA COMPLIANCE	20,000.00	-	20,000.00	211.44	-	19,788.56
<u>422 - BUILDING MAINTENANCE</u>									
20119A10	ATM APRIL 2011	Y	FIRE STA 1 ROOF REPAIR-ART 9	30,000.00	10,715.25	19,284.75	-	-	19,284.75
20129A11	ATM APRIL 2012	Y	ROOF REPLACE 5 LOC ART 9	110,555.00	37,855.00	72,700.00	-	-	72,700.00
20129A12	ATM APRIL 2012	Y	ROOF/BLDG REPAIRS 6 LOC ART 9	96,325.00	63,315.99	33,009.01	33,009.01	-	-
20139A2	ATM APRIL 2013	Y	REPR7REUP CHAIRS MEM HALL ART9	183,900.00	171,667.41	12,232.59	-	-	12,232.59
20149A15	ATM APRIL 2014	Y	LUBE PIT DECOMMISSION & LIFT	104,000.00	66,212.14	37,787.86	-	-	37,787.86
20159A10	ATM APRIL 2015	Y	TOWN BUILDING REPAIR PROGRAM	62,356.66	57,597.68	4,758.98	-	3,415.00	1,343.98
20159A13	ATM APRIL 2015	Y	TOWN VEHICLE & EQUIPMENT REPLA	261,400.00	236,425.66	24,974.34	-	-	24,974.34
20169A18	ATM APRIL 2016	Y	FLR DRAINS/OIL/WTR SEP-CAMELO	264,550.00	-	264,550.00	-	-	264,550.00
20169A19	ATM APRIL 2016	Y	BRICK REPOINTING-MEMORIAL HALL	28,407.00	-	28,407.00	-	-	28,407.00
20169A20	ATM APRIL 2016	Y	REPAIR BRICK VENEER-MEMORIAL H	17,910.00	-	17,910.00	-	-	17,910.00
20169A21	ATM APRIL 2016	Y	MASONRY SEALING-MEMORIAL HALL	39,714.00	-	39,714.00	-	-	39,714.00
20169A23	ATM APRIL 2016	Y	REPLACE ADA RAMP-MYC	70,180.00	8,322.60	61,857.40	29,907.41	430.26	31,519.73
20169A24	ATM APRIL 2016	Y	1749 COURTHOUSE REPAIRS	118,000.00	117,872.88	127.12	-	127.12	-
20169A25	ATM APRIL 2016	Y	REPAIR ANIMAL SHELTER	21,000.00	-	21,000.00	-	-	21,000.00
20169A28	ATM APRIL 2016	Y	PLYMOUTH BEACH RESTROOM REPAIR	17,589.00	8,323.17	9,265.83	-	-	9,265.83
20189A3	ATM APRIL 2018	Y	GENERATOR @ DPW FACILITY	82,500.00	-	82,500.00	-	-	82,500.00

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES
DPW ARTICLES

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expended	Current Year Encumb	Balance
2018F4F	FATM OCTOBER 2018	Y	MEMORIAL HALL HVAC	363,000.00	347,684.37	15,315.63	11,875.00	-	3,440.63
20199A1	ATM APRIL 2019	Y	FIRE STATN 1 ROOF & SUMP PUMP	483,914.00	384,754.12	99,159.88	21,303.12	25,446.88	52,409.88
20199A2	ATM APRIL 2019	Y	TOWN BLDG ROOF REPAIRS	244,102.00	29,640.00	214,462.00	201,062.00	13,400.00	-
20209A1	ATM AUGUST 2020	Y	ROOFS-POLICE AND MANOMET FIRE	668,000.00	-	668,000.00	143,450.00	146,005.00	378,545.00
20209A2	ATM AUGUST 2020	Y	ROOF-ANMLSHEL PINEH&CEDAR FIRE	352,000.00	-	352,000.00	9,700.00	19,770.00	322,530.00
20209A4	ATM AUGUST 2020	Y	BLDG CODE SURVEY-FEAS STDY DPW	60,500.00	-	60,500.00	-	-	60,500.00
20209A5	ATM AUGUST 2020	Y	PAVING-FIRE STATIONS AND DPW	550,000.00	-	550,000.00	156,816.55	340.00	392,843.45
20209A6	ATM AUGUST 2020	Y	REPLACE DOORS DPW HIGHWAY	53,600.00	-	53,600.00	-	-	53,600.00
20209A7	ATM AUGUST 2020	Y	ANIMAL SHELTER HVAC ENERGY REC	40,000.00	-	40,000.00	3,065.00	-	36,935.00
20209A8	ATM AUGUST 2020	Y	MEMORIAL HALL EXT TRIM PAINTNG	53,000.00	-	53,000.00	-	-	53,000.00
2020S4A1	STM AUGUST 2020	Y	ASBESTOS MGT PLAN	80,000.00	-	80,000.00	-	-	80,000.00
2020S5	STM AUGUST 2020	Y	DESIGN/STUDY FIRE STATION RENO	500,000.00	-	500,000.00	7,170.00	191,880.00	300,950.00
<u>425 - FLEET MAINTENANCE</u>									
20209A27	ATM AUGUST 2020	Y	FLEET MAINT FORKLIFT	64,335.00	-	64,335.00	64,000.00	-	335.00
20209A28	ATM AUGUST 2020	Y	FLEET MAINT JACKS FOR VEH LIFT	19,575.00	-	19,575.00	-	15,225.50	4,349.50
<u>490 - CREMATORY</u>									
20179AEE	ATM APRIL 2017	Y	REBUILD UNIT 2 CHAMBER ART9	28,000.00	-	28,000.00	28,000.00	-	-
2019F4B	FATM OCTOBER 2019	Y	CREMATORY RETORT REPAIR	48,500.00	-	48,500.00	45,440.00	-	3,060.00
20209A46	ATM AUGUST 2020	Y	RETORT 3 REPAIRS	24,728.00	-	24,728.00	-	-	24,728.00
<u>491 - CEMETERY</u>									
20099A15	ATM APRIL 2009	Y	CEMETERY SOFTWARE	15,113.96	9,693.96	5,420.00	-	145.00	5,275.00
20109A13	ATM APRIL 2010	Y	BURIAL HL HEADSTONE PRES-ART 9	70,000.00	40,903.95	29,096.05	-	-	29,096.05
20119A19	ATM APRIL 2011	Y	PARTING WAYS CEMETERY-ART 9	75,000.00	54,750.00	20,250.00	-	2,750.00	17,500.00
20139A22	ATM APRIL 2013	Y	VINE HILLS/RD WATER REPAI ART9	80,000.00	78,311.06	1,688.94	-	926.15	762.79
20199A10	ATM APRIL 2019	Y	VINE HILLS WATER LINE & PAVING	75,000.00	42,696.97	32,303.03	-	-	32,303.03
20209A29	ATM AUGUST 2020	Y	CEMETERY HEAVYDUTY UTILITY VEH	39,600.00	-	39,600.00	35,953.31	2,752.53	894.16
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	-	60,750.00	-	-	60,750.00
20209A44	ATM AUGUST 2020	Y	HEARSE HOUSE RENOVATIONS	50,000.00	-	50,000.00	-	-	50,000.00
20209A45	ATM AUGUST 2020	Y	BURIAL HILL WALKWAYS & RAILING	55,000.00	-	55,000.00	-	-	55,000.00
<u>492 - PARKS AND FORESTRY</u>									
2004F4K	FATM OCTOBER 2004	Y	VETERANS FIELD MASTER PLAN	10,184.03	-	10,184.03	-	3,000.00	7,184.03
2012F4G	FATM OCTOBER 2012	Y	DRAINAGE/HEDGES PND REC ART4G	34,936.38	31,077.07	3,859.31	-	-	3,859.31
20169A33	ATM APRIL 2016	Y	BREWSTER GARDEN STAIRS	69,900.00	13,833.22	56,066.78	-	1,166.78	54,900.00
20169A34	ATM APRIL 2016	Y	PURCHASE RESTROOM TRAILER	25,000.00	-	25,000.00	-	-	25,000.00
20179AHH	ATM APRIL 2017	Y	SPLASH PAD FLOOR ART9	136,000.00	123,259.12	12,740.88	-	-	12,740.88
20179AII	ATM APRIL 2017	Y	VETERANS PARK DESIGN ART9	45,000.00	15,855.66	29,144.34	-	19,144.34	10,000.00
20189A11	ATM APRIL 2018	Y	REPLACE 1999 TRUCK P25	108,957.00	89,987.45	18,969.55	-	-	18,969.55
20189A15	ATM APRIL 2018	Y	NELSON PLAY STRUCTURE REPAIRS	16,910.70	16,070.70	840.00	840.00	-	-

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES
DPW ARTICLES

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expended	Current Year Encumb	Balance
20189A19	ATM APRIL 2018	Y	JENNEY GRIST MILL IMPROVEMENTS	750,000.00	512,926.29	237,073.71	3,295.47	15,851.86	217,926.38
2019F4C	FATM OCTOBER 2019	Y	MANOMET RECREATION IRRIGATION	66,838.00	45,547.60	21,290.40	13,550.00	-	7,740.40
20209A30	ATM AUGUST 2020	Y	PARKS ZERO TURN MOWERS	15,000.00	-	15,000.00	14,387.20	-	612.80
20209A31	ATM AUGUST 2020	Y	PARKS TRACTOR	66,085.00	-	66,085.00	63,840.00	-	2,245.00
20209A32	ATM AUGUST 2020	Y	PARKS BUCKET TRUCK P64	239,397.00	-	239,397.00	-	-	239,397.00
TOTAL DPW ARTICLES				12,369,416.12	5,270,978.66	7,098,437.46	1,235,733.33	833,028.70	5,029,675.43

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES
ENTERPRISE FUND ARTICLES

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expended	Current Year Encumb	Balance
<u>138 - PROCUREMENT</u>									
43301508	ATM APRIL 2012	Y	SOLID WASTE/ART 8/EPT EQUIP	42,240.00	8,043.00	34,197.00	-	-	34,197.00
43301708	ATM APRIL 2014	Y	SOL WSTE ART 8/DEPT EQUIPMENT	8,000.00	3,500.00	4,500.00	3,770.00	-	730.00
<u>433 - TRANSFER STATION OPERATIONS</u>									
20109A15	ATM APRIL 2010	Y	SOUTH ST LNDFIL & TR STA-ART 9	72,000.00	71,864.83	135.17	-	-	135.17
20119A24	ATM APRIL 2011	Y	SOLID WASTE COMPACTOR/ART 9	952.00	-	952.00	-	-	952.00
20129A28	ATM APRIL 2012	Y	MANOMET TR STA REALIGN ART 9	200,000.00	198,811.04	1,188.96	-	-	1,188.96
20199A28	ATM APRIL 2019	Y	MANOMET TRANSFER STAT MAINTENA	200,000.00	-	200,000.00	-	-	200,000.00
20209A56	ATM AUGUST 2020	Y	EXCAVATOR FOR TRANSFER STATION	222,640.00	-	222,640.00	198,750.00	-	23,890.00
20209A57	ATM AUGUST 2020	Y	TROMMEL SCREEN FOR YARD WASTE	403,700.00	-	403,700.00	-	-	403,700.00
<u>440 - SEWER</u>									
20129A22	ATM APRIL 2012	Y	SEWER WASTEWATER MASPLN ART 9	250,000.00	212,772.22	37,227.78	-	6,607.65	30,620.13
20149A32	ATM APRIL 2014	Y	SEWER SYSTEM UPGRADE	250,000.00	237,221.00	12,779.00	-	12,779.00	-
20169A39	ATM APRIL 2016	Y	SEWER SYSTEM UPGRADES	250,000.00	112,164.32	137,835.68	5,512.50	-	132,323.18
2016F4B	FATM OCTOBER 2016	Y	WASTEWATER TREATMENT AUDIT	200,000.00	162,204.45	37,795.55	-	-	37,795.55
20189A23	ATM APRIL 2018	Y	SCADA UPGRADES	55,000.00	54,305.57	694.43	-	-	694.43
2018F4A	FATM OCTOBER 2018	Y	HEDGE ROAD PUMP STATION	600,000.00	371,596.75	228,403.25	228,403.25	-	-
20199A19	ATM APRIL 2019	Y	REPLACE 2003 SERVICE TRUCK	68,777.00	1,348.74	67,428.26	66,849.26	-	579.00
20199A20	ATM APRIL 2019	Y	REPLACE 1997 DUMP TRUCK	254,463.00	200,565.60	53,897.40	3,860.12	-	50,037.28
20199A21	ATM APRIL 2019	Y	NEW PICKUP TRUCK S51	31,556.00	31,555.20	0.80	-	-	0.80
2019F4D	FATM OCTOBER 2019	Y	WWTP GROUNDWATER DISCHARGE	130,000.00	5,643.75	124,356.25	3,587.50	120,768.75	-
2019S15	STM APRIL 2019	Y	WASTEWATER OP CONTRACT DEV	185,000.00	144,871.02	40,128.98	-	40,128.98	-
20209A48	ATM AUGUST 2020	Y	COLLECTION SYSTEM REHAB	500,000.00	-	500,000.00	-	-	500,000.00
20209A49	ATM AUGUST 2020	Y	CAMELOT DR SEWER EXT DESIGN	358,600.00	-	358,600.00	-	340,000.00	18,600.00
<u>450 - WATER</u>									
20109A12	ATM APRIL 2010	Y	WATER SYSTEM DIST IMPRV-ART 9	337,496.47	334,640.46	2,856.01	-	2,856.01	-
20159C6	ATM APRIL 2015	Y	WATER INFRASTRUCTURE	497,960.00	488,706.59	9,253.41	-	9,253.41	-
20159C8	ATM APRIL 2015	Y	STEEL PLATES FOR ROAD CONSTRUC	15,000.00	10,931.25	4,068.75	-	-	4,068.75
20169A40	ATM APRIL 2016	Y	WATER INFRASTRUCTURE	500,000.00	477,032.72	22,967.28	-	22,967.28	-
20169A41	ATM APRIL 2016	Y	PURCHASE NEW MINI EXCAVATOR	100,000.00	80,606.80	19,393.20	-	8,800.00	10,593.20
20179APP	ATM APRIL 2017	Y	WATER INFRASTRUCTURE ART9	186,128.47	32,439.19	153,689.28	16,940.00	-	136,749.28
20189A26	ATM APRIL 2018	Y	WATER SYSTEM MASTER PLAN	305,800.00	262,946.00	42,854.00	5,755.00	34,199.00	2,900.00
20199A22	ATM APRIL 2019	Y	REPLACE 2001 6-WHL DUMP TRUCK	254,500.00	200,565.60	53,934.40	-	-	53,934.40
20199A23	ATM APRIL 2019	Y	WATER INFRASTRUCTURE	500,000.00	-	500,000.00	80,990.00	371,233.00	47,777.00
20199A24	ATM APRIL 2019	Y	WATER INSERTION VALVES DOWNTWN	750,000.00	519,245.26	230,754.74	-	13,687.50	217,067.24
20199A25	ATM APRIL 2019	Y	REPLACE 2005 W441 PICKUP TRUCK	31,556.00	31,555.20	0.80	-	-	0.80
20199A26	ATM APRIL 2019	Y	NEW PICKUP TRUCK	31,556.00	31,555.20	0.80	-	-	0.80
20199A27	ATM APRIL 2019	Y	TRAILER MOUNT AIR COMPRESSOR	25,500.00	22,007.56	3,492.44	-	-	3,492.44
20209A50	ATM AUGUST 2020	Y	NEW WELL SOURCE EXPLORATION	200,000.00	-	200,000.00	-	-	200,000.00

BURKE'S LAW - OUTSTANDING ARTICLE BALANCES
ENTERPRISE FUND ARTICLES

MUNIS Account #	Article Meeting Month & Year	Multi Year Fund	Description of Article	Original Appropriation (in MUNIS)	Prior Years Actual Exp	Current MUNIS Budget	Current Year Expended	Current Year Encumb	Balance
20209A51	ATM AUGUST 2020	Y	WELL POWER UPGRADES	401,000.00	-	401,000.00	-	-	401,000.00
20209A52	ATM AUGUST 2020	Y	PUMP STATION UPGRADES	750,000.00	-	750,000.00	-	-	750,000.00
20209A53	ATM AUGUST 2020	Y	VALVE MAINT SYSTEM TRAILER	72,000.00	-	72,000.00	-	-	72,000.00
20209A54	ATM AUGUST 2020	Y	WATER SMART SOFTWARE	65,000.00	-	65,000.00	-	-	65,000.00
20209A55	ATM AUGUST 2020	Y	UTILITY TRUCK W46	85,400.00	-	85,400.00	1,231.44	71,889.11	12,279.45
2020F5	FATM OCTOBER 2020	Y	PURCHASE LAND OFF PLYMOUTH ST	800,000.00	-	800,000.00	-	-	800,000.00
2020S3	STM AUGUST 2020	Y	WATER UNPAID BILLS	3,747.56	-	3,747.56	3,747.56	-	-
<u>482 - AIRPORT</u>									
2020F4F	FATM OCTOBER 2020	Y	TAXIWAY ECHO EXTENSION	100,000.00	-	100,000.00	3,855.80	-	96,144.20
2020F4G	FATM OCTOBER 2020	Y	PURCHASE BLDG NW-26 AIRPORT	40,000.00	-	40,000.00	3,000.00	-	37,000.00
TOTAL ENTERPRISE FUND ARTICLES				10,335,572.50	4,308,699.32	6,026,873.18	626,252.43	1,055,169.69	4,345,451.06
NON-DPW ARTICLES				11,690,343	6,129,209	5,561,134	1,703,332	1,522,927	2,334,875
DPW ARTICLES				12,369,416	5,270,979	7,098,437	1,235,733	833,029	5,029,675
ENTERPRISE FUNDS ARTICLES				10,335,573	4,308,699	6,026,873	626,252	1,055,170	4,345,451
GRAND TOTAL				34,395,331	15,708,887	18,686,445	3,565,318	3,411,126	11,710,001

ARTICLE SUPPORTING DOCUMENTATION

ARTICLE 2:

ARTICLE 2: To hear the reports of the several Boards and Officers and Committees of the Town thereon or take any other action relative thereto.

BOARD OF SELECTMEN

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

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

ARTICLE 3:

ARTICLE 3: To see if the Town will vote pursuant to G.L. c. 44, §53E 1/2 to establish the fiscal year 2022 spending limits for each revolving fund established by Chapter 143 of the General By-laws, Departmental Revolving Funds, or take any other action relative thereto.

BOARD OF SELECTMEN

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

The Advisory & Finance Committee recommends Town Meeting approve Article 3. Approval of this article will set the FY2021 spending caps for each of the revolving funds listed herein pursuant to G.L. c. 44, §53E ½.

**Town of Plymouth
Finance Department**

TO: Board of Selectmen, Advisory & Finance Committee
FROM: Lynne A. Barrett, Director of Finance
RE: ATM Article 3 – FY2022 Revolving Fund Spending Caps
DATE: December 16, 2020

Last year, in accordance with the Massachusetts Municipal Modernization Act changes to MGL Chapter 44: Section 53E ½ Revolving Funds, Plymouth’s revolving funds were established by bylaw. The statute further states that the town “shall, on or before July 1 of each year, vote on the limit on the total amount that may be expended from each revolving fund established under this section.” We are proposing the following FY2022 Revolving Fund Spending Caps:

Revolving Fund	FY 2022 Spending Cap
Manomet Village Parking	\$ 1
Cedarville Village Parking	\$ 1
West Plymouth Village Parking	\$ 1
No. Plymouth Village Parking	\$ 1
Plymouth Center Village Parking	\$ 1
Animal Shelter Adoption	\$ 5,000
State Boat Ramp	\$ 70,031
Recreation Fund	\$ 500,000
Vocational Technical Services Fund	\$ 350,000
Plymouth Beach Fund	\$ 394,950
Cemetery Repair & Beautification Fund	\$ 25,000
Council on Aging Programs Fund	\$ 65,000
Council on Aging Meals on Wheels	\$ 30,000
Fire Safety and Prevention	\$ 150,000
Fire Alarm Master Box Services	\$ 95,000
Local Hazardous Materials Program	\$ 60,000
Cedarville Community Center	\$ 12,000
Memorial Hall	\$ 205,000
Compost Bins	\$ 5,160
Hedges Pond	\$ 50,000
CPA Conservation Land	\$ 800
1820 Court House Maintenance	\$ 1
Shellfish Upweller	\$ 10,000
Plymouth County Outreach (PCO)	\$ 100,000

Thank you for your consideration of this article.

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2021 Spending Cap	FY2022 Requested Spending Cap	Notes
Manomet Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2022 and subsequent years	\$1	\$1	
Cedarville Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2022 and subsequent years	\$1	\$1	
West Plymouth Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2022 and subsequent years	\$1	\$1	
No. Plymouth Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2022 and subsequent years	\$1	\$1	
Plymouth Center Village Parking <i>Director of Planning & Development</i>	Those identified as payments made in lieu of on-site parking.	As provided by Section 203.7 of the Zoning Bylaw, these five funds may be used within their respective village centers for parking related uses including land acquisition, facility construction, and the preparation of plans and specifications.	Fiscal Year 2022 and subsequent years	\$1	\$1	
Animal Shelter Adoption <i>Director of Marine & Environmental Affairs</i>	Those identified as those arising from deposits/spaying & neutering.	In accordance with G.L c.140 §139A, all animals placed for adoption must be spayed or neutered. This fund provides for other expenditures as authorized by §139A as well as a refund of a \$30 deposit, when proof of spaying or neutering procedure is provided. To be used for the care, health & welfare of the animals, equipment, supplies & capital expenditures.	Fiscal Year 2022 and subsequent years	\$5,000	\$5,000	
State Boat Ramp <i>Harbor Master</i>	Those identified as relating to State Boat Ramp parking sticker receipts.	This fund shall be used salaries and benefits of full-time staff and part-time staff and other expenses for the purposes of managing, controlling and providing a higher level of public safety at the boat ramp.	Fiscal Year 2022 and subsequent years	\$77,355	\$70,031	Salaries

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2021 Spending Cap	FY2022 Requested Spending Cap	Notes
Recreation Fund <i>Recreation Director</i>	Those identified as relating to recreational programs.	This fund shall be used for salaries and benefits of full-time staff, part-time and seasonal staff, as well as facility and capital expenses and other expenses related to recreation programs.	Fiscal Year 2022 and subsequent years	\$490,000	\$500,000	<i>Salaries</i>
Vocational Technical Services Fund <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 i) Design & Visual b) CAD/CAM Communication c) Carpentry j) Electronics d) Child Care k) Graphic Arts e) Computer Science l) Metals/Welding f) Marine Technology m) Plumbing g) Culinary Arts n) Cosmetology h) Distributive Education o) Electrical	Fiscal Year 2022 and subsequent years	\$350,000	\$350,000	<i>Salaries</i>
Plymouth Beach Fund <i>Director of Marine & Environmental Affairs</i>	Those identified as all non-resident parking receipts at Plymouth Beach, in addition to one hundred percent (100%) of Plymouth Long Beach 4x4 sticker fees.	This fund shall be used for salaries and benefits of full-time staff, part-time salaries of seasonal NRO's, police details, and for capital expenses and other expenses incurred for the purposes of providing maintenance and public safety of Plymouth Long Beach and repairs to the seawall.	Fiscal Year 2022 and subsequent years	\$367,940	\$394,950	<i>Salaries</i>
Cemetery Repair & Beautification Fund <i>Cemetery Superintendent</i>	Those arising from foundation revenue.	This fund shall be used for capital expenses and other expenses incurred for beautifying, restoring, researching, and repairing town cemeteries.	Fiscal Year 2022 and subsequent years	\$40,000	\$25,000	
Council on Aging Programs Fund <i>Director of Elder Affairs - COA</i>	Those identified as relating to Council on Aging programs.	This fund shall be for contractual services and other expenses related to programs for senior citizens .	Fiscal Year 2022 and subsequent years	\$65,000	\$65,000	
Council on Aging Meals on Wheels <i>Director of Elder Affairs - COA</i>	Those identified as relating to donations for the Council on Aging Meals on Wheels program.	This fund shall be for payment to Old Colony Elder Services for meals.	Fiscal Year 2022 and subsequent years	\$30,000	\$30,000	
Fire Safety and Prevention <i>Fire Chief</i>	Those identified as relating to permits issued and inspections performed by the Plymouth Fire Department, Fire Prevention Division.	This fund shall be for salaries and benefits and to support the operational cost of services provided within the Fire Prevention Division including capital expenses and other expenses.	Fiscal Year 2022 and subsequent years	\$150,000	\$150,000	<i>Salaries</i>

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2021 Spending Cap	FY2022 Requested Spending Cap	Notes
Fire Alarm Master Box Services <i>Fire Chief</i>	Those identified as relating to fire alarm services performed by the Plymouth Fire Department, Fire Alarm Division.	This fund shall be for salaries, benefits, public safety equipment, materials, as well as capital expenses and other expenses used in accordance with Fire Alarm Services.	Fiscal Year 2022 and subsequent years	\$95,000	\$95,000	
Local Hazardous Materials Program <i>Fire Chief</i>	Those identified as relating to fees collected by the Fire Department as a result of responding and mitigating hazardous materials incidents either in Plymouth or by mutual aid responses.	This fund shall be to replace, repair and/or purchase equipment and supplies used during hazardous materials incidents and to support the operational cost of services provided within the Fire Department Local Hazardous Materials Program.	Fiscal Year 2022 and subsequent years	\$60,000	\$60,000	
Cedarville Community Center <i>Fire Chief</i>	Those identified as fees collected from the hourly rental fees for the use of the Cedarville Community Center.	The funds will be used to pay for regular cleaning of the facility as well as to replace, repair, or purchase supplies used for the cleaning and up-keep of the Community Room.	Fiscal Year 2022 and subsequent years	\$12,000	\$12,000	
Memorial Hall <i>Director of Community Resources</i>	Those identified as relating to rental fees associated with Memorial Hall	This fund shall be for salaries and benefits of full-time staff and part-time staff, maintenance and operation of Memorial Hall including capital expenses and other expenses.	Fiscal Year 2022 and subsequent years	\$155,000	\$205,000	<i>Salaries</i>
Compost Bins <i>Assistant DPW Director</i>	Those identified as relating to the sale of compost bins.	This fund shall be for purchasing compost bins.	Fiscal Year 2022 and subsequent years	\$5,160	\$5,160	
Hedges Pond <i>Recreation Director</i>	Those identified as program fees from Recreation Dept. Day Program, daily-parking fees, special event & rental fees.	The funds will be used to cover Recreation Dept. seasonal salaries and operational expenses for the facility as well as capital expenses.	Fiscal Year 2022 and subsequent years	\$100,000	\$50,000	<i>Salaries</i>
CPA Conservation Land <i>Director of Marine & Environmental Affairs</i>	Those identified as fees from the harvest and/or lease of the Center Hill Cranberry Bog.	The funds will be used to for the care, maintenance, and necessary signage and other improvement of the land acquired with CPA funds.	Fiscal Year 2022 and subsequent years	\$800	\$800	

Revolving Fund	Fees, Charges or other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	FY2021 Spending Cap	FY2022 Requested Spending Cap	Notes
1820 Court House Maintenance <i>Town Manager in consultation with the Community Preservation Committee</i>	Those received from fees and other revenues, including lease proceeds, collected with respect to use of the 1820 Court House and Court House Green	The fund shall be for the maintenance of the 1820 Court House, façade, roof, cupola, courtroom and Vermont Marble Staircase.	Fiscal Year 2022 and subsequent years	\$1	\$1	
Shellfish Upweller <i>Harbor Master</i>	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 2022 and subsequent years	\$10,000	\$10,000	
Plymouth County Outreach (PCO) <i>Police Chief</i>	Annual dues collected from PCO member departments, grants, gifts and donations.	PCO Initiative to assist those struggling with substance abuse disorders, mental health disorders, and/or behavioral Health disorders.	Fiscal Year 2022 and subsequent years	\$100,000	\$100,000	

Revolving Fund Report

Revolving Fund	Beg Balance	Receipts	Salary & Benefits	Other Expenditures	Ending Balance	FY2021 Request	FY2022 Request	Variance
Manomet Village Parking:								
FY2020: 7/1/19-6/30/20	\$ -	\$ -	\$ -	\$ -	\$ -			
FY2021 1st Half: 7/1/20-12/31/20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ 1	\$ -
Cedarville Village Parking:								
FY2020: 7/1/19-6/30/20		\$ -	\$ -	\$ -	\$ -			
FY2021 1st Half: 7/1/20-12/31/20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ 1	\$ -
W. Plymouth Village Parking:								
FY2020: 7/1/19-6/30/20	\$ -	\$ -	\$ -	\$ -	\$ -			
FY2021 1st Half: 7/1/20-12/31/20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ 1	\$ -
N. Plymouth Village Parking:								
FY2020: 7/1/19-6/30/20	\$ 2,960.00	\$ -	\$ -	\$ -	\$ 2,960.00			
FY2021 1st Half: 7/1/20-12/31/20	\$ 2,960.00	\$ -	\$ -	\$ -	\$ 2,960.00	\$ 1	\$ 1	\$ -
Plymouth Center Village Parking:								
FY2020: 7/1/19-6/30/20	\$ 35,127.75	\$ 17,900.00			\$ 53,027.75			
FY2021 1st Half: 7/1/20-12/31/20	\$ 53,027.75				\$ 53,027.75	\$1	\$ 1	\$ -
Animal Adoption:								
FY2020: 7/1/19-6/30/20	\$ 1,757.21	\$ 1,780.00		\$ 460.00	\$ 3,077.21			
FY2021 1st Half: 7/1/20-12/31/20	\$ 3,077.21	\$ 1,175.00		\$ 149.00	\$ 4,103.21	\$ 5,000	\$ 5,000	\$ -
State Boat Ramp:								
FY2020: 7/1/19-6/30/20	\$ 19,583.44	\$ 98,157.65	\$ 42,665.53	\$ 16,021.88	\$ 59,053.68			
FY2021 1st Half: 7/1/20-12/31/20	\$ 59,053.68	\$ 35,653.15	\$ 28,603.59	\$ 19,676.78	\$ 46,426.46	\$ 77,355	\$ 70,031	\$ (7,324)
								\$ -
								\$ -
								\$ -
Shellfish Upweller								
FY2020: 7/1/19-6/30/20	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -
FY2021 1st Half: 7/1/20-12/31/20	\$ -	\$ -	\$ -	\$ -	\$ -	\$10,000	\$ 10,000.00	\$ -
Recreation:								
FY2020: 7/1/19-6/30/20	\$ 689,767.65	\$ 275,077.29	\$ 163,409.49	\$ 187,629.96	\$ 613,805.49			
FY2021 1st Half: 7/1/20-12/31/20	\$ 613,805.49	\$ 137,335.90	\$ 45,191.01	\$ 172,030.06	\$ 533,920.32	\$ 490,000	\$ 500,000	\$ 10,000

Revolving Fund Report

Revolving Fund		Beg Balance	Receipts	Salary & Benefits	Other Expenditures	Ending Balance	FY2021 Request	FY2022 Request	Variance
Vocational/Technical Services:									
FY2020:	7/1/19-6/30/20	\$ 142,081.47	\$ 227,556.77	\$ 2,262.70	\$ 175,128.74	\$ 192,246.80			
FY2021 1st Half:	7/1/20-12/31/20	\$ 192,246.80	\$ 37,716.25		\$ 35,535.01	\$ 194,428.04	\$ 350,000	\$ 350,000	\$ -
Plymouth Beach:									
FY2020:	7/1/19-6/30/20	\$ 282,286.39	\$ 261,044.08	\$ 215,718.45	\$ 12,763.10	\$ 314,848.92			
FY2021 1st Half:	7/1/20-12/31/20	\$ 314,848.92	\$ 157,730.00	\$ 124,890.08	\$ 69,215.70	\$ 278,473.14	\$ 367,940	\$ 394,950	\$ 27,010
Cemetery Repair & Beautification:									
FY2020:	7/1/19-6/30/20	\$ 159,571.24				\$ 159,571.24			
FY2021 1st Half:	7/1/20-12/31/20	\$ 159,571.24	\$ 14,200.00		\$ 2,300.00	\$ 171,471.24	\$ 40,000	\$ 25,000	\$ (15,000)
Council on Aging Programs:									
FY2020:	7/1/19-6/30/20	\$ 623.58	\$ 44,182.10		\$ 43,191.60	\$ 1,614.08			
FY2021 1st Half:	7/1/20-12/31/20	\$ 1,614.08	\$ 633.90		\$ 174.00	\$ 2,073.98	\$ 65,000	\$ 65,000	\$ -
Council on Aging Meals on Wheels:									
FY2020:	7/1/19-6/30/20	\$ 1,580.58	\$ 7,189.52		\$ 6,743.77	\$ 2,026.33			
FY2021 1st Half:	7/1/20-12/31/20	\$ 2,026.33	\$ 4,553.13		\$ 4,444.13	\$ 2,135.33	\$ 30,000	\$ 30,000	\$ -
Fire Safety & Prevention:									
FY2020:	7/1/19-6/30/20	\$ 299,249.52	\$ 168,735.31	\$ 32,994.37	\$ 163,631.95	\$ 271,358.51			
FY2021 1st Half:	7/1/20-12/31/20	\$ 271,358.51	\$ 88,072.20	\$ 13,268.56	\$ 170,021.48	\$ 176,140.67	\$ 150,000	\$ 150,000	\$ -
Fire Alarm Services:									
FY2020:	7/1/19-6/30/20	\$ 64,668.90	\$ 56,050.00	\$ 37,316.41	\$ 28,587.90	\$ 54,814.59			
FY2021 1st Half:	7/1/20-12/31/20	\$ 54,814.59	3700	\$ 15,454.53	\$ 14,912.60	\$ 28,147.46	\$ 95,000	\$ 95,000	\$ -
Fire Local Hazardous Waste:									
FY2020:	7/1/19-6/30/20	\$ 175.67			\$ 175.00	\$ 0.67			
FY2021 1st Half:	7/1/20-12/31/20	\$ 0.67	\$ 178.08			\$ 178.75	\$ 60,000	\$ 60,000	
Fire Cedarville Community Room:									
FY2020:	7/1/19-6/30/20	\$ 6,290.94	\$ 697.00		\$ 835.00	\$ 6,152.94			
FY2021 1st Half:	7/1/20-12/31/20	\$ 6,152.94	\$ (135.00)			\$ 6,017.94	\$ 12,000	\$ 12,000	\$ -

Revolving Fund Report

Revolving Fund		Beg Balance	Receipts	Salary & Benefits	Other Expenditures	Ending Balance	FY2021 Request	FY2022 Request	Variance
Memorial Hall:									
FY2020:	7/1/19-6/30/20	\$ 405,194.06	\$ 143,553.41	\$ 103,160.80	\$ 16,075.65	\$ 429,511.02			
FY2021 1st Half:	7/1/20-12/31/20	\$ 429,511.02	\$ (6,150.00)	\$ 19,761.04	\$ 27,971.63	\$ 375,628.35	\$ 155,000	\$ 205,000	\$ 50,000
Compost Bins:									
FY2020:	7/1/19-6/30/20	\$ 15,498.95				\$ 15,498.95			
FY2021 1st Half:	7/1/20-12/31/20	\$ 15,498.95	\$ 730.00			\$ 16,228.95	\$ 5,160	\$ 5,160	\$ -
Hedges Pond Recreation:									
FY2020:	7/1/19-6/30/20	\$ 165,108.37	\$ 20,387.50	\$ 23,458.63	\$ 1,061.42	\$ 160,975.82			
FY2021 1st Half:	7/1/20-12/31/20	\$ 160,975.82	\$ 2,171.00		\$ 12,275.84	\$ 150,870.98	\$ 100,000	\$ 50,000	\$ (50,000)
CPA Conservation Land Revolving									
FY2020:	7/1/19-6/30/20	\$ 4,037.01	\$ 718.86		\$ 207.68	\$ 4,548.19			
FY2021 1st Half:	7/1/20-12/31/20	\$ 4,548.19			\$ 897.57	\$ 3,650.62	\$ 800	\$ 800	\$ -
1820 Court House									
FY2020:	7/1/19-6/30/20	\$ -	\$ -	\$ -	\$ -	\$ -			
FY2021 1st Half:	7/1/20-12/31/20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1		\$ (1)
Plymouth County Outreach (PCO)									
FY2020:	7/1/19-6/30/20	\$ 7,000.00	\$ 17,570.04	\$ 1,566.54	\$ 5,553.25	\$ 17,450.25	\$ 100,000	\$ 100,000	\$ -
FY2021 1st Half:	7/1/20-12/31/20	\$ 17,450.25			\$ 1,627.92	\$ 15,822.33			
Authorizations Requested							\$ 2,113,261.00	\$ 2,127,946.00	\$ 14,685.00

ARTICLE 4:

ARTICLE 4: To see what action the Town will take pursuant to Chapter 173 of the General By-Laws regarding the formation, reformation, organization, continuation or discharge of existing Committees created by vote of Town Meeting, or take any other action relative thereto.
BOARD OF SELECTMEN

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

The Advisory & Finance Committee recommends Town Meeting approve Article 4. Approval of this article will authorize the Plymouth Harbor Committee, Manomet Steering Committee, and West Plymouth Steering Committee to continue, with a review in three years at the 2024 Annual Town Meeting.

**TOWN OF PLYMOUTH
FINANCE DEPARTMENT**

TO: Select Board
Advisory and Finance Committee

FROM: Jeanette White
Budget Analyst

RE: Article 4 – Town Meeting Committees

DATE: December 15, 2020

Attached please find data sheets corresponding to the Town Meeting Committees scheduled for review at the 2021 Annual Town Meeting - Article 4.

Plymouth Harbor Committee

Continue for review in three years at the 2024 Annual Town Meeting with no changes.
A report will be placed on file with the Town Clerk to be included in the Annual Town Report.
Please see the attached data sheet.

Manomet Steering Committee

Continue for review in three years at the 2024 Annual Town Meeting with no changes.
A report will be placed on file with the Town Clerk to be included in the Annual Town Report.
Please see the attached data sheet.

West Plymouth Steering Committee

Continue for review in three years at the 2024 Annual Town Meeting with no changes.
A report will be placed on file with the Town Clerk to be included in the Annual Town Report.
Please see the attached data sheet.

TOWN MEETING COMMITTEES

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

TOWN MEETING COMMITTEES

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

TOWN MEETING COMMITTEES

Committee: **West Plymouth Steering Committee**

Article/Year: Art. 38 - 1994 Annual

Members: 7

Appointing Authority: 6 - Planning Board
1 - Board of Selectmen

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

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

Temporary/Permanent: Permanent

<u>Review Date:</u>	1997 ATM	2012 ATM
	2000 ATM	2015 ATM
	2003 ATM	2018 ATM
	2006 ATM	2021 ATM
	2009 ATM	

Next Review Date: 2024 ATM

Term: 3 year overlapping terms

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

2021 Recommendation: Continue Committee for review at the 2024 Annual Town Meeting.

ARTICLE 6:

ARTICLE 6: To see what action the Town will take pursuant to G.L. c.41, §108 with regard to fixing the salaries of elected Town Officials, or take any other action relative thereto.

BOARD OF SELECTMEN

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

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

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

OFFICE OF TOWN MANAGER
MEMORANDUM

To: Board of Selectmen
Advisory and Finance Committee Members

From: Marlene McCollem, Assistant Town Manager

Date: December 22, 2020

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

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

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

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

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

Thank you for your consideration.

ARTICLE 7A:

ARTICLE 7A: To see what action the Town will take to provide a reserve fund and to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town, including debt and interest, for the ensuing twelve month period beginning July 1, 2021, or take any other action relative thereto.

BOARD OF SELECTMEN

Sub-Committee Report A

RECOMMENDATION: Approval \$14,158,554 (Unanimous 12-0-0)

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

Sub-Committee Report B

RECOMMENDATION: Approval \$77,597,583 (9-0-3)

The Advisory & Finance Committee recommends Town Meeting approve an appropriation of \$77,597,583 for this section of the Budget. This figure incorporates the Select Board's original budget recommendation of \$76,657,734 for this section, a later \$156,107 increase to the Information Technology Department recommended by the Select Board at a later date to add two positions to that Department, and a \$783,742 increase to the Salary Reserve line item recommended by the Advisory & Finance Committee intended to prevent the need for any layoffs or furloughs of School Department employees during FY22 while the School Department continues to deal with the impacts and dangers to its operations caused by the ongoing pandemic. The Advisory & Finance Committee's recommendation related to that Salary Reserve line item was part of its vote on Budget Sub-Committee F's recommendations, which passed in a unanimous vote of (12-0-0).

Sub-Committee Report C

RECOMMENDATION: Approval \$28,991,613 (Unanimous 12-0-0)

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

Sub-Committee Report D

RECOMMENDATION: Approval \$11,022,353 (Unanimous 12-0-0)

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

Sub-Committee Report E**RECOMMENDATION: Approval \$4,601,382 (9-0-3)**

The Advisory & Finance Committee recommends Town Meeting approve an appropriation of \$4,601,382 for this section of the Budget. This figure incorporates both the Select Board's original budget recommendation of \$4,564,172, and a later \$37,210 increase to the Personnel Services line item recommended by the Select Board at a later date to restore the Memorial Hall Manager position.

Sub-Committee Report F**RECOMMENDATION: Approval \$104,233,676 (Unanimous, 12-0-0)**

The Advisory & Finance Committee recommends approval the budget as originally recommended by the Select Board and the School Committee of \$104,233,676. Further, the Advisory & Finance Committee recommends approval to put \$783,742 in the Salary Reserve Account(See Sub-Committee B recommendation) for the School to offset staff reductions as detailed in Sub-Committee Report F.

FY2022 BUDGET SUB-COMMITTEE LISTING

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

To: Advisory & Finance Committee
From: Budget Sub-Committee A – Administration/Inspectional Services/Fixed Costs
Scott Stephenson, Chair
Committee Members: Roz Jones, Larry McGrath, and Sheryl Sousa
Date: February 11, 2021
Subject: Sub-Committee A - FY2022 Budget Review & Recommendations

Budget Summary: Town Manager

Proposed FY2022 Budget	Total:	\$1,424,476	Personnel:	\$694,051	Other:	\$730,425
FY2021 Budget	Total:	\$1,371,583	Personnel:	\$671,423	Other:	\$700,160
FY2020 Actual	Total:	\$1,258,633	Personnel:	\$639,222	Other:	\$619,410

Department Synopsis

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

Budget Observations

The requested town manager's budget shows an overall increase of 3.9% or \$52,893. The personnel services increase is \$22,628 and was primarily due to contractual benefits which included salaries, longevity pay, sick leave buybacks, steps, educational incentives, etc. Other Expenses in the town manager's budget increased 4.3% or by \$30,265. Legal services increased by \$10,000 to \$670,000. Town celebrations increased by \$15,000, with the expectation that some celebrations will be allowed to happen in the upcoming fiscal year. If the state restrictions are lifted, staff will be able to attend meetings, education, and training session, which is increasing their budget by \$4,000.

Recommendations

The Sub-Committee recommends the approval of the Town Manager's budget of \$1,424,476.

Comments

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

Budget Summary: Procurement

Proposed FY2022 Budget	Total:	\$484,818	Personnel:	\$166,896	Other:	\$317,922
FY2021 Budget	Total:	\$509,528	Personnel:	\$194,296	Other:	\$315,232
FY2020 Actual	Total:	\$466,966	Personnel:	\$186,144	Other:	\$280,822

Department Synopsis

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

Budget Observations

Total budget reflects a decrease of 4.8% or \$24,710. That decrease is the result of Pam Hagler retiring and the position being vacant longer than expected and the new hire coming in at a lower step. There were some modest increases in Equipment Rental and Meetings, Education and Training, which increased by \$1,000 and \$1,390 respectively.

Recommendations

The Sub-Committee recommends approval of the budget at \$484,818.

Budget Summary: Human Resources

Proposed FY2022 Budget	Total:	\$487,015	Personnel:	\$272,465	Other:	\$214,550
FY2021 Budget	Total:	\$456,753	Personnel:	\$268,303	Other:	\$188,450
FY2020 Actual	Total:	\$366,233	Personnel:	\$252,491	Other:	\$113,741

Department Synopsis

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

Budget Observations

The requested budget shows a 6.6% or \$30,262 increase from FY21. Personnel Services increased by 1.6% or \$4,162. This was the result of contractual obligations. Other Expenses increased by \$26,100 of which \$32,500 is for the costs associated with medical testing. This includes the costs for testing employees and retirees for potential hazards, like asbestos (\$250 per test). It also includes pre-employment physicals, and drug test, etc. Technical services costs decreased by \$10,000, due to fewer police and fire promotional assessments.

Statistical Information on Town Employees

	2018	2019	2020
Active Employees*	527	563	539
Seasonal & Temporary	179	174	177
New Hires*	59	78	40
Retired/Terminated/Resigned	50	73	64
Promoted	38	40	28

*Full time and Part time

Recommendations

The Sub-Committee recommends approval of the budget at \$487,015.

Budget Summary: Town Clerk

Proposed FY2022 Budget	Total:	\$556,586	Personnel:	\$346,347	Other:	\$202,943
FY2021 Budget	Total:	\$623,199	Personnel:	\$417,166	Other:	\$205,333
FY2020 Actual	Total:	\$581,248	Personnel:	\$391,949	Other:	\$189,299

Department Synopsis

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

Budget Observations

The budget requested by the Town Clerk's office is \$556,586, which is 10.7% or \$66,613 lower than last year's budget. Most of this decrease (\$62,522) is election related as there are fewer elections scheduled, which will allow less spending on poll workers and overtime in the upcoming fiscal year. Technical Services saw a decrease of \$3,388, which is also election related. Under Personnel Services there is a decrease of \$8,297 due to the difference between to former and new Town Clerk's salary.

Recommendations

The Sub-Committee recommends a budget amount of \$556,586.

Comments

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

Budget Summary: Building and Zoning

Proposed FY2022 Budget	Total:	\$822,898	Personnel:	\$811,733	Other:	\$11,165
FY2021 Budget	Total:	\$811,271	Personnel:	\$802,431	Other:	\$8,840
FY2020 Actual	Total:	\$724,217	Personnel:	\$716,987	Other:	\$7,231

Department Synopsis

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

Budget Observations

The department is requesting a budget of \$822,898, which is an increase of 1.4% or \$11,627 from FY21. Contractual expenses increased by \$8,844. Other Expenses increased by \$2,325, which is cost associated with meetings, education, and training. Despite the pandemic, the department continues to be very busy keeping up with the growth in town. A total of 17,400 inspections were performed and 7,844 permits were issued in 2020. This department continues to be one of the top revenue producers in town, collecting \$2,154,202.

Recommendations

The Sub-Committee recommends approval of the Building and Zoning budget at \$822,898.

Budget Summary: Board of Health

Proposed FY2022 Budget	Total:	\$366,886	Personnel:	\$283,986	Other:	\$82,900
FY2021 Budget	Total:	\$320,933	Personnel:	\$255,333	Other:	\$65,600
FY2020 Actual	Total:	\$258,594	Personnel:	\$193,610	Other:	\$64,984

Department Synopsis

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

Budget Observations

The budget recommendation increased by 14.3% or \$45,953. Under Personnel Services, you see a \$28,653 increase of which \$23,876 is being used to “restore” a part-time clerk position. Under Other Expenses there is a \$15,000 increase, which is being used to hire a part-time nurse/communicable disease investigator. The Board of Health has been very busy. They completed about 355 food establishment inspections, which includes routine inspections, re-inspections when issues are found and investigated. They logged 4,573 pumping records and 764 burial permits were released and maintained. The revenue generated from licensing, permitting, fees and fines was \$577,282.

A special thanks goes out to the entire Board of Health for their hard work and dedication, helping the people of Plymouth during this horrible and deadly coronavirus pandemic.

Recommendations

The Sub-Committee recommends the adjusted budget of \$366,886.

Budget Summary: Member Benefits

Proposed FY 2022 Budget	Total:	\$8,208,792	Personnel:	0	Other:	\$8,208,792
FY2021 Budget	Total:	\$7,796,151	Personnel:	0	Other:	\$7,796,151
FY2020 Actual	Total:	\$7,339,065	Personnel:	0	Other:	\$7,339,065

Department Synopsis

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

Budget Observations

The overall budget for FY22 shows an increase of 5.3% or \$412,631. The last two years' increases were 4.2% and 7.7%, respectively. The largest increase of 10.2% or \$278,571 is due to retirees increasingly choosing Managed Blue versus Medex. (See chart below). Workers Compensation increased by 9.7% or \$73,942. Employer Medicare increased 4.6% or \$86,000 as salaries increased due to cost of living adjustments (COLA's), steps, overtime, etc.

Initiatives & Opportunities

A total of 83 employees were injured while performing their duties in service to the Town in 2020: 69 School employees and 14 Town employees. In addition, 20 Firefighters and 26 Police Officers were injured on duty during 2020. (The above injury figures represent a decrease in all categories when compared to the previous year). There are 57 Police and Firefighter retirees who were covered for medical expenses due to injuries incurred while they were active employees.

	2018	2019	2020
Blue Choice Enrollments	1602	1613	1595
Blue Care Elect Enrollments	112	118	100
Medex III w/OBRA Enrollments	934	918	917
Managed Blue	524	595	640
BCBS Dental Enrollment	2607	2640	2668
LTD Insurance Enrollments	486	539	504
Life Insurance Enrollments	2050	2117	2051

Recommendations

The Sub-Committee recommends the member benefits be approved as submitted at \$8,208,792. The Town will continue to face significant challenges in the years ahead as costs of health care, health care reform mandates, changes in minimum wage and retirements, to name a few, will increase the cost to the Plymouth taxpayer.

Budget Summary: Town Insurance

Proposed FY 2022 Budget	Total:	\$1,807,083	Personnel:	0	Other:	\$1,807,083
FY2021 Budget	Total:	\$1,570,917	Personnel:	0	Other:	\$1,570,917
FY2020 Actual	Total:	1,272,575	Personnel:	0	Other:	\$1,272,575

Department Synopsis

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

Budget Observations

Total budget requested shows a 15% or \$236,186. Over the previous two years the increases were 9.8% and 15.8%, respectively. The value of Town owned property has increased, plus the increase costs in employee liability, vehicles and equipment.

Initiatives & Opportunities

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

Recommendations

The Sub-Committee recommends the town insurance budget be approved for \$1,807,083.

Comments / Other

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

The Town is currently engaged in an insurance review with another provider and are waiting for their proposal.

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Ashley Shaw (Chair), Karen Hamilton, Steve Nearman, and Scott Stephenson
Date: February 11, 2021
Subject: Sub-Committee B FY2022 Budget Review & Recommendations: Moderator.

Budget Summary: Moderator

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 4,000	\$ 15,100	\$ 0	\$ 19,100
FY2021 Revised Budget	\$ 4,000	\$ 15,050	\$ 0	\$ 19,050
FY2020 Actual	\$ 4,000	\$ 5,589	\$ 0	\$ 9,589

Department Synopsis

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

Budget Observations

This budget is only increased by \$50 for FY2022 to account for Moderators Association Conferences.

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

Recommendations

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

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Ashley Shaw (Chair), Karen Hamilton, Steve Nearman, and Scott Stephenson
Date: February 11, 2021
Subject: Sub-Committee B FY2022 Budget Review & Recommendations: Finance and Accounting.

Budget Summary: Finance and Accounting

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 568,483	\$ 134,045	\$ 0	\$ 702,528
FY2021 Revised Budget	\$ 553,433	\$ 114,275	\$ 0	\$ 667,708
FY2020 Actual	\$ 559,726	\$ 126,876	\$ 0	\$ 686,602

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 personnel expenses for FY2022 is \$15,050, a 2.7% increase from FY2021. This is due to contractual increases in wages and salary. The increase in other expenses for FY2022 is \$19,770, a 17.3% increase from FY2021. This is primarily due to an increase in meetings, education, and training of \$6,320, in accounting and auditing of \$12,000, and in payroll services for the town of \$1,600. The increase in the overall budget for FY2022 is \$34,820, a 5.2% increase from FY2021.

Recommendations

The sub-committee recommends approval of the Select Board's budget of \$702,528.

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Ashley Shaw(Chair), Karen Hamilton, Steve Nearman, and Scott Stephenson
Date: February 11, 2021
Subject: Sub-Committee B FY2022 Budget Review & Recommendations: Assessing.

Budget Summary: Assessing

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 511,860	\$ 78,945	\$ 0	\$ 590,805
FY2021 Revised Budget	\$ 511,606	\$ 77,507	\$ 0	\$ 589,113
FY2020 Actual	\$ 471,278	\$ 8,042	\$ 0	\$ 479,320

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 recertifying the value of the town by doing field and data review of the community every five years in an attempt to maintain equitable values. Additionally, the department is responsible for motor vehicle excise bills.

Budget Observations

The increase in personnel expenses for FY2022 is \$254, a negligible increase from FY2021. This is due to contractual increases in longevity pay and sick leave buyback. The increase in other expenses for FY2022 is \$1,438, a 1.9% increase from FY2021. The increase in the overall budget for FY2021 is \$1,692, a 0.3% increase from FY2021.

Recommendations

The sub-committee recommends approval of the Select Board's budget of \$590,805.

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Ashley Shaw (Chair), Karen Hamilton, Steve Nearman, and Scott Stephenson
Date: February 11, 2021
Subject: Sub-Committee B FY2022 Budget Review & Recommendations: Treasurer and Collector.

Budget Summary: Treasurer and Collector

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 602,415	\$ 115,560	\$ 0	\$ 717,975
FY2021 Revised Budget	\$ 581,923	\$ 79,744	\$ 0	\$ 661,667
FY2020 Actual	\$ 568,231	\$ 6,311	\$ 0	\$ 574,542

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 personnel expenses for FY2022 is \$20,492, a 3.5% increase from FY2021. This is due to contractual increases in wages and salary of permanent workers and restoration of an administrative assistant position that was cut due to COVID-19. The increase in other expenses for FY2021 is \$35,816, a 44.9% increase from FY2021. This increase is due the adding back of meetings that were cut and canceled due to COVID-19 as well as the use of City Hall Services and an increase in mileage from going back and forth to the bank. The increase in the overall budget for FY2021 is \$56,308, an 8.5% increase from FY2021.

Recommendations

The sub-committee recommends approval of the Select Board's budget of \$717,975.

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Ashley Shaw (Chair), Karen Hamilton, Steve Nearman and Scott Stephenson
Date: February 11, 2021
Subject: Sub-Committee B FY2022 Budget Review & Recommendations: Information Technology

Budget Summary: Information Technology

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 527,472	\$ 1,125,867	\$ 0	\$ 1,653,339
FY2021 Revised Budget	\$ 554,710	\$ 1,136,480	\$ 0	\$ 1,691,190
FY2020 Actual	\$ 530,128	\$ 920,803	\$ 21,750	\$ 1,472,681

Department Synopsis

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

Budget Observations

The decrease in personnel expenses for FY2022 is \$27,238, a 4.9% decrease from FY2021. This is primarily due to a decrease in positions budgeted at a higher step being replaced with positions starting at step 1. The decrease in other expenses for FY2022 is \$10,613, a 0.9% decrease from FY2021. This is primarily due to reclassified spending. The overall decrease in the FY2022 operating budget is \$37,851, a 2.2% decrease from FY2021.

Recommendations

The sub-committee recommends approval of the Select Board's budget of \$1,653,339.

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Ashley Shaw (Chair), Karen Hamilton, Steve Nearman, and Scott Stephenson
Date: February 11, 2021
Subject: Sub-Committee B FY2022 Budget Review & Recommendations: FinComm Reserve Fund

Budget Summary: FinComm Reserve Fund

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 0	\$ 150,000	\$ 0	\$ 150,000
FY2021 Revised Budget	\$ 0	\$ 75,635	\$ 0	\$ 75,635
FY2020 Actual	\$ 0	\$ 150,000	\$ 0	\$ 150,000

Department Synopsis

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

Budget Observations

This budget is level funded. In 2021 the fund was used for the rental of a temporary fire tower.

Recommendations

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

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Ashley Shaw (Chair), Karen Hamilton, Steve Nearman, and Scott Stephenson
Date: February 11, 2021
Subject: Sub-Committee B FY2022 Budget Review & Recommendations: Salary Reserve Fund.

Budget Summary: Salary Reserve Fund

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 115,084	\$ 100,000	\$ 0	\$ 215,084
FY2021 Revised Budget	\$ 47,000	\$ 1,702,200	\$ 0	\$ 1,749,200
FY2020 Actual	\$ 129,750	\$ 101,636	\$ 0	\$ 231,386

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 FY2022 budget is \$9,902, a 4.4% decrease from FY2021. The FY2022 budget represents potential increases in personnel and other expenses, for restorations of positions in the library, and White Horse Beach parking enforcement, and contract bargaining, but an overall decrease to the budget due to unused OT for the 400th anniversary celebration and other reserve fund transfer decreases.

Recommendations

The sub-committee recommends approval of the Select Board's budget of \$215,084.

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Ashley Shaw (Chair), Karen Hamilton, Steve Nearman, and Scott Stephenson
Date: February 11, 2021
Subject: Sub-Committee B FY2022 Budget Review & Recommendations: Compensated Absences

Budget Summary: Compensated Absences

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 0	\$ 125,000	\$ 0	\$ 125,000
FY2021 Revised Budget	\$ 0	\$ 125,000	\$ 0	\$ 125,000
FY2020 Actual	\$ 0	\$ 125,000	\$ 0	\$ 125,000

Department Synopsis

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

Budget Observations

This budget is level funded for FY2022.

Recommendations

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

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Ashley Shaw (Chair), Karen Hamilton, Steve Nearman, and Scott Stephenson
Date: February 11, 2021
Subject: Sub-Committee B FY2022 Budget Review & Recommendations: Tax Title and Foreclosure.

Budget Summary: Tax Title and Foreclosure

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 0	\$ 296,000	\$ 0	\$ 296,000
FY2021 Revised Budget	\$ 0	\$ 296,000	\$ 0	\$ 296,000
FY2020 Actual	\$ 0	\$ 95,936	\$ 0	\$ 95,936

Department Synopsis

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

Budget Observations

This budget is level funded.

Recommendations

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

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Ashley Shaw (Chair), Karen Hamilton, Steve Nearman, and Scott Stephenson
Date: February 11, 2021
Subject: Sub-Committee B FY2022 Budget Review & Recommendations: Pension Contributions.

Budget Summary: Pension Contributions

	Town	School	Total
Proposed FY2022 Budget	\$ 11,867,955	\$ 4,335,173	\$ 16,203,128
FY2021 Revised Budget	\$ 11,290,180	\$ 4,163,498	\$ 15,453,678
FY2020 Actual	\$ 10,438,555	\$ 3,849,179	\$ 14,287,734

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 FY2022 budget is \$749,450, an 4.8% increase from FY2021.

This budget is produced using the state schedule with a long-term goal of being fully funded by 2035. The chart above reflects the town employees and non-education-based school employees. The Trust is managed and invested by the Plymouth Retirement Board, a 5-member board that meets on a regular basis. The retirement board decided to update the funding due to the COVID-19 pandemic which is why the increase is smaller than usual, this does not change the payoff year of 2035, when the unfunded liability will be paid off. After that it will just be the normal cost.

Recommendations

The sub-committee recommends approval of the Select Board's budget of \$16,203,128.

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Ashley Shaw (Chair), Karen Hamilton, Steve Nearman, and Scott Stephenson
Date: February 11, 2021
Subject: Sub-Committee B FY2022 Budget Review & Recommendations: Member Insurance.

Budget Summary: Member Insurance

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 37,687,546	\$ 0	\$ 0	\$ 37,687,546
FY2021 Revised Budget	\$ 36,938,871	\$ 0	\$ 0	\$ 36,938,871
FY2020 Actual	\$ 34,681,754	\$ 0	\$ 0	\$ 34,681,754

Department Synopsis

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

Budget Observations

The increase in the FY2022 budget is \$748,675, a 2.0% increase from FY2021.

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

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

Recommendations

The sub-committee recommends approval of the Select Board's budget of \$37,687,546.

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Ashley Shaw (Chair), Karen Hamilton, Steve Nearman, and Scott Stephenson
Date: February 11, 2021
Subject: Sub-Committee B FY2022 Budget Review & Recommendations: OPEB Trust Funding.

Budget Summary: OPEB Trust Funding

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 0	\$ 1,109,956	\$ 0	\$ 1,109,956
FY2021 Revised Budget	\$ 0	\$ 500,000	\$ 0	\$ 500,000
FY2020 Actual	\$ 0	\$ 1,016,568	\$ 0	\$ 1,106,568

Department Synopsis

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

Budget Observations

The increase in the FY2022 budget is \$609,956, a 122.0% increase from FY2021.

The FY2022 funding is based on 1% of estimated payroll. The budget has increased dramatically because the town did not want to have to increase taxes in the FY2021 in order to set aside money for OPEB. The funding is now back to a similar level as it was in FY 2020.

Recommendations

The sub-committee recommends approval of the Select Board's budget of \$1,106,568.

Sub-Committee B

To: Advisory & Finance Committee
From: Budget Sub-Committee B
Ashley Shaw (Chair), Karen Hamilton, Steve Nearman and Scott Stephenson
Date: February 11, 2021
Subject: Sub-Committee B FY2022 Budget Review & Recommendations: Unemployment Compensation.

Budget Summary: Unemployment Compensation

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 0	\$ 225,000	\$ 0	\$ 225,000
FY2021 Revised Budget	\$ 0	\$ 225,000	\$ 0	\$ 225,000
FY2020 Actual	\$ 0	\$ 125,000	\$ 0	\$ 125,000

Department Synopsis

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

Budget Observations

This budget is level funded for FY2021.

Recommendations

The sub-committee recommends approval of the Select Board's budget of \$225,000.

Department of Finance - Debt and Interest

	FY20 Actual	FY21 Revised	FY22 Proposed
710 Long Term Debt	\$ 10,712,230	\$ 9,534,394	\$ 10,124,514
750 Long Term Interest	\$ 6,988,322	\$ 6,556,419	\$ 6,759,538
752 Short Term Interest	\$ 31,822	\$ 306,353	\$ 48,221
753 Misc Interest	\$ 539	\$ 5,000	\$ 5,000
755 Bond Issuance Costs	\$ 2,500	\$ 25,000	\$ 25,000
Total	\$ 17,735,413	\$ 16,427,166	\$ 16,962,273

Budget Observations

The increase in the Long-Term Debt budget for FY2022 is \$590,120, an 6.2% increase from FY2021. This budget reflects principal payments due on existing debt.

The increase in the Long-Term Interest budget for FY 2022 is \$432,744, a 3.1% increase from FY 2021. This budget reflects the interest on existing long-term debt.

The decrease in the Short-Term Interest budget for FY 2022 is \$258,132, an 84.3% decrease from FY 2021. This budget reflects the interest on new approved projects in their early stages before a long-term bond is issued.

The Miscellaneous Interest budget is level funded for FY2022. This budget is primarily interest paid on tax abatements.

The Bond issuance Costs budget is level funded for FY2022. This budget reflects the costs of issuing bonds and Bond Anticipation Notes paid up front, such as legal, printing, etc., that are not covered by bond premiums.

Recommendations

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

To: Advisory & Finance Committee
 From: Budget Sub-Committee C: Kevin Canty, Chair ; Brian Dunn;
 Marc Sirrico; Evelyn Strawn
 Date: February 24, 2021
 Subject: Sub-Committee C FY2022 Budget Review & Recommendations: Police Department

Budget Summary: Police Department

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 12,749,746	\$ 573,094	\$ 430,600	\$ 13,753,440
FY2021 Revised Budget	\$ 12,767,462	\$ 543,240	\$ 389,108	\$ 13,699,810
FY2020 Actual	\$ 10,892,374	\$ 467,417	\$ 318,791	\$ 11,678,582

Department Synopsis

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

Budget Observations

The Budget approved by the Select Board recommends a \$53,630 (0.4%) overall increase to the Police Department. This includes a \$84,543 (0.7%) increase to salaries and wages based on contractual increases and the JLMC decision from last year. Increases to other expenses from their budget total \$29,854(5.5%), coming largely from the increased costs of repair & maintenance of equipment, contractual services, subscriptions/memberships, professional services and the Department having to supply more prisoner meals during the ongoing pandemic. A decrease of \$22,000 (17.5%), however this \$22,000 represents costs associated with taser cartridges, targets, and batteries that have been shifted into the repair & maintenance equipment line item as these costs are included in a new lease going forward. As such, this expense has moved around within the budget rather than being a true decrease to one item or an increase to the other. Lastly, department equipment sees a \$41,491 (10.7%) increase due to the need to replace additional cruisers this year. The Department typically replaces six or seven cruisers a year to spread the cost out over time, but with a cruiser fleet the size of Plymouth's the Department sometimes needs to replace more than that in a given year so as to keep up with the wear and tear on the fleet and ensure every cruiser is safe and reliable to operate. Such is the case this year, where the Department will be replacing eight cruisers.

The Department's overtime budget is also worth highlighting. Chief Botieri made a long-term commitment to reduce overtime expenditures once his Department was fully staffed, and since the Department received funding to become fully staffed he has continued to follow through on that promise. This year, the overtime line item sees a reduction of \$105,644 (9.4%).

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

Initiatives & Opportunities

The Police Department is not seeking to undertake any new initiatives in FY2022. However, FY2022 will be the second full fiscal year where the fruits of the multi-year initiative to fully staff the Department will be in effect, and the first where the benefits of such staffing levels will, hopefully, be able to be felt by the Town since the coronavirus pandemic's disruptions in FY2021. The Sub-Committee believes the Town will reap the benefits of a fully-staffed Police Department for years to come, such as better police services, improved public safety, and a continued ability to keep overtime expenditures lower than they were when the Department was understaffed.

Recommendations

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

Comments / Other

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

The Sub-Committee also recognizes that while the coronavirus pandemic impacted all Town Departments, this Department was one of the most significantly impacted. Like the Fire Department and its employees, police officers have continued to have face-to-face interactions with the general public daily, continued to respond to calls and enter homes and businesses in the community, and continued to put themselves in positions where they could potentially be exposed to the virus. The Sub-Committee recognizes and appreciates the sacrifices of these officers, other Department employees, and their families during these difficult and dangerous times.

To: Advisory & Finance Committee
 From: Budget Sub-Committee C: Kevin Canty, Chair ; Brian Dunn;
 Marc Sirrico; Evelyn Strawn
 Date: February 24, 2021
 Subject: Sub-Committee C FY2022 Budget Review &
 Recommendations: Fire Department

Budget Summary: Fire Department

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 13,330,885	\$ 412,196	\$ 156,242	\$ 13,899,323
FY2021 Revised Budget	\$ 13,140,266	\$ 478,025	\$ 123,962	\$ 13,742,253
FY2020 Actual	\$ 11,760,508	\$ 370,549	\$ 131,714	\$ 12,262,771

Department Synopsis

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

Budget Observations

The Budget approved by the Select Board recommends a \$157,070 (1.1%) overall increase to the Fire Department. This includes a \$197,701 (1.8%) decrease to Salaries and Wages and a \$391,050 (69.7%) increase to SAFER Salaries and Wages. The first line item covers regular Fire Department employees (and the reduction therein is due to new employees who make less money replacing former employees who made more) while the SAFER line item covers the Town's portion of the salaries of the firefighters hired via the SAFER grant. The SAFER grant is in its final stage, which means the Town is paying 65% of their salaries now and the grant is covering 35%. The grant will expire in mid-February 2022 and the Town seeks to keep these firefighters on staff going forward. This will help the Town continue to reduce its response time to calls and improve its fire fighting and life saving capabilities going forward, as was the purpose of the grant in the first place.

Other expenses sees a total decrease of 65,829 (13.8%). This net decrease is due mostly to a decrease in the cost of repair & maintenance of vehicles and communication services line items, and an increase to the meetings, education, & training line item. Lastly, departmental equipment sees a \$32,280 (26.0%) increase to be used for the replacement of various pieces of firefighter gear and equipment (thermal imagers, dry suits, hose replacement, valves and nozzles) and to pay for station maintenance and upkeep.

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

Initiatives & Opportunities

The Fire Department is not seeking to undertake any new initiatives in FY22. However, the 12 SAFER firefighters (where a grant pays for a portion of their salaries) is a notable past initiative still producing results. These firefighters added to the roles of the Department have helped the Town improve call response time to make it more in-line with NFPA standards and help reduce the risk to life and property and improve the Town's ISO rating, which has lowered home insurance premiums for residents. Improving response time in Plymouth is a challenge given the Town's unique geographic and neighborhood demographic characteristics, but increased staffing has been a great help. The Department seeks to continue employing these firefighters after the grant ends in February 2022 in order to keep reaping these benefits and improve its fire fighting and life saving capabilities.

Recommendations

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

Comments / Other

The Sub-Committee believes this Department is well run, and does the best it can with current staffing and rising demands. Areas for improvement exist, but increases in staffing are necessary to achieve better results. The Sub-Committee is confident that the Department's current leadership is capable of getting the Department where it wants to be once staffing is increased.

The Sub-Committee also recognizes that while the coronavirus pandemic impacted all Town Departments, this Department was one of the most significantly impacted. Like the Police Department and its employees, firefighters have continued to have face-to-face interactions with the general public daily, continued to respond to calls and enter homes and businesses in the community, and continued to put themselves in positions where they could potentially be exposed to the virus. The Sub-Committee recognizes and appreciates the sacrifices of these firefighters, other Department employees, and their families during these difficult and dangerous times.

To: Advisory & Finance Committee
From: Budget Sub-Committee C: Kevin Canty, Chair ; Brian Dunn;
Marc Sirrico; Evelyn Strawn
Date: February 24, 2021
Subject: Sub-Committee C FY2022 Budget Review & Recommendations: Emergency Management

Budget Summary: Emergency Management

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ --	\$ 59,900	\$ --	\$ 59,900
FY2021 Revised Budget	\$ --	\$ 58,400	\$ --	\$ 58,400
FY2020 Actual	\$ --	\$ 8,660	\$ --	\$ 8,660

Department Synopsis

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

Budget Observations

The Budget approved by the Select Board sees a modest increase of \$1,500 (2.6%). This increase is in the meetings, education, & training line item. This Division receives most of its funding through a grant from the operator of the former Pilgrim Nuclear Power Station that currently pays for the staff salaries and benefits and has done so for years. Negotiations are underway with Holtec about extending the grant going forward. The decommissioning of the plant will continue for approximately 6-7 years after the May 31, 2019 shutdown, and the Sub-Committee and the Town hope Holtec will continue to contribute to this division's operations for at least that long. The grant currently contributes \$230,000 to the operations of this Division.

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

Initiatives & Opportunities

There are no new initiatives or opportunities to report.

Recommendations

The Sub-Committee recommends a budget for this Division consistent with that approved by the Select Board.

Comments / Other

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

To: Advisory & Finance Committee
From: Budget Sub-Committee C: Kevin Canty, Chair ; Brian Dunn;
Marc Sirrico; Evelyn Strawn
Date: February 24, 2021
Subject: Sub-Committee C FY2022 Budget Review & Recommendations: Animal Control

Budget Summary: Animal Control

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 167,829	\$ 6,800	\$ --	\$ 174,629
FY2021 Revised Budget	\$ 165,956	\$ 6,800	\$ --	\$ 172,756
FY2020 Actual	\$ 160,105	\$ 6,942	\$ --	\$ 167,046

Department Synopsis

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

Budget Observations

The Budget approved by the Select Board contains a \$1,873 (1.1%) increase to personnel services, with all but \$96 of that coming from the salaries and wages line item. This increase is due to step increases for the positions therein. That is the only increase in this Budget from last fiscal year.

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

Initiatives & Opportunities

There are no new initiatives or opportunities to report.

Recommendations

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

Comments / Other

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

To: Advisory & Finance Committee
 From: Budget Sub-Committee C: Kevin Cauty, Chair; Brian Dunn;
 Marc Sirrico; Evelyn Strawn
 Date: February 24, 2021
 Subject: Sub-Committee C FY2022 Budget Review & Recommendations: Harbormaster

Budget Summary: Harbormaster

	Personnel Expenses	Other Expenses	Fuel & Utilities	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 405,269	\$ 41,500	\$ 19,000	\$ 26,350	\$ 492,119
FY2021 Revised Budget	\$ 402,235	\$ 40,600	\$ 19,000	\$ 52,000	\$ 513,835
FY2020 Actual	\$ 334,254	\$ 37,112	\$ ---	\$ 14,845	\$ 386,210

Department Synopsis

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

Budget Observations

This Budget, as approved by the Select Board, contains a \$21,716 (4.2%) total decrease over last year. Personnel Services sees a total increase of \$3,034 (0.8%). This increase is based on contractual step increases and other contracted benefits. The retirement of a long-serving employee who will now be replaced by someone starting at a lower step explains the rest of this significant decrease. Fuel & Utilities was added to this Budget last fiscal year to account for the division's Marine Fuel. Marine Fuel was previously listed under the DPW Budget, and Procurement before that, but has always been a necessary part of this division's operations for obvious reasons. This Budget seeks to level-fund the marine fuel line item. Lastly, Departmental Equipment sees a decrease of \$25,650 (49.3%). Last year this line item was used to re-power two outboard motors on one boat, which has since been completed, hence the reduction for this upcoming fiscal year.

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

Initiatives & Opportunities

This division is not undertaking any new initiatives this upcoming fiscal year. However, the Sub-Committee did discuss the new Maritime Facility and transient boaters. The Maritime Facility is operational, but aside from public restrooms it remains closed to the public. Despite this, the Town did see a good amount of transient boaters coming into Town this past summer. Once the Maritime Facility is open to the public and the full set of amenities is available to the transient boaters, the division is confident they will see an increase in transient boaters, which means more fees coming into Town and more potential customers for local restaurants and other businesses.

Recommendations

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

Comments / Other

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

To: Advisory & Finance Committee
From: Budget Sub-Committee C: Kevin Canty, Chair ; Brian Dunn;
Marc Sirrico; Evelyn Strawn
Date: February 24, 2021
Subject: Sub-Committee C FY2022 Budget Review &
Recommendations: Natural Resources

Budget Summary: Natural Resources

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 527,362	\$ 84,840	\$ --	\$ 612,202
FY2021 Revised Budget	\$ 517,708	\$ 83,000	\$ --	\$ 600,708
FY2020 Actual	\$ 489,111	\$ 81,715	\$ --	\$ 570,826

Department Synopsis

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

Budget Observations

This budget, as approved by the Select Board, contains an \$11,494 (1.9%) total increase over last year. Notable Personnel Services increases include an increase to salaries and wages of \$8,541 (1.7%) due to contractual step increases. Other Expenses sees an increase of \$1,840 under meetings, education, & training to cover tuition reimbursement for three employees as well as other trainings and conferences for the division.

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

Initiatives & Opportunities

This division is not seeking to undertake any new initiatives for FY22.

Recommendations

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

Comments / Other

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

To: Advisory & Finance Committee
From: Budget Sub-Committee D

Mr. Lawrence W. McGrath, Esq., Chair
Ms. Ashley Shaw
Ms. Meaghan O'Connell
Mr. Eugene Blanchard, Esq.
Ms. Evelyn Strawn

Date: **February 24, 2021**

Subject: Sub-Committee D FY2022 Budget Review & Recommendations:

Budget Summary: Engineering

Proposed FY2022 Budget	Total:	\$624,490	Personnel	\$523, 553	Other:	\$83,862	Department Equipment	\$17, 075
FY2021 Budget	Total:	\$632,451	Personnel	\$549,188	Other:	\$83,263	Department Equipment	\$0
FY2020 Actual	Total:	\$611,698	Personnel	\$532,443	Other:	\$79,255	Department Equipment	\$0

Department Synopsis

The Engineering Division is headed by Sheila Sgarzi, Town Engineer. The Division is made up of six full time employees in addition to the Town Engineer. The Town Surveyor position is currently open and DPW is actively seeking to fill this position. The Division is responsible for providing design/engineering, field surveying services, project and technical support related to town-owned land, rights of way and infrastructure.

Budget Observations

The Division saw a reduction in Personnel costs due to the retirement of the Town Surveyor. The Town Surveyor has not been replaced as of the writing of this report. This \$25,635 reduction was partially offset by \$17,075, due to the decision to add Department Equipment as a budget item. The total reduction from 2021 to 2022 is \$7,961.

Recommendations

The Sub-Committee recommend approval of the Select Board recommended budget for the FY 22 Engineering budget of \$624,490.

To: Advisory & Finance Committee
From: Budget Sub-Committee D

Mr. Lawrence W. McGrath, Esq., Chair
Ms. Ashley Shaw
Ms. Meaghan O'Connell
Mr. Eugene Blanchard, Esq.
Ms. Evelyn Strawn

Date: February 24, 2021

Subject: Sub-Committee D FY2022 Budget Review & Recommendations:

Budget Summary: DPW Highway

Proposed FY2022 Budget	Total:	\$2,155,336	Personnel	\$1,864,673	Other:	\$210,570	Department Equipment	\$43,913	Fuel & Utility	\$36,180
FY2021 Budget	Total:	\$2,124,373	Personnel	\$1,839,622	Other:	\$209,320	Department Equipment	\$39,251	Fuel & Utility	\$36,180
FY2020 Actual	Total:	\$1,946,046	Personnel	\$1,700,937	Other:	\$193,831	Department Equipment	\$51,178	Fuel & Utility	\$0

Department Synopsis

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

Budget Observations

There was an increase in the total FY22 budget approved by the Select Board of \$30,963 over FY21 representing an increase of 1.5%. The increase came from Personnel Services with \$25,051 in increased wages (\$24,601) and longevity and bonus pay (\$450), a 1.4% increase. A new magnesium tank and 20-ton trailer accounted for the \$4,662 increase in the Department Equipment budget representing an 11.9% increase from FY21

Recommendations

The Sub-Committee recommends approval of the Select Board's FY22 recommended budget for the Highway Division of \$2,155,336

To: Advisory & Finance Committee
From: Budget Sub-Committee D

Mr. Lawrence W. McGrath, Esq., Chair
Ms. Ashley Shaw
Ms. Meaghan O'Connell
Mr. Eugene Blanchard, Esq.
Ms. Evelyn Strawn

Date: February 24, 2021

Subject: Sub-Committee D FY2022 Budget Review & Recommendations:

Budget Summary: DPW Administration

Proposed FY2022 Budget	Total:	\$656,749	Personnel	\$640,618	Other:	\$16,131
FY2021 Budget	Total:	\$641,082	Personnel	\$625,951	Other:	\$15,131
FY2020 Actual	Total:	\$534,662	Personnel	\$522,676	Other:	\$11,986

Department Synopsis

The Department of Public Works Administrative Division consists of three employees including Director Jonathan Beder, Assistant Director Dennis Wood, and a Business Manager. The Division is in the process of hiring an Occupational Safety and Health Administration Safety Officer

Budget Observations

The DPW Administration Budget approved by the Select Board will increase by \$89,000 in Personnel Services once the Division hires an OSHA Safety Officer. The increase in the FY22 budget is \$15,667. This reflects a \$6,604 increase in wages and salaries (it becomes a \$95,604 increase in wages and salaries when the OSHA Safety Officer at \$89,000 is hired) and a \$8,063 increase over FY21 due to sick leave and earned time buybacks and longevity pay and \$1,000 for Other.

Initiatives & Opportunities

The FY 22 Initiative is the hiring of the OSHA Safety Officer.

Recommendations

The Sub-Committee recommends that the Select Board's recommended FY22 budget of \$656,749 be approved as presented.

To: Advisory & Finance Committee
From: Budget Sub-Committee D

Mr. Lawrence W. McGrath, Esq., Chair
Ms. Ashley Shaw
Ms. Meaghan O'Connell
Mr. Eugene Blanchard, Esq.
Ms. Evelyn Strawn

Date: **February 24, 2021**

Subject: Sub-Committee D FY2022 Budget Review & Recommendations:

Budget Summary: DPW Building Maintenance

Proposed FY 2022 Budget	Total:	\$3,173,652	Personnel	\$852,680	Other:	\$947,272	Fuel and Utilities	\$1,373,700
FY2021 Budget	Total:	\$3,144,875	Personnel	\$827,903	Other:	\$946,772	Fuel and Utilities	\$1,370,200
FY2020 Actual	Total:	\$1,649,433	Personnel	\$705,557	Other:	\$943,876	Fuel and Utilities	\$0

Department Synopsis

The Building Maintenance Division part of the Department of Public Works headed by Director Jonathan Beder. The Department maintains various Town buildings including the seven Fire Stations, the Police Station, Town Hall, Memorial Hall, two libraries, the DPW Facility and Annex and Maritime Facility. There are 20 budgeted positions in the Division with five positions currently vacant. The Division hired a Facilities Manager and an Operations Manager to put “more eyes out in the field” to be more proactive in maintaining building roofs and parking lots.is headed

Budget Observations

The Department is doing small projects that were previously funded. Director Beder stated that the Building Maintenance Division was using a “healthy operating budget” and not making any new capital requests. Fuel and Utilities are now being included as a Building Maintenance budget item resulting in a budget increase of \$28,777.

Recommendations

The Sub-Committee recommends that the Select Board’s FY22 recommended budget of \$3,173,652 for the Building Maintenance Division be approved as presented.

To: Advisory & Finance Committee
From: Budget Sub-Committee D

Mr. Lawrence W. McGrath, Esq., Chair
Ms. Ashley Shaw
Ms. Meaghan O'Connell
Mr. Eugene Blanchard, Esq.
Ms. Evelyn Strawn

Date: February 24, 2021
Subject: Sub-Committee D FY22 Budget Review & Recommendations:

Budget Summary: Snow and Ice

Proposed FY2022 Budget	Total:	\$ 629,250	Personnel	\$109,250	Other:	\$520,000
FY2021 Budget	Total:	\$604,250	Personnel	\$109,250	Other:	\$495,000
FY2020 Actual	Total:	\$438,647	Personnel	\$66,380	Other:	\$372,267

Department Synopsis

This DPW Snow and Ice 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 several independent contractors to use their private vehicles to plow the snow

Budget Observations

DPW Director Beder informed the Subcommittee that there would be an increase of \$25,000 and spent on overtime costs.

Recommendations

The Sub-Committee recommends that the FY 22 budget of \$629,250 be approved as presented.

To: Advisory & Finance Committee
From: Budget Sub-Committee D

Mr. Lawrence W. McGrath, Esq., Chair
Ms. Ashley Shaw
Ms. Meaghan O'Connell
Mr. Eugene Blanchard, Esq.
Ms. Evelyn Strawn

Date: **February 24, 2021**
Subject: Sub-Committee D FY2022 Budget Review & Recommendations:

Budget Summary: DPW Fleet Maintenance

Proposed FY2022 Budget	Total:	\$1,478,029	Personnel:	\$412,739	Other:	\$458,090	Fuel:	\$560,700	Equipment:	\$46,500
FY2021 Budget	Total:	\$1,456,820	Personnel:	\$411,807	Other:	\$172,995	Fuel:	\$167,522	Equipment:	\$27,223
FY2020 Actual	Total:	\$801,395	Personnel:	\$369,199	Other:	\$420,581	Fuel:	0	Equipment:	\$11,615

Department Synopsis

The Fleet Maintenance Department is responsible for the maintenance and repair of all town owned vehicles necessary to perform a variety of town functions and responsibilities. including Police, Fire and Public Works vehicles. The Fleet Maintenance Department has six full time employees.

Budget Observations

Town Meeting reduced overtime by five percent in the Fleet Maintenance Division. The Division saw a 70% increase in request for equipment funding over FY 2021 as the Department replaced aging vehicles with more fuel-efficient Toyota Corollas.

Initiatives & Opportunities

The purchase of new and more fuel-efficient vehicles will save fuel costs and hopefully reduce the need for repairs. The updating of town truck radios will coincide with the new communications tower and ensure better communication increasing safety and improving response times.

Recommendations

The Sub-Committee recommends that the Department of Public Works Fleet Maintenance FY 22 budget of \$1,478,029 be approved with the provision that quotes for proposed purchase of Public Works Fleet equipment that was requested on January 19, 2021 be provided to Sub-Committee D as soon as possible.

Comments / Other

The purchase of new fuel-efficient vehicles should not be categorized as a fuel efficiency initiative to eliminate confusion. The Sub-Committee is waiting on quotes for equipment purchases from Director Beder.

To: Advisory & Finance Committee
From: Budget Sub-Committee D

Mr. Lawrence W. McGrath, Esq., Chair
Ms. Ashley Shaw
Ms. Meaghan O'Connell
Mr. Eugene Blanchard, Esq.
Ms. Evelyn Strawn

Date: February 24, 2021
Subject: Sub-Committee D FY2022 Budget Review & Recommendations:

Budget Summary: Solid Waste General Fund

Proposed FY2022 Budget	Total:	\$255,082	Personnel	\$66,832	Other:	\$188,250
FY2021 Budget	Total:	\$245,461	Personnel	\$66,691	Other:	\$178,770
FY2020 Actual	Total:	\$201,699	Personnel	\$60,456	Other:	\$141,244

Department Synopsis

The Solid Waste Department is responsible for the disposal of solid waste generated by Plymouth Schools and public buildings. It oversees the Transfer Station Operations, Landfill Monitoring and contracts with SEMASS to convert Plymouth's solid waste into energy

Budget Observations

The variance between the FY21 and FY22 budgets was an increase of 3.9%. This is due mainly to the renewed contract with SEMASS to dispose of the town's solid waste. There was a modest increase \$141 in the FY 22 Budget for Personnel Services.

Recommendations

The Sub-Committee recommends approval of the Select Board's FY22 recommended budget for the FY22 Solid Waste General Fund of \$255,082.

To: Advisory & Finance Committee
From: Budget Sub-Committee D

Mr. Lawrence W. McGrath, Esq., Chair
Ms. Ashley Shaw
Ms. Meaghan O'Connell
Mr. Eugene Blanchard, Esq.
Ms. Evelyn Strawn

Date: February 24, 2021
Subject: Sub-Committee D FY2022 Budget Review & Recommendations:

Budget Summary: Crematory

Proposed FY2022 Budget	Total:	\$217,018	Personnel	\$172,418	Other:	\$44,600
FY2021 Budget	Total:	\$188,220	Personnel	\$144,620	Other:	\$43,600
FY2020 Actual	Total:	\$159,209	Personnel	\$133,639	Other:	\$25,570

Department Synopsis

There is one full time and two part time positions in the Town Crematory Division. A full time Cremationist, a part time Superintendent and a part time Administrative Assistant. The Cremationist J Hampton heads the Division that cremates human remains for a fee.

Budget Observations

The FY22 budget recommendation of the Select Board was reflected an increase of \$28,798 over FY21 largely due to a new initiative in Personnel Services budgeted at \$24,973 for a part-time cremationist

Initiatives & Opportunities

The hiring of the part-time Cremationist will improve operations.

Recommendations

The Sub-Committee recommends that the Select Board's FY 22 Crematory budget of \$217,018 be approved as presented.

To: Advisory & Finance Committee
From: Budget Sub-Committee D

Mr. Lawrence W. McGrath, Esq., Chair
Ms. Ashley Shaw
Ms. Meaghan O'Connell
Mr. Eugene Blanchard, Esq.
Ms. Evelyn Strawn

Date: February 24, 2021
Subject: Sub-Committee D FY2022 Budget Review & Recommendations:

Budget Summary: Cemetery

Proposed FY2022 Budget	Total:	\$538, 593	Personnel	\$437, 177	Other:	\$82,831	Department Equipment	\$18,585
FY2021 Budget	Total:	\$485,776	Personnel	\$392, 728	Other:	\$82, 831	Department Equipment	\$10,217
FY2020 Actual	Total:	\$388, 496	Personnel	\$345, 194	Other:	\$29,141	Department Equipment	\$14,161

Department Synopsis

The Cemetery Division Maintains the Town Cemetery. It consists of five full time and two part-time employees as the Superintendent and Administrative Assistant positions are split between the Cemetery and Crematory Divisions.

Budget Observations

A grave digger position will be restored resulting in a \$41,955 increase in salaries and wages.

Initiatives & Opportunities

The purchase of a cemetery storage container at \$6,270 and a Hydraulic Hammer at \$12,315 for winter burials.

Recommendations

The Sub-Committee recommends that the Select Board's FY 22 proposed budget of \$538,593 be approved as presented.

To: Advisory & Finance Committee
From: Budget Sub-Committee D

Mr. Lawrence W. McGrath, Esq., Chair
Ms. Ashley Shaw
Ms. Meaghan O'Connell
Mr. Eugene Blanchard, Esq.
Ms. Evelyn Strawn

Date: February 24, 2021

Subject: Sub-Committee D FY2022 Budget Review & Recommendations:

Budget Summary: Parks and Forestry

Proposed FY2022 Budget	Total:	\$1,294, 154	Personnel	\$1,044,176	Other:	\$249,978
FY2021 Budget	Total:	\$1,284,018	Personnel	\$1,027,010	Other:	\$257,008
FY2020 Actual	Total:	\$1,121,474	Personnel	\$917,799	Other:	\$203,675

Department Synopsis

The Forestry and Parks Division is responsible for the maintenance 35 areas including parks, beaches and sports complexes.

Budget Observations

There was a \$10,136 increase in the Parks and Forestry budget including a \$17,166 increase in Personnel Services. There was a \$7,030 reduction in "Other" costs. The presentation recommended that the Division replace two mowers at \$30,000.00 each, a compacting utility loader at \$77,000.00 and a six -wheel truck at \$107,000.00

Recommendations

The Sub-Committee recommends that the FY22 budget of \$1,294,154 recommended by the Select Board be approved.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Roz Jones (Chair), Gail Butler, Meaghan O'Connell,
Sheryl Sousa
Date: February 11, 2021
Subject: Sub-Committee E FY2022 Budget Review & Recommendations: Planning & Development

Budget Summary: Planning & Development

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 643,567	\$ 181,322	\$ 0	\$ 824,889
FY2021 Revised Budget	\$ 637,133	\$ 252,254	\$ 0	\$ 889,387
FY2020 Actual	\$ 625,374	\$ 317,796	\$ 0	\$ 943,171

Department Synopsis

The mission of the Department of Planning and Development is to coordinate the planning, community, and economic development activities of all Town government agencies. This department provides a comprehensive vision of the Town's long-range goals and endeavors to administer local development controls in fair and equitable manner. The Department is led by Director of Planning & Development, Lee Hartman. The department has 11 full-time and 4 part-time staff.

Community Development provides and implements programs and activities that benefit low- and moderate-income persons, including housing and economic development services. The function of the Community Development Office is to provide education, leadership, policies, and programs to expand and preserve safe and affordable housing opportunities, and to promote a strong community for all residents. There are currently 3 full-time positions that are funded by HUD grant

Budget Observations

Personnel Services have increased \$6,434 or 1%. This is related to contractual salary increases but also reflects the elimination of a part-time clerical position due to COVID-related layoffs. Other Expenses are down (\$70,932) or (28.1%). Much of this reduction is attributed to a reduction in Administrative services from the prior year because there is no request in 2022 for Trolley Service or other Plymouth 400-related expenditures. There is a **restoration** of \$10,000 of the Energy Efficiency Budget, which had been cut in FY2021. These funds are generally appropriated to items such as maintenance of electric vehicle charging stations and increasing energy efficient street lighting.

Initiatives & Opportunities

The Director of Planning & Development aspires to update the overall Town Master Plan. Although sections of the Master Plan have been updated in recent years (e.g., West Plymouth Master Plan 2016, Plymouth Ctr /Waterfront Master Plan in 2019), the overall Master Plan has not been updated since 2006. Given the fiscal constraints related to COVID, the update to the Town Master Plan will need to be delayed until the approximately \$200k capital cost can be appropriated.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$824,889.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Roz Jones (Chair), Gail Butler, Meaghan O'Connell,
Sheryl Sousa
Date: February 11, 2021
Subject: Sub-Committee E FY2022 Budget Review & Recommendations: Redevelopment Authority

Budget Summary: Redevelopment Authority

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 0	\$ 22,510	\$ 0	\$ 22,510
FY2021 Revised Budget	\$ 0	\$ 22,430	\$ 0	\$ 22,430
FY2020 Actual	\$ 0	\$ 21,977	\$ 0	\$ 21,977

Department Synopsis

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

Budget Observations

The budget chiefly consists of technical services of \$11,000, which provides partial compensation for the executive director, who performs grant and program management services, administrative services of \$11,400, which provide funds to compensate a part-time administrative assistant, and surety bonds of \$110.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$22,510.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Roz Jones (Chair), Gail Butler, Meaghan O'Connell,
Sheryl Sousa
Date: February 11, 2021
Subject: Sub-Committee E FY2022 Budget Review & Recommendations: Center for Active Living

Budget Summary: Center for Active Living

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 423,135	\$ 122,875	\$ 7,752	\$ 553,762
FY2021 Revised Budget	\$ 419,682	\$ 123,840	\$ 5,780	\$ 549,302
FY2020 Actual	\$ 389,862	\$ 88,220	\$ 0	\$ 478,083

Department Synopsis

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

The CAL offers over various programs to its 10,000 registered patrons. Class-based learning, Meals on Wheels, health & wellness programs, and tax preparation programs are some of the offerings. The CAL benefits from the efforts of over 300 volunteers who provide hours of time to facilitate delivery of the numerous program activities offered.

Budget Observations

The overall budget rose just .8% for FY 2022. Personnel expenses increased slightly due to contractual increases while other expenses decreased slightly, predominantly due to lower anticipated in-person activity at the CAL. Included in this year's budget is \$7,752 equipment requested to replace 8 computers (currently 9-years old) in the computer lab.

Initiatives & Opportunities

In 2020 the CAL was able to collaborate with Bridgewater State University to open a senior college. This year the CAL hopes to continue development of BSU programs. The CAL would like to eventually transition Repair and Maintenance of grounds and equipment (R&M) responsibilities to the town. Currently, R&M costs the CAL approximately \$71K per year.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$553,762.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Roz Jones (Chair), Gail Butler, Meaghan O'Connell,
Sheryl Sousa
Date: February 11, 2021
Subject: Sub-Committee E FY2022 Budget Review & Recommendations: Veteran's Services

Budget Summary: Veteran's Services

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 128,633	\$ 662,530	\$ 0	\$ 791,163
FY2021 Revised Budget	\$ 130,535	\$ 661,980	\$ 0	\$ 792,515
FY2020 Actual	\$ 125,864	\$ 659,031	\$ 0	\$ 784,895

Department Synopsis

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

Budget Observations

In FY 2021 the Veterans Services benefits budget was \$650,000 and the Director anticipates a level need for FY 2022. The Director noted that some of this year's demand was met by CARES Act funds that supplied \$5,000 in grocery store gift cards. It is key to note that 75% of the \$650,000 Veterans Benefits line item is eligible for reimbursement by the state. The prior funding for training that had been cut due to COVID has been budgeted back in for FY 2022, with additional funds above prior year requests. These additional funds will allow the Director to attend the MA Veteran's Services Association in February.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$791,163.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Roz Jones (Chair), Gail Butler, Meaghan O'Connell,
Sheryl Sousa
Date: February 11, 2021
Subject: Sub-Committee E FY2022 Budget Review & Recommendations: Disabilities

Budget Summary: Disabilities

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 0	\$ 200	\$ 0	\$ 200
FY2021 Revised Budget	\$ 0	\$ 325	\$ 0	\$ 325
FY2020 Actual	\$ 0	\$ 0	\$ 0	\$ 0

Department Synopsis

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

Recommendations

The budget is reduced \$125 for FY 2022 related to the elimination of funding for office supplies, subscriptions, and publications. The \$200 is allotted entirely to meetings, education and training. Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$200.

Comments / Other

50% of the handicap parking violation fines collected by PGDC are forward to a fund that it set up for projects by the Disabilities department and can be used for beach wheelchairs, beach mats, etc. There is currently approximately \$60,000 in the account from this funding. The Disabilities Commission is looking at replacing beach wheelchairs and possibly a beach access mat.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Roz Jones (Chair), Gail Butler, Meaghan O'Connell,
Sheryl Sousa
Date: February 11, 2021
Subject: Sub-Committee E FY2022 Budget Review & Recommendations: Recreation

Budget Summary: Recreation

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 525,265	\$ 21,262	\$ 3,850	\$ 550,377
FY2021 Revised Budget	\$ 503,261	\$ 20,262	\$ 27,500	\$ 551,023
FY2020 Actual	\$ 461,516	\$ 18,035	\$ 9,868	\$ 489,419

Department Synopsis

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

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

Budget Observations

Mandatory minimum wage increases started in 2019 and will continue annually through 2023. This will result in increases in personnel expenses, given that the majority of the 130 seasonal employees earn minimum wage (the impact of a \$.75/hr increase for FY 2022 is approx. \$15,000). The position of Memorial Hall Manager was cut as a result of COVID. It has not been recommended by the Town Manager or Board of Selectman to restore the position at this time. The position may need to be restored once the need arises in the future. The request for department equipment includes \$3,850 for swim buoys to cordon off the swim zone at Plymouth Beach.

Initiatives & Opportunities

Should the Memorial Hall Manager be restored in the future, the department proposes the position should be funded 100% by the Memorial Hall revolving account. In the past it has been funded 50% from the operating budget and 50% from the revolving account.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$550,377

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Roz Jones (Chair), Gail Butler, Meaghan O'Connell,
Sheryl Sousa
Date: February 11, 2021
Subject: Sub-Committee E FY2022 Budget Review & Recommendations: 1749 Court House

Budget Summary: 1749 Court House

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 16,875	\$ 6,000	\$ 0	\$ 22,875
FY2021 Revised Budget	\$ 15,469	\$ 6,000	\$ 0	\$ 21,469
FY2020 Actual	\$ 9,194	\$ 444	\$ 0	\$ 9,638

Department Synopsis

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

Budget Observations

The 1749 Court House Personnel expenses rose in FY2022 due to \$.75/hr increase in minimum wage that became effective on January 1, 2021. There is no increase over the FY2021 amount for building supplies/maintenance.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$22,875.

To: Advisory & Finance Committee
From: Budget Sub-Committee E
Roz Jones (Chair), Gail Butler, Meaghan O'Connell,
Sheryl Sousa
Date: February 11, 2021
Subject: Sub-Committee E FY2022 Budget Review & Recommendations: Library

Budget Summary: Library

	Personnel Expenses	Other Expenses	Departmental Equipment	Total
Proposed FY2022 Budget	\$ 1,260,979	\$ 537,417	\$ 0	\$ 1,798,396
FY2021 Revised Budget	\$ 1,280,627	\$ 523,887	\$ 16,890	\$ 1,821,404
FY2020 Actual	\$ 1,275,868	\$ 420,753	\$ 9,804	\$ 1,706,424

Department Synopsis

The Library Division is responsible for the operation and maintenance of the Main Library and the Manomet Branch. The division is staffed with Librarians, Associate Librarians, Technicians, Pages, a Literacy Coordinator and two Custodians. Staff are overseen by a Library Director and Assistant Director.

Budget Observations

The proposed budget is (1.3%) or (\$23,008) less than the prior year. The majority of this is related to cuts to staff due to COVID and the retirement of the existing Library Director. Personnel cuts included a full-time Librarian, a full-time Library Technician and 3 part-time Pages. Moreover, the budget of \$47, 942 for Sunday overtime was cut.

The library's biggest non-personnel expenditure is "Books and Periodicals" which is requested at \$332,852 for FY 2022. Approximately 59% of that amount is for printed materials and the other 41% is for e-books, audio and video content.

Initiatives & Opportunities

The Town Manager and Select Board have not recommended restoration of the personnel and overtime cuts at this time. The Town Manager will review the restoration of staffing cuts when the libraries are fully re-opened. The Library Assistant Director is serving as Acting Director while a search proceeds for a new Director.

Recommendations

The Sub-Committee recommends approval of the Town Manager/Select Board recommended budget of \$1,798,396

To: Advisory & Finance Committee
 From: Budget Sub-Committee F
 Harry Helm; Chair, Gail Butler, Kevin Canty, Brian
 Dunn, Karen Hamilton, Steven Nearman, Mark Sirrico
 Date: 2/16/21
 Subject: Sub-Committee F; FY2022 Budget Review & Recommendations: Plymouth Public Schools

Budget Summary:

	Personnel Expenses	Other Expenses	Total
Proposed FY2022 Budget	\$ 82,194,200	\$ 21,695,578	\$ 103,889,778
FY2021 Revised Budget	\$ 79,820,974	\$ 24,261,689	\$ 104,082,663
FY2020 Actual	\$ 78,625,331	\$ 21,594,854	\$ 100,220,185

Department Synopsis

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

The advent and continuation of the COVID-19 pandemic has been challenging for students, their families and the Department. This is likely to continue through this budget period.

Enrollment in PSS continues to decline from 7,452 in FY20 to 7,231 for FY21. Projections for FY22 show a slight uptick to 7,249. There has been an approximate 10% decrease in the number of students during the past 10 years. This decline is not localized but is occurring across the district.

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

Budget Observations

The proposed FY22, as recommended by the School Committee and Board of Selectmen, represents a reduction of \$ 192,885 from the FY21 Budget. The FY22 budget assumes a return to 100% in-person instruction and is a "Same level of service budget." The proposed budget does not return the 17 positions (administrators, teachers and support personnel) reduced in FY2.

Salary Expenses for FY22 increase \$2,373,226 (2.97%).

-This is led by a \$2,000,238 (3.10%) increase in Certificated Salaries.

-Clerical Salaries to increase by \$160,761

-Other Salaries to increase by \$212,227

Non-Salary Expenses decrease for FY22 by \$2,566,111 (10.58%).

-This is led by a \$2,726,359 (13.16%) reduction in Contracted Services from \$20,714,216 in FY21 to \$17,987,857 in FY22.

-There will be a \$162,816 (6.16%) increase in Supplies & Materials.

Chapter 70 Aid increased by only \$238,530 for FY21 and another minor increase is anticipated for FY22. Aid is derived after calculating a school district's baseline spending and setting a "foundation budget." For FY21 Plymouth received \$26,608,077. Approximately \$6M of which goes directly to help pay Charter School expenses.

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

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

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

Special Education Services represent nearly 10% of the total FY22 budget and is, once again, one of the largest Cost Centers, second only to Plymouth North High School. Approximately 19% of students in Plymouth are enrolled in a Special Education Program. The yearly cost per special needs students is \$18,000 when kept with-in the Plymouth School District. Costs for out-of-district placement average \$75,000 per year. For a variety of educational quality and cost control reasons Plymouth Public Schools has focused on building programs that enable special needs students to remain with-in the district. These efforts have greatly reduced potential costs and thereby saved taxpayers' monies.

Challenges

From our budget discussion with Dr. Campbell, Gary Costin and Brad Brothers, the Subcommittee identified the following challenges for the Plymouth Public Schools.

-The proposed reduction in staffing for FY22 while anticipating a full return of students is not a prudent strategy.

-Increased, long term behavioral and mental health remediation and support of students. Already identified in previous budget reports, given the stress of COVID-19, this is anticipated to only increase in the full return of students.

-The Subcommittee wishes to call attention to the School Department's progress on the replacement of aging computers and technology. This has been a concern in the past few budget cycles. A 1 student/1 computer program has been put in place. Additionally, during COVID-19, the District has helped to install wifi to assist students in need.

Recommendations

The Sub-Committee recommends:

Amendment of the Town Manager/Board of Selectperson recommended FY2022 budget of \$103,889,778 to

\$104,673,520. An addition of \$783,742.

This is to offset a FY22 reduction in staffing of \$889,459 coupled with savings of \$115,717 from FY22 known retirements.

To: Advisory & Finance Committee
From: Budget Sub-Committee F
Harry Helm; Chair, Gail Butler, Kevin Canty, Brian
Dunn, Karen Hamilton, Steven Nearman, Mark Scirrico
Date: 2/16/21
Subject: Sub-Committee F; FY2020 Budget Review & Recommendations: Medicaid Program

Budget Summary: Medicaid Program (#390)

	Personnel Expenses	Other Expenses	Total
Proposed FY2022 Budget	\$ 256,158	\$ 53,900	\$ 310,058
FY2021 Revised Budget	\$ 257,170	\$ 53,900	\$ 311,070
FY2020 Actual	\$ 244,346	\$ 40,857	\$ 285,203

Department Synopsis

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

Budget Observations

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

Initiatives & Opportunities

None

Recommendations

The Sub-Committee recommends:

Approval of the Town Manager/Board of Selectperson recommended FY2022 budget of \$310,058.

To: Advisory & Finance Committee
From: Budget Sub-Committee F
Harry Helm; Chair, Gail Butler, Kevin Canty, Brian Dunn, Karen Hamilton, Steven Nearman, Mark Scirrico
Harry Helm; Chair, Brian Dunn, Karen Hamilton, Gail Butler, Craig Sander
Date: 2/16/21
Subject: Sub-Committee F; FY2020 Budget Review & Recommendations: Out of District Transportation

Budget Summary: Out of District Transportation (#391)

	Personnel Expenses	Other Expenses	Total
Proposed FY2022 Budget	\$ 33,840	\$ 0	\$ 33,840
FY2021 Revised Budget	\$ 33,120	\$ 0	\$ 33,120
FY2020 Actual	\$ 21,488	\$ 0	\$ 21,488

Department Synopsis

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

Budget Observations

As with the overall Plymouth Public School budget, this is a level-funded budget. Costs for Out of District Transportation can fluctuate from year to year and depend on the number of students taking part. There are currently 4 students anticipated for FY22.

Initiatives & Opportunities

None

Recommendations

The Sub-Committee recommends:

Approval of the Town Manager/Board of Selectperson recommended FY2022 budget of \$33,840.

ARTICLE 7B:

ARTICLE 7B: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the water enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2021, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$5,023,686 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends approval of the Select Board's Budget as detailed in Sub-Committee Report G – Water Enterprise.

To: Advisory & Finance Committee
 From: Budget Sub-Committee G:
 Brian Dunn (Chair), Gail Butler, Eugene Blanchard
 Date: February 11, 2021
 Subject: Sub-Committee G FY2022 Budget Review & Recommendations: Water Enterprise

Budget Summary: Water Enterprise

	Personnel Expenses	Other Expenses	Dept Eqpt	Long-term Principal	Long-term Interest	Short-Term Interest	Bond Issuance Costs	OPEB	Total for Enter. Fund	Indirect Costs	Budget Appropriation
Proposed FY2022 Budget	\$ 1,373,889	\$ 2,557,722	\$ 0	\$ 1,496,000	\$ 692,928	\$ 153,000	\$ 10,000	\$ 16,746	\$ 6,300,285	\$ 1,276,599	\$ 5,023,686
FY2021 Revised Budget	\$ 1,380,210	\$ 2,634,009	\$ 0	\$ 1,434,728	\$ 707,436	\$ 3,869	\$ 10,000	\$ 16,171	\$ 6,186,423	\$ 1,352,886	\$ 4,833,537
FY2020 Actual	\$ 1,202,859	\$ 2,369,043	\$ 0	\$ 1,456,853	\$ 763,814	\$ 0	\$ 0	\$ 15,700	\$ 5,808,269		

Department Synopsis

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

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

Budget Observations

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

Initiatives & Opportunities

The Department continues to work on development of Plymouth's water supply and water delivery network. As the Town grows, so does the demand for water. As demand grows, new supplies must be secured. The intelligent and sustainable maintenance and growth of this system (from both economic and environmental perspectives) is a constant driving force for the DPW.

Recommendations

The Sub-Committee recommends:

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

Comments / Other

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

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

The sub-committee inquired about the four current vacant positions (Assistant pump station operator, waste/sewer engineer, and 2 maintenance). Mr. Gordon said the positions are necessary for the operation of the systems. Some positions require both CDL and hydraulics licenses and can be difficult to fill.

ARTICLE 7C:

ARTICLE 7C: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the sewer enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2021, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$8,180,507 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends approval of the Select Board's Budget as detailed in Sub-Committee Report G – Sewer Enterprise.

To: Advisory & Finance Committee
 From: Budget Sub-Committee G:
 Brian Dunn (Chair), Gail Butler, Eugene Blanchard
 Date: February 11, 2021
 Subject: Sub-Committee G FY2022 Budget Review & Recommendations: Sewer Enterprise

Budget Summary: Sewer Enterprise

	Personnel Expenses	Other Expenses	Dept Eqpt	Long-term Principal	Long-term Interest	Short-Term Interest	Bond Issuance Costs	OPEB	Total for Enter. Fund	Indirect Costs	Budget Appropriation
Proposed FY2022 Budget	\$ 313,823	\$ 5,008,492	\$ 5,346	\$ 2,050,370	\$ 1,122,213	\$ 30,000	\$ 15,000	\$ 2,002	\$ 8,547,246	\$ 366,739	\$8,180,507
FY2021 Revised Budget	\$ 321,598	\$ 5,029,813	\$ 11,124	\$ 2,737,220	\$ 1,017,986	\$ 8,026	\$ 15,000	\$ 2,565	\$ 9,143,332	\$ 444,606	\$8,698,726
FY2020 Actual	\$ 353,385	\$ 2,523,636	\$ 13,792	\$ 2,758,538	\$ 874,422	\$ 0	\$ 0	\$ 2,490	\$ 6,526,262		

Department Synopsis

The Sewer Division is responsible for the operation and maintenance of the wastewater collection and treatment systems.

Budget Observations

The primary source of revenue for this Enterprise Fund is the rates paid by sewer system users. Fees paid by seepage haulers are another significant source of revenue. This revenue stream appears healthy and continues to grow.

Initiatives & Opportunities

The new operator for the Waste Water Treatment Plant is Woodard & Curran. The Town's agreement with Woodard & Curran is designed to provide the Town with greater transparency for the actual operating costs of the facility to assist the Town in making the longer-term decision of whether to continue contracting out operation of the plant or having municipal employees take over after the contract with Woodard & Curran ends. This decision will be made in the coming years.

Recommendations

The Sub-Committee recommends:

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

Comments / Other

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

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

ARTICLE 7D:

ARTICLE 7D: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the solid waste enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2021, or take any other action relative thereto.
BOARD OF SELECTMEN

RECOMMENDATION: Approval \$748,848 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends approval of the Select Board's Budget as detailed in Sub-Committee Report G – Solid Waste Enterprise.

To: Advisory & Finance Committee
From: Budget Sub-Committee G:
Brian Dunn (Chair), Gail Butler, Eugene Blanchard
Date: February 11, 2021
Subject: Sub-Committee G FY2022 Budget Review & Recommendations: Solid Waste Enterprise

Budget Summary: Solid Waste Enterprise

	Personnel Expenses	Other Expenses	OPEB	Total Fund Expense	Indirect Costs	Budget Appropriation
Proposed FY2022 Budget	\$ 249,564	\$ 780,349	\$ 2,411	\$ 1,044,224	\$ 295,376	\$ 748,848
FY2021 Revised Budget	\$ 246,705	\$ 730,761	\$ 3,037	\$ 980,503	\$ 265,131	\$ 715,372
FY2020 Actual	\$ 213,271	\$ 674,085	\$ 2,948	\$ 890,304		

Department Synopsis

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

Budget Observations

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

Initiatives & Opportunities

The increasing cost of off-loading recyclables, as more and more final destinations for them stop accepting them, continues to be a challenge and will need to be closely monitored in the years to come. The Town is looking at additional revenue and cost-cutting opportunities due to the increasing disposal costs per ton.

Recommendations

The Sub-Committee recommends:

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

Comments / Other

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

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

The biggest change for this cost center is due to contractual obligations and the increasing cost of disposal.

ARTICLE 7E:

ARTICLE 7E: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the airport enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2021, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$2,465,387 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends approval of the Select Board's Budget as detailed in Sub-Committee Report G – Airport Enterprise.

To: Advisory & Finance Committee
 From: Budget Sub-Committee G:
 Brian Dunn (Chair), Gail Butler, Eugene Blanchard
 Date: February 11, 2021
 Subject: Sub-Committee G FY2022 Budget Review & Recommendations: Airport Enterprise

Budget Summary: Airport Enterprise

	Personnel Expenses	Other Expenses	Dept Eqpt	Long-term Principal	Long-term Interest	OPEB	Total for Enter. Fund	Indirect Costs	Budget Appropriation
Proposed FY2022 Budget	\$ 538,368	\$ 2,095,407	\$ 0	\$ 25,000	\$ 15,900	\$ 3,144	\$ 2,677,819	\$ 212,432	\$ 2,465,387
FY2021 Revised Budget	\$ 522,917	\$ 2,252,326	\$ 0	\$ 25,000	\$ 17,150	\$ 3,735	\$ 2,821,128	\$ 207,251	\$ 2,613,877
FY2020 Actual	\$ 549,630	\$ 1,493,870	\$ 0	\$ 25,000	\$ 18,400	\$ 3,627	\$ 2,090,528		

Department Synopsis

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

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

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

Budget Observations

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

Initiatives & Opportunities

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

Recommendations

The Sub-Committee recommends:

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

Comments / Other

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

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

The sub-committee asked why the legal budget had doubled from \$5,000 to \$10,000. Mr. Maher informed the sub-committee that the increase was due to the termination of a land lease that led to legal action.

The sub-committee also inquired about the real estate taxes being paid to the town of Middleboro. Mr. Maher informed the sub-committee that the taxes were due to an approximately 5 acre parcel of land in Middleboro that houses radio navigation equipment for the airport.

ARTICLE 7F:

ARTICLE 7F: To see what action the Town will take to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, toward defraying charges and expenses of the Town for the cable public access enterprise and debt and interest, for the ensuing twelve month period beginning July 1, 2021, or take any other action relative thereto.
BOARD OF SELECTMEN

RECOMMENDATION: Approval \$1,590,000 (Unanimous, 12-0-0)

The Advisory & Finance Committee recommends approval of the Select Board's Budget as detailed in Sub-Committee Report G – Cable Public Access Enterprise.

To: Advisory & Finance Committee
From: Budget Sub-Committee G:
Brian Dunn (Chair), Gail Butler, Eugene Blanchard
Date: February 11, 2021
Subject: Sub-Committee G FY2022 Budget Review & Recommendations: Cable Public Access Enterprise

Budget Summary: Cable Public Access Enterprise

	Personnel Expenses	Other Expenses	Dept Eqpt	Total Fund Expense	Indirect Costs	Budget Appropriation
Proposed FY2022 Budget	\$ 0	\$ 1,575,000	\$ 15,000	\$ 1,590,000	\$ 0	\$ 1,590,000
FY2021 Revised Budget	\$ 0	\$ 1,635,000	\$ 50,000	\$ 1,685,000	\$ 0	\$ 1,685,000
FY2020 Actual	\$ 0	\$ 1,463,412	\$ 0	\$ 1,463,412	\$ 0	\$ 1,463,412

Department Synopsis

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

Budget Observations

The vast majority of the budget constitutes payments to PACTV and the Plymouth Public Schools for public access television production.

Initiatives & Opportunities

None

Recommendations

The Sub-Committee recommends:

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

Comments / Other

None

ARTICLE 9:

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

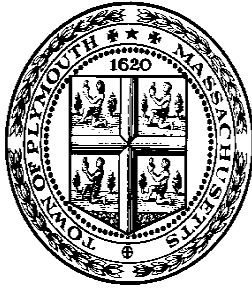
ITEM	DEPARTMENT	PROJECT DESCRIPTION
A1	Police Dept.	Portable Radio Replacement
A2	Police Dept.	Storage Building Insulation/HVAC/loft addition
A3	IT (Townwide)	Townwide Camera System
A4	Fire Dept.	Repalce Truck Body Fire Alarm Bucket Truck
A5	Fire Dept.	Replace & Equip C8 Maintenance Vehicle
A6	School Building Repair Program	Phase I Roof Exposed Gas Lines Replace/Repair
A7	School Building Repair Program	Phase 2 Windows
A8	School Building Repair Program	Remove/Replace Asbestos Tile
A9	School Building Repair Program	Install Vertical Blinds
A10	School Building Repair Program	Facilities Condition Assessment
A11	School Building Repair Program	S. Elem Roof Top Unit Replacement Design
A12	School Vehicle & Equip Replacement	Replace Truck 940 Rack Truck
A13	School Vehicle & Equip Replacement	Replace 2008 Ford Explorer
A14	DPW - Engineering	Traffic Sign & Signal Asset Management
A15	Town Vehicle & Equip Replacement	Replace Truck H348
A16	Town Vehicle & Equip Replacement	Fuel Efficiency Program
A17	Town Vehicle & Equip Replacement	Service/Fuel Truck Replacement
A18	Town Vehicle & Equip Replacement	(2) Commercial Zero Turn Mowers
A19	Marine & Environmental	Town Wharf Bulkhead Reconstruction
A20	DPW - Cemetery	Chiltonville Niche Walls/Upgrades
A21	DPW - Sewer	Effluent Disinfection Baffle Replacement
A22	DPW - Sewer	Septage Receiving Grinder
A23	DPW - Sewer	WWTP FOG Collection System Preliminary Design
A24	DPW - Water	Water System Improvements
A25	DPW - Water	Valve Exercise & Flushing
A26	DPW - Water	Replace Pickup W43
A27	DPW – Solid Waste	Replace Tractor/Mower
A28	DPW – Solid Waste	Replace Volvo Roll-off (SW93)
A29	DPW – Solid Waste	Replace Compactors at Transfer Station
A30	Airport	Runway Length Analysis/Environmental Assesment
A32	Airport	Runway Broom for Snow Removal
B1	Marine & Environmental	Dredging Town Wharf

or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$7,592,363 (Unanimous 13-0-0) The Advisory & Finance Committee recommends Town Meeting approve Article 9. The Town Manager recommends funding \$7,592,363 worth of capital items out of \$20.3 million in total capital items requested for FY22. The Advisory & Finance Committee agrees with this recommendation. (See pages 19-20 for the CIC spreadsheet). The recommended capital items within the following two overarching categories:

- **General Fund items** totaling \$5,977,191 to be funded with \$3,121,207 from Free Cash, \$2,600,000 from borrowing, \$105,984 from Fire & Safety Prevention revolving fund, \$10,000 from Fire Alarm Services revolving fund and \$140,000 from other available funds.
- **Enterprise Fund items** totaling \$1,615,172 to be funded with \$227,595 from Free Cash, \$280,000 from Sewer Enterprise Fund Retained Earnings, \$527,973 from Water Enterprise Fund Retained Earnings, \$334,938 from Solid Waste Enterprise Fund Retained Earnings, \$23,933 from Airport Enterprise Fund Retained Earnings and \$220,733 from other available funds.



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

TO: SELECT BOARD
ADVISORY & FINANCE COMMITTEE

FROM: LYNNE A. BARRETT
DEPARTMENT OF FINANCE

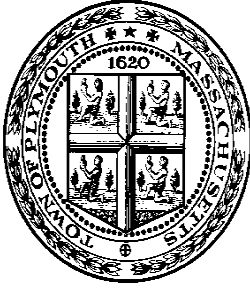
SUBJECT: **AMENDED** - ATM ARTICLE 9 – CAPITAL REQUESTS &
RECOMMENDED PROJECTS

DATE: MARCH 2, 2021

Since January, the Schools have withdrawn the school roof projects for 3 buildings and the Town has withdrawn the Brook Road Bridge Project. Both projects had been recommended to borrow. The following is being recommended as the funding sources for Article 9 of the Annual Town Meeting

Free Cash	\$ 3,348,802
Other Available Funds & Grants	\$ 476,717
Borrowing:	
General Fund	\$ 2,600,000
Enterprise Funds	\$ - 0 -
Sewer Retained Earnings	\$ 280,000
Water Retained Earnings	\$ 527,973
Solid Waste Retained Earnings	\$ 334,938
Airport Retained Earnings	\$ 23,933
	\$ 7,592,363

Thank you for your support of Article 9 capital projects.



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

TO: SELECT BOARD
ADVISORY & FINANCE COMMITTEE

FROM: LYNNE A. BARRETT
DEPARTMENT OF FINANCE

SUBJECT: ATM ARTICLE 9 – CAPITAL REQUESTS & RECOMMENDED PROJECTS

DATE: JANUARY 19, 2021

Capital requests totaled \$20.3 million for FY2022. The Capital Improvements Committee reviewed and ranked the projects at their meeting of January 4, 2021. The Town Manager is recommending \$14.3 million of these projects. The attached spreadsheet includes the CIC ranking and the Town Managers recommendations with the appropriate funding sources.

Below is also an excerpt from the most recent Town Managers Report regarding the capital budget process:

“In terms of the capital process, Management provided direction to the staff to limit capital items this year as much as possible without compromising projects, facilities, or other factors. We did that for two reasons: (1) because we acknowledge that we have quite a bit to catch up on from the delays in 2020 due to covid-19, and (2) we really need to catchup on previous funds provided by town meeting for projects we have not yet been able to start and/or complete. With few exceptions, those should be the priority. In total, we received approximately 56 capital item requests that would cost \$20.3 Million Dollars. After receiving the Capital Improvement Committee’s ranking, we were able to fund approximately 35 projects or equipment requests for a total cost of \$14.3 Million Dollars. There are three projects out of the entire list that will require borrowing \$9.3 Million dollars - Brook Road, Harbor Dredging and School Roof Projects. Keep in mind, the Harbor Dredging will receive a matching grant, or it will not move forward, and the School Roof projects will have a portion of the cost be reimbursable through a state program. The funding for the other 32 projects is from free cash or some other available funding source, such as enterprise fund or revolving fund.”

Recommended funding is as follows:

Free Cash	\$ 3,348,802
Other Available Funds & Grants	\$ 476,717
Borrowing:	
General Fund	\$ 9,309,485
Enterprise Funds	\$ - 0 -
Sewer Retained Earnings	\$ 280,000
Water Retained Earnings	\$ 527,973
Solid Waste Retained Earnings	\$ 334,939
Airport Retained Earnings	<u>\$ 23,933</u>
	\$ 14,301,849

Thank you for your support of Article 9 capital projects.



PLYMOUTH PUBLIC SCHOOLS

Administration Building

11 Lincoln Street


Plymouth, MA 02360

PHONE (508)-224-5039

FAX (508)-746-1873

Brad Brothers

Business Administrator

TO:	Board of Selectman, Town Meeting Members
CC:	Advisory & Finance Committee, Capital Improvement Committee
FROM:	Brad Brothers, Chris Campbell 
DATE:	February 9, 2021
Re:	Annual Spring Town Meeting – Withdraw Article 9 (B1, B2, B3)

While reviewing the language of Article 9 (B1, B2, & B3) with MSBA on 2/4/21 and 2/5/21, it was brought to our attention that the dollar amounts in the vote were lower than projects of similar square footage that the MSBA has funded over the last few years. A few factors, such as project management costs not included on the construction piece of the project, in addition to increased costs of supplies and materials due to COVID, were not part of the original estimate from Gale Associates in 2019.

MSBA confirmed if the appropriation voted on each project at Town Meeting were lower than the detailed cost estimate confirmed from the Schematic Design Study (completed during the feasibility stage), the MSBA would not be able to enter into a Project Funding Agreement with the Town until the entire amount is appropriated through a vote.

At this time the Article 9 (B1, B2 & B3), will be withdrawn from the Spring Annual Town Meeting. Once the Schematic Design Study is completed with official project estimates, we will request that allocation, at a future Town Meeting, which meets MSBA approval to initiate a Project Funding Agreement with the Town of Plymouth. Currently, the reimbursement rate for eligible expenses is 50.58%.

This change does not impact the project timeline. Depending how quickly an OPM (Owner's Project Manager) is assigned by MSBA to Plymouth, and a Designer selected, project start/completion dates would be during the summer of 2022 or 2023.

From: Jonathan Beder <JBeder@plymouth-ma.gov>
Sent: Wednesday, February 24, 2021 7:11 AM
To: Jeanette White <JWhite@plymouth-ma.gov>
Cc: Kevin Canty (kevinbcanty@gmail.com) <kevinbcanty@gmail.com>; Melissa Arrighi <MArrighi@plymouth-ma.gov>; Marlene McCollem <mmccollem@plymouth-ma.gov>; Sheila Sgarzi <SSgarzi@plymouth-ma.gov>; Lynne Barrett <LBarrett@plymouth-ma.gov>
Subject: RE: 3-3-21 A&F Meeting Packet

Jeanette,

The Select Board will be withdrawing Article 11 of the 2021 Warrant and as result Article 9, B4 shall also be withdrawn. Please remove these from the March 3 agenda.

Thanks

JB

ARTICLE 12:

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

DEPARTMENT OF PUBLIC WORKS—ENGINEERING DIVISION

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

The Advisory & Finance Committee recommends Town Meeting approve Article 12. Approval of this article will enable the Town to accept State Highway (Chapter 90) Funds for repairs and reconstruction of public roads. While the actual amount of Chapter 90 funds for FY2022 was not known at the time this report was prepared, Plymouth did receive more than \$1.5 million for FY2020. The Town expects a similar amount in FY2022 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: Sheila Sgarzi, P.E., Town Engineer *SS✓*

Through: Jonathan Beder, Director of Public Works

CC: Melissa Arrighi, Town Manager
Marlene McCollem, Assistant Town Manager

Date: December 21, 2020

Subject: 2021 SPRING ANNUAL TOWN MEETING
ARTICLE ____ : ACCEPTING CHAPTER 90 (STATE) FUNDS

This Annual Article authorizes the Town to accept the funding provided by the State under G.L., Chapter 90 for the maintenance of public roads. In the last round of yearly appropriations, the Town received **\$1,576,533.00**. The estimated amount for Fiscal Year 2022 is currently unknown. The Town can expect a similar amount in the Fiscal Year 2022 unless there is a change in policy and/or the State's financial health.

There is not any need for funding this Article.

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

ARTICLE 13:

ARTICLE 13: To see if the Town will vote to appropriate from the Town Promotion Fund created pursuant to Chapter 4 of the Acts of 1993, a sum of money for programs and projects that enhance the beautification, recreational resources, public safety, promotional and marketing activities, events, services and public improvements, or take any other action relative thereto.

BOARD OF SELECTMEN

RECOMMENDATION: Approval \$494,401 (Unanimous, 15-0-0)

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

Memo

To: Board of Selectmen
Advisory and Finance Committee

From: Lee Hartmann, Director of Planning and Development

Re: FY22 Town Promotion Fund – 2021 ATM

Date: January 2, 2021

The receipts collected through the 6% Hotel/Motel Tax decreased by 34.70% from last year (\$1,682,389 compared to \$1,098,669 this year). The Town, by a special act, places 45% of the total Hotel/Motel Tax into its Promotion Fund. The total FY22 funding to be approved for the Town Promotions budget is \$494,401 which is \$262,674 decrease from last year's appropriation.

- However, in 2020 the majority of the events were canceled leaving a balance in the promotion fund of \$199,075 which will be applied to this year's activities. The FY22 funds and the FY21 funds will provide a total balance of \$693,476 (\$63,589 less than year's appropriations)

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

This year's fixed costs are \$452,040 and include:

- The Town Promotions contract with Destination Plymouth is \$340,000
- The Water Street Visitors Information Center operation contract is \$62,000
- Public Improvements at 49,440 which is 10% of the budget as required by the Home Rule Petition.
- Salaries/Equipment (\$600)
- Other costs include (\$241,436)
 - Event Funding and Additional Marketing (\$236,436)
 - Distinguished Visitors (\$5,000 last year)

The FY22 budget is as follows:

Salaries and Wages (Admin. Support)	\$600
Contractual Services (Promotions and Info Center)	\$402,000*
Public Improvements	\$49,440*
Event Funding, Distinguished Visitors, Special Events, Exhibit Grants & Additional Marketing.....	\$241,436
Total	\$693,476

*Fixed costs

The following is a list of Celebrations (special events and exhibit grants) funding from FY21:

Special Events

Bark in the Park	\$2,800	Polar Plunge	\$500
First Saturday	\$1,000	Porch Fest	\$1,500
Halloween on Main	\$3,500	Sip and Dine Restaurant Week	\$2,800
July 4th Fireworks	\$10,000	Two Worlds In Hopeful Harmony	\$10,000
July 4th Parade	\$10,000	TG Historic Village & Artisan Mrk	\$10,000
July 4th Philharmonic	\$20,000	TG New England Food Fest	\$10,000
Juried Art Show& Festival	\$2,500	Thanksgiving Parade & Concert	\$20,000
L. Knife & Son Concert Series	\$1,900	Thanksgiving Patriotic Concert	\$20,000
Much Ado About Nothing	\$2,400	The Thirsty Pilgrim	\$775
Myles Standish State Forest RR	\$2,700	Waterfront Festival	\$8,000
Project Arts Concert Series	\$11,000	Winterfest	\$4,500
Pilgrim Progress	\$2,000		

Misc

Plymouth 400 – Ambassador program	\$6,167
Plymouth 400 – Advertising & Promotion	\$21,143
Plymouth 400 – Event Shuttle Parking	\$20,000
Plymouth Bay Cultural District - Event Boards	\$3,600
Chamber of Commerce - Scallop Roll	\$3,500
Parks Dept - Flower Baskets	\$9,414
Parks Dept – Celebration Light Pole String	\$3,000
Parks Dept -Holiday Linden Tree Lights	\$2,250
Parks Dept – Live Holiday Wreaths	\$2,550
Parks Dept – Labor to maintain Celebration Lights	\$10,000
Planning Dept – Utility Box Wraps	\$10,400
Planning Dept – Adirondack Chairs	\$3,150
Planning Dept – Materials & Events to celebrate work	\$3,000
See Plymouth – Marketing for Electric Bus Service	\$15,000
See Plymouth – Visitor Venter Repairs & Wayfinding Signage	\$8,000
See Plymouth – 24 Hour Kiosk	\$33,000
Archaeology Conference	\$5,000

Thank you.

ARTICLE 14:

ARTICLE 14: To see if the Town will vote to amend the Town Bylaws, Chapter 143, Departmental Revolving Funds, by revising the row in the Table set forth therein addressing the Council on Aging Programs Fund, Column C: Fees, Charges or other Receipts Credited to read , as follows, with the bold and underlined language inserted therein:

Those identified as relating to Council on Aging, including **revenue received as reimbursement from The Friends charity group**

and further by revising Column D: Program or Activity Expenses Payable from Fund in said row to read as follows, with the bold and underlined language inserted therein:

This fund shall be for contractual services and other expenses related to programs for senior citizens **and expenses to include credit card banking fees**

or take any other action relative thereto.

BOARD OF SELECTMEN

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

The Advisory & Finance Committee recommends Town Meeting approve Article 14. Approval of Article 14 will allow the Center for Active Living to receive revenue reimbursement from the The Friends charity group and add credit card banking fees to the program costs, if applicable.



**Town of Plymouth
44 Nook Road
Plymouth, MA 02360
Center for Active Living**

Date: 11/12/2020
To: Marlene McCollem, Assistant Town Manager
From: Michelle Bratti, Director of Elder Affairs
RE: Center for Active Living Article for Spring 2021
Special Town Meeting

Dear Select Board,

I would kindly like to request an article for the 2021 Special Town Meeting to revise the Town Bylaws - Chapter 3 Departmental Revolving Fund - Council on Aging Program's Fund. This request is being made to incorporate revenue received as reimbursement from the Friends charity group and expenses to include credit card banking fees from CAL's new online payment system. This fund shall be for contractual services and other expenses related to programs for senior citizens.

Thank you for your consideration.

Sincerely,

*Michelle Bratti
Director Elder Affairs
Town of Plymouth*

ARTICLE 15:

ARTICLE 15: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$300,000, for the purposes of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements between the Board of Health and residential property owners; including without limitation, the payment of all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; and to meet this appropriation the Treasurer with approval of the Board of Selectmen is authorized to borrow \$300,000 pursuant to the provisios of G.L. c. 44 or any other enabling authority, which amount may be borrowed through the Massachusetts Water Pollution Abatement Trust or otherwise; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project.

PLANNING AND DEVELOPMENT

RECOMMENDATION: Approval \$300,000 (Unanimous, 15-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 15. Approval of this article will allow the Town to borrow \$300,000 through the Massachusetts Clean Water Trust to fund the Title V Betterment Loan Program. These low-interest loans are available to Town residents meeting certain income criteria on a first-come, first-served basis to fund septic system replacement or repair. Historically, the funding for this program has been refreshed as funds are depleted.

Memo

To: Town Manager
Board of Selectmen
Advisory and Finance Committee

From: Lee Hartmann, Dir. of Planning & Development

Date: November 4, 2021

Re: Septic System Repair program – 2021 April Annual Town Meeting

To see if the Town will vote to raise and appropriate, transfer or borrow \$300,000, for the purposes of financing the following water pollution abatement facility projects: sewer tie-ins or the repair, replacement and/or upgrade of septic systems, pursuant to agreements between the Board of Health and residential property owners; including without limitation, the payment of all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; and to meet this appropriation the Treasurer with approval of the Board of Selectmen is authorized to borrow \$300,000 under G.L. c.44 or any other enabling authority, which amount may be borrowed through the Massachusetts Water Pollution Abatement Trust or otherwise; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project.

TITLE V BETTERMENT LOAN PROGRAM

Town Meeting has approved fourteen prior rounds (ten at \$200,000 three at \$300,000 and one at \$400,000) for this greatly needed and successful septic system improvement program. Due to the popularity of the program, the funds are expended quickly (all current funds have been allocated). The Department of Planning and Development is recommending that the Town Treasurer borrow \$300,000 from the Massachusetts Water Pollution Abatement Trust. The state provides these funds to the Town at a 2% interest rate. The funds are made available to local homeowners for sewer hook-ups, septic system repair or replacement (systems must be failed to qualify). In cases where Town sewer is available, these funds can also be used to cover the costs associated with sewer connections. Loans up to \$20,000 are available per household at 5% interest (interest charge covers the Town's cost of administering the program). Loans are recorded as liens on the property and are billed by the Assessors' Office as a tax bill attachment. Terms of the loan range from five to fifteen years.

To date, this program has enabled 284 homeowners to repair/replace their failed systems. This program is administered by the Office of Community Development on behalf of the Town.

ARTICLE 16A:

ARTICLE 16A: To see if the Town will vote to appropriate from Fiscal 2022 Community Preservation revenues or transfer from Community Preservation available funds a sum of money to grant to the Plymouth Housing Authority for the purpose of acquiring an affordable housing restriction pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33 for 16 units of rental housing on property located at 104 Carver Road and further to authorize the Board of Selectmen to accept the affordable housing restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$1,120,000 (12-1-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16A. Town Meeting approval of the article will grant \$1,120,000 to the Plymouth Housing Authority for the purpose of acquiring an affordable housing restriction for 16 deed-restricted units of rental housing on the property located at 104 Carver Road.



TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee
From: The Community Preservation Committee
Date: Friday January 29, 2021
Re: ANNUAL SATM 2021: CPA Article 16A: Carver Road Affordable Housing

ARTICLE 16A To see if the Town will vote to raise Fiscal 2022 Community Preservation revenues or transfer from Community Preservation available funds a sum of money to grant to the Plymouth Housing Authority for the purpose of acquiring an affordable housing restriction pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33 for 16 units of rental housing on property located at 104 Carver Road and further to authorize the Board of Selectmen to accept the affordable housing restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Voted to Approve

The Community Preservation Committee voted 7 in favor 1 opposed to recommend Article 16A at its meeting held Thursday January 28, 2021

SUMMARY & INTENT:

The Community Preservation Committee is recommending Article 16A to Spring Town Meeting 2021 to utilize CPA Affordable Housing Funds, in the sum of \$1,120,000 to grant to the Plymouth Housing Authority, to buy down 16 units of housing from market rate to 16 deed restricted affordable housing. This is a private public partnership, which would create much-needed affordable housing in a cost-efficient way. The Plymouth Housing Authority will still be required to qualify all tenants for each unit. The current owner of 104 Carver Road Rd has permits for 48 market rate units in one building. The plan would reduce the number market rate units from 48 to 32 with all 48 going towards the overall affordable unit count for the Town of Plymouth.



FISCAL YEAR 2020-2021 APPLICATION

Project Name: Carver Landing

CPA Funding requested: \$ 1,120,000.00 If the amount is unknown, will an appraisal be needed?

☐ Y ☒ N (If yes see page 14 of the appraisal process)

Total project cost: \$ 3,850,000.00

Category—check all that apply: ☐ Open Space/Recreation ☐ Historic ☒ Housing

Lot and Plot: 104 Carver Rd.

Assessors Map #: 105-000-002-001, 105-000-002-002, 105-000-002-003

Bk: 51827 Pg: 261

Number of acres in parcel: 7

Number of proposed housing units: 16

Are there any existing deed restrictions on this property? ☒ No ☐ Don't know ☐ Yes/DESCRIBE

Describe restrictions below:

Project Sponsor/Organization: MEGRYCO, Inc. / 104 Carver LLC

Contact Name: Rick Vayo

Address: 822 1/2 Whiting St., Plymouth, MA

Phone #: 508-415-6160 E-mail: r_vayo@megrusco.com

Applicant Signature

Rick Vayo

Date submitted

APPLICATION REQUIREMENTS:

A complete application consists of this application page (the specific amount of CPA funding is required), along with the following:

- A detailed description of the project explaining how your proposal benefits the Town of Plymouth and how it meets CPA goals and selection criteria outlined at the end of this application packet.
- Are there any special permit, variance or other approvals required? Are there any legal ramifications or impediments to this project?
- A detailed project budget including any additional revenue sources. Will there be any annual costs to the town once the project is operational?
- A project timeline.
- Additional supporting information such as photographs, plot plans, and maps (if applicable).
- Applicant must provide all title information for the property.
- Applicant must initial each page in the space provided.





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

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

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

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

MEMORANDUM OF UNDERSTANDING

Project Name: Carver Landing
Applicant Name: Rick Vayo
Address: 22 1/2 Whiting St, Plymouth, MA
Phone #: 508-415-6160 E-mail: r_vayo@megryco.com

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

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

Print Name

Rick Vayo

Signature

[Handwritten Signature]

Date



COMMERCE
WAY

#1 COMMERCE WAY
105-000-001-031
N/F
DEMOULAS SUPER MARKETS INC.

#101 CARVER ROAD
105-000-001-029
N/F
SCRANTON HOLDINGS CORP.

CARVER
ROAD

(PUBLIC - VARIABLE WIDTH)

BENCHMARK:
HYDRANT SPINDLE.
EL.=183.44 (NAVD 88)

T DISTANCES FROM TRAFFIC ASSESSMENT
RT OF VANASSE ASSOCIATES FEBRUARY 2019 STOPPING SIGHT DISTANCE:

ER ROAD APPROACHING FROM EAST: RECOMMENDED-360 FT. -PROVIDED: 387 FT
ER ROAD APPROACHING FROM WEST: RECOMMENDED-360 FT. -PROVIDED: 650 FT

ING EAST TO DRIVE FROM PROJECT SITE DRIVEWAY RECOMMENDED 360/DESIRABLE 430 / 500 - PROVIDED 546'
ING WEST TO DRIVE FROM PROJECT SITE DRIVEWAY RECOMMENDED 360/DESIRABLE 430 / 500 - PROVIDED 650'

SIGN LEGEND

R1-1	
R3-1	
R5-1	
R6-1(L)	
R4-7a	
W11-2	
W16-7P	

ZONE: R-25

VOSD CRITERIA	REQUIRED	PROVIDED
LOT AREA	15,000 s.f.	30,110 s.f.
FRONT YARD	20'	37.6'
SIDE YARD	10'	17'/20'+
REAR YARD	10'	50'
OPEN SPACE	40.0%	40.0%
BLDG. HT.	35' max.	< 35'

R-25 VILLAGE OPEN SPACE DEVELOPMENT SECTION 207-5

PARKING REQUIREMENTS

DIMELLINGS: EACH 2 BEDROOM UNIT - 2.0 SPACES REQUIRED
(34) 2 BEDROOM UNITS = 68 SPACES REQUIRED

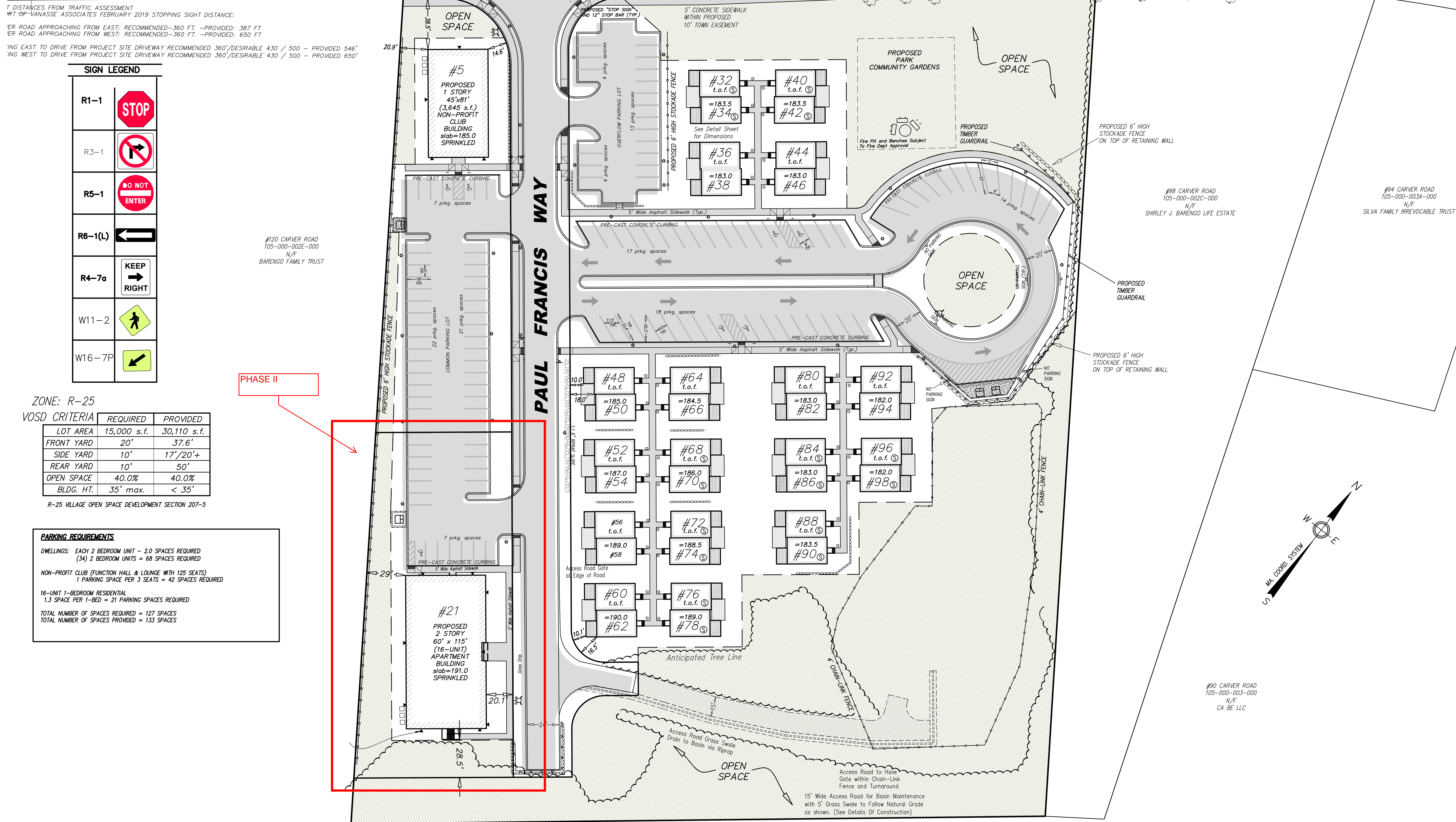
NON-PROFIT CLUB (FUNCTION HALL & LOUNGE WITH 125 SEATS)
1 PARKING SPACE PER 3 SEATS = 42 SPACES REQUIRED

16-UNIT 1-BEDROOM RESIDENTIAL
1.3 SPACE PER 1-BED = 21 PARKING SPACES REQUIRED

TOTAL NUMBER OF SPACES REQUIRED = 127 SPACES
TOTAL NUMBER OF SPACES PROVIDED = 133 SPACES

PHASE II

PAUL FRANCIS WAY



NOTES:

- LOCUS: #104 CARVER ROAD PARCEL:105-000-002-001
PARCEL:105-000-002-002
PARCEL:105-000-002-003
OWNER: 104 CARVER LLC, RICK VAYO, MANAGER
4 COLLINS AVENUE
PLYMOUTH, MA 02360
DEED: Bk:51827 Pg:261; DEF. VOSD PLAN : PL. Bk. 63 PAGE 943
- PLAN REF: Bk:15 Pg:1171 Bk:57 Pg:869
Bk:18 Pg:17 Bk:3771 Pg:150
Bk:33 Pg:622 LCC 31091-A
Bk:41 Pg:776 LCC 31091-C
- APPLICANT: MEGRYCO, INC.
4 COLLINS AVENUE
PLYMOUTH, MA 02360
- THE PROPERTY IS NOT LOCATED WITHIN A NHESP HABITAT OF RARE AND ENDANGERED SPECIES.
- THE PROPERTY IS NOT IN A DEP LISTED AQUIFER PROTECTION AREA.
- A PORTION OF THE PROPERTY LIES WITHIN THE TOWN USE AREA 3 AQUIFER PROTECTION ZONE--RUNOFF FROM IMPERVIOUS SURFACES ARE BEING RECHARGED.
- THE PROPERTY IS NOT LOCATED WITHIN A FEMA DESIGNATED FLOOD ZONE.
- SITE IS TO BE SERVICED BY TOWN WATER AND A PRIVATE SEWER SYSTEM.
- THE PROPERTY LIES WITHIN THE R-25 RESIDENTIAL ZONE.
- EXISTING FEATURES, TOPOGRAPHICAL SYSTEMS AND DATA WERE OBTAINED BY AN ON-THE-GROUND FIELD SURVEY PERFORMED BY FLAHERTY & STEFANI, INC. ON SEPTEMBER 10, 2018.
- COORDINATE SYSTEM: HARN/NE MA STATE PLANES, MAINLAND ZONE, US FOOT
VERTICAL DATUM: NAVD 88
- THE TOWN HAS NO RESPONSIBILITY TO PLOW OR MAINTAIN THE PROPOSED ROADWAY/PARKING AREAS OR THEIR ASSOCIATED UTILITIES. THE ROADWAY IS TO REMAIN PRIVATE.
- ALL INFRASTRUCTURE AREAS WILL BE MAINTAINED, INCLUDING SNOW PLOWING, BY AN ASSOCIATION ESTABLISHED FOR SUCH PURPOSES.

STREET ADDRESSES
SITE PLAN
" CARVER LANDING "
IN
PLYMOUTH, MASS.
ON
CARVER ROAD

APPLICANT
MEGRYCO, INC.
SCALE: 1" = 40' JANUARY 14, 2019
rev: JULY 22, 2019
JANUARY 8, 2020

PREPARED BY
FLAHERTY & STEFANI, INC.
67 SAMOSET STREET
PLYMOUTH, MASS. 02360
(508) 747-2425

FEBRUARY 4, 2020

Memo:

From: MEGRYCO

To: Affordable Housing Trust

Regarding: 16 AFFORDABLE HOUSING UNITS

Carver Landing, phase II (21 Paul Francis Way)

Overview:

MEGRYCO, Inc. has been serving the real estate needs of the Southern New England community for nearly three decades. We are a multi-generation family business that prides itself on bettering the communities we reside in and building long-lasting relationships with the individuals we serve. To that end, MEGRYCO, Inc. has roots in many local towns and cities with complexes ranging from single- and multi-family residential structures to over 50,000 square foot multi-tenant commercial facilities. Most recently MEGRYCO, Inc. has focused nearly all its energies on the town of Plymouth. Recent residential projects include the groundbreaking redevelopment of the former Armory in downtown Plymouth, *Residences @ the Armory*, the historic redevelopment of *The Registry* also in downtown Plymouth, *Knapp Place* in North Plymouth, *Pointe 1620* apartments on Obery St. and *Beech Tree Estates* in Chiltonville. These completed projects along with nearly 200 additional housing units under development in Plymouth illustrate the commitment MEGRYCO, Inc. has to the community. As part of that commitment, we are now focusing our attention on private/public partnerships for affordable housing to ensure Plymouth's success is realized by all.

The State Rd. project was the first of many opportunities we are developing that will provide long-term options for affordable housing in Plymouth. Presently State Rd. is nearly completed with 23 affordable units going online Q4 2020. Carver Landing phase II is the second and most recent opportunity for more affordable units. This one will be a duplicate of State Rd. in design and use but be located in an area desperate for affordable housing off Carver Rd.

We are seeking a public/private partnership to fund this development to secure that all 16 units can be delivered as affordable. CPC and AHT funding coupled with MEGRYCO, Inc. cash/financing and our ability to provide economical and expeditious construction; we will be able to provide much needed housing in an area that is greatly underserved for the affordable community and be online within 9 months.

Specs:

Carver Landing is a new development of 50 residential units, Function Hall and Open Space under construction on 7 acres at 104 Carver Rd. In phase II we are proposing to construct 16 (21 Paul Francis Way) units as deed restricted affordable units through a continued public/private

partnership. Once completed, we will be once again partnering with Community Development and/or the Housing Authority to provide 16 dwelling units to affordable qualified applicants with preference given to the elderly and veterans. Construction is well under way and all units will be online by June 2021.

The area provides public transportation, local shopping, is close to downtown/waterfront and has easy access to parks and beaches all in the immediate area. The site is perfectly suited for affordable housing and still allows for over 40% open space. MEGRYCO, Inc. will remain as the owner and provide long-term management to insure a high-quality development and an environment that all tenants will be proud to call home

Pro-forma:

Costs:

Land and infrastructure	\$650,000.00
New construction	\$3,200,000.00
Total	\$3,850,000.00

Proposed funding:

Developer monies (cash and financing)	\$1,930,000.00
CPC and AHT funding	\$1,920,000.00
Total	\$3,850,000.00

Rick Vayo | President

MEGRYCO, Inc.

[22 ½ Whiting St, Plymouth, MA 02360](http://www.megryco.com)

Tel> 508.830.4646 x201 Fax>508.747.4242

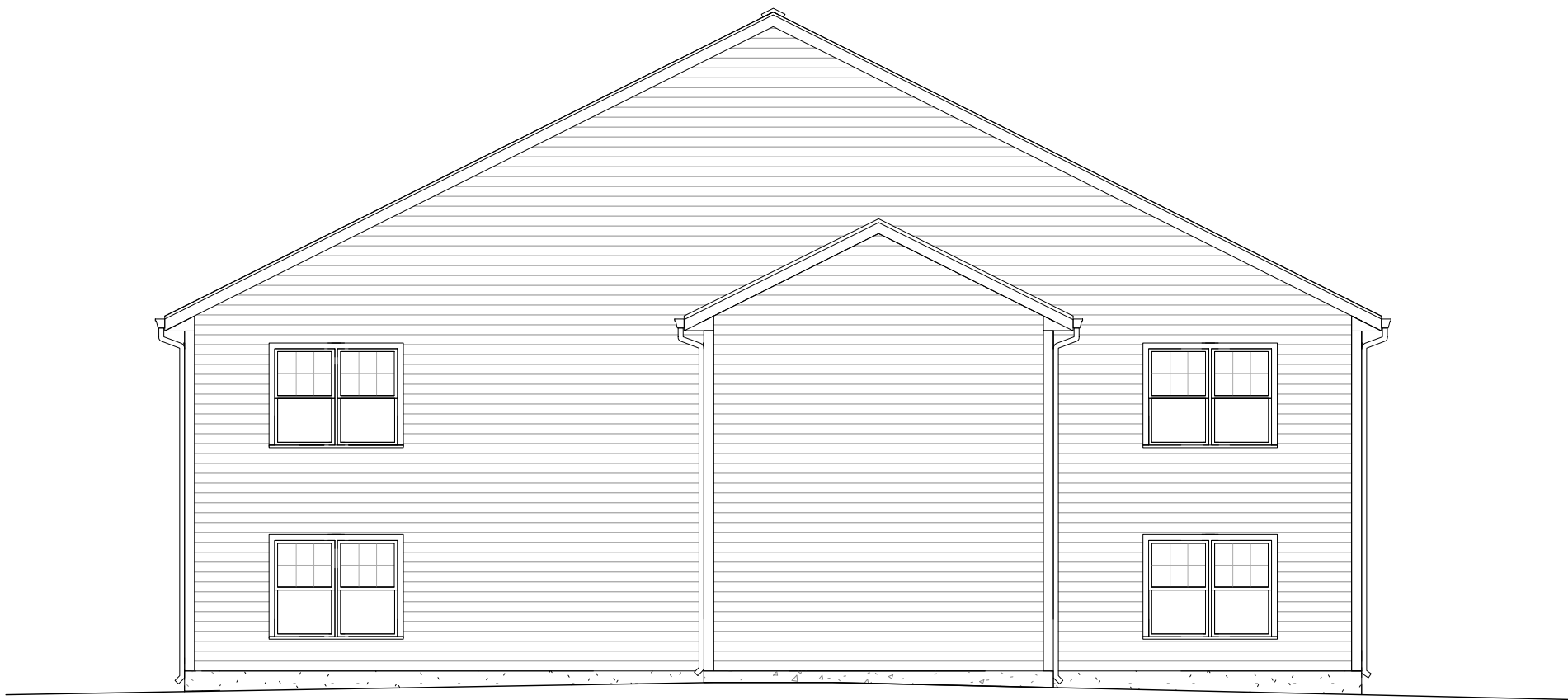
www.megryco.com

Please consider the environment before printing this e-mail

Carver Road
Plymouth MA



① North-East (Front)
1/8" = 1'-0"



② North-West
1/8" = 1'-0"



③ South-East
1/8" = 1'-0"



④ South-West (Rear)
1/8" = 1'-0"

Revisions

no.	date	description

scale :

date: February 7, 2020

file: carverroad_cd.rvt

Elevations

A-201

Bill,

Attached please find a 2D landscape plan for the Carver Rd site along with a few 3D renders showing the completed complex from various angles.

While I realize the site appears very barren at this point I would point out a few things; first this site was primarily two houses with overgrown small brush and weeds. We cut very few trees to build the project. Second, we developed this project under VOSD parameters and maintained 40% open space which very few developers are willing to do. And, lastly our landscape plans include spending over \$250,000.00 on new landscaping to insure the complex and surrounding site are a complement to area and will make all tenants proud to call Carver Landing home.. This budget is actually more than any other single project we've done in Plymouth.

State Rd. update:

The State Rd. complex is fully complete and ready for occupancy. We have collected applications and the lottery is in process. We expect all units to be fully occupied by 3/1/21. The project is a great success and adds 23 units to the affordable column.

Rick Vayo | President

MEGRYCO, Inc.

22.5 Whiting St., Plymouth, MA 02360

Office: 508.830.4646 x101

www.megryco.com

Please consider the environment before printing this e-mail







ARTICLE 16B:

ARTICLE 16B: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 9d of the 2018 Fall Town Meeting for the restoration of the historic National Memorial Pilgrim Meeting House, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2022 Community Preservation Act estimated annual revenues or other Community Preservation available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval (13-0-0)

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



TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee
From: The Community Preservation Committee
Date: Friday January 29, 2021
Re: SPRING ATM 2021: CPA Article 16B: Meeting House Debt Service

ARTICLE 16B: To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 9D Fall 2018 Fall Town Meeting for the restoration of the National Memorial Pilgrim Meeting House, as previously amended, by reducing the amount to be borrowed by a sum of money and transferring a sum of money from Fiscal Year 2022 Community Preservation Act estimated annual revenues or other Community Preservation available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously to support Article 16B at its meeting held Thursday January 28, 2021.

SUMMARY & INTENT:

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

ARTICLE 16C:

ARTICLE 16C: To see if the Town will vote to appropriate from Fiscal 2022 Community Preservation revenues or transfer from Community Preservation available funds a sum of money for the purpose of renovations and construction to extend the North Plymouth Sea Side Rail Trail from Nelson Park to Lothrop Street Plymouth MA pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33, including all incidental and related expenses, and further to authorize the Board of Selectmen to grant a recreational restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$300,000 (12-1-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 16C. The purpose of the project is to formally connect the existing trail into the downtown/harbor area and create a 10' ADA compliant trail along the entire length. Approval of this article will authorize \$300,000 of Community Preservation funds to be used for the construction of improvements, including but not limited to, design work, clearing, grading, paving, improved pedestrian crossing at Nelson Street, and ADA compliance. Additionally, a MA Recreational Trails Grant in the amount \$100,000 will supplement the 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: Friday, January 29, 2021
Re: SATM 2021: CPA Article 16C: North Plymouth Seaside Rail Trail

ARTICLE 16C: To see if the Town will vote to raise Fiscal 2022 Community Preservation revenues or transfer from Community Preservation available funds a sum of money for the purpose of renovations and construction to extend the North Plymouth Seaside Rail Trail from Nelson Park to Lothrop Street Plymouth MA pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33 and further to authorize the Board of Selectmen to grant a recreational restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted to recommend Article 16C to Spring Town Meeting 2021 on Thursday January 28, 2021.

SUMMARY & INTENT:

The Community Preservation Committee is recommending Article 16C to Spring Town Meeting 2021 to utilize the CPA Open Space Recreational Fund for the renovations to the North Plymouth Seaside Rail Trail to extend the trail from Nelson Park to Lothrop Street. The original trail was built with CPA funds and a grant from the Commonwealth of Massachusetts under Article 11 Fall Town Meeting 2003.



FISCAL YEAR 2020-2021 APPLICATION

Project Name: Seaside Trail Improvements

CPA Funding requested: \$ 300,000 If the amount is unknown, will an appraisal be needed?

☐ Y ☒ N (If yes see page 14 of the appraisal process)

Total project cost: \$ 400,000

Category—check all that apply: ☒ Open Space/Recreation ☐ Historic ☐ Housing

Lot and Plot: 7-49, 8-11, 10-35, 12-60, 6-63

Assessors Map #: See above

Number of acres in parcel: 11.3 ac (total)

Number of proposed housing units: N/A

Are there any existing deed restrictions on this property? ☐ No ☒ Don't know ☐ Yes/DESCRIBE

Describe restrictions below:

Project Sponsor/Organization: Town of Plymouth DMEA

Contact Name: David Gould

Address: 26 Court Street

Phone #: 508-747-1620x10134 E-mail: dgould@plymouth-ma.gov

Applicant Signature

Date submitted

APPLICATION REQUIREMENTS:

A complete application consists of this application page (the specific amount of CPA funding is required), along with the following:

- A detailed description of the project explaining how your proposal benefits the Town of Plymouth and how it meets CPA goals and selection criteria outlined at the end of this application packet.
- Are there any special permit, variance or other approvals required? Are there any legal ramifications or impediments to this project?
- A detailed project budget including any additional revenue sources. Will there be any annual costs to the town once the project is operational?
- A project timeline.
- Additional supporting information such as photographs, plot plans, and maps (if applicable).
- Applicant must provide all title information for the property.
- Applicant must initial each page in the space provided.





PLEASE SEND 11 COPIES (DOUBLE-SIDED) OF YOUR APPLICATION TO:
The Community Preservation Committee, Plymouth Town Hall
26 Court Street, Plymouth, MA 02360

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

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

MEMORANDUM OF UNDERSTANDING

Project Name: Seaside Trail Improvements

Applicant Name: David Gould, DHEA Director

Address: 26 Court St Plymouth MA

Phone #: 508-747-1620 E-mail: dgould@plymouth-ma.gov
x10134

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

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

David Gould
Print Name

D Gould
Signature

11/30/20
Date



AA
initial here

Plymouth Community Preservation Committee Application

Seaside Trail Improvements

Map 7-49, Map 8-11, Map 10-35, Map 12-60

Category – Open Space and Historic Preservation

Town of Plymouth – Department of Marine and Environmental Affairs (DMEA)

David Gould, Director

26 Court Street, Plymouth MA 02360

Project Description:

The Department of Marine and Environmental Affairs (DMEA) is requesting funding assistance from the Community Preservation Committee for the construction of improvements to the Seaside Trail which would include an improved pedestrian crossing at Nelson Street with along with the necessary site work, clearing, grading and paving to connect the trail from Nelson Park to Lothrop Street. In addition, the existing trail would be paved from Nelson Street to Hedge Road to create a 10' ADA compliant trail along the entire length.

Project Feasibility and Methodology:

When Nelson Park was reconstructed in 2009 the Seaside Trail was connected to the park via a new paved cul-de-sac trailhead within the park. This provided a formal southern end/start to the trail since the crossing at Nelson Street was not pedestrian friendly based upon sightlines, grading, drainage, etc.

The goal of a recent grant application to the MA Trails Program was to secure the necessary funding to hire an engineering firm to design a trail crossing at Nelson Street that would allow for pedestrian friendly passage across the roadway along with the necessary clearing, grading and paving of the trail from Nelson Street to Lothrop Street. This would formally connect the trail into the downtown/harbor area. In addition, the trail would be ADA compliant and provide access for multiple types of users and connect public spaces along the way. Estimate cost of this work is \$200,000.

While this design work was underway multiple user groups including the Downtown Steering Committee, North Plymouth Steering Committee, DPW Engineering, Community Preservation Committee and others approached DMEA staff regarding the possibility of paving the existing path from Hedge Road to Nelson Park. As a result, DMEA worked with DPW Engineering to develop a cost estimate for that work based upon existing contract prices. That estimate is \$200,000.

Next Steps

Staff is currently working on the submittal of a Notice of Intent for the Beals and Thomas plans to the Conservation Commission. Once secured, the permit for this work (Order of Conditions) will be valid for 3 years. Staff will be completing an application to the MA Recreational Trails Grant Program this winter. The project would be funded through a combination of CPA funds, state grant funds and in-kind services. Specifically, funding to date has been the \$50,000 from the MA Recreational Trails and in-kind services by DMEA staff.

Consistency with Statewide Comprehensive Outdoor Recreation Plan and Community Open Space and Recreation Plan:

This project supports several of the goals listed in the Community Preservation Committee application for Open Space and are outlined below. This project is also consistent with and supports several of the master plan goals and objectives contained in the Town of Plymouth Open Space and Recreation, some of which include:

- The trail improvements will increase public access to open space and public parks. In addition, the trail will be ADA compliant to allow for access to those with disabilities.
CPC Open Space Goal 7
CPC Open Space Goal 8
Open Space Plan (page 165 OSRP)
- The trail improvements aid in setting aside large tracts of permanently protected, contiguous open spaces linked via trails and open space corridors.
CPC Open Space Goal 4
CPC Open Space Goal 7
Open Space Plan (page 165 OSRP)
- The trail improvements increase the supply and accessibility of active and passive recreational facilities throughout town.
CPC Open Space Goal 7
Open Space Plan Recreation (page 165 OSRP)

Budget:	\$300,000	Community Preservation Committee Request
	\$100,000	MA Recreational Trails Grant Program
	\$400,000	Total Project Cost
Please see Attachment 1 –		Beals and Thomas Cost Estimate
		DPW Cost Estimate

Timeline:

MA Trail Grant Award Period: Spring 2021

CPA Town Meeting Article – April 2021

Project bid in summer of 2021

Project construction – fall/winter 2021

Additional Information:

Attachment 2: Locus Map



BEALS + THOMAS

Extension of the Seaside Rail Trail
Preliminary Cost Estimate
11/19/2020
Plymouth, MA 3165.00

Seaside Rail Trail Extension	QTY	unit price	units	
General Conditions/Mobilization				6,000
Bond/Insurance				13,000
Site Demo/Preparation				
Construction Entrance/Tracking Pad	85	\$ 13.50	SY	1,148
Erosion Control Barrier	205	\$ 1.95	LF	400
Misc. (filter bags, etc)	1	\$ 1,000.00	LS	1,000
Remove and Dispose Rails & Ties	510	\$ 14.00	LF	7,140
Clear and Grub	0.6	\$ 11,200.00	Ac	6,720
Tree Protection	5	\$ 40.50	EA	203
Remove Conc. Sidewalk	15	\$ 21.00	SY	315
Site Demo/Prep Total				\$ 16,924.75
Earthwork				
Ordinary Borrow	200	\$ 31.35	CY	6,270
Gravel Base	325	\$ 41.55	CY	13,504
Utility Improvements Total				\$ 19,773.75
Utility Improvements				
Modify Ex. Catch Basin	1	\$ 500.00	EA	500
Drainage structures (FE)	1	\$ 375.00	EA	375
Drainlines	22	\$ 15.00	LF	330
Utility Improvements Total				\$ 1,205.00
Trail				
Granite Curbs (islands)	85	\$ 36.00	LF	3,060
Remove and Re-set Ex. Granite Curb (flush)	15	\$ 41.00	LF	615
New Flush Granite Curb	15	\$ 36.00	LF	540
Concrete Sidewalk	125	\$ 9.00	SF	1,125
Bit. Conc. - binder course	1,950	\$ 9.50	SY	18,525
Bit. conc. - top course	1,950	\$ 7.65	SY	14,918
Striping - Pavement Markings	200	\$ 1.00	LF	200
Parking/Paths Total				\$ 38,982.50
Signage/Signals				
Crosswalk Flashing Beacon - w/ signage, install, etc.	2	\$ 9,000.00	EA	18,000
Traffic Signs	12	\$ 200.00	EA	2,400
Site Furnishings Total				\$ 20,400.00
Landscape Improvements				
Loam Borrow	3,500	\$ 6.50	SY	22,750
Seed	3,500	\$ 4.00	SY	14,000
Landscape Improvements Total				\$ 36,750.00
SUB TOTAL				\$153,036.00
Contractor O&P				\$15,303.60
Contingency				\$15,303.60
ESTIMATED PROJECT TOTAL				\$183,643.20

David Gould

Subject: Seaside Trail (HMA)

From: James Downey <JDowney@townhall.plymouth.ma.us>

Sent: Tuesday, July 21, 2020 9:47 AM

To: David Gould <DGould@townhall.plymouth.ma.us>

Subject: RE: Seaside Trail (HMA)

David,

Approximately 6,500 feet of trail at 10 feet wide for 3.5 inches of HMA... you're looking at roughly **\$180,000 for HMA only**. Any required drainage, grading, subbase construction, or other improvements (if needed) would be an additional cost.

Thank you,

James L. Downey | Transportation Engineer

Town of Plymouth

26 Court Street, Plymouth, Massachusetts, 02360

Tel (508) 747-1620 x10199 |

jdowney@townhall.plymouth.ma.us



ARTICLE 16D:

ARTICLE 16D: To see if the Town will vote to amend the vote taken under Article 16B of the 2015 Spring Annual Town Meeting for the creation and/or restoration and rehabilitation of land for recreational use pursuant to the G.L. c. 44B, which land is commonly known as Stephens Field, by increasing the amount by a sum of money for the hazardous waste clean-up, moving the 1917 Bath house and improving electrical services to the revised Stephens Field plan, said additional amount to be appropriated from Fiscal 2022 Community Preservation revenues and/or transferred from Community Preservation available funds for such purposes, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

No Motion No Action

Article 16D Annual

-----Original Message-----

From: Bill Keohan <billkeohan@gmail.com>

Sent: Wednesday, March 3, 2021 7:53 PM

To: Lynne Barrett <LBarrett@plymouth-ma.gov>; Jeanette White <JWhite@plymouth-ma.gov>; Kevin Canty (kevinbcanty@gmail.com) <kevinbcanty@gmail.com>; Melissa Arrighi <MArrighi@plymouth-ma.gov>

Subject: 16D

Lynne,

The CPC voted to withdraw 16D (Stephens Field). We are going to work with all pertinent parties to prepare for a Fall 2021 Town Meeting Stephens Field Articles.

Bill

ARTICLE 16E:

ARTICLE 16E: To see if the Town will vote to appropriate from Fiscal 2022 Community Preservation revenues or transfer from Community Preservation available funds a sum of money to provide to the Wildlands Trust for the purpose of funding an endowment to care for the Community Preservation Act Conservation Restrictions accepted from the Town of Plymouth to the Wildlands Trust as required under G.L. c.184, §§31-33, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

RECOMMENDATION: Approval \$190,520 (12-0-1)

The Advisory & Finance recommends Town Meeting approve Article 16E. Approval of this article will establish an endowment fund, payable to the Wildlands Trust, for the sole purpose of overseeing the allowable usages of 24 separate Conservation Restrictions placed on various Town of Plymouth Community Preservation Act parcels to ensure their protection in perpetuity.



TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee
From: The Community Preservation Committee
Date: Friday, January 29, 2020
Re: SATM 2021: CPA Article 16E Conservation Restriction Endowment Fund

ARTICLE 16E: To see if the Town will vote to raise Fiscal 2022 Community Preservation revenues or transfer from Community Preservation available funds a sum of money to provide to the Wildlands Trust for the purpose of funding an endowment to care for the Community Preservation Act Conservation Restrictions accepted from the Town of Plymouth to the Wildlands Trust as required under G.L. c.184, §§31-33 or take any other action relative thereto
COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

On Thursday January 28th the Community Preservation Committee voted in favor of article 16E.

SUMMARY & INTENT:

The intent of Article 16E is to utilize the Community Preservation Fund for a payment, in the sum of \$190,520.00, to the Wildlands Trust. The payment would fund an endowment for the sole purpose of overseeing the allowable usages of Conservation Restrictions placed on the Town of Plymouth Community Preservation Act land. This payment will cover 24 Conservation Restrictions. The Wildlands Trust holds over 2,000 acres of restrictions with the Town of Plymouth. This is a result of over 19 years of a partnership between the Town of Plymouth and The Wildlands Trust.

MEMORANDUM

To: Board of Selectmen
From: David Gould, Director Marine & Environmental Affairs
RE: Signatures for Outstanding Conservation Restrictions

Any land acquisitions in which Community Preservation Act funds are utilized to acquire land for open space must have a permanent restriction recorded per M.G.L Chapter 44B Section 12. Since 2016 DMEA has been working to resolve 24 CR's required by the statute. Currently there are 21 outstanding conservation restrictions and 3 outstanding recreational restrictions. To expedite the process, the Commonwealth has recommended Super CR's where each restriction pertains to several similar properties. The State is requiring all outstanding restrictions be recorded so that the Town remains eligible for State grant funding. The following are included for the Select Board signatures:

CR Amendment #8 – 991 Old Sandwich Road 2017 (adjacent to current CR)

Super CR #36 – Forest/Large Landscape Block Conservation Restriction

- Off Hedges Pond Road, Hedges Pond
- 1247 Old Sandwich Road, Off Old Sandwich Road
- Perseverance Path
- 30 Lake Road
- Old Sandwich Road
- Off Zion's Place
- Little Sandy Pond Road
- Bourne Road, off Bourne Road
- Russell Mills Road
- Boot Pond Road
- Long Pond Road
- East side of Long Pond Road, Grassy Pond

Super CR #37 – Riparian Corridor Conservation Restriction

- 82-84 Billington Street, Town Brook
- Little Herring Pond Road, Carters River
- 161 Taylor Avenue, Bartlett Brook, White Horse Beach

Super CR #38 – Bog Habitats Conservation Restriction

- Off State Road, Savery Pond
- Off Center Hill Road
- Black Cat Road, Billington Sea

CR # 39 –Condon Property off of Roxy Cahoon Road 2019

CR#40 – Huntley Property off of Newfield Street 2019

ARTICLE 16F:

ARTICLE 16F: To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2022 Community Preservation Budget and to appropriate from the Community Preservation Fund Fiscal Year 2022 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 2022, 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 (13-0-0)

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



TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee
From: The Community Preservation Committee
Date: Friday January 29, 2021
Re: Spring ATM 2021: CPA Article 16F: 2022 Budget/Account set-aside.

ARTICLE 16F: To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2022 Community Preservation Budget and to appropriate from the Community Preservation Fund Fiscal Year 2022 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 2022, and to set aside sums for future appropriation for the following purposes as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation, and preservation of land for open space, including restoration and rehabilitation of land for recreational use; a sum of money for acquisition, preservation, restoration and rehabilitation of historic resources; and a sum of money for the acquisition, creation, preservation and support of community housing, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously in favor Article 16F at its meeting held Thursday January 28, 2021.

SUMMARY & INTENT:

The Community Preservation Committee recommends that 10% of the Fiscal Year 2021 estimated annual Community Preservation Fund revenues be set aside for each of the following purposes: a) community housing, b) historic resources and c) open space, including land for recreational use; and further, that up to 5% can be use but the CPC is requesting 4% of the annual revenues in the Community Preservation Act Fund be appropriated for the purpose of funding the administrative and operating expenses of the Community Preservation Committee in Fiscal Year 2022 including legal and appraisal work, as well as signage, improvements for safe access, emergency historical protection for active applications and approved CPA projects. It should be noted that any unused portion of funds appropriated for the administrative purposes of the Committee reverts to the CPA unallocated balance at the end of each fiscal year.

**Community Preservation Fund
FISCAL 2022 SOURCES & USES OF FUNDS
Report for Community Preservation Committee**

SOURCES:

Estimated 2022 CPA Revenues:

Estimated Tax Revenue		\$	189,787,807
CPA Surcharge Rate			1.50%
Estimated Surcharge for 2022 (Less \$10,000 in A & E)		\$	2,835,483
Investment Earnings		\$	25,000
State Trust Fund Distribution estimated at 24% (3 Prior Year Average) of prior year surcharge	2,744,674	\$	<u>654,827</u>
		\$	<u>3,515,309</u>

USES:

To meet the required Percentages (%) from 2022 Estimated CPA Revenues:

Open Space	10%	<small>\$100,000 needed for 16C</small>	\$	251,531
Historic Resources	10%	<small>\$67,117 needed for 16B</small>	\$	284,414
Community Housing	10%		\$	351,531
Total required to be spent or set aside			\$	887,476

Amount available for CPA Administrative costs:

CPA Operating Budget	4.00%	\$	140,612
Interest Expense on Debt - Meeting House & Stephens Field		\$	45,000
Total Budget		\$	185,613

Plan for Articles:

ATM Article 16A	Housing Carver Road	794,269		
ATM Article 16B	Meeting House Debt Pay Down	707,431		
	North Plymouth Rail Trail			
ATM Article 16C	Extension	400,000		
ATM Article 16D	Stephens Field Amendment	0		
	Conservation Restriction			
ATM Article 16F	Endowment	190,520	\$	<u>2,092,220</u>
Amended amount to be set aside in budgeted reserve			\$	<u>350,000</u>

Community Preservation Fund - Available Funds								
	Balance 6/30/2020 - CP2	FY2021 Annual Town Meeting Action	FATM 10/2020	Balances Available for FY2020 Town Meetings - FATM, April STM & ATM	Art #	ATM April 2021	STM April 2021	Balances Remaining
Fund Balances:								
Reserved for Open Space	-	325,731.00	(325,731.00)	-				-
Reserved for Community Housing	-	325,731.00		325,731.00	16A	(325,731.00)		-
Reserved for Historic Resources	-	325,731.00	(174,685.00)	151,046.00	16B	(151,046.00)		-
Budgeted Reserve	-	-		-				-
								-
Unreserved - for any Purpose								-
Undesignated Fund Balance	171,298.29			171,298.29	STM9		(80,000.00)	91,298.29
Grand Total	171,298.29	977,193.00	(500,416.00)	648,075.29		(476,777.00)	(80,000.00)	91,298.29

Special Town Meeting:

Article 9 - Town Brook
Footbridge

80,000.00

Annual Town Meeting:

Article 16A - Carver Road
Housing
Article 16B - National
Meeting House Paydown
Total

325,731.00

151,046.00

476,777.00

ARTICLE 19:

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

PLANNING AND DEVELOPMENT

RECOMMENDATION: Approval (Unanimous, 15-0-0)

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

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

DATE OF PUBLICATION OF PUBLIC HEARING: November 25, 2020
December 2, 2020
DATE OF PUBLIC HEARING: December 15, 2020

VOTE: On December 15, 2020, the Planning Board voted unanimously (5-0) to recommend approval of the following article to Town Meeting:

ARTICLE:

See attached language.

NEED & JUSTIFICATION:

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

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

In addition, FEMA is requiring that all communities adopt revised text that is consistent with their model bylaw. The amended bylaw proposed as part of this article has been reviewed and approved by Town Counsel, the Massachusetts Emergency Management Agency (MEMA) and the Federal Emergency Management Agency (FEMA).

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

EFFECT:

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

INTENT:

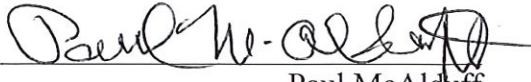
It is the intent of this amendment is to ensure that Plymouth's floodplain bylaw complies with federal requirement. By adopting this bylaw, property owners located within flood prone areas will be able to maintain flood insurance for their homes and businesses.

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The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Plymouth County Flood Insurance Study (FIS) report dated July 6, 2021. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk.

TOWN OF PLYMOUTH


Malcolm MacGregor, Chairman


Paul McAlduff

Tim Grandy

Robert Bielen



Russ Appleyard

BEING A MAJORITY OF THE PLANNING BOARD

DATE SIGNED BY THE PLANNING BOARD: December 24, 2020

DATE FILED WITH TOWN CLERK: December 28, 2020

cc: Town Clerk
Board of Selectmen
Advisory and Finance Committee

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

Plans dated November 4, 2016;

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

Plans dated July 6, 2021;

25023C0342K, 25023C0352L, 25023C0353K, 25023C0354K, 25023C0356L, 25023C0358L, 25023C0361K, 25023C0362K, 25023C0363K, 25023C0364K, 25023C0366K, 25023C0367K, 25023C0370K, 25023C0386L, 25023C0387L, 25023C0388K, 25023C0389K, 25023C0391L, 25023C0393L, 25023C0477K, 25023C0479K, 25023C0485K, 25023C0487K, 25023C0491K, 25023C0492K, 25023C0494K, 25023C0505K, 25023C0506L, 25023C0508L, 25023C0511K, 25023C0512K, 25023C0513K, and 25023C0516L.

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

Delete the current section entirely and replace it with the following"

A. Purpose.

The purpose of the Floodplain Overlay District is to:

1. Ensure public safety through reducing the threats to life and personal injury.
2. Eliminate new hazards to emergency response officials.
3. Prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding.
4. Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding.
5. Eliminate costs associated with the response and cleanup of flooding conditions.
6. Reduce damage to public and private property resulting from flooding waters.

B. Definitions.

For the purposes of this section of the zoning bylaw the following definitions shall be applied:

DEVELOPMENT - Any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. [US Code of Federal Regulations, Title 44, Part 59]

FLOODWAY - The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. [Base Massachusetts Code, Chapter 2, Section 202]

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FUNCTIONALLY DEPENDENT USE - A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59] Also [Referenced Standard ASCE 24-14]

HIGHEST ADJACENT GRADE - The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. [US Code of Federal Regulations, Title 44, Part 59]

HISTORIC STRUCTURE - Any structure that is:

1. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
 2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
 3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior;
 - or
 4. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - a. By an approved state program as determined by the Secretary of the Interior
 - or
 - b. Directly by the Secretary of the Interior in states without approved programs.
- [US Code of Federal Regulations, Title 44, Part 59]

NEW CONSTRUCTION - Structures for which the start of construction commenced on or after April 5, 1986 (the effective date of Plymouth's Floodplain Overlay District). New construction includes work determined by the Building Commissioner to be substantial improvement. [Referenced Standard ASCE 24-14].

RECREATIONAL VEHICLE - A vehicle which is:

1. Built on a single chassis;
2. 400 square feet or less when measured at the largest horizontal projection;
3. Designed to be self-propelled or permanently towable by a light duty truck; and
4. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

[US Code of Federal Regulations, Title 44, Part 59]

REGULATORY FLOODWAY - see FLOODWAY.

SPECIAL FLOOD HAZARD AREA - The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A1-30, A99, AR, AO, AH, V, VO, VE or V1-30. [Base Massachusetts Code, Chapter 2, Section 202]

START OF CONSTRUCTION - The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days

after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns.

Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual "start of construction" means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Base Code, Chapter 2, Section 202]

STRUCTURE - For floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. [US Code of Federal Regulations, Title 44, Part 59]

SUBSTANTIAL REPAIR OF A FOUNDATION - When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR. [As amended by MA in 9th Edition BC]

VARIANCE - A grant of relief by a community from the terms of a flood plain management regulation. [US Code of Federal Regulations, Title 44, Part 59]

VIOLATION - The failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in US Code of Federal Regulations, Title 44, Part 60, §60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

C. Scope, Authority and Delineation of District.

The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Plymouth designated as Zone A, AE, AH, AO, A99, V, or VE on the Plymouth County Flood Insurance Rate Map (FIRM) dated July 6, 2021 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The exact boundaries of the District shall be defined by the 1%-chance base flood elevations shown on the FIRM and further defined by the Plymouth County Flood Insurance Study (FIS) report dated July 6, 2021 and any amendments thereto. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk.

Any Use, Structure or Development permitted in the portions of the Districts so overlaid shall be permitted subject to the provisions of this District, as well as those of the

Massachusetts State Building Code, 780 CMR and the State Wetland Protection Act, G.L. c. 131, § 40 and its implementing Regulations, 310 CMR 10.00 et seq. dealing with construction in floodplains. The floodplain management regulations found in this Floodplain Overlay District section shall take precedence over any less restrictive conflicting local laws, ordinances or codes

D. District Administration.

1. Floodplain Administrator - The Town of Plymouth hereby designates the position of Building Commissioner to be the official floodplain administrator for the Town.

2. Requirement to submit new technical data

If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.) Notification shall be submitted to:

FEMA Region I Risk Analysis Branch Chief
99 High St., 6th floor, Boston, MA 02110

And copy of notification to:

Massachusetts NFIP State Coordinator
MA Dept. of Conservation & Recreation, 251 Causeway Street, Boston, MA
02114

Base Flood Elevation and Floodway Data

- a. Floodway Data. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- b. Base Flood Elevation Data. Base flood elevation data is required for subdivision proposals or other developments greater than 50 lots or 5 acres, whichever is the lesser, within unnumbered A zones.

E. Development Regulations.

The following requirements apply in the Floodplain District:

1. In Zones VE all new construction shall be located landward of the reach of mean high tide.
2. The placement of mobile homes in the Floodplain District is prohibited.
3. Reference to Existing Regulations. The Floodplain District is established as an Overlay District to all other Districts. All development in the District, including structural and non-structural activities, whether permitted by right or by Special

Permit must be in full compliance with G. L. c. 131, §40 of the Massachusetts Generals Laws and with the following:

- Section of the Massachusetts State Building Code, 780 CMR which addresses floodplain and coastal high hazard;
 - Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00);
 - Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);
 - Coastal Wetlands Restriction, DEP (currently 310 CMR 12.00);
 - Minimum Requirements for Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5)
4. Unnumbered A Zones. In A Zones, in the absence of FEMA Base Flood Elevation (BFE) data and floodway data, the building department will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A as the basis for elevating residential structures to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.
5. Floodway encroachment. In Zones A, A1-30, and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge . unless certification by a registered professional engineer is provided by the applicant demonstrating that such encroachment shall not result in any increase in flood levels during the occurrence of the one-hundred-year flood. Any encroachment meeting the above standard shall comply with the floodplain requirements of the State Building Code
- In Zones A1-30 and AE, along watercourses that have a regulatory floodway designated on the Town's FIRM, encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
6. Watercourse alterations or relocations in riverine areas. In a riverine situation, the Conservation Planner shall notify the following of any alteration or relocation of a watercourse:
- Adjacent Communities, especially upstream and downstream
 - Bordering States, if affected
 - NFIP State Coordinator

Massachusetts Department of Conservation and Recreation
251 Causeway Street, 8th floor
Boston, MA 02114

- NFIP Program Specialist
Federal Emergency Management Agency, Region I
99 High Street, 6th Floor
Boston, MA 02110

7. Protection of dunes. Alteration of sand dunes is prohibited when the alteration would increase potential flood damage.

F. Other Regulations.

1. All subdivision and development proposals in the floodplain overlay district shall be reviewed to assure that:
 - a. Such proposals minimize flood damage;
 - b. All public utilities and facilities are located and constructed to minimize or eliminate flood damage; and
 - c. Adequate drainage is provided to reduce exposure to flood hazards.
2. Base flood elevation data for subdivision proposals. When proposing subdivisions or other developments greater than 50 lots or 5 acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans.
3. AO and AH zones drainage requirements. Within Zones AO and AH on the FIRM, adequate drainage paths must be provided around structures on slopes, to guide floodwaters around and away from proposed structures.

Recreational vehicles. In A1-30, AH, AE Zones, V1-30, VE, and V Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.

G. Permitting required for Floodplain Overlay District.

1. Building Permits.

The following uses are permitted by right since they create a minimal risk of damage due to flooding and will not constitute obstructions to flood flow, provided that they are permitted in the underlying district and that they do not require structures, fill or storage of materials or equipment:

- a. Agricultural uses such as farming, grazing, truck farming, and horticulture.
- b. Forestry and nursery uses.
- c. Outdoor recreational uses, including fishing, boating and play areas.
- d. Conservation of water, plants and wildlife.
- e. Wildlife management areas; foot, bicycle and horse paths.

- f. Temporary nonresidential structures used in connection with fishing, growing, harvesting, storage, or sale of crops raised on the premises.
- g. Buildings lawfully existing prior to the adoption of these provisions, April 5, 1986.

In the case of minor changes (300 SF or less) to existing buildings, placement of facilities that the Building Commissioner determines are directly associated with an agricultural activity, fences, sheds, drilling, mining, paving or any other minor development that might increase flooding or adversely impact flood risks to other properties the Building Commissioner shall determine if said activity increases flooding or will adversely impact flood risks to other properties and require that a special permit be issued by the Zoning Board of Appeals for such activities.

- 2. Special Permits. A special permit issued by the Zoning Board of Appeals is required for major construction (greater than 301 SF), including new construction, changes to existing buildings, placement of manufactured homes and large storage facilities. A Special Permit may be granted within the reasonable discretion of the Zoning Board of Appeals and subject to such conditions and safeguards as the Zoning Board of Appeals deems necessary to fulfill the purposes of this Section. When reviewing such Special Permit applications the Board shall consider:
 - a. The susceptibility of the proposed facility and the contents to flood damage and the effect of such damage upon the site and surrounding property.
 - b. The availability of alternative locations for the proposed use which are not subject to flooding or erosion.
 - c. The necessity to the facility of a waterfront location, where applicable.
 - d. A determination that the relief requested is the minimum necessary
- 3. Commonwealth of Massachusetts Variances to building code. The Town will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance and will maintain this record in the community's files.

The Town shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property.

Such notification shall be maintained with the record of all variance actions for the referenced development in the floodplain overlay district.

4. Plymouth Zoning Bylaw Variances. A variance from these floodplain bylaws must meet the requirements set out in §202-5 and in addition, may only be granted if: 1) Good and sufficient cause and exceptional non-financial hardship exist; 2) the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and 3) the variance is the minimum action necessary to afford relief.
- H. **Enforcement. (See §202-13 Penalty for Violations)**
- I. **Assurance that all necessary permits are obtained.** Prior to the issuance of a Zoning Permit the property owner or his/her representative must certify that all local, state and federal permits necessary in order to carry out the proposed development in the floodplain overlay district have been obtained including but not limited to (*identify each item as approved or not applicable*):
 - Order of Conditions pursuant to the Town of Plymouth General Bylaws, Chapter 196
 - Order of Conditions pursuant to G.L. c. 131, § 40
 - Massachusetts Department of Environment Protection Chapter 91 License
 - Select Board Public Access License
 - 401 Water Quality Certificate issued by Massachusetts Department of Environment Protection
 - Board of Health Disposal System Construction Permit
 - Board of Health Well Permit
 - U.S. Army Corps Programmatic General Permit
 - U.S. Army Corps Individual Permit
 - Commonwealth of Massachusetts Chapter 253 Dam Safety Permit
- J. **Disclaimer of liability.** The degree of flood protection required by this bylaw is considered reasonable but does not imply total flood protection.
- K. **Severability.** If any section, provision or portion of this bylaw is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.

ARTICLE 20:

ARTICLE 20: To see if the Town will vote, consistent with the action taken under Article 21 of the Spring/Summer 2020 Annual Town Meeting accepting the “Stretch Energy Code” and in order to correct a procedural issue with such acceptance, to amend the General Bylaws by inserting a new section, Chapter 164, entitled "Stretch Energy Code", for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including future editions, amendments or modifications thereto, a copy of which is on file with the Town Clerk, or take any other action relative thereto.
PLANNING AND DEVELOPMENT

RECOMMENDATION: Approval (11-0-1)

The Advisory & Finance Committee recommends Town Meeting approve Article 20. Approval of this article will correct a procedural issue with the version of this article that was approved by Town Meeting in August 2020 finalize the amendment to the General Bylaws by inserting a new section, Chapter 164, entitled "Stretch Energy Code". The substance of the article is unchanged from the one acted on by Town Meeting in August 2020.

Memo

To: Advisory and Finance Committee
From: Patrick Farah, Energy Officer
Date: January 12, 2021
Re: 2021 April Annual Town Meeting – Article 20

To see if the Town will vote, consistent with the action taken under Article 21 of the Spring/Summer 2020 Annual Town Meeting accepting the "Stretch Energy Code" and in order to correct a procedural issue with such acceptance, to amend the General Bylaws by inserting a new section, Chapter 164, entitled "Stretch Energy Code", for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including future editions, amendments or modifications thereto, a copy of which is on file with the Town Clerk, or take any other action relative thereto.

General By-Law the following new section to be added:

Chapter 164

STRETCH ENERGY CODE

§164-1 Definitions

§164-2 Purpose

§164-3 Applicability

§164-4 Stretch Code

§164-5 Enforcement and Effective Date

§164-1 Definitions

- A. International Energy Conservation Code (IECC)** - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards.
- B. Stretch Energy Code** - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts Building Code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

§164-2 Purpose

The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the Base Energy Code applicable to the relevant sections of the building code for new building construction.

§164-3 Applicability

This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 115.AA, as indicated.

§164-4 Stretch Energy Code

The Stretch Energy Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into the Town of Plymouth General Bylaws, Chapter 164.

§164-5 Enforcement and Effective Date

The Stretch Energy Code is enforceable by the Building Commissioner or other Local Building Official.

The effective date of this regulation shall be July 1, 2021.

ARTICLE 21:

ARTICLE 21: To see if the Town will vote to amend the “Master Plan for Pinehills Community,” approved and adopted by the Town Meeting on June 7, 2000, as amended by Special Permit dated May 8, 2001 and by Special Permit dated June 19, 2001, and by Amendments adopted by the Plymouth Town Meeting on April 13, 2004, October 27, 2008, and October 19, 2013 (collectively, the “Development Plan”), by (a) modifying the number of Limited Occupancy Community and/or Planned Retirement homes, and (b) incorporating additional land into The Pinehills under and subject to the provisions of the Development Plan, or take any other action relative thereto.

BY PETITION: Robert C. Betters, et al

RECOMMENDATION: Approval Unanimous (12-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 21. Approval of this article will amend the “Master Plan for Pinehills Community,” by (a) modifying the number of Limited Occupancy Community and/or Planned Retirement homes, and (b) incorporating additional land into The Pinehills under and subject to the provisions of the Development Plan.

ARTICLE 22:

ARTICLE 22: To see if the Town will vote to amend its Zoning Bylaw, Section 207-3 “(OSMUD) Open Space Mixed Use Development,” by modifying certain requirements, conditions and/or definitions therein, including but not limited to the definition of OSMUD and the intensity of Limited Occupancy Communities and/or Planned Retirement under Table 13, as well as associated sections, provisions, definitions, tables, charts and procedures pertaining thereto, or to take any other action relative thereto.

BY PETITION: Robert C. Betters, et al

RECOMMENDATION: Approval (11-0-1)

The Advisory & Finance Committee recommends Town Meeting approve Article 22. Approval of this article will amend the Zoning Bylaw, Section 207-3 “(OSMUD) Open Space Mixed Use Development,” by modifying certain requirements, conditions and/or definitions therein, including but not limited to the definition of OSMUD and the intensity of Limited Occupancy Communities and/or Planned Retirement under Table 13, as well as associated sections, provisions, definitions, tables, charts and procedures pertaining thereto.

FINAL REPORT AND RECOMMENDATION
OF THE PLANNING BOARD TO AMEND THE OPEN SPACE MIXED USE
DEVELOPMENT (OSMUD) BYLAW (ARTICLE 22) AND THE DEVELOPMENT
PLAN FOR THE PINEHILLS COMMUNITY (ARTICLE 21)

DATE OF PUBLICATION OF PUBLIC HEARING: December 24, 2020
December 31, 2020
DATE OF PUBLIC HEARING: January 6, 2021

VOTE: On January 12, 2021, the Planning Board voted (5-0) to recommend that Town meeting amend Open Space Mixed Use Development Bylaw (OSMUD) and the Pinehills Community Master Plan, which was adopted as a Development Plan by Town Meeting in June 2000.

TOWN MEETING ARTICLES

Article 22: To see if the Town will vote to amend its Zoning Bylaw, Section 207-3 “(OSMUD) Open Space Mixed Use Development”, by modifying certain requirements, conditions and/or definitions therein, including but not limited to the definition of OSMUD and the intensity of Limited Occupancy Communities and/or Planned Retirement under Table 13, as well as associated sections, provisions, definitions, tables, charts and procedures pertaining thereto, or take any other action relative thereto.

Article 21: To see if the Town will vote to amend the “Master Plan for Pinehills Community”, approved and adopted by the Town Meeting on June 7, 2000, as amended by Special Permit dated May 8, 2001 and by Special Permit dated June 19, 2001, and by Amendments adopted by the Plymouth Town Meeting on April 13, 2004, October 27, 2008, and October 19, 2013 (collectively, the “Development Plan”), by:

- (a) modifying the number of Limited Occupancy Community and/or Planned Retirement homes, and
- (b) incorporating additional land into The Pinehills under and subject to the provisions of the Development Plan, or take any other action relative thereto.

PROPOSED AMENDMENTS (see attached): Article 22 proposes to amend the Zoning Bylaw, Section 207-3 “(OSMUD) Open Space Mixed Use Development”, as described below, and Article 21 proposes to amend the Development Plan. Because the amendment to the Development Plan is contingent on amending the OSMUD Bylaw, Article 22 should be taken up and voted on first.

EFFECT

These amendments to the OSMUD Bylaw and the Development Plan implement the following:

- **Open Space Protection:** Pinehills LLC will request that The Wildlands Trust hold a conservation restriction on the 104 acres with an appropriate stewardship endowment funded by Pinehills LLC.
- **Well Head Protection:** A conservation restriction on the 104 acres would protect the potential well head site on abutting Town land should the Town pursue a potable water source on the Briggs parcel.
- **Increased Property Tax Benefits:** Additional 104 LOC homes projected to add more than \$1 million in annual property tax revenues to Plymouth with minimal impact on the cost of Town services or the public school system.
- **Increase Contribution to Pinehills Affordable Housing Trust:** For the 104 additional LOC homes that would be permitted if the proposed Development Plan is approved, Pinehills LLC would increase the contribution to the trust from \$250 per home to \$1,000 per home.
- **Plymouth Public Schools:** For the current school year, per Plymouth School Department, 44 students are enrolled in Plymouth Public Schools from The Pinehills.
- **Limitations on Limited Occupancy Community:** Conversion to Limited Occupancy Community dwellings would result in additional restrictions including limiting bedrooms to 3 per home and requiring master bedroom on first floor (except for homes in Village Green), restrictions not applicable to Planned Retirement (55+) dwellings.

CONCLUSION:

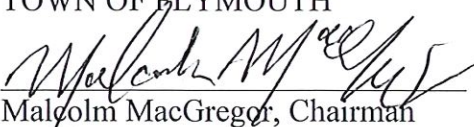
The need for Planned Retirement homes, deed restricted to having at least one occupant aged 55 or older, has abated over time. The practical impact of the Pinehills Community, currently with 2,748 homes and apartments, is that only 44 students are enrolled in Plymouth Public Schools from The Pinehills.

The original OSMUD (Open Space Mixed Use Development) zoning bylaw included provisions that anticipated and allowed the addition of adjacent parcels from time to time. Town Meeting has approved several such additions in the past. The OSMUD site plan review process, special permit provisions, subdivision rules and regulations, and the approved Pinehills Development Plan will continue to provide safeguards to ensure the The Pinehills community continues to evolve in a manner consistent with the intent of the original Master Plan.

To date, The Pinehills community has created approximately \$1.4 billion in assessed value as of January 1, 2019 that currently generates over \$24 million annually in property tax payments.

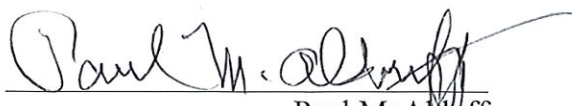
The Planning Board looks forward to working closely with Pinehills LLC to ensure that provisions of the OSMUD zoning bylaw and The Pinehills Development Plan are followed as the community is developed.

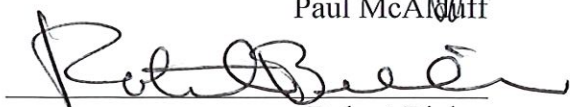
TOWN OF BLYMOUTH


Malcolm MacGregor, Chairman

Tim Grandy


Russ Appleyard


Paul McAluff


Robert Bielen

BEING A MAJORITY OF THE PLANNING BOARD

DATE SIGNED BY THE PLANNING BOARD: January 28, 2021

DATE FILED WITH TOWN CLERK: February 2, 2021

cc: Town Clerk
Board of Selectmen
Advisory and Finance Committee

SPRING 2021 ANNUAL TOWN MEETING

**OPEN SPACE MIXED USE DEVELOPMENT
AMENDMENTS TO THE PLYMOUTH ZONING BYLAW**

RECEIVED
TOWN CLERK'S OFFICE
PLYMOUTH, MA

To amend certain sections of the Plymouth Zoning Bylaw in the following manner (~~crossed-out words~~ are deleted, proposed additions are underlined):

Amending Clause 1 in the Definition of Open Space Mixed-Use Development (OSMUD) in Section 207-3B to include land owned by the Town of Plymouth within the definition of uses that may divide adjacent parcels included in the OSMUD:

1. An OSMUD may include a mixture of common Open Space or facilities, single- and multifamily residential in limited occupancy communities and planned retirement communities, commercial (High Technology uses, as defined below), general commercial, retail, agricultural and recreational uses, and a variety of Building types and designs, on well-buffered sites of at least 3,000 acres where access to the OSMUD from a Limited Access Highway such as Route 3 is by a Major Street. For the purposes of this section, the 3,000 acres in the OSMUD may consist of adjacent parcels in compact, nonlinear shape, zoned Rural Residential, and divided only by highways, public and private roadways, ~~and easements, and land owned by the Town of Plymouth (including land under the authority or control of any of its boards, authorities, or departments).~~ and may include land subject to Special Permits for other Overlay Districts such as Recreational Development. For purposes of this Section, parcels on opposite sides of a roadway shall be deemed to be adjacent parcels in compact, nonlinear shape, if said parcels have at least 200 feet of frontage directly opposite each other on a highway or public or private roadway.

Amending Section 207-3, Table 13, Intensities of Uses to increase the permitted Limited Occupancy Community homes (LOCs) by 149 and reduce the permitted Planned Retirement homes by 149:

Table 13: Uses Allowed in the Remaining Area (Maximum 30%) of the Total OSMUD May Be Used as follows

Internal Development Requirements						
Use	Intensities	Area (sf) (inclusive of easements within such area)	Min. Lot Width (ft)	Min. Front Yard ¹ (ft)	Min. Side Yard ¹ (ft)	Min. Rear Yard ¹ (ft)
Limited Occupancy Communities (LOC) Dimensional and intensity requirements for the LOC uses within the OSMUD shall be as in the Rural Residential (RR) Zone or the Recreational Development (RD) Overlay Zone as in effect as of November 14, 1995, or the Rural Density Development or this section	Shall not exceed 1,897 <u>2,046</u> LOC Dwelling Units (du) maximum for 3,000 acre OSMUD; shall not exceed 1 LOC du for each gross acre above 3,000	6,000	25	10	0	10

Internal Development Requirements						
Use	Intensities	Area (sf) (inclusive of easements within such area)	Min. Lot Width (ft)	Min. Front Yard ¹ (ft)	Min. Side Yard ¹ (ft)	Min. Rear Yard ¹ (ft)
Planned Retirement Dimensional and intensity requirements for a planned retirement community within the OSMUD shall be as in this section	Shall not exceed 920 ⁷⁷¹ planned retirement units	6,000	25	10	0	10
Commercial Dimensional and intensity requirements for the commercial areas within the OSMUD shall be as outlined in this section, subject to the limitation in the column of this Table 13 labeled "Intensities"	The aggregate of commercial and retail uses shall not exceed 1,300,000 sq. ft. gross leasable area ² 2	60,000	200	50	30; parking areas and driveways shall comply with the minimum Side Yard requirement	30; parking areas and driveways shall comply with the minimum Rear Yard requirement
Retail Dimensional and intensity requirements for the retail areas within the OSMUD shall be as in the GC District or this section, subject to the limitation in the column of this Table 13 labeled "Intensities"	Shall not exceed 220,000 sq. ft. gross leasable area ²	40,000	90	40	150 if abutting residential; 40 for other uses; parking areas and driveways shall comply with the minimum side yard Side Yard requirement	150 if abutting residential; 30 other uses; parking areas and driveways shall comply with the minimum side yard Side Yard requirement
Neighborhood Green (all uses), subject to the intensity limitations of this Table 13 for the aggregate amount of any uses in the OSMUD ^{3,4}			0 ft	0 ft	0	0

Amending the Final Sentence of Section 207-3J8:

The provisions of this §207-3, as amended on April 4, 2005, as further amended on April 3, 2010, and as further amended on _____, 2021 *insert the date of Town Meeting approval of this amendment to §207-3I* shall be applicable to a Master Plan Special Permit for OSMUD (or any modification or phase thereof) and any Development Plan for an OSMUD (or any modification thereof), whether issued before or after April 4, 2005, or before or after April 3, 2010, or before or after _____, 2021 *insert the date of Town Meeting approval of this amendment to §207-3I*.

Amendment to Master Plan for The Pinehills Community – 104.84A Great Island Pond Parcel [Added xx-xx-2021 Spring ATM by Art.]

**SEVENTH AMENDMENT TO MASTER PLAN
FOR THE PINEHILLS COMMUNITY**

RECEIVED
TOWN CLERK'S OFFICE
PLYMOUTH

JAN 21 2021

21 JAN 21 2021 P 1:49

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TOWN CLERK'S OFFICE
PLYMOUTH

**1
Introduction**

The Master Plan for The Pinehills Community was approved by Town Meeting on June 7, 2000. The Master Plan is the Development Plan for the original 3,037 acres within the project as an Open Space Mixed Use Development.

The original Master Plan has been amended by two amendments adopted by Special Permit of the Planning Board under then Zoning By-Law Section 207-3 (formerly Zoning By-Law Section 205-63, which was previously Section 401.25). The first amendment was adopted by Special Permit in Case No. 2001-1 dated May 8, 2001, recorded with the Plymouth County Registry of Deeds in Book 21373, Page 226; the Development Plan was amended to include an additional 13.49 ± acre site located in the vicinity of Great Island Pond off of Beaver Dam Road in Plymouth, increasing the area of the Site to 3,050 ± acres. The second amendment was adopted by Special Permit in Case No. 2001-1 dated June 19, 2001, recorded with the Plymouth County Registry of Deeds in Book 20397, Page 258; the Development Plan was amended to include an additional 10.00 ± acre site located in the vicinity of Clark Road and Long Pond Road in Plymouth, increasing the area of the Site to 3,060 ± acres. By third amendment to the Master Plan approved as the Development Plan by Town Meeting on April 4, 2005, the 42-Acre Parcel and the Clam Pudding Parcel (as defined in said amendment) were incorporated into the Pinehills Community, increasing the area of the Site to 3,173.95 ± acres. By fourth amendment to the Master Plan approved as the Development Plan by Town Meeting on October 27, 2008, the 69.41 ± Acre Leto Parcel (as defined in said amendment) was incorporated into the Pinehills Community, increasing the area of the Site to 3,243.56 ± acres. By fifth amendment to the Master Plan approved as the Development Plan by Town Meeting on October 19, 2013, the 11.2 ± Acre Parcel (as defined in said amendment) was incorporated into the Pinehills Community, increasing the area of the Site to 3,254.76 ± acres. By sixth amendment to the Master Plan approved as the Development Plan by Town Meeting on October 19, 2013, the 1.8 ± Acre Parcel (as defined in said amendment) was incorporated into the Pinehills Community, increasing the area of the Site to 3,256.56 ± acres.

This Amendment incorporates an additional 104.84 ± acres designated as the Great Island Pond Parcel (hereinafter described) located on Thrasher Road, off of Savery Road, off of Old Sandwich Road, near Great Island Pond and abutting Town-owned land, into The Pinehills Community, increasing the total acreage of the Site to 3,361.40 ± acres.

Site Conditions

This Amendment incorporates 104.84 \pm acres of additional land located on Thrasher Road off of Old Sandwich Road, near Great Island Pond and abutting Town-owned land, into The Pinehills Community under the Master Plan. The 104.84 \pm acres consist of Lots 2 and 4 on Plat 70 of the Plymouth Assessors' Maps dated January 1, 2020 (collectively, the "Great Island Pond Parcel"), which abuts Town-owned land, parts of which are under the care and custody the Plymouth Conservation Commission, being shown as Lots 2B and 2C on Map 74 of the Plymouth Assessors' Maps dated January 1, 2020, and Lots 5, 7 and 8 on Map 70 of the Plymouth Assessors' Maps dated January 1, 2020. A portion of this Town-owned land abuts the existing Pinehills OSMUD land. Access to the Great Island Pond Parcel is provided by Thrasher Road, an established way off of Savery Road, off of Old Sandwich Road. The Site will together comprise a total project area of 3,361.40 \pm acres (refer to Attachment 1 - Revised Figure 2.1 Graphic Master Plan and Attachment 2 - Property Description).

The Great Island Pond Parcel consists of the following characteristics:

- Topography: The Great Island Pond Parcel contains irregular topography lying on Thrasher Road, off of Savery Road, off of Old Sandwich Road. It is characterized by glacial sinks and generally rolling topography.
- Soil Types: The soil of the Great Island Pond Parcel is similar to the soil types previously identified and described for the Site (Section 2.3, Soil Types, "Master Plan for The Pinehills Community").
- Existing Wetlands/Water Bodies: Although mapping of wetlands has not been undertaken on the site, it is believed that there may be abandoned cranberry bogs on or within a portion of the Great Island Pond Parcel.
- Groundwater: The Great Island Pond Parcel overlies the Plymouth-Carver aquifer, the same aquifer which serves The Pinehills Community and is described in Section 2.5 of the "Master Plan for The Pinehills Community."
- Vegetative Cover: The Great Island Pond Parcel supports several vegetation cover types that commonly occur throughout southeastern Massachusetts and Cape Cod. A portion of the Great Island Pond Parcel consists of an abandoned cranberry bog.
- Wildlife: The Great Island Pond Parcel will be incorporated into the wildlife goals for the community as set forth in the "Master Plan for The Pinehills Community."
- Historical and Visual Character: A portion of the Great Island Pond Parcel is wooded and a portion consists of an abandoned cranberry bog. The land is undeveloped.

Open Space and Buildable Areas

The Great Island Pond Parcel will be designated as "Common Open Space or Facilities" as described in Section 207-3H of the OSMUD By-Law, collectively known as "Open Space", and will be preserved in concert with passive recreational uses. Pinehills LLC proposes to impose a conservation restriction ("CR") on the Great Island Pond Parcel with The Wildlands Trust, with an appropriate stewardship donation as determined by The Wildlands Trust. No Buildable Area will be located on the Great Island Pond Parcel. After imposition of the CR, Pinehills LLC shall offer to donate the Great Island Pond Parcel to the Town of Plymouth to be maintained as Open Space, subject to the CR and other restrictions and reservations. If the Town declines to accept the donation, the Great Island Pond Parcel will be assigned to the Pinehills Landowners Association, subject to the CR and other covenants, restrictions, and reservations.

This Amendment would result in an increase to the required Open Space across the Site to 2,352.98 acres.

Master Plan Special Permit and Building Permit Approval Process

4.1 Summary of Compliance with Filing Requirements

This Amendment meets the requirements of Section 207-3 (Open Space Mixed Use Development) as to the Great Island Pond Parcel.

4.2 MEPA Process

The proponent will submit a Notice of Project Change to the MEPA office under the Massachusetts Environmental Protection Act ("MEPA") relating to the incorporation of the Great Island Pond into The Pinehills Community. This submission will occur during 2021.

4.3 Subdivision Regulations

The Great Island Pond Parcel consists of Lots 2 and 4 on Plat 70 of the Plymouth Assessors' Maps dated January 1, 2020. The property has not been subdivided, and title to Pinehills LLC will be acquired using the current descriptions for the land, which are set forth in Paragraph 24 of the Property Description attached as Attachment 2.

Master Plan Amendment Attachments

Attachment No. 1:	Revised Figure 2.1 Graphic Master Plan
Attachment No. 2:	Property Description
Attachment No. 3:	Updating of Use Summaries regarding Total Open Space and OSMUD Limited Occupancy and Planned Retirement Homes

Attachment 1

Revised Figure 2.1 Graphic Master Plan

Attachment 2

THE PINEHILLS COMMUNITY, PLYMOUTH, MA

Property Description – Entire Community

The following described parcels of land located on and off of Long Pond Road, Clark Road, Beaver Dam Road, and Old Sandwich Road in the Town of Plymouth, Plymouth County, Massachusetts:

1. Lot 14-1 as shown on a plan entitled “Proposed Land Conveyance, Long Pond Road and Clark Road, Plymouth, Massachusetts”, dated August 14, 1991 (revised March 9, 1992), prepared by the Plymouth Department of Public Works – Engineering Division, Frederick J. Smith, Town Engineer, recorded with the Plymouth County Registry of Deeds (the “Registry”) as Plan No. 558 of 1993 in Plan Book 36, Page 213.
2. Plat 78, Lot 10-1 as shown on the plan entitled “Plan of Land Lot 10-1 in Plymouth, Massachusetts”, dated June 1, 1996, prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 293 of 1997 in Plan Book 39, Page 1088.
3. The following certain parcels of land shown on the plan entitled “Definitive Subdivision Plan of Chiltonville Hills Located in Plymouth, Massachusetts”, dated June 1, 1996 (revised August 1, 1996), prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 296 of 1997 in Plan Book 39, Page 1091 (the “Subdivision Plan”):
 - Plat 77, Lot 13;
 - Plat 78, Lot 1-42;
 - Plat 77, Lot 14-2;
 - Plat 78, Lot 10F;
 - Lots 9-1, 9-2, 9-3, 9-4, 9-5, 9-6, 9-7, 9-8, 9-9, 9-10, 9-11, 9-12, 9-13, 9-14, 9-15, 9-16, 9-17, 9-18, 9-19, 9-20, 9-21, 9-22, 9-23, 9A, and 9B;
 - Lots 10-2, 10-3, 10-4, 10-6, 10-7, 10-8, 10-9, 10-10, 10-11, 10-12, 10-13, 10-14, 10-15, 10-27, 10-28, and 10-61;
 - Lots 11A-48, 11A-61, 11A-62, 11A-63, 11A-64, 11A-65, 11A-66, 11A-67, 11A-68, 11A-69, 11A-70, 11A-71, 11A-72, 11A-73, 11A-74, 11A-75, 11A-76, 11A-77, 11A-78, 11A-79, 11A-80, 11A-81, 11A-82, 11A-83, 11A-84, 11A-85, 11A-86, and 11A-87;

Lots 12-1, 12-2, and 12-3;

Lots 15G-1, 15G-2, 15G-3, 15G-4, 15G-5, 15G-6, 15G-7, 15G-8, 15G-9, 15G-10, 15G-11, 15G-12, and 15H;

Lots 16-3, 16-4, 16-6, 16-9, 16-10, 16-11, 16-13, 16-14, 16-15, 16-16, 16-17, 16-18, 16-19, 16-20, 16-22, and 16-23; and

The fee in Little James Street (also known as "Road 1"); Arabella Road (also known as "Road 2"); White Angel Way (also known as "Road 3"); Sacrifice Rock Road (also known as "Road 8"); Plaine Jane Way (also known as Road 9"); Running Brook Road (also known as "Road 10"); Elders Path (also known as "Road 11"); Wright Road (also known as "Road 12"); Maigi Trail (also known as "Road 15"); Counselor's Way (also known as "Road 16"); Separatist Avenue (also known as "Road 17"); and Gonet Road (also known as "Road 18"), all as shown on said Subdivision Plan.

Lot 11A-81 is also shown on the plan entitled "Plan of Land Lot 11A-81 in Plymouth, Massachusetts", dated June 1, 1996, prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 295 of 1997 in Plan Book 39, Page 1090.

Excepting from Lot 11A-62 the parcel designated as Sacrifice Rock on the Subdivision Plan.

4. The following certain parcel of land shown on the plan entitled "Modified Definitive Subdivision Plan of Chiltonville Hills Located in Plymouth, Massachusetts", dated March 12, 1999, prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 801 of 1999 in Plan Book 42, Page 1027:

Lot 10-67.

5. The following certain parcels of land shown on the plan entitled "Plan of Land for Pine Hills in Plymouth, Massachusetts", dated May 14, 1999, prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 802 of 1999 in Plan Book 42, Page 1032:

Lots 10-85, 10-86, 10-L, 11-F, and 11-I.

6. The following certain parcels of land shown on the plan entitled "Well Lot Plan for Pine Hills in Plymouth, Massachusetts", dated March 2, 1999 (revised May 18, 1999), prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 803 of 1999 in Plan Book 42, Page 1037:

Lots 11-4 and 11-5.

7. The following certain parcels of land shown on the plan entitled "Modified Definitive Subdivision Plan of Pinehills Located in Plymouth, Massachusetts", dated March 12, 1999 (revised May 3, 1999, November 17, 1999, February 23, 2000, April 7, 2000 and April 20, 2000), prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 484 of 2000 in Plan Book 43, Page 762:

Lots A-5, A-6, A-7, A-13, A-17, A-32, A-60, A-61, A-65, A-66, A-67, A-68, A-69, A-70, A-71, A-73, G-3, G-6, G-7, G-8, 10-33A, 10-34A, 10-35A, 10-36A, 10-37A, 10-39A, 10-41A, 10-43A, 10-44A, 10-46A, 10-66A, 10-68A, 10-70A, 10-71A, 10-72A, 10-73A, 10-74A, 10-75A, 10-76A, 10-77A, 10-78A, 10-79A, 10-80A, 10-81A, 10-82A, 10-87, 10-88, 10-90, 10-91, 10-92, 10-93, 10-94, 10-95, 10-96, 10-97, 10-98, 10-99, 10-100, 10-101, 10-102, 10-103, 10-104, 10-105, 10-106, 10-107, 10-108, 10-109, 10-110, 10-111, 10-112, 10-113, 10-114, 10-116, 10-117, 10-118, 10-119, 10-120, 10-122, 10-123, 10-124, 10-125, 10-126, 10-127, 10-128, 10-129, 10-130, 10-131, 10-132, 10-133, 10-134, 10-135, 10-136, 10-137, 10-138, 10-139, 10-140, 11-10A, 11-45A, 11-46A, 11-47A, 11-49A, 11-60A, 11-JA, S-3 (also designated as 5-3), S-4, S-5, S-6, S-7, S-8, S-9, S-10, and S-11.

The fee in Landmark Drive, Golf Road, Stonebridge Road, Club House Drive, Forest Edge, Drive A, Drive B, Drive C, Drive D, Drive E, Pine Cobble, Stones Throw, and Stonebridge Road.

8. The following certain parcels of land shown on a plan entitled "Modified Subdivision Plan of Land in Plymouth, Massachusetts Prepared for: Pinehills LLC Prepared by: Vanasse Hangen Brustlin, Inc. Transportation, Land Development & Environmental Services 101 Walnut Street, P.O. Box 9151 Watertown MA 02272-9151 (617) 924-1770", dated October 26, 2000 (revised November 15, 2000), and recorded with the Registry as Plan No. 37 of 2001 in Plan Book 44, Page 172:

Lots A-81, 10-141, 10-142, 10-143, 10-144, 10-145, 10-146, 10-147, 10-148, 10-149, 10-150, 10-151, 10-152, 10-153, 10-154, 10-155, 10-156, 10-157, 10-158, 10-159, 10-160, 10-161, 10-162, 10-163, S-12, and the fee in Chipping Hill.

9. The following certain parcels of land shown on the plan entitled "Revised Golf Lots for Pinehills in Plymouth, Massachusetts", dated July 5, 2000, prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 506 of 2000 in Plan Book 43, Page 810:

Lots A-78A and A-79A, G-1A, G-1B, G-4A, and G-5A.

10. The following certain parcel of land shown on the plan entitled "Revised Golf Lots for Pinehills in Plymouth, Massachusetts", dated August 10, 2000, prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 507 of 2000 in Plan Book 43, Page 811:

Lots G-2A and G-2B.

11. The following certain parcels of land shown on the plan entitled "Plan of Land for Pinehills in Plymouth, Massachusetts", dated August 8, 2001, prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 522 of 2001 in Plan Book 44, Page 817:

Lots 16K, 16L, 16-25, 16-26, 16-27, 16-28, 16-29, 16-30, and 16-J.

12. The following certain parcels of land shown on the plan entitled "Modified Definitive Subdivision Plan of Pinehills located in Plymouth, Massachusetts", dated April 24, 2001, prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 348 of 2001 in Plan Book 44, Page 563:

Lots A-30A, A-39B, A-42A, A-46A, A-79B, A-87, A-88, A-89, A-90, A-91, A-92, 10-50B, 10-59A, and 10-83A, 10-84A, and S-13.

The fee in Old Tavern Trail and Barnswallow.

13. The following certain parcels of land shown on the plan entitled "Modified Definitive Subdivision for Pinehills in Plymouth, Massachusetts", dated August 20, 2001, prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 664 of 2001 in Plan Book 44, Page 1028:

Lots A-93, and A-94, 10-164, 10-165, 10-166, 10-167, 10-168, 10-169, 10-170, 10-171, 10-172, 10-173, and S-14, and the fee in Hawks Perch.

14. The following certain parcel of land shown on the plan entitled "Plan of Land for Pinehills in Plymouth, Massachusetts", dated March 23, 2001 (revised March 29, 2001), prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 233 of 2001 in Plan Book 44, Page 408:

Lots A-82 and A-83.

15. The following certain parcels of land shown on the plan entitled "Modified Definitive Subdivision Plan of Pinehills located in Plymouth, Massachusetts", dated December 5, 2001, prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 113 of 2002:

Lots A-62B, A-95, A-96, A-98, A-99, A-100, A-101, A-102, 10-64B, 10-69C, 10-175, 10-176, 10-177, 10-178, 10-179, 10-180, 10-181, 10-182, 10-183, 10-185, 10-186, 10-187, 10-206, 10-207, 10-208, 10-209, 10-210, S-15, and S-16.

The fee in Meeting Way, Neighborhood Green North, Neighborhood Green South, Pinehills Drive, Market Crossing, Summerhouse Drive, Island Rock and Boulder Ridge.

16. A certain parcel of land with the buildings thereon situated in the Town of Plymouth, Plymouth County, Commonwealth of Massachusetts, and bounded and described as follows:

EASTERLY	by the shore of Great Island Pond;
SOUTHERLY	by land conveyed by Benjamin H. Bowen and Bessie G. Bowen to Agnes Mae Zottoli and Joseph T. Zottoli, by deed dated October 2, 1933, and recorded with Plymouth Deeds in Book 1651, Page 249, about 1,366 feet;
WESTERLY	by land now or formerly of R. B. Symington Estate, 554 feet; and
NORTHERLY	by land now or formerly of James Bird et al.

Containing about 13 8/10 acres.

Said premises are marked by a stake set on the Southerly line thereof and about twenty (20) feet distant from the shore of said Great Island Pond on the line of said Zottoli land; by a stake at the Southwesterly corner thereof at the Northwesterly corner of said Zottoli land; by a cement bound and stone bound at the Northwesterly corner thereof at land of said R. B. Symington Estate and at land of said James Bird et al; and by a stone bound set on the Northerly line thereof and about ten (10) feet distant from the shore of said Great Island Pond on the line of said land of James Bird et al.

Said premises are shown on a plan entitled "Sub-division of land of Bessie G. Bowen at Great Island Pond Plymouth, Mass.", Delano & Keith Surveyors, dated Sept. 23, 1933, and recorded with the Registry, Plan Book 5, Page 264.

Said premises are conveyed excepting a portion of said premises conveyed by Benjamin H. Bowen and Bessie G. Bowen to Franklin Gerard Bowen and Viola E. Bowen, husband and wife, as tenants by the entirety, by deed dated September 19, 1946, and recorded with Plymouth Deeds in Book 1929, Page 160, situated on the Southwesterly side of Great Island Pond, containing 7,800 square feet according to a "Plan of portion of land of Benjamin H. Bowen in Plymouth, Mass.," drawn by Delano & Keith, Civil Engineers, Plymouth, Mass., dated Oct. 10, 1945" recorded with the Registry in Plan Book 7, Page 196.

Property Address: Great Island Pond, Plymouth, Massachusetts
(Lot 3, Map 78D of the Plymouth Assessors' Maps).

17. The land in Plymouth, Plymouth County, Massachusetts, with the buildings thereon situated on the southwesterly side of Great Island Pond, containing 7,800 square feet according to a "Plan of portion of land of Benjamin H. Bowen in Plymouth, Mass., drawn by Delano & Keith, Civil Engineers, Plymouth, Mass., dated Oct. 10, 1945," recorded with the Registry in Plan Book 7, Page 196, and bounded and described as follows:

Beginning at a cement marker near said pond, which cement marker is one hundred forty (140) feet southeasterly from a stone bound at the northeast corner now or formerly of land of Benjamin H. Bowen et ux,

Thence running North 42° 15' East 5 feet, more or less, to said pond;

Thence southeasterly by said pond 60 feet, more or less;

Thence South 42° 15' West 5 feet, more or less, to a cement marker, which cement marker is South 51° 45' East 62.2 feet from the point of beginning;

Thence continuing South 42° 15' West 127 feet to a cement marker;

Thence North 47° 45' West 60 feet to a cement marker;

Thence North 42° 15' East 122.8 feet to the point of beginning; being bounded on three sides by other land now or formerly of said Benjamin H. Bowen et ux.

Property Address: Great Island Pond, Plymouth, Massachusetts
(Lot 4, Map 78D of the Plymouth Assessors' Maps).

18. The following certain parcels of land shown on the plan entitled "Pinehills in Plymouth, Massachusetts Owner Ellis B. & Jennifer M. Withington Prepared For Pinehills LLC 33 Summerhouse Drive Plymouth, Massachusetts 02360", dated July 24, 2002 (revised August 1, 2002), prepared by Daylor Consulting Group, Inc., and recorded with the Registry as Plan No. 580 of 2002 in Plan Book 45, Page 1021:

Lots 1A-16, 1A-17 and 1A-18

19. A certain parcel of land shown as Lot 9 on a plan entitled "Plan of Land in Plymouth, Mass. As Prepared for John G. Talcott, Jr.", dated March 24, 1982, prepared by Schofield Brothers, Inc., and recorded with the Registry as Plan No. 242 of 1982 in Plan Book 22, Page 1124.

20. Those certain parcels of land located on and off Beaver Dam Road in the Town of Plymouth, Plymouth County, Massachusetts, shown as Lots 1 and 2 on plan #35754A filed in the Plymouth County Registry District of the Land Court with Certificate of Title No. 67886.

21. The following certain parcels of land:

Parcel One:

A certain parcel of land in Plymouth, Plymouth County, Massachusetts, situated in the so-called "Pine Hills", and bounded and described as follows:

Beginning at a stake and stones in the line of the Parish Lot, and West twenty-one (21) rods and six (6) links from an old pitch pine tree, which is a corner of the Parish Lot; thence from said stake and stones West one hundred and thirty-four (134) rods and six (6) links to an old heap of stones; thence North seventy-five (75) rods and five (5) links to an old heap of stones; thence East one hundred and thirty-four (134) rods and six (6) links to a stake and stones; thence South seventy-five (75) rods and five (5) links to the point of beginning.

Containing sixty (60) acres, more or less.

There is excepted from the above-described parcel of land the following:

PCL. 2 and PCL. 3 as shown on a plan entitled "Boston Edison Company Property Plat Showing Land of Helen Stephens, Rebecca Smiley & Geneva C. LeCain et al PCL 1 Joseph Leto PCL. 2 & 3 Plymouth, Plymouth County, Mass.", dated October 30, 1967, Prepared by Delano & Keith, Inc. and recorded with the Plymouth County Registry of Deeds as Plan No. 869 of 1967 in Plan Book 14, Page 711.

Parcel Two:

A certain lot or parcel of woodland on the so-called "Pine Hills" in said Plymouth, bounded and described as follows:

Commencing at a pine tree;
Thence North in the line of Parish Lot 12 rods to a pine tree;
Thence East in the line of Parish Lot 12½ rods to a stake and stones;
Thence North in line of land of John Blackmer 33 rods to land of Charles Bartlett;
Thence West in line of said Bartlett's land 56 rods;
Thence South 45 rods to a pile of stones;
Thence East in line of Ezra Clark's land 44 rods to the bound first mentioned.

Containing fifteen (15) acres, more or less.

There is excepted from the above-described parcel of land that certain triangular shaped parcel of land lying westerly of, but not abutting, Beaver Dam Road in said Plymouth, bounded and described according to the plan hereinafter mentioned as follows:

Northerly by land of John G. Talcott, Jr., five hundred twenty-seven and 21/100 (527.21) feet;
Southeasterly three hundred eleven and 56/100 (311.56) feet and
Southwesterly two hundred seventy-eight and 16/100 (278.16) feet, said last two courses and distances being both remaining land, now or formerly, of Helen E. Stephens, Rebecca S. Smiley and Florence M. Kuralt.

Said parcel of land is shown as Parcel 1 containing 34,754 square feet of land entitled "Boston Edison Company Property Plat Showing Land of Helen E. Stephens, Rebecca Smiley & Geneva C. LeCain PCL. 1 Joseph Leto PCL 2 & 3 Plymouth, Plymouth County, Mass." by Delano & Keith, Inc., dated October 30, 1967, recorded with the Plymouth County Registry of Deeds as Plan No. 869 of 1967 in Book 14, Page 711.

Said parcels are conveyed together with the benefit of an easement from Pinehills LLC dated March 8, 2005 and recorded with Plymouth County Registry of Deeds in Book 30144, Page 78.

22. The certain parcel of land situated off the Northwesterly side of Beaver Dam Road in Plymouth, Plymouth County, Massachusetts, being shown as Lot 12A-7 on a plan entitled "Rural Density Development Plan Beaver Dam Road 'Approval Not Required Under The Subdivision Control Law' Plymouth, Massachusetts", dated April 13, 1999, prepared by Orwig Associates and recorded with the Plymouth County Registry of Deeds as Plan No. 543 of 1999 in Plan Book 42, Page 594.

23. The certain parcel of land situated off the Southeasterly side of State Highway Route 3A, in Plymouth, Plymouth County, Massachusetts, bounded and described as follows:

Southerly by land of John G. Talcott, Jr., 200.00 feet
Easterly by other land of the Grantors, 400.00 feet
Northerly 200.00 feet, and
Westerly 400.00 feet again by other land of the Grantors.

Said premises contain 80,000 square feet more or less.

24. The following certain parcels of land:

Parcel One:

That certain parcel of land on the westerly side of Thrasher Road, near Great Island Pond, beginning at land now or formerly of James Bird and others; thence running:

S 53° E 44 rods and 15 links to land now or formerly of George Briggs; thence

S 4° 30' W 64 rods to a heap of stones; thence

N 61° 15' W 64 rods to Thrasher Road and land now or formerly of said Bird and others; thence

NORTHEASTERLY by said land of Bird and others on said Road about 70 rods to the point of beginning, containing about eighteen (18) acres.

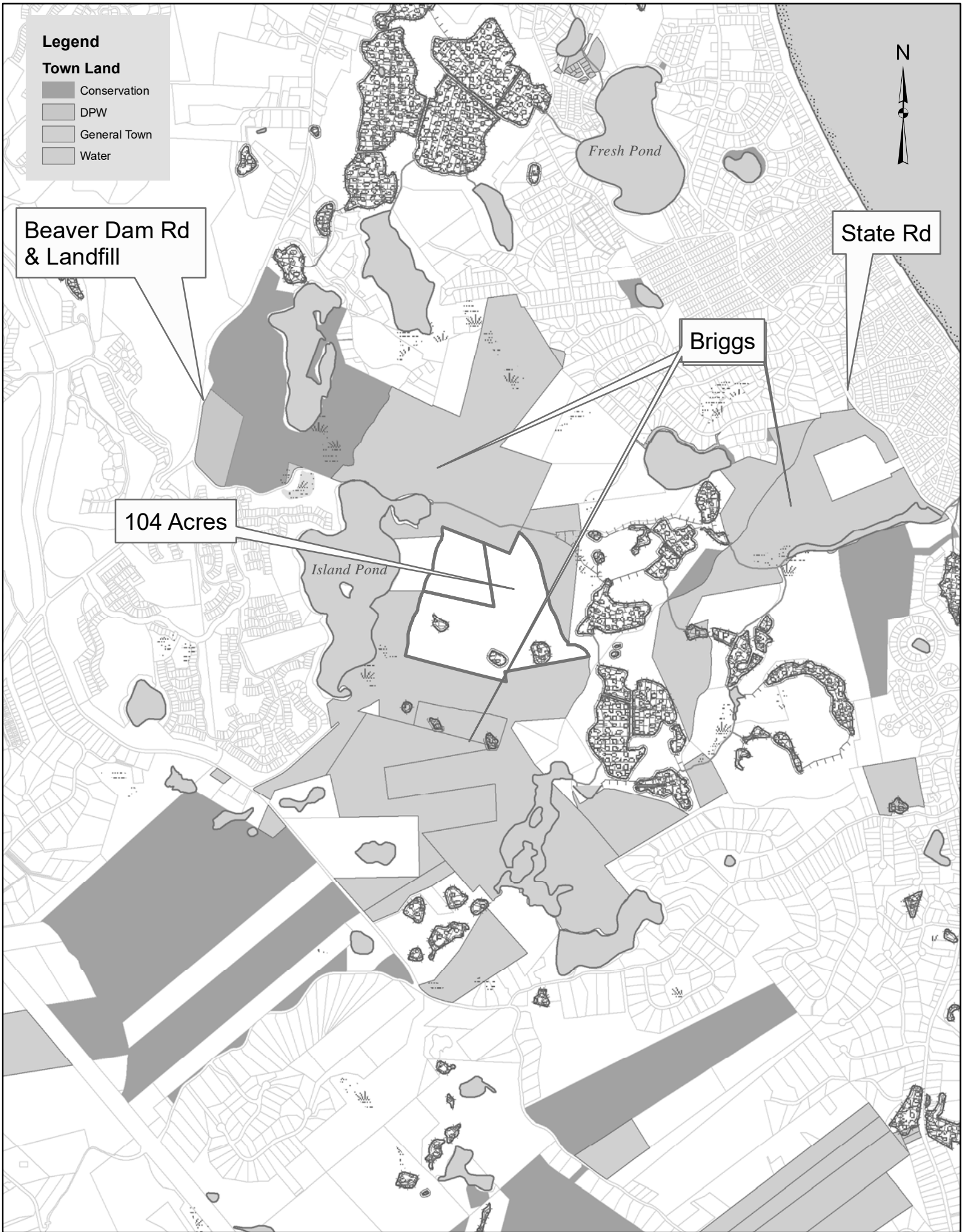
Parcel Two:

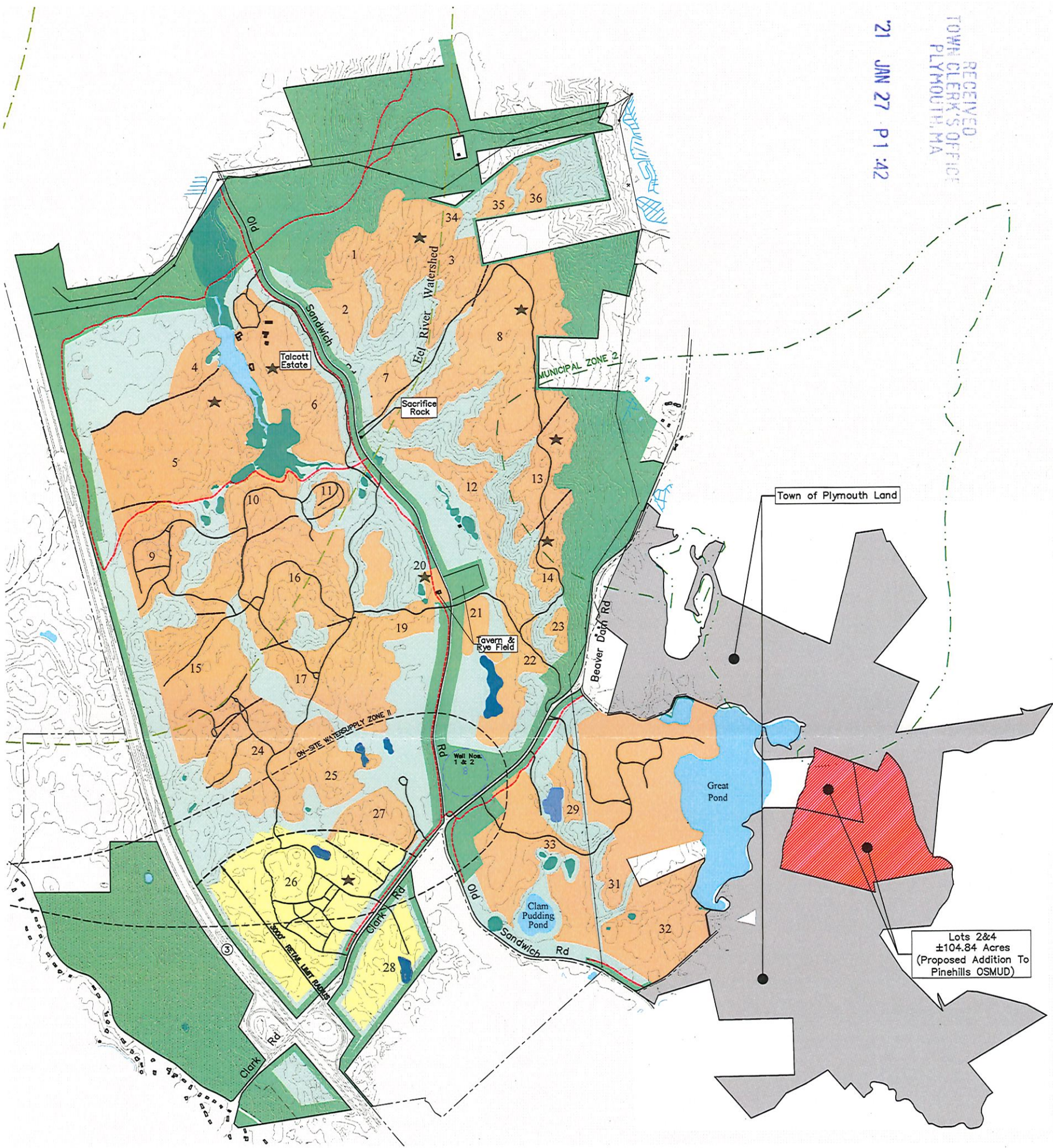
A certain parcel of land situated on the Easterly side of Thrasher Road in Plymouth, Plymouth County, Massachusetts, being shown as Map 70, Lot 4 on a plan entitled "Compiled Plan of Land Map 70, Lot 4 Thrasher Road in Plymouth, MA", dated February 25, 2005, prepared by Thunberg Consulting, Inc. and Land Planning, Inc., recorded with the Plymouth County Registry of Deeds as Plan No. 243 of 2005 in Plan Book 49, Page 662.

Attachment 3

UPDATED USE SUMMARY

Total Required Open Space (including Wetland/Flood Plain Areas)	2,279.59	Acres
OSMUD Limited Occupancy Homes	2,398	Homes
Planned Retirement Homes	771	Homes

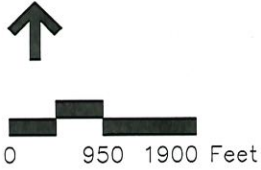




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Note:
July 2000 Graphic Master Plan was updated
to show new land incorporated into OSMUD
per 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, and 9th Notices of Project Change.

- | | | |
|--|--|---|
| xx Residential Buildable Areas | ★ Potential Lodging Locations | ● Proposed Ponds |
| xx Mixed Use Buildable Areas
"Neighborhood Green" | ■ Treatment Plant &
Leaching Fields | ○ Public Water Supply &
400' Protective Radius |
| ■ Reserved Land | ■ Existing Wetland/
Flood Plain Areas | --- Eel River Watershed Boundary |
| ■ Open Space Areas | ■ Undisturbed Open Space | --- On-Site Water Supply Zone II |
| | | --- Public Trails (Proposed) |
| | | --- Minor / Collector Roads |



Vanasse Hangen Brustlin, Inc.

Figure 2.1
Graphic Master Plan
Proposed 7th Amendment to Development Plan
December 16, 2020
The Pinehills
Plymouth, MA

ARTICLE 23:

ARTICLE 23: To see if the Town will vote to restrict the retail sale of dogs, cats and rabbits from Pet Shops, and only allow space for adoption by either a public animal control agency or shelter or animal rescue organization as defined in attached document, or to take any other action relative thereto.

BY PETITION: Kathryn M. Holmes, et al

RECOMMENDATION: Not Approve (4-7-1)

The Advisory & Finance Committee is not recommending Town Meeting approve Article 23. While the Committee was overwhelmingly in support of protecting the health and welfare of puppies, kittens, and rabbits there were notable issues with this bylaw. First, as written the language is too broad and may lead to a ban on all breeders in Plymouth when the intended purpose of the bylaw was just to ban the retail sale of these animals in the Town. Second, the article was presented as a means to deprive inhumane puppy mills (and their kitten and bunny equivalents) from being able to supply retail stores in Plymouth with their animals. While denying these merchants of mammalian misery local venues in which to sell their animals is a laudable notion, the Committee felt direct regulation and oversight of breeders would produce better outcomes for the animals involved, while also not prohibiting the retail sale of animals raised humanely by responsible breeders. The state and federal government are capable of implementing and enforcing such regulations on breeders to prevent them from becoming puppy mills, or to shut down existing puppy mills, whereas the Town of Plymouth is not. The Committee felt this was the wrong tool for the right job.

SUPPORT ARTICLE 23

Pet Shop Sales of Dogs, Cats, and Rabbits

Plymouth Town Meeting

April 3, 2021

For more info contact: Kathryn Holmes, kathrynmarieholmes@gmail.com

To protect both animals and consumers, 373 localities and three states – California, Maine, and Maryland – have enacted laws that prohibit the sale of commercially-bred dogs and cats in pet stores. These laws effectively cut off the puppy-mill-to-pet-store supply chain and drive the pet market towards more humane source. **Boston, Cambridge, Stoneham, Pittsfield, Holliston, and Marshfield have already restricted the commercial sale of animals within their jurisdictions. Plymouth can be next.**

WHAT WOULD THIS BYLAW DO?

This bylaw would prohibit the commercial sale of dogs, cats, and rabbits in pet shops. It would allow pet shops to partner with shelters and rescues to provide pets to the public. The bylaw would not impact reputable breeders as they do not sell to pet shops.



WHY IS THIS NEEDED?

- Records obtained from the MA Department of Agricultural Resources and the USDA document that pet stores in our state obtain their puppies from inhumane, large-scale, out-of-state breeding facilities and brokers.
- There is no reason for pet shops to continue to source animals this way. Very few Massachusetts pet stores still sell puppies or kittens. Thousands of pet stores, including large chains and small mom-and-pop shops, operate profitably by offering pet services and supplies instead.
- A puppy mill is vastly different from a reputable breeder. Mills prioritize profit over the welfare of animals. They are often large commercial facilities breeding hundreds and sometimes thousands of puppies each year under substandard conditions. **Reputable breeders do not sell to pet stores.** In fact, the codes of ethics of nearly all National Dog Breed Clubs, representing breeds recognized by the American Kennel Club, specifically state that breeders should *not* sell to pet stores. **This bylaw will not impact reputable breeders.**
- **Consumer protection is key.** MSPCA and HSUS receive complaints every day from heartbroken consumers who have purchased sick puppies from pet stores and have spent hundreds or thousands of dollars caring for them.
- This bylaw does not prevent pet shops from operating; it would ensure they operate under a humane business model. **It will not affect a consumer's ability to obtain a puppy, kitten, or rabbit of their choice directly from a shelter or rescue organization, or from a reputable breeder where the consumer can see the conditions in which the animals are raised and kept.** Many pet stores already partner with shelters and rescues to save lives and drive business. Consumers that adopt a pet from a store are likely to spend hundreds of dollars on products and services for their new pet and become lifelong customers.
- There is no regulation in place currently to prevent the sale of puppy mill animals in Plymouth. This bylaw would prevent pet stores from coming into town to sell puppies, kittens, and rabbits from mills.
- 56 pet stores in Massachusetts are part of the HSUS' Puppy Friendly Pet Store Program, meaning they pledged to never sell puppy mill puppies, with dozens more statewide that do not profit from puppy mill cruelty.

Additional facts about puppy mills and pet stores

Pet store puppies come from puppy mills. It is well-documented and largely undisputed that the vast majority of pet store puppies come from puppy mills. Pet stores can't source exclusively from small, home-based breeders because they cannot supply pet stores with the constant supply of puppies needed to fill the cages. Plus, responsible breeders do not sell their puppies to pet stores because they want to meet their puppy buyers in person. In fact, over 95% of National Dog Breed Clubs representing 178 dog breeds recognized by the American Kennel Club state in their ethics codes that breeders should not or do not sell to pet stores. Additionally, the Humane Society of the United States has conducted numerous hidden-camera investigations which consistently reveal that many of the breeding facilities that supply to pet stores are mills.

A USDA license says nothing about the quality of the breeder. USDA-licensed breeders can legally keep dogs in cramped, stacked, wire cages only 6 inches larger than their bodies for their entire lives, denying them socialization, exercise, and basic veterinary care. The USDA allows for mother dogs to be bred at every heat cycle until their bodies wear out and then killed when they can no longer produce litters. The USDA itself admits it does a poor job of enforcing even minimal standards. An internal audit revealed that USDA inspectors regularly ignore horrific suffering at commercial dog breeding facilities and allow facilities to continue to operate despite repeat violations of the Animal Welfare Act. In recent years, the USDA has proven that it cares more about protecting puppy mills than regulating them. Since 2016 USDA citations have plummeted 65% and enforcement cases have declined 92%.

Puppies sold at pet stores often have serious health or psychological problems. Some of the illnesses common to pet store puppies include zoonotic diseases which can be spread to other pets and humans. Buyers are often faced with enormous vet bills or even the death of the puppy within days or weeks of purchase. A puppy may seem healthy for months only to develop symptoms of serious congenital conditions much later. These health problems are often the result of poor breeding at puppy mills.

Pet store laws prevent public health risks. According to the Centers For Disease Control (CDC), since 2016 more than 150 people across at least 20 states have been infected with an antibiotic-resistant strain of *Campylobacter*. **There are two reported cases of *Campylobacter* in Massachusetts** and dozens across the country have been hospitalized, including one teenager who is now confined to a wheelchair after working at a puppy-selling pet store. It is not surprising that a virus linked to pet store puppies is resistant to common antibiotics, as puppy mills and pet stores commonly pump puppies with antibiotics to hide sicknesses. In fact, the CDC stated that 95% of pet store puppies examined received antibiotics at or before arriving at a pet store. This indicates reckless overuse of these drugs and that pet stores know their puppies are likely to be sick. **In April 2020, a CDC official wrote to the HSUS that "*Campylobacter* is still being transmitted to people through pet store puppies."**

Pet stores often mislead consumers about the origin of the puppies they sell. Most pet stores do not disclose the true origins of their puppies, instead using deceptive sales pitches about "USDA licensed" or "professional" breeders. A USDA license does not guarantee a humane breeder and responsible breeders do not sell to pet stores.

Pet store laws aren't designed to put pet stores out of business, rather require them to adhere to a humane business model. Pet stores do not need to sell puppies to be successful. The vast majority of pet stores, including the two most profitable chains, Petco and PetSmart, do not sell puppies. Petco and PetSmart are vocal that they will never sell puppies, but rather proudly partner with shelters and rescues to offer adoption events at their stores. This past year, the pet industry was worth nearly \$100 billion, which included sales of pet food, treats, products, services, and veterinary spending; live animal sales were excluded because the numbers were not significant enough.

Pet store laws allow consumers to obtain the dog of their choice. According to the pet store industry, only 4% of dogs are obtained from pet stores so it is illogical to think that stopping puppy sales in pet stores will impact consumer choice in any significant way. That number is likely to continue to decline as the public becomes more aware of the problems associated with pet store puppies. Instead, consumers are choosing to adopt from shelters and rescues and to seek out responsible breeders who sell directly to the public.

Pet store laws shrink the marketplace for puppy mills. When puppy mills have nowhere left to sell they will cease to exist. Basic principles of supply and demand dictate that if pet stores no longer buy puppies, kittens, and rabbits from mills, those mills will produce fewer animals and fewer breeding dogs, cats, and rabbits will suffer.

Town of Plymouth
In the Year Two Thousand and Twenty One
Pet Shop Sales of Dogs, Cats, and Rabbits

(a) **Definitions.**

(1) “Pet shop” means a retail establishment where dogs, cats, or rabbits are sold, exchanged, bartered or offered for sale as pet animals to the general public at retail. Such definition shall not include a public animal control agency or shelter, or an animal rescue organization, as defined herein.

(2) “Sell” means to exchange for consideration, adopt out, barter, auction, trade, lease, or otherwise transfer animals.

(3) “Offer for sale” means to advertise or otherwise proffer a dog, cat, or rabbit for acceptance by another person.

(4) “Public animal control agency or shelter” means a facility operated by any locality, for the purpose of impounding seized, stray, homeless, abandoned, unwanted, or surrendered animals, or a facility operated for the same purposes under a written contract with the Town or any other locality.

(5) “Animal rescue organization” means a not-for-profit organization that has tax-exempt status under Section 501(c)(3) of the United States Internal Revenue Code, and registered with the Massachusetts Department of Agricultural Resources, if required, whose mission and practice is, in whole or in significant part, the rescue and placement of animals into permanent homes, and that does not breed animals nor obtain animal in exchange for payment or compensation from any person that breeds or brokers animals.

(6) “Person” means an individual, corporation, partnership, association, or any other legal entity.

(7) “Dog” means any member of the species *Canis familiaris*.

(8) “Cat” means any member of the species *Felis catus*.

(9) “Rabbit” means any member of the species *Oryctolagus cuniculus domesticus*.

(b) **Sale of dogs, cats, or rabbits prohibited.**

(1) It shall be unlawful for a pet shop to sell or offer for sale a dog, cat, or rabbit.

(2) A pet shop may provide space for the display of dogs, cats, or rabbits available for adoption only if:

- (i) such animals are displayed and made available for adoption by either: a public animal control agency or shelter or an animal rescue organization, as defined, and
- (ii) each pet shop shall maintain records sufficient to document the source of each dog, cat, or rabbit the pet shop displays, for at least one year following the date of acquisition. Such records shall be made available, immediately upon request, to any animal control officer or any duly appointed officer or representative of the Town.

(3) No person shall sell, exchange, trade, barter, lease, or display for a commercial purpose any dog, cat, or rabbit on or in any street, public grounds, commercial or retail parking lot, flea market, or other market, regardless of whether such access is authorized by the property owner, except for a dog, cat, or rabbit displayed:

- (i) By a public animal control agency or shelter or an animal rescue organization, as defined; or
- (ii) As part of a state or county fair exhibition, 4-H program, or similar exhibitions or educational programs.

(c) Penalties.

(1) In addition to any other penalty provided by law, any pet shop that makes a sale or offer for sale of a dog, cat, or rabbit in violation of subsection (b)(1) shall be fined \$300. Each unlawful sale or offer for sale shall constitute a separate violation. Any animal being offered for sale, transfer, or displayed in violation of these sections may be seized or impounded by the animal control officer or any duly appointed officer or representative of the Town. In cases where the enforcing officer determines that failure to seize or impound will be detrimental to the safety and/or health of the animal, the animal shall be seized.

(2) In addition to any other penalty provided by law, a pet shop that makes a provision of space knowingly and in violation of subsection (b)(2) shall be fined \$300. Each unlawful provision of space shall constitute a separate violation.

(d) Severability.

If any section, subsection, paragraph, sentence, clause or phrase of this bylaw shall be declared invalid for any reason whatsoever, such decision shall not

affect the remaining portions of this bylaw which shall continue in full force and effect, and to this end the provisions of this bylaw are hereby declared to be severable.

(e) **Effective date.**

The provisions of these section shall be effective thirty days after passage.

Town of Plymouth, Massachusetts
Department of Marine and Environmental Affairs
11 Lincoln Street, Plymouth, MA 02360 | 508-747-1620



January 26, 2021

Kathryn M. Holmes
40 Sol Joseph Road
Plymouth, MA 02360

RE: SATM Article 23

Dear Ms. Holmes:

The Department of Marine and Environmental Affairs (Animal Control Division) is providing this letter of support to you relative to the above-listed Town Meeting article. This article will restrict the sale of dogs, cats and rabbits from pet shops and only allow space for adoption by either a public Animal Control agency or shelter or rescue organization. Ensuring that animals are raised and adopted out properly is critically important to our community.

We very much appreciated the opportunity to go over this proposed article in detail with you last week and look forward to it receiving the support of Town Meeting.

Should you have any questions regarding this matter please let me know at your earliest convenience. Thank you.

Sincerely,

David Gould
Director

C: Melissa Arrighi, Town Manager